



## Exhibit 1: Fee Explanation

- **Annual Right-of-Way Permit for Signage**

Permit Name: Annual Right-of-Way Permit for Signage

Amount: \$172 or \$86 if submitted after June 30<sup>th</sup> (adjusted annually for inflation)

Background: The proposed code allows three types of signs within the right-of-way (signs on the ground, cross street banners and banners on street light poles). Placing a sign within the right-of-way requires both a sign permit as well as a right-of-way permit. Rather than requiring a right-of-way permit be obtained for each sign, this yearly permit would act as the right-of-way permit for as many signs as the applicant would like to place within the right-of-way. Each person wishing to place a sign within the right-of-way must obtain this permit as well as separate sign permits for each sign they would like to place within the right-of-way. For example, once a person receives an Annual Right-of-Way Permit for Signage they may apply for multiple A-frame signs within the right-of-way downtown and multiple cross street banners without purchasing another right-of-way permit. Note that if someone is only placing A-frame signs within the right-of-way in a residential zone this Annual Right-of-Way Permit for Signage is not required. For example, neither this right-of-way permit nor a sign permit are required for a realtor's open house sign placed in the right-of-way in a residential zone. Regardless of the time of purchase, all annual right-of-way permits expire December 31<sup>st</sup> each year.

When Utilized: The annual permit is required for each applicant who would like to submit an application to place a sign in the right-of-way.

Example: A restaurateur would like to place an A-frame sign on the sidewalk adjacent to his/her property to advertise a daily menu. The applicant would obtain an Annual Right-of-Way Permit for Signage, as well as an A-Frame Sign Permit within the Right-of-Way.

Rationale for Cost of Fee: The fee is equivalent to the base fee for a sign permit and funds the administrative costs of allowing signs in the right-of-way. Applications submitted after June 30<sup>th</sup> would be pro-rated to half of the yearly fee. The fee would be adjusted annually for inflation on January 1<sup>st</sup> based upon the CPI-W for Portland, Oregon.

Where Permit Obtained: The permit would be obtained from the Planning Division.

- **A Permit for an A-frame Sign within the Right-of-Way**

Permit Name: A-Frame Sign Permit within the Right-of-Way

Amount: \$172 or \$86 if submitted after June 30<sup>th</sup> (adjusted annually for inflation)

Background: The proposed code allows A-frame signs within the right-of-way. In nonresidential zoning designations, a yearly permit is needed for each A-frame sign in the right-of-way in order to verify the sign complies with the code requirements for ADA access, height, etc. as well as to track the number of signs within the right-of-way. The sign permit would be issued over the counter and approved signs would be required to display an approval sticker. Note that a permit for placement of an A-frame sign within the right-of-way is not required in residential zoned areas. Regardless of the time of purchase, this annual permit expires December 31<sup>st</sup> each year

When Utilized: Submission of a permit to place an A-frame sign within the right-of-way.

Example: A restaurateur would like to place an A-frame sign on the sidewalk adjacent to their property to advertise a daily menu. The applicant would obtain an A-Frame Sign Permit within the Right-of-Way as well as an Annual Right-of-Way Permit for Signage.

Rationale for Cost of Fee: City staff suggests the cost of the A-frame Sign Permit within the Right-of-Way be \$172, equivalent to the base fee for a sign permit on private property. Applications submitted after June 30<sup>th</sup> would be pro-rated half of the yearly fee. The base fee would be adjusted annually for inflation on January 1<sup>st</sup> based upon the CPI-W for Portland, Oregon.

Where Permit Obtained: The permit would be obtained from the Planning Division.

- **A Permit for Cross Street Banners within the Right-of-Way (Highway 99E/Pedestrian Bridge)**

Permit Name: Cross Street Banner within Right-of-Way Permit

Amount: \$65 (adjusted annually for inflation)

Background: The proