

AGENDA ITEM FOR ADMINISTRATIVE MEETING () Discussion only
(X) Action

FROM (DEPT/ DIVISION): County Counsel

SUBJECT: Comprehensive Fee Ordinance Amendment

<p>Background:</p> <p>The proposed changes from Departments for the annual update to the Comprehensive Fee Ordinances are before the Board for the First Ready, and to set the Second Reading.</p>	<p>Requested Action:</p> <ol style="list-style-type: none"> 1. Conduct Public Hearing 2. Set Second Reading
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ATTACHMENTS: Proposed Ordinance

*****For Internal Use Only*****

Checkoffs:

- () Dept. Heard (copy)
- () Human Resources (copy)
- () Fiscal
- (X) Legal (copy)
- () (Other - List:)

To be notified of Meeting:

Needed at Meeting:

Scheduled for meeting on: June 5, 2024

Action taken:

Follow-up:

THE BOARD OF COMMISSIONERS OF UMATILLA COUNTY

STATE OF OREGON

In the Matter of Amending)
Comprehensive Fee Ordinance)
No. 94-02, as amended,) ORDINANCE NO. 2024-04
codified at Chapter 39, for)
County Services Performed for)
the Public)

WHEREAS the Board of Commissioners has ordained Ordinance No. 94-20, adopting a comprehensive fee ordinance for county services performed for the public;

WHEREAS ORS 203.115 permits the county governing body to set fees charged for county services and to amend the fees enacted;

WHEREAS the Umatilla County Board of Commissioners desires to inform the public of all fees charged for County services.

NOW, THEREFORE the Board of Commissioners of Umatilla County ordains that the Comprehensive Fee Ordinance, No. 94-20, dated November 7, 1994, shall be further amended as follow (deleted words are ~~struck through~~ and added words are *italicized and underlined*):

ADMINISTRATIVE SERVICES DEPARTMENT

§ 39.003 ADMINISTRATIVE SUPPORT SERVICES

<i>ADMINISTRATIVE SUPPORT SERVICES</i>	
Support Services Office/Staff Research fee	\$25 <u>50</u> per hour, or fraction thereof

§ 39.010 OFFICE OF COUNTY RECORDS.

§ 39.011 FEES - GENERAL.

<i>COUNTY RECORDS -- FEE SCHEDULE</i>	
Computer research	\$ 30 <u>50</u> per hour

§ 39.030 ELECTIONS.

<i>ELECTIONS FEES</i>		
<i>Section No.</i>	<i>Description</i>	<i>Fees</i>
§ 39.033	Computer research	\$ 60 <u>50</u> per hour
§ 39.034	Office research	\$ 40 <u>50</u> per hour

§ 39.050 INFORMATION TECHNOLOGY.

<i>INFORMATION TECHNOLOGY FEES</i>		
<i>Section No.</i>	<i>Description</i>	<i>Fees</i>
§ 39.051	<p>Hourly rate for work performed. All reports, computer data files, programming and any other special services conducted by department will be charged an hourly fee as follows: A. Staff research time - \$40 <u>50</u> /hour B. Computer time - \$60 <u>50</u> /hour A minimum amount of half hour will be charged for all services performed.</p>	

ASSESSMENT AND TAXATION DEPARTMENT

§ 39.075 GEOGRAPHICAL INFORMATION SERVICES.

GEOGRAPHICAL INFORMATION SERVICES FEES		
<i>Section No.</i>	<i>Description</i>	<i>Fees</i>
§ 39.076	Cartography research, Map Work Labor (also graphics and desktop publishing). Does not include materials, which will charged in addition to labor charge.	\$75 <u>100</u> per hour A minimum of ½ hour will be charged.
§ 39.077	Office research	\$30 per hour
§ 39.083	Tax Lot Consolidation Formation of New Taxing District Annexation to/Withdrawal from Taxing District — Simple (1 - 3 parcels) — Moderate (4 - 7 parcels) — Complex (8 or more parcels)	\$20 \$500 \$50 \$75 \$100
§ 39.084	GIS Datasets (Does not include tax lot shapefile) Shape file, layer, coverage with associate attributes. Payment and signed GIS Use License Agreement must be provided prior to distribution.	\$30 each, plus \$75 <u>100</u> /hour if data is customized
§ 39.085	Property Line Adjustment Deed Check Property Line Adjustment Deed Check - 3+ Parcels Legal Description Verification Type IV Partition Plan review Partition Plat & Subdivision review	\$25 <u>100</u> \$25/tax lot \$25 <u>50</u> \$50 <u>100</u> \$100

§ 39.100 ASSESSMENT.

