

City of Tualatin Fee Schedule

Fees Effective July 1, 2023

| General Administrative Fees | |
|--|------------------------|
| Agenda Packet | same as photocopy rate |
| Ordinances or Portions Thereof | same as photocopy rate |
| Photocopies: | |
| Per page/side (up to 8.5"x14") | 0.32 |
| Per page/side (11"x17") | 0.63 |
| Color - per page/side (up to 8.5"x14") | 1.15 |
| Color - per page/side (11"x17") | 1.65 |
| Certified Copies - per document | \$5.50 plus postage |
| Copies of Audio CDs | 22.00 including CD |
| Copies of Video CDs | 22.00 including CD |
| Copies of Photographs on CD | 22.00 including CD |
| Thumb Drive (2 GB) | 11.00 |
| Storage Retrieval Fee | 32.80 |
| Staff Time: | |
| -Up to 30 minutes | no charge |
| -Over 30 minutes | employee cost |

| Development Fees | |
|---|-------------------------------------|
| Addressing Fees: | |
| Change of existing address | 236.25 |
| Assign single family | 59.05 + 7.70 per lot |
| Multi-Family - less than 50 units | 72.20 + 7.70 per unit |
| Multi-family - 50+ units | 72.20 + 4.40 per unit |
| Non-residential (suite assignment) | 72.20 for address + 48.30 per suite |
| Amendment to Comprehensive Plan Map | 2,541.00 |
| Amendment to Comprehensive Plan Text/Landmark Designation/Removal of Landmark Designation | 2,541.00 |
| Annexation | 1,732.50 |
| Appeal Proceeding to Council | 163.80 |
| Appeal Expedited Process to Referee, Deposit per ORS 197.375 | 367.50 |
| Architectural Review Application, Nonexpedited Process: | |
| Estimated Project Value: | |
| Under \$5,000 | 141.75 |
| \$5,000 - \$24,999.99 | 666.75 |
| \$25,000 - \$99,999.99 | 1,207.50 |
| \$100,000 - 499,999.99 | 1,995.00 |
| \$500,000 and greater | 2,924.25 |
| Architectural Review, Minor | 115.50 |
| Architectural Review, Single-family Level I (Clear & Objective) | 115.50 |
| Architectural Review, Single-family Level II (Discretionary) | 887.25 |
| Architectural Review, Accessory Dwelling Unit (ADU) | 115.50 |

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| Development Fees (continued) | |
|---|---|
| Conditional Use Permit | 1,732.50 |
| Conditional Use Permit Renewal | 1,732.50 |
| Extension Request Reviewed by Staff | 246.75 |
| Extension Request Reviewed by Architectural Review Board | 1,396.50 |
| Interpretation of Development Code | 115.50 |
| Industrial Master Plans | 2,210.25 |
| Landmark Alteration/New Construction Review | 136.50 |
| Central Urban Renewal Master Plan | 2,210.25 |
| Driveway Approach Permit | 330.75 |
| Engineering Copies: | |
| 18" x 24" | 3.35 |
| 24" x 36" | 4.40 |
| 36" x 48" | 5.45 |
| Erosion Control (EC) Fees: | |
| 1. Inspection Fees | |
| a. Non-Site Development | |
| 1. New construction | 475.00 |
| 2. Additions, remodels and demolitions disturbing less than 1,000 s.f. | 155.00 |
| b. Development Sites without infrastructure or vegetated corridor improvements (EC Only) | 475.00 plus 475.00 prorated for each acre over 1/2 acre |
| c. Subsequent Site Development (Early EC Inspection Fee) | 475.00 or 1/2 of the EC only Fee, whichever is greater |
| d. Site Development Inspection Fee | \$950 plus \$950 for each acre over a half-acre |
| e. Stormwater Inspection Fee (other than site development) | \$155 per project |
| f. Line Tap and Lateral Inspection Fee | \$155 per line tap |
| g. Disconnection Inspection Fee | \$155 per disconnection |
| h. Re-inspection | 85.00/hr with a minimum of 170.00 |
| i. Warranty Period Reinspection Fee for Proprietary Treatment System | \$85/hr with a minimum of \$170 per proprietary catch basin |
| j. Extended Warranty Inspection Fee | \$155 for each 6-month extension |
| k. Reconnection Inspection Fee | \$155 per reconnection |
| l. Special Investigation Fee | \$85/hr; minimum of \$170 |
| m. Inspection Overtime Fee | \$125/hour, minimum of \$250 |
| n. DEQ 1200-C and 1200-CN Erosion Control Permit Fee | DEQ pass-through fee |
| 2. Plan check fee | |
| a. commercial, industrial, multi-family or large homesites not in an existing subdivision | 1400.00 |
| Hydraulic Modeling for Commerical/Industrial Retail and Multi-family units | 525.00/bldg |
| Hydraulic Modeling for New Subdivisions with 50 or more lots | 1,575.00 |
| Landmark Demolition Review | 152.25 |
| Landmark Relocation Review | 68.25 |
| License to Keep Chickens | 57.75 |
| Mobile Food Unit Permit | 110.25 |
| Partition,* Nonexpedited & Expedited Processes | 483.00 |

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| Development Fees (continued) | |
|---|---|
| Partition,* Nonexpedited & Expedited Extension/Modification | 162.75 |
| Partition,* Nonexpedited, Appeal Proceeding to Council | 162.75 |
| Partition,* Expedited, Appeal to Referee, Deposit per ORS 197.375 | 357.00 |
| Partition,* Minor Variance included & primary use is a single family dwelling & not in RL or RML | Add 168.00 |
| Partition,* Minor Variance included & primary use is not a single family dwelling & not in RL or RM | Add 252.00 |
| Pre-Application Meeting | 252.00 |
| Property Line Adjustment,* primary use is a single family dwelling in RL or RML | 84.80 |
| Property Line Adjustment,* Minor Variance included & primary use is a single family dwelling in RL or RML | Add 168.00 |
| Property Line Adjustment,* primary use is not a single family dwelling in RL or RML | 367.50 |
| Property Line Adjustment,* Minor Variance included & primary use is not a single family dwelling in RL or RML | Add 169.00 |
| Property Line Adjustment,* Appeal Proceeding to Council | 168.00 |
| Public Works Construction Permit Deposit | 5% of est. value of work but not less than 500.00 |
| Public Works Construction Code | 63.00 + postage |
| Reinstatement of Nonconforming Use | 1,732.50 |
| Request for Council Rehearing | 204.75 |
| Sidewalk Permit | 168.00 |
| Sign Ordinance | 9.45 |
| Sign Code Variance | 824.25 |
| Sign Permit: | |
| New Sign or Structural Change to Existing Sign | 231.00 |
| Temporary Sign or Each Face Change to Existing Sign | 115.50 |
| Street Name Change | 168.00 |
| Street Vacation Application Deposit | 396.90 |
| Subdivision,* Nonexpedited and Expedited Processes | 3,281.25 |
| Subdivision,* Variance included & primary use is a single family dwelling in RL or RML | Add 330.75 |
| Subdivision,* Variance included & primary use is not a single family dwelling in RL or RML | Add 414.75 |
| Subdivision,* Minor Variance included & primary use is a single family dwelling in RL or RML | Add 168.00 |
| Subdivision,* Minor Variance included & primary use is not a single family dwelling in RL or RML | Add 252.00 |
| Subdivision,* Nonexpedited, Extension/Modification By Council | 750.75 |
| Subdivision,* Expedited, Extension/Modification By City Engineer | 194.25 |
| Subdivision,* Nonexpedited, Appeal Proceeding to Council | 168.00 |
| Subdivision,* Expedited Appeal to Referee, Deposit per ORS 197.375 | 367.50 |
| Temporary Certificate of Occupancy | 110.25 |
| Temporary Uses: | |
| 1 - 3 days | 60.40 |
| 4 - 180 days | 60.40 + 1.60/day |
| Over 3 days | not to exceed 200.00 total |
| Transportation Development Tax | Indexed annually per Washington County Code, Section 3.17 |
| Tree Removal Permit, 1 tree | 341.25 |
| each additional tree, \$10.00 not to exceed a total of | 372.75 |

