

**RESOLUTION NO. 2015.11**  
**(includes amendments 2015.14 & 2015.15)**

**A RESOLUTION REPEALING RESOLUTION 2014.13 AND**  
**ADOPTING A FEE SCHEDULE FOR THE CITY OF SUTHERLIN**

**The City Council of Sutherlin finds that:**

- A. Section 3.04.010 of the Sutherlin Municipal Code specifies that the City Council shall establish fees for City services by resolution.
- B. There is a need to change Planning & Development Fees as follows:  
Addition of Worksheet Permit \$25.00, Addition of Right of Way Permit \$50.00, increase Sign Permit to \$50.00, and combine Class A & Class B Variances into one fee of \$300.00.
- C. For administrative efficiencies, the fees, charges, and fines imposed by the City of Sutherlin be collectively re-established.

**NOW, THEREFORE, based upon the above findings,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUTHERLIN, a**  
**Municipal Corporation of the State of Oregon, does as follows:**

Section 1. That Resolution 2014.13, establishing a fee schedule for the City of Sutherlin, is repealed.

Section 2. That the following non-refundable fees for City fines, fees, and charges are hereby established:

**Business Fees:**

Liquor License	
New .....	\$100.00
Change .....	\$75.00
Renewal .....	\$35.00
Social Gaming License	
Application (non-refundable) .....	\$25.00
Table Fee (non-refundable) .....	\$100.00 / table (annual)
Street & Sidewalk Vendors (License) .....	\$25.00 (annual)
Taxicabs & Limousines	
Application .....	\$25.00
License Fee .....	\$15.00 (annual)
Certification Fee .....	\$15.00
Taxicab Stand Fee .....	\$10.00
Used Merchandise Dealer Permit .....	\$1.00

**Community Center:**

Main Hall

Hourly Rate .....	\$20.00
4 Hours .....	\$70.00
8 Hours .....	\$140.00
All Day .....	\$170.00

Main Hall & Kitchen

Hourly Rate .....	\$30.00
4 Hours .....	\$100.00
8 Hours .....	\$170.00
All Day .....	\$200.00

Kitchen

Minimum up to 4 Hours .....	\$50.00
All Day .....	\$100.00

Meeting Room

Hourly Rate .....	\$10.00
4 Hours .....	\$25.00
8 Hours .....	\$50.00
All Day .....	\$75.00

Entire Center

Hourly Rate .....	\$35.00
4 Hours .....	\$125.00
8 Hours .....	\$200.00
All Day .....	\$250.00

**Finance, Administration, and Other Fees:**

Administrative Appeal Fee .....	\$50.00
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Communications Fees

Administrative Fee .....	\$500.00
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Private Communications System

Annual License Fee .....	\$2.00 / linear ft. of public property
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Lien Search ..	\$25.00 / property lien search
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N.S.F. Charge .....	\$25.00
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Police / Fire Reports

6 pages or less .....	\$8.00
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7 pages or more .....	\$15.00
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Fingerprints (up to 2 print cards) .....	\$25.00
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Additional cards .....	\$10.00 / each
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Photos, CD's (Police Department) .....	\$15.00
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DVD's (Police Department) .....	\$20.00
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R.V. Permit .....	\$15.00 (15 days)
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**Health & Safety Fees:**

Noxious Growths

Cost of Abatement .....	Cost
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Administrative Charge .....	\$25.00 Iparcel
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Bill Not Paid Within 30 Days .....	\$25.00
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**Municipal Court Fees:**

Court Appointed Attorney .....	up to \$150.00
Collections Fee .....	.25% of fine (not to exceed \$250)
Deferment / Prosecution Fee .....	Not to exceed \$150.00 / offense
Diversion Extension .....	\$25.00
Installment Fee	
Fine under \$300.00 .....	\$15.00
Fine \$300.00 or over .....	\$25.00
Jail Reimbursement .....	
..... actual cost of expenses incurred not to exceed \$601 day (O RS 169.151)	
License Suspension / Reinstatement.. .....	\$25.00
Payment Extension .....	\$25.00
Seat Belt Assessment .....	\$25.00
Show Cause Letter .....	\$25.00
Warrant .....	\$100.00

**Park Use Fees:**

Permit Processing Fee .....	\$15.00
Special Events Permit, exclusive park use .....	\$200.00 1 day

**Park Use Fee Waiver:**

*Prospective users may submit, with a park use request, a request to have the City waive payment of all or part of the park use fee. The City, at its discretion, may waive the park use fee if the following applies:*

- 1. The applicant is a private nonprofit association or corporation, located within the city or which provides services within the city;*
- 2. The applicant is a volunteer organization that provides services that benefit the city or the citizens of the city.*