ASSESSMENT FEES		
<i>Section No.</i>	<i>Description</i>	<i>Fees</i>
§ 39.102	Church application filing - nonrenewal	\$50

ASSESSMENT FEES		
§ 39.104	Plat map review	\$50
§ 39.105	Cartography research, Map Work Labor (also graphics and desktop publishing). Does not include materials, which will be charged in addition to labor charge.	\$75 per hour A minimum of ½ hour will be charged.
§ 39.106	Fax	\$5 first page, \$1 additional pages
§ 39.107	Computer reports	\$30 50 per hour plus \$0.10 per item
§ 39.108	Office research	\$40 50 per hour

§ 39.120 TAXATION.

TAXATION FEES		
<i>Section No.</i>	<i>Description</i>	<i>Fees</i>
§ 39.121	Office research	\$30.00 <u>50</u> per hour

§ 39.220 HARRIS PARK.

HARRIS PARK FEES		
<i>Section No.</i>	<i>Description</i>	<i>Fees</i>
§ 39.221	Campsite fee - All sites Cabin fee	\$30/night \$40 <u>45</u>/night

§ 39.222	<p>Small shelter fee</p> <p>Large shelter (Widner Cove) fee - paid in advance</p> <p>Special events and shelters may only be arranged and reserved by telephone and are not available for internet reservation</p>	<p>\$50 <u>30</u>/day</p> <p>\$100 <u>75</u>/day</p>
§ 39.223	Firewood - Subject to supply	\$5.00/bundle
<p>Harris Park currently has no additional charge for extra vehicles, however it may be necessary to park additional vehicles in the overflow parking due to limited space. Camping is limited to 14 consecutive days maximum, with a ten day break between stays.</p>		
<p>Reservations of camping sites must pay first night in advance and it is non-refundable. If a site is reserved for multiple days and only the first day is paid, after failure to show up the site will be released for rental at 11:00 am the second day. <u><i>If a camper fails to comply with the rules of the park, future reservations may be denied.</i></u></p>		

§ 39.250 FAIRGROUNDS.

<p>§ 39.250</p>	<p><i>UCF Mobile Stage - Available for EOTEC onsite rentals only (Must be insured and sign stage agreement)</i></p>	<p><i>\$200 & \$50/day after first day</i> <i>\$100 Refundable Deposit</i></p>
	<p><i>Main Stage on grounds (Must be insured and sign stage agreement)</i></p>	<p><i>\$1,500 & \$200/day after first day</i> <i>\$500 Refundable Deposit</i></p>
	<p><i>Aluminum bleacher - Per day (Must be insured and sign bleacher agreement)</i></p>	<p><i>\$100</i></p>
	<p><i>Table - Wood - Per day</i></p>	<p><i>\$3/each</i></p>
	<p><i>Table - Resin - Per day</i> <i>Chair - Per day</i></p>	<p><i>\$7/each</i> <i>\$.50/each</i></p>

DISTRICT ATTORNEY

§ 39.300 DISTRICT ATTORNEY.

DISTRICT ATTORNEY FEES		
Section No.	Description	Fees
§ 39.309	Archive retrieval fee Archive copying fee	\$20 \$.25 per page
§ 39.310	Discovery charges: misdemeanor and felony	\$15/case + \$.25 per page
§ 39.311	CD/DVD duplication	\$15
§ 39.312	Video conversion	\$40
§ 39.313	Redaction fee	\$30/hour
§ 39.314	Special Media, including Flash Drive	\$20
§ 39.315	Electronic Media Link	\$15
§ 39.316	Victim Witness DUII Panel	\$40

PUBLIC HEALTH DEPARTMENT

§ 39.427 ONSITE WASTEWATER TREATMENT SYSTEM PROGRAM

ONSITE WASTEWATER TREATMENT SYSTEM All Application Fees Include \$100 <u>117</u> DEQ Surcharge Fee Unless Otherwise Noted	
Description	Fees
Site Evaluation	
Single family dwelling - First lot \$780.00 <u>824</u>	\$780 <u>824</u>
Single family dwelling - Each additional lot evaluated during initial visit	\$780 <u>824</u>
Commercial facility with a design capacity of 1,000 gpd or less	\$780 <u>824</u>
Commercial facility with a design capacity of 1,001 - 1,500 gpd	\$956 <u>1,007</u>
Commercial facility with a design capacity of 1,501 - 2,000 gpd	\$1,032 <u>1,086</u>
Commercial facility with a design capacity of 2,001-2,500 gpd	\$1,208 <u>1,269</u>
Existing system report	\$740 <u>783</u>
Construction/Installation Permits:	
For systems with a design capacity of less than 600 gpd	
System Type A	\$548 <u>583</u>
System Type B	\$964 <u>1,016</u>
System Type C	\$1,108 <u>1,165</u>
System Type D	\$1,335 <u>1,401</u>
System Type E	\$1,620 <u>1,698</u>
Plan Review for Commercial Facility Systems	\$-0-
For systems with a design capacity of 601-1,000 gpd	
System Type A	\$548 <u>583</u>
System Type B	\$964 <u>1,016</u>
System Type C	\$1,108 <u>1,165</u>
System Type D	\$1,335 <u>1,401</u>
System Type E	\$1,620 <u>1,698</u>
Plan Review for Commercial Facility Systems	\$368 <u>383</u>