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| Development Fees (continued) | |
|---|---|
| Variance: | |
| When primary use is a single family dwelling in RL or RML | 351.75 |
| When primary use is not a single family dwelling in RL or RML | 1,732.50 |
| Variance, Minor: | |
| When primary use is a single family dwelling in RL or RML | 351.75 |
| When primary use is not a single family dwelling in RL or RML | 1,186.50 |
| Water Quality Permit Deposit | 5% of est. value of work but not less than 500.00 |
| Zone of Benefit Application Fee | 820.60 |
| All Other Development Actions | Cost Recovery |

| Core Area Parking District | |
|---------------------------------------|--------|
| Core Area Parking District Tax Appeal | 152.25 |

| Finance Department | |
|--|--------|
| L.I.D. Assessment Apportionment Fee | 120.75 |
| Lien Search Fee (per tax lot) | 38.00 |
| Recovery Charge Installment Payment Plan Application Fee | 246.75 |
| Returned Checks (per check for processing NSF check) | 36.75 |
| Zone of Benefit Recovery Charge Administration Fee | 131.25 |
| Social Gaming License | |
| Application Fee | 105.00 |
| Annual Renewal Fee | 105.00 |

| Geographic Information System | |
|-----------------------------------|----------|
| Citywide aerial photo, 36" x 42" | 42.00 |
| Subdivision street map, 34" x 36" | 26.25 |
| Street map, 22" x 22" | 15.75 |
| Planning Districts, 34" x 44" | 26.25 |
| Planning Districts, 18" x 24" | 15.75 |
| Custom Mapping | 68.25/hr |
| Mailing Lists | 36.75 |

| Legal Services Department | |
|---|--|
| Printed copies of the new Municipal or Development Code with tabs | 136.50 each + postage |
| 3-post expandable binders with stamping | 76.60 |
| 3-ring vinyl binders | 21.90 |
| Electronic media options for Code of Ordinances (sent via download) | |
| WORD (DOCX) | 168.00 initially then 81.90 per update |
| Adobe PDF of the code | 168.00 initially then 81.90 per update |
| Adobe PDF of each supplement | 168.00 initially then 81.90 per update |

City of Tualatin Fee Schedule

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| Municipal Court | |
|---|-----------------------|
| Traffic School and Compliance Program Fees: | |
| Class A | 288.75 |
| Class B | 168.00 |
| Class C | 131.25 |
| Class D | 105.00 |
| Seat Belt Class | 73.50 |
| Vehicle Compliance Program | 36.75 |
| Collection Fee | 25% of ordered amount |
| License Restatement Fee | 73.50 |
| Overdue Payment Letter Fee | 10.50 |
| Failure to Appear – Arraignments | 42.00 |
| Failure to Appear – Trials | 105.00 |
| Payment Plan Fee | 50.00 |

| Picnic Shelters | | | | | |
|-------------------------------|----------------|-------------|---------|----------|--------------|
| Area | Time | Class 1 & 2 | Class 3 | Class 4 | |
| | | | | Resident | Non-Resident |
| Rustic | 4 hours | 0.00 | 16.00 | 32.00 | 69.00 |
| Patio | 4 hours | 0.00 | 16.00 | 32.00 | 69.00 |
| Main-South | 4 hours | 0.00 | 16.00 | 32.00 | 69.00 |
| Main-North | 4 hours | 0.00 | 16.00 | 32.00 | 69.00 |
| Main-Full | 4 hours | 0.00 | 32.00 | 63.00 | 137.00 |
| Trestle | 4 hours | 0.00 | 16.00 | 32.00 | 69.00 |
| Jurgens Park Large Shelter | 4 hours | 0.00 | 16.00 | 32.00 | 69.00 |
| Ibach Park West Large Shelter | 4 hours | 0.00 | 16.00 | 32.00 | 69.00 |
| Alcohol Permit: | Group | | | 27.00 | 53.00 |
| | Special Events | | | 27.00 | 105.00 |