**Planning & Development Fees:**

Annexation .....	\$600.00
Appeal .....	\$330.00 + costs
Worksheet Permit .....	\$25.00
Building Permit. .... Douglas County Fee	
Comprehensive Plan Amendment / UGB Expansion .....	\$1200 + costs
Conditional Use Permit .....	\$530.00
Expedited Land Division:	
- Base Fee .....	\$1800.00 + \$30 per proposed parcel
- Arbitrator. ....	\$150.00/HR
Extensions .....	\$200.00
Lot Line Adjustment .....	\$200.00
Land Partitions:	
- Tentative Plan .....	\$300.00
- Final Plat. ....	\$200.00
Manufactured Home Park ...	\$600.00 + \$30/space over 10
Planned Unit Development (PUD) .....	\$930.00 + \$30/unit over 10
Right of Way Permit.. .....	\$50.00

Sign Permit .....	\$50.00
Subdivision:	
- Tentative Plan .....	\$800.00 + \$30/unit over 10
- Final Plat .....	\$200.00
Temporary Use Permit .....	\$270.00
Vacations:	
- Lot Line, etc .....	\$200.00 + costs
- Street/Alley .....	\$400.00 + improvements + costs
Variances:	
- Class A&B .....	\$300.00
- Class C .....	\$460.00
Worksheet Permit .....	\$25.00
Zone Change: ....., .....	\$1200.00 + costs

**Public Records Fees**

Electronic Formats

Each DVD .....	\$15.00
Each CD .....	\$15.00
Each Audio Tape .....	\$15.00

Additional charge .....(see Research Fees)

Copies Per Page

8.5 x 11 black & white (per side) .....	\$0.25
11 x 17 black & white (per side) .....	\$0.50
8.5 x 11 color (per side) .....	\$0.50
11 x 17 color (per side) .....	\$1.00
Photo quality paper .....	Additional \$0.50 / page

Research Fees

Up to 30 minutes .....	Copy costs only
30 minutes to 2 hours .....	Copy costs + \$25.00 / hour
Over 2 hours .....	Employee cost (not to exceed \$45.00/1hr.)

Maps & Nonstandard Documents ..... Actual cost for reproduction

**System Development & Hook-Up Fees**

Water

SDC .....	\$1,621.50 / EDU
Admin Fee .....	2% of SDC

Hook-up:

Inspection and Connection at actual cost; actual cost to be calculated at time of installation; the following are averages:

5/8" to 1" .....	\$350.00
1-14" to 2" .....	\$500.00
2" to 6" .....	\$400 + Materials
Meter .....	Actual Cost

Sewer

SDC .....	\$128.50/ EDU
Hook-up .....	\$490.00

Transportation	
SDC .....	\$122.25 / ELNDT (Equivalent Length New Daily Trip)
Parks SDC .....	\$500.00
West Side Special SDC .....	\$247.00

**Utility Fees (Resolution 2015.14)**

Sewer

		12/1/15	7/1/16	7/1/17	7/1/18	7/1/19	7/1/20
Customer Classification							
Single-family residential	Flat rate	36.90	41.31	46.25	51.78	57.97	58.55
Multi-family residential	Flat rate- 80% of single-family rate (per unit)	29.52	33.05	37.00	41.42	46.38	46.84
Commercial and Industrial	Base rate per account- includes 4,500 gallons/month	36.90	41.31	46.25	51.78	57.97	58.55
Commercial and Industrial	Consumption rate per 1,000 gallons/month above 4,500	3.73	4.76	6.08	7.76	9.91	10.01
Commercial and Industrial	Strength surcharge- per 1,000 gallons/month	varies	varies	varies	varies	varies	varies
Step Surcharge	Per account- Calapooia and Knolls Estates	11.00	11.00	11.00	11.00	11.00	11.00

Notes:

1. Consumption is water to treatment plant, which may be less than water received through water meter. Adjustments, as requested by customer, analyzed and determined in amount by the City Public Works Operations Supervisor and approved by the City Manager, may be made.
2. Strength surcharges are charged to recover additional treatment costs associated with high strength waste. The Public Works Supervisor shall make the determination of costs.

## Utility Fees (Resolution 2015.15)

	12/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019	7/1/2020
Water						
Base Rate per account:						
Multiple connections behind meter (per unit)	\$11.85	12.02	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
3/4" meter	\$23.71	24.06	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
1" meter	\$47.42	48.13	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
1-1/2" meter	\$83.00	84.24	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
2" meter	\$130.44	132.39	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
3" meter	\$320.18	324.98	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
4" meter	\$462.50	469.43	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
6" meter	\$1,434.95	1,456.49	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
10" meter	\$2,371.83	2,407.40	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
Consumption	\$3.04 / 1,000 gal.	3.08	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
Meter Accuracy Test	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Bulk Water						
Connection fee charged to developers	\$13.16/ month	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
Connection fee to bulk water wholesalers	\$13.16/ each time	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
Water rate	\$3.04/ 1,000 gal.	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI	+ annual CPI
Late fee	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
Damage to meters						
Removal of meter	Actual cost	Actual cost	Actual cost	Actual cost	Actual cost	Actual cost
Administration/overhead plus fee	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
Deposit	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Reconnect Fee	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Temporary Water Connection	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00