

2023 MASTER FEE SCHEDULE

ADMINISTRATIVE - GENERAL		
Building Code Violation Appeal Fee ⁽¹⁶⁾		193.00
Business Licenses		
Annual fee based on total number of employees reported on Form 132		
0-10		80.00
11-25		131.00
26-50		195.00
51-75		388.00
76-100		771.00
101-200		1,282.00
>200		1,954.00
Annual fee for businesses located outside City limits		93.00
Late Fee		10.00
Temporary 90-Day	\$35.00 or 1/4 annual fee, whichever is greater	
Public Safety Fee per connection/unit/month		\$3.25
Copying of City Records < 200 pages (based on 8-1/2 x 11 side) ⁽¹⁾		B&W \$0.35 /Color \$0.45
Copying City Records using off-site services (when necessary)		Actual costs + staff time
Certified copies of City records (for notarized copies – see Notary fee)		
First page + copy costs		B&W \$1.30/Color \$1.40
Each additional page (per side) + copy costs		B&W \$0.70/Color \$0.80
Duplication of City audio/video recordings to CD or DVD		
Personal Copy		18.00
Certified Copy		23.00
Electronic document preparation ⁽¹⁰⁾		
Electronic documents or files copied to CD or DVD		17.00
Electronic documents, <10MB and 10 files, sent electronically		No additional cost
Electronic documents, ≥10MB and/or 10 files, sent electronically		15.00
Paper to electronic conversion (per side) to PDF format, ≤ 11” x 17”		\$0.20 per side
Fax - per page (single sided – 8-1/2 x 14 max)		1.40
GIS		
8-1/2 x 11 Curry County Print (per single sided page)		B&W \$0.35; Color \$0.45
11 x 17 Curry County Print (per single sided page)		B&W \$3.30; Color \$3.40
Large Format Print (> 11x17)		BW \$4/sq ft Color \$12/sq ft
Large Format Scanning (> 11 x 17, per single side sheet)	Per Sheet	23.00
Custom Map	Per Hour	55.00
Legal review of public records for exempt determination ⁽²⁾		Actual legal costs
Lien Search		30.00
Liquor License Application – New/Annual Renewal		30.00
Liquor License Application – Temporary/Annual		30.00
Meeting Room Rental – Council Chambers	Per Hour	23.00
Meeting Room Rental – Fire Hall	Per Hour	10.00
Monitoring of public review of City files		44.00
Payment Agreement- Set-up		
Set-Up Fee		131.00
Late Fee		43.00
Loan Rate		9%
Records Search	Per Hour	52.00

Returned (NSF) Check		47.00
Taxicab Driver's Permit/ Bi-Annual		36.00
Taxicab License/ Per Vehicle/Annual		86.00
Taxicab Photo Update		14.00
Transportation Network Company		86.00
Transportation Network Company Driver's Permit/Bi-Annual		35.00
Vacation – General (12)		1,568.00
COURT		
Community Service Sign Up Fee		61.00
Court Fee (Generally)		61.00
Driver's License Sanctions		30.00
Failure to Appear		60.00
Collections Fee		30.00
Payment Plan Fee (balance less than \$250)		30.00
Payment Plan Fee (balance greater than \$250)		59.00
Appeal Filing Motion		74.00
FIRE		
Burn Permits		15.00
Burn to Learn		1,902.00
Insurance Company Report		30.00
Copies of County Road Directory		18.00
Roadway Wash Down		131.00
PARK FACILITY / DAILY USE FEES (3)(4)		
Capella Use Fees		
Basic Use Fee	Per hour w/2 hour minimum	129.00
Musical Event Fee (minimum 3 event series)	Per hour w/2 hour minimum	23.00
Security Deposit	Per Event	247.00
Park Use/Standard		
<i>City Residents; non-resident add 50%, non-profit subtract</i>		
	0-200	53.00
	201-400	97.00
	401-600	186.00
	601-1000	322.00
	> Each additional	53.00
Park Use/Commercial		
City Resident	1-100	53.00
	>Each additional	53.00
Non-City Resident	1-5	131.00
	6-30	195.00
	31-60	389.00
	61-100	522.00
	>Each additional	65.00
<i>Other Park Facilities: non-resident add 50%, non-profit subtract 50%</i>		
Bandshell/Stage Use		53.00
Concession Stand w/restrooms		98.00
Concession Restrooms Only		30.00
Folding Picnic Table / each, per event (8)		23.00

Tournaments	per field per day	93.00
Soft Ball Field Lights	per hour/per field	17.00
Recreational Sports (Soft Ball, Kick Ball, Soccer)	per game/per team	27.00
Recreational Sports Courts/ Field Reservation	per hour	27.00
Scoreboard Use/Remote Deposit		200.00
Tournament Cancellation fee	\$25; 45 days or less 1/2 of deposit excluding light fees	
Key replacement		30.00
Expedited Plan Review for Special Events (20)		609.00
Capella/Park Use Cancellation Fee		25.00
Event Permit Request		
Event Permit (18)		48.00
Barricade and Cone Delivery (19)		105.00
Refundable Barricade/Cone Use		389.00
PLANNING		
Annexation (5)		6,471.00
Appeal to City Council (9)		Equal to Application Fee
Appeal to Planning Commission		195.00
Combined Preliminary/Final Plat Approval		1,040.00
Comprehensive Plan Amendment (5)		4,674.00
Conditional Use Permit (Generally)		3,314.00
Detailed Development Plan (5)		9,279.00
Extension of Time SUB/CUP		65.00
Home Occupation		51.00
Home Occupation Permit for Non-profit		No Fee
Lot Line Adjustment/Lot Line Vacation		183.00
LU Compatibility Statements		53.00
Master Plan Development (5)		10,938.00
Minor Change		1,276.00
Partition		2,551.00
Mural Application		98.00
Permit Clearance Review		216.00
Minor Additions & Repairs		72.00
Planned Unit Development (5)		5,701.00
Pre-Application Services (6)		670.00
Re-Notification		175.00
Sign Approval		168.00
Street Naming		126.00
Subdivision (5)		2,639.00
Subdivision Final Approval		195.00
Subdivision Replat (5)		2,604.00
Variance		3,105.00
Vacation – Land Use (12)		3,139.00
Workforce Housing Accessory Dwelling Registration Fee		31.00
Zone Change (without Comp Plan Amendment)		3,502.00
POLICE		
Fingerprinting – per card		15.00

