

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 approval. The First Reading was held June 4, 2025. The Second Reading is set for June 18, 2025. It may then be considered for adoption.</p>	<p>Requested Action:</p> <ol style="list-style-type: none">1. Conduct Public Hearing2. Adopt Ordinance No. 2025-07
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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 18, 2025

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. 2025-07
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*):

ASSESSMENT AND TAXATION DEPARTMENT

§ 39.075 GEOGRAPHICAL INFORMATION SERVICES.

<i>GEOGRAPHICAL INFORMATION SERVICES FEES</i>		
<i>Section No.</i>	<i>Description</i>	<i>Fees</i>

<i>GEOGRAPHICAL INFORMATION SERVICES FEES</i>		
§ 39.082	Polygon Format Individual tax lots Entire parcel base (<i>updated quarterly</i>) - Minimal attributes (i.e map, tax lot only) Entire parcel base with attributes (<i>updated quarterly</i>) (i.e map and tax lot with additional attributes from ORCATS system Subscription to monthly <i>quarterly</i> updates - paid annually	\$5 each - \$30 minimum \$500 \$530 \$200/month <i>\$1,750 or \$1,850</i> <i>with assessor data</i>
§ 39.084	GIS Datasets (Does not include <i>quarterly</i> tax lot shapefile) Shape file, layer, coverage with associate attributes. Payment and signed GIS Use License Agreement must be provided prior to distribution. <i>Custom data charge will be applied</i> <i>to tax lot data outside of normal quarterly update</i> <i>schedule</i>	\$30 each, plus \$100 /hour if data is customized

PUBLIC HEALTH DEPARTMENT

§ 39.426 ENVIRONMENTAL HEALTH PROGRAM

<i>FOOD SERVICE - Annual Fee - January 1 to December 31</i>	
<i>Description</i>	<i>Fees</i>
Full service restaurant (based on seating criteria)	
0-15 seats	\$636 <u>662</u>
16-50 seats	\$702 <u>730</u>
51-150 seats	\$820 <u>853</u>
150+ seats	\$900 <u>936</u>
Not for Profit License	\$110 <u>114</u>
Limited service restaurant	\$375 <u>390</u>
Bed and breakfast	\$255 <u>265</u>

<i>FOOD SERVICE - Annual Fee - January 1 to December 31</i>	
Commissary	\$447 <u>464</u>
Warehouse	\$180 <u>187</u>
Mobile food unit	
Class 1 to 3	\$280 <u>291</u>
Class 4	\$463 <u>482</u>
Benevolent facility, whose main focus is to serve food directly to indigent populations at no charge	\$-0-
Temporary restaurant	
Single event, intermittent & seasonal	\$85 <u>88</u>
Not for profit license - intermittent & seasonal	\$55 <u>57</u>
Not for profit license - single event (per calendar year) if qualifies as benevolent organization	\$34
Fee due in health department 5 days prior to event, and if not paid by that time, then the following fee charged: Single event, intermittent & seasonal	\$145 <u>151</u>
Not for profit license - intermittent & seasonal/90 day	\$61 <u>63</u>
Temporary at event (operating without a license)	\$290 <u>302</u>
<i>Exempt Food Administrative Processing Fee</i>	\$34
Vending machines (by number of machines)	
1-10 units	\$90 <u>94</u>
11-20 units	\$140 <u>146</u>
21-30 units	\$200 <u>208</u>
31-40 units	\$300 <u>312</u>
41-50 units	\$320 <u>333</u>
51-75 units	\$330 <u>343</u>
76-100 units	\$390 <u>406</u>
101-250 units	\$510 <u>530</u>
251-500 units	\$800 <u>832</u>
501-750 units	\$1000 <u>1040</u>
751-1000 units	\$1500 <u>1560</u>
1001-1500 units	\$1600 <u>1664</u>
1501+ units	\$1700 <u>1768</u>

<i>FOOD SERVICE - Annual Fee - January 1 to December 31</i>	
Reinstatement fee - to reinstate a license after the December 31 expiration, the applicant must pay a reinstatement fee of \$100 in addition to the license fee required. The reinstatement fee shall increase by an additional \$100 on the first day of each succeeding month until the license is reinstatement	\$100 per month
Inspection fee - Quarterly inspections resulting from 2 consecutive failures of 70 points or less	One-half of original license fee for each inspection
Reinspection fee - for any reinspections beyond 2 in one calendar year	\$155/hour with 1 hour minimum

<i>POOL FACILITIES - Annual Fee - January 1 to December 31</i>	
<i>Description</i>	<i>Fees</i>
First pool/spa Seasonal Annual	\$212 <u>221</u> \$308 <u>320</u>
Additional pool/spa Seasonal Pool	\$143 149 \$212 <u>221</u>
Reinspection fee - For any reinspections beyond 2 in one calendar year	\$155/hour, with 1 hour minimum
Non-renewal/late penalty fee - facilities that renew later than January 15 will be assessed a penalty fee of 50% of the original fee, and another 50% on the first day of each successive month of delinquency until the fee is paid in full.	50% per month

PLAN REVIEW	
<i>Description</i>	<i>Fees</i>
Full service restaurant	\$439 <u>457</u>

PLAN REVIEW	
Limited service restaurant	\$220 <u>229</u>
Seasonal temporary restaurant	\$121 <u>126</u>
Bed and breakfast	\$190 <u>198</u>
Commissary	\$240 <u>250</u>
Warehouse	\$150 <u>156</u>
Mobile food unit	
Class 1 to 3	\$400 <u>416</u>
Class 4	\$400 <u>416</u>
Benevolent facility, whose main focus is to serve food directly to indigent populations at no charge	\$-0-
Not for Profit	\$209 <u>217</u>
School Plan Review	\$152 <u>158</u>
Remodeling	
Full service restaurant	\$225 <u>234</u>
All other food facilities	\$100 <u>104</u>

INSPECTION FEE FOR FACILITIES LICENSED BY OTHER AGENCIES	
<i>Description</i>	<i>Fees</i>
Child care facilities	\$211 <u>220</u>
Schools	
Central kitchen	\$252 <u>262</u>
On-site prep kitchen	\$211 <u>220</u>
Finishing kitchen	\$189 <u>197</u>
Satellite	\$84 <u>87</u>
Correctional facilities - per hour (time includes travel and reporting)	\$155 <u>161</u> /hour
Non-licensed facilities - per hour (time includes travel and reporting)	\$155 <u>161</u> /hour

§ 39.427 ONSITE WASTEWATER TREATMENT SYSTEM PROGRAM

ONSITE WASTEWATER TREATMENT SYSTEM All Application Fees Include \$117 will have DEQ Surcharge Fee <u>Added</u> Unless Otherwise Noted	
Description	Fees
Site Evaluation	
Single family dwelling - First lot	\$824 <u>707</u>
Single family dwelling - Each additional lot evaluated during initial visit	\$824 <u>707</u>
Commercial facility with a design capacity of 1,000 gpd or less	\$824 <u>707</u>
Commercial facility with a design capacity of 1,001 - 1,500 gpd	\$1,007 <u>890</u>
Commercial facility with a design capacity of 1,501 - 2,000 gpd	\$1,086 <u>969</u>
Commercial facility with a design capacity of 2,001-2,500 gpd	\$1,269 <u>1,152</u>
Existing system report	\$783 <u>666</u>
Construction/Installation Permits:	
For systems with a design capacity of less than 600 gpd	
System Type A	\$583 <u>466</u>
System Type B	\$1,016 <u>899</u>
System Type C	\$1,165 <u>1,048</u>
System Type D	\$1,401 <u>1,284</u>
System Type E	\$1,698 <u>1,581</u>
Plan Review for Commercial Facility Systems	\$-0-
For systems with a design capacity of 601-1,000 gpd	
System Type A	\$583 <u>466</u>
System Type B	\$1,016 <u>899</u>
System Type C	\$1,165 <u>1,048</u>
System Type D	\$1,401 <u>1,284</u>
System Type E	\$1,698 <u>1,581</u>
Plan Review for Commercial Facility Systems (<u>No surcharge fee</u>)	\$383
For systems with a design capacity of 1,001-1,500 gpd	
System Type A	\$683 <u>566</u>
System Type B	\$1,115 <u>998</u>

ONSITE WASTEWATER TREATMENT SYSTEM All Application Fees Include \$117 will have DEQ Surcharge Fee <u>Added</u> Unless Otherwise Noted	
System Type C	\$1,265 <u>1,148</u>
System Type D	\$1,483 <u>1,366</u>
System Type E	\$1,843 <u>1,726</u>
Plan Review for Commercial Facility Systems (<u>No surcharge fee</u>)	\$449
For systems with a design capacity of 1,501-2,000 gpd	
System Type A	\$783 <u>666</u>
System Type B	\$1,215 <u>1,098</u>
System Type C	\$1,365 <u>1,248</u>
System Type D	\$1,564 <u>1,447</u>
System Type E	\$1,897 <u>1,780</u>
Plan Review for Commercial Facility Systems (<u>No surcharge fee</u>)	\$516
For systems with a design capacity of 2,001-2,500 gpd	
System Type A	\$882 <u>765</u>
System Type B	\$1,315 <u>1,198</u>
System Type C	\$1,465 <u>1,348</u>
System Type D	\$1,645 <u>1,528</u>
System Type E	\$1,997 <u>1,880</u>
Plan Review for Commercial Facility Systems (<u>No surcharge fee</u>)	\$582
Reinspection fee - System Types A - E (No surcharge fee)	\$147
Type A = Gray water waste disposal sumps	
Type B = Holding tanks	
Type C = Standard subsurface, absorption trenches in saprolite, 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)	\$67

ONSITE WASTEWATER TREATMENT SYSTEM All Application Fees Include \$117 will have DEQ Surcharge Fee <u>Added</u> Unless Otherwise Noted	
Alteration Permits: Major Alteration Minor Alteration	 \$691 <u>574</u> \$392 <u>275</u>
Repair Permits - Single Family Dwelling Major Repair Minor Repair	 \$673 <u>556</u> \$383 <u>266</u>
Repair Permits - Commercial Facility Major Repair Minor Repair	 \$1,165 <u>1,048</u> \$599 <u>482</u>
Permit Transfer, Reinstatement or Renewal Field Visit Required Field Visit Not Required	 \$658 <u>541</u> \$275 <u>158</u>
Authorization Notices: Field Visit Required Field Visit Not Required	 \$766 <u>649</u> \$283 <u>166</u>
Renewal of hardship authorization for temporary dwelling: Field Visit Required Field Visit Not Required	 \$460 <u>343</u> \$221 <u>104</u>
Alternative system inspection - Holding tanks	\$516 <u>399</u>
Alternative system inspection	\$653 <u>536</u>
Land Use Clearance (No surcharge fee)	\$52

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

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, 2025.

FIRST READING: June 4, 2025

SECOND READING: June 18, 2025

DATED this 18th day of June, 2025.

UMATILLA COUNTY BOARD OF COMMISSIONERS

Celinda A. Timmons, Chair

Daniel N. Dorran, Commissioner

John M. Shafer, Commissioner

ATTEST:
OFFICE OF COUNTY RECORDS

Records Officer