ONSITE WASTEWATER TREATMENT SYSTEM All Application Fees Include \$100 <u>117</u> DEQ Surcharge Fee Unless Otherwise Noted	
For systems with a design capacity of 1,001-1,500 gpd	\$644 <u>683</u>
System Type A	\$1,060 <u>1,115</u>
System Type B	\$1,204 <u>1,265</u>
System Type C	\$1,413 <u>1,483</u>
System Type D	\$1,760 <u>1,843</u>
System Type E	\$432 <u>449</u>
Plan Review for Commercial Facility Systems	
For systems with a design capacity of 1,501-2,000 gpd	\$740 <u>783</u>
System Type A	\$1,156 <u>1,215</u>
System Type B	\$1,300 <u>1,365</u>
System Type C	\$1,491 <u>1,564</u>
System Type D	\$1,812 <u>1,897</u>
System Type E	\$496 <u>516</u>
Plan Review for Commercial Facility Systems	
For systems with a design capacity of 2,001-2,500 gpd	\$836 <u>882</u>
System Type A	\$1,252 <u>1,315</u>
System Type B	\$1,396 <u>1,465</u>
System Type C	\$1,569 <u>1,645</u>
System Type D	\$1,908 <u>1,997</u>
System Type E	\$560 <u>582</u>
Plan Review for Commercial Facility Systems	
Reinspection fee - System Types A - E (No surcharge fee)	\$141 <u>147</u>
Type A = Gray water waste disposal sumps	
Type B = Holding tanks	
Type C = Standard subsurface, absorption trenches in saproelite, redundant, seepage trench, steep slope	
Type D = Alternative treatment technologies, capping fill, pressurized distribution, tile dewatering	
Type E = Recirculating gravel filter, sand filter (commercial or residential)	
Pump Evaluation fee. For all permits for Types A and B that specify the use of a pump or dosing siphon except for sand filter, alternative treatment technologies, recirculating gravel filter, and pressurized distribution systems. (No surcharge fee)	\$64 <u>67</u>

ONSITE WASTEWATER TREATMENT SYSTEM All Application Fees Include \$100 <u>117</u> DEQ Surcharge Fee Unless Otherwise Noted	
Alteration Permits: Major Alteration Minor Alteration	 <u>\$652 691</u> <u>\$364 392</u>
Repair Permits - Single Family Dwelling Major Repair Minor Repair	 <u>\$635 673</u> <u>\$356 383</u>
Repair Permits - Commercial Facility Major Repair Minor Repair	 <u>\$1,108 1,165</u> <u>\$563 599</u>
Permit Transfer, Reinstatement or Renewal Field Visit Required Field Visit Not Required	 <u>\$620 658</u> <u>\$252 275</u>
Authorization Notices: Field Visit Required Field Visit Not Required	 <u>\$724 766</u> <u>\$260 283</u>
Renewal of hardship authorization for temporary dwelling: Field Visit Required Field Visit Not Required	 <u>\$430 460</u> <u>\$200 221</u>
Alternative system inspection - Holding tanks	<u>\$484 516</u>
Alternative system inspection	<u>\$628 653</u>
Land Use Clearance (No surcharge fee)	<u>\$50 52</u>

ONSITE WASTEWATER TREATMENT SYSTEM All Application Fees Include \$100 <u>117</u> DEQ Surcharge Fee Unless Otherwise Noted	
Annual report evaluation - Holding tanks (No surcharge fee) Hard copy submittal Online submittal	 \$30 <u>31</u> \$25 <u>26</u>
Annual report evaluation - Sand filters, pressurized distribution systems, recirculating gravel filers, and alternative treatment technology (No surcharge fee) Hard copy submittal Online submittal	 \$60 <u>62</u> \$50 <u>52</u>
Pumper truck inspections (No surcharge fee) First vehicle, each inspection Each additional vehicle, each inspection	 \$100 <u>104</u> \$50 <u>52</u>

PUBLIC WORKS DEPARTMENT

§ 39.510 ROAD DEPARTMENT.