\$10.00 handling fee for cancellations

Classification of Users

For the purpose of scheduling reservations and determining fees, groups will be classified as shown below:

Class 1: Activities sponsored by the City of Tualatin.

Class 2: Activities co-sponsored by the City of Tualatin.

Class 3: Non-profit organizations and public agencies serving the youth of Tualatin.

Class 4: All other groups, organizations and individuals are categorized by resident or non-resident for the purpose of determining fees.

| Sports Fields | | | | | | |
|------------------------------|--------|------------------|--------------------------|----------|--------------|------------|
| Area | Time | City of Tualatin | Youth Serving Non-Profit | Resident | Non-Resident | Commercial |
| Sports Fields | 1 hour | 0.00 | 0.00 | 11.00 | 24.00 | 53.00 |
| Sports Fields Lights | 1 hour | 0.00 | 0.00 | 11.00 | 24.00 | 53.00 |
| Artificial Turf Fields | 1 hour | 0.00 | 0.00 | 21.00 | 42.00 | 84.00 |
| Artificial Turf Field Lights | 1 hour | 0.00 | 0.00 | 42.00 | 42.00 | 42.00 |

City of Tualatin Fee Schedule

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| Juanita Pohl Center | | | | | |
|----------------------------|----------------|-------------|---------|-----------------|---------------------|
| Area | Time | Class 1 & 2 | Class 3 | Class 4 | |
| | | | | Resident | Non-Resident |
| East or West Dining Room | 1hour | 0.00 | 16.00 | 32.00 | 79.00 |
| Full Dining Room | 1 hour | 0.00 | 21.00 | 42.00 | 100.00 |
| Large Classroom | 1 hour | 0.00 | 16.00 | 27.00 | 69.00 |
| Small Classroom | 1 hour | 0.00 | 6.00 | 11.00 | 21.00 |
| Alcohol Permit: | Group | | | 27.00 | 53.00 |
| | Special Events | | | 53.00 | 105.00 |

Reservations must be made for a minimum of two (2) hours. \$10.00 handling fee for cancellations. Late departing groups will be charged \$10.00 for every 5 minutes after the designated rental period ends.

Classification of Users

For the purpose of scheduling reservations and determining fees, groups will be classified as shown below:

Class 1: Activities sponsored by the City of Tualatin, City of Durham official meetings, and Meals on Wheels People, for official center functions.

Class 2: Activities co-sponsored by the City of Tualatin.

Class 3: Non-profit organizations and public agencies serving the youth and general public of Tualatin. Rosters of organization members and 501c3 information required.

Class 4: All other groups, including religious and political organizations and individuals are categorized by resident/non-resident for the purpose of determining fees.

| Cleaning & Security Deposit - Juanita Pohl Community Center | |
|--|--------|
| Meetings - Large Classroom | 50.00 |
| Meetings only (no food) in Dining Room | 100.00 |
| Dining Room (with food) | 285.00 |

The Parks and Recreation Director will determine the amount of the cleaning/security deposit to be refunded based on the building monitor's report.

| Tualatin Library Community Room | | | | |
|--|--------|---------|-----------------|---------------------|
| Area | Time | Class 3 | Class 4 | |
| | | | Resident | Non-Resident |
| Community Room | 1 hour | 15.00 | 25.00 | 50.00 |

Class 1 & 2 - No Charge

\$10.00 handling fee for cancellations

Classification of Users

For the purpose of scheduling reservations and determining fees, groups will be given classified as shown below.