Intoxilizer		5.00
Police Reports/per report		11.00
Incident Reports		5.00
Digital Media Redact		Actual costs + staff time
Digital Media Duplication		35.00
Urinalysis		10.00
<u>PUBLIC WORKS</u>		
Building Inspection Fees	Pursuant to OR State Building Codes Div established fees	
Public Works / Right-of-Way Plan Review (5) (13)	Per plan sheet	93.00
Public Works / Right-of-Way Permit and Inspection (7)(17)		\$100.00 or 5% of project value, whichever is greater
Right to Use/Encroachment Permit (17)		53.00
Hydrology report review (5)		253.00
TV Inspection Fee	w 2 hour minin	216.00
<u>SEWER & WATER</u>		
<i>Sewer</i>		
4" Sewer Tap-in (14)	Actual time & materials with minimum of \$4,617	
6" Sewer Tap-in-w/o existing lateral to property line (Actual time & materials with minimum of \$6,242	
BOD/SS Compiler (15)		190.00
Flow Meter Data Logger (15)		190.00
Oil & Grease Trap Inspection - stand alone		59.00
Oil & Grease Trap Inspection w backflow inspection		30.00
<i>Water</i>		
Annual Backflow Inspection		127.00
Meter Drop-in Connection Fee		
5/8 x 3/4"		498.00
3/4"		539.00
1"		695.00
1-1/2"		2,190.00
2"		2,569.00
4" (14)	Actual time & materials with estimated deposit	
Hydrant Meter Installation (includes uninstal)		126.00
Service Extension inside City limits		
1 inch single service		4,738.00
2 inch single service		6,425.00
2 inch dual service		7,514.00
4" Service and larger		Contractor only
Service Extension Outside City Limits		Add 20% to inside City limit fees
4" Service and larger		Contractor only
<u>SWIMMING POOL USE</u>		
Notes:		
(1) All copy charges are calculated based on a single-sided 8 ½ x 11 page. An 8-1/2 x 14 page will be charged at one and one-half (1-1/2) the cost of singled sided page, and 11 x 17 pages will be charged as two (2) single sided pages. Large copying projects (>200 single sided pages or >100 double sided) will be charged actual copying and labor costs, with prior notification to, and acknowledgement of the requestor.		
(2) Determination of need for legal review must be made by the City Manager.		

- (3) A refundable deposit will be charged equaling the total daily use fee, per application.
- (4) Park Use Fees will be waived for the Azalea Festival, American Music Festival, Natures Coastal Holiday and Festival of Art at Stout Park. The City Manager may waive Parks Use Fees for non-profit events when the total is less than \$50.
- (5) Base fee. If the City cost for processing the application exceeds the base fee, the applicant will be liable for, and billed monthly, for staff and/or consultant's time and other associated costs incurred with processing the application (including but not limited to planning, public works, engineering, City administration, legal and inspection services).
- (6) Pre-application meeting fee will be applied to the application fee if the application is submitted within one (1) year of the pre-application meeting. Each pre-application meeting increases the application fee by the same amount.
- (7) Fee is collected at time of permit issuance.
- (8) Tables may be rented at a reduced 50% rate with a minimum of 5 tables when both pick-up and delivery are handled by the applicant.
- (9) Appeal fee will be equal to the applicable application fee and adjusted, up or down, based on final cost recovery.
- (10) Fees noted are in addition to applicable records search fees. Any request requiring more than 1 hour of staff time for conversion, copying to disc, etc., will be charged the records search rate, in addition to standard fees, with prior notification to, and acknowledgement of the requestor. Sending and receiving of electronic files, and conversion of paper documents to PDF format, is limited to current available in-house technology.
- (11) Fee to be determined per event; based on staff requirements for pick-up, delivery and placement of barricades and cones.
- (12) Vacations requiring an additional hearing before the Planning Commission will be charged at twice the standard fee. (Standard fee includes a hearing before the City Council).
- (13) One-time fee. Incomplete submittals will not be accepted.
- (14) Deposit based on estimate to be applied to actual cost of time and materials. Any deposit amount exceeding actual costs will be refunded upon project completion. Amounts in excess of the deposit will be billed at the earliest known stage in the project, or upon project completion.
- (15) Subject to availability.
- (16) If appellant prevails, appeal fee will be refunded.
- (17) Fee will be doubled for failure to obtain permit in advance of performing work.
- (18) Non-contiguous recurring events will be charged the base fee for the first event and \$10 for each recurrence during a calendar year.
- (19) Barricade/cone fee for non-contiguous recurring events will be applied only once.
- (20) For event application forms submitted less than 14 days from date of event.