<i>ROAD FEES</i>		
<i>Section No.</i>	<i>Description</i>	<i>Fees</i>
§ 39.516	Road vacation	\$500 plus surveying-fees <i>costs</i>
§ 39.518	Way of necessity	\$1,000 or actual cost, whichever is <i>less more</i>

LAND-USE PLANNING COMMUNITY DEVELOPMENT DEPARTMENT

§ 39.600 LAND USE PLANNING.

§ 39.611 LAND USE APPLICATIONS .

<i>Application</i>	<i>Fees</i>
<p>Amendments - fees are cumulative when multiple amendments are required</p> <p>Comprehensive Plan Text Amendment;</p> <p>Development Code (Zoning) Text Amendment; Zone Map Amendment; and Comprehensive Plan Map Amendment Change</p>	<p>\$1000 <u>2,000</u> + cost for postage, copies & publication of notice</p> <p>\$1000 + cost for postage, copies & publication of notice</p>
<p>Co-Adoption of code/plans within a city urban growth boundary (<i>City generated</i>)</p>	<p>Cost for postage, copies & publication of notice</p>
<p>Aggregate Goal 5 Site</p>	<p>\$1,000 <u>\$3,000</u> <i>or as provided in §39.617 plus reimbursement for necessary consultant reports (Does not include the fee of a Zone Map Amendment or a Comprehensive Plan Text Amendment)</i></p>
<p>Conditional Use Permit</p>	<p>\$750 + cost for postage, copies & publication of notice</p>
<p>Conditional Use Permit - Home Occupation</p>	<p>\$250 + cost for postage, copies & publication of notice</p>
<p>Conditional Use Permit - Commercial Utility Facilities, including wind and other energy generation facilities (over 1MW)</p> <p><i><u>If application includes goal exception</u></i></p>	<p>\$5,000 + \$1,000 per tower + cost for postage, copies, publication of notice & reimbursement for necessary consultant reports ± <u>\$500/tax lot after first tax lot</u></p> <p><i><u>Additional \$2,000</u></i></p>

<i>Application</i>	<i>Fees</i>
Conditional Use Permit - including but not limited to, Utility Facilities in non-resource zones, as well as Cell Towers, Communications Towers, Met Towers and Transmission Towers - over 200 feet in height	\$2,500 + cost for postage, copies & publication of notice, additional research time, + \$500/ <u>tax lot after first tax lot</u> if project on more than one tax lot
<u>Conditional Use Permit - Small Significant Aggregate Site</u>	<u>\$2,000 + cost for postage, copies & publication of notice,</u>
Floodplain Research (if not associated with a zoning permit)	\$15 + \$65 <u>75</u> /hour computer research
Land Use Decision	\$500 <u>750</u> + cost for postage, copies & publication of notice
Land Use Decision, Utility Facilities Necessary for Public Service, including waste treatment systems, communication and transmission towers under 200 feet in height, excluding Commercial Energy Facilities over 1 MW	\$2,500 + cost for postage, copies, publication of notice & additional research time + \$500/ <u>tax lot after first tax lot</u> if project on more than one tax lot
Legal Lot of Record Determination If research exceeds 2 hours, hourly research fee of \$65 <u>75</u> added	\$100 + \$65 <u>75</u> /hour for over 2 hours research
<u>Printing of electronically submitted applications over 6 pages</u>	<u>\$.25/page</u>
Public Notice	\$ <u>1-2</u> per notice
<u>Remand</u>	<u>Current applicable fee for that application</u>
Review and recommendations of land use designation conversions, comprehensive plan and zone changes, and similar actions within an urban growth area that are not otherwise subject to County permits (<u>City or Applicant generated</u>)	\$500 + cost for postage, copies & publication of notice

<i>Application</i>	<i>Fees</i>
Verification of a Non-Conforming Use	\$500 + \$6575 /hour for over 2 hours research

FURTHER by unanimous vote of those present, the Board of Commissioners deems this Ordinance necessary for the immediate preservation of public peace, health, and safety; therefore, it is adjudged and decreed that an emergency does exist in the case of this Ordinance and it shall be in full force on July 1, 2024.

FIRST READING: June 5, 2024

SECOND READING:

DATED this day of 2024.

UMATILLA COUNTY BOARD OF COMMISSIONERS

John M. Shafer, Chair

Celinda A. Timmons, Commissioner

Daniel N. Dorran, Commissioner

ATTEST:
OFFICE OF COUNTY RECORDS

Records Officer