Class 1: Activities sponsored by the Tualatin Public Library and/or City of Tualatin

Class 2: Activities co-sponsored by the Tualatin Public Library and/or City of Tualatin

Class 3: Non-profit organizations

Class 4: All other orgs, including religious and political groups, are categorized by resident/nonresident for purpose of determining fees.

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| Parks Maintenance | |
|---|--------|
| Street Tree and Installation (Single Family Only) | 250.00 |
| Street Tree Removal (excluding Stump Grinding) | 395.00 |
| Street Tree Stump Grinding | 210.00 |
| New Tree Grates – Full set of 2 halves | 420.00 |
| New Tree Grates – Half set | 210.00 |
| Tree Grates – Leveling Stone and fastening hardware | 26.25 |
| Tree Grates Improvements | 183.75 |

| Police | |
|--|-------------------------|
| Copies of Police Reports (no charge to victims): | |
| 1 - 10 pages | 11.00 |
| plus each page over 10 | 0.25 |
| Alarm Permits: | |
| Initial Application | 26.25 |
| Annual Renewal | 26.25 |
| 1st False Alarm | No charge |
| 2nd False Alarm | No charge |
| 3rd False Alarm | 95.00 |
| 4th False Alarm | 125.00 |
| 5th False Alarm | 185.00 |
| 6 th and More False Alarms | 250.00 per alarm |
| 10 or more False Alarms | 525.00 Civil Infraction |
| Late payment of renewal (after 60 days) | 80.00 |
| Expired, reinstatement fee, once revoked (after 90 days) | 105.00 |
| Failure to obtain alarm permit (within 60 days of installation) | 80.00 |
| Failure to report changes to alarm permit application within 10 days | 26.25 |
| Non-permitted or revoked alarm permit | 525.00 |
| Release of Towed (impounded) Vehicles | 105.00 |
| Fingerprinting cards | 26.25 |
| Each additional card | 2.10 |
| Good Conduct Letter | 10.50 |

City of Tualatin Fee Schedule

Fees Effective July 1, 2023

| Utilities in the Right-of-Way | |
|--|--|
| Annual Rights-of-Way Fee: Electric Natural Gas Communication Any Utility Operator that does not earn Gross Revenues within the City of Tualatin (Based on total Linear Feet of Utility Facilities in the Rights-of-Way): Up to 5,000 5,001 to 10,000 10,001 to 20,000 More than 20,000 * "Gross Revenue" means any and all revenue, of any kind, nature or form, without deduction for expenses, less net uncollectibles, derived from the operation of utility facilities in the City of Tualatin, subject to all applicable limitations in federal or state law. | 3.5% of Gross Revenue * 5.0% of Gross Revenue * 5.0% of Gross Revenue * 5,470.50 8,205.75 10,940.00 16,410.00 |
| Rights-of-Way License Application Fee (per TMC 3-6-205) | 280.00 |
| Rights-of-Way License Renewal Application Fee (per TMC 3-6-260) | 170.00 |
| Rights-of-Way Attachment Fees/Small Cell, DAS, etc. (TMC 3-6-120) Attachment Application Fees: Attachment Application Fee (one-time) Expedited Application Fee (voluntary one-time fee for expedited review; City may take of up to 30 days) Consultant Fee for Processing Application * Fee would be applied in the event the City does not have the capacity to process applications within the legally required timeframe Annual Attachment Fee The Rights-of-Way Attachment Fees do not apply to Utility Operators subject to and paying the Annual Rights-of-Way Fees in TMC 3-6-100 | 725.00 per attachment 1,270.00 per attachment Actual Cost, plus 25% for administration* 690.00 per attachment, per year |
| Water, Sewer, Surface Water Management, Road Utility and Parks Utility Fees | Resolution No. 5710-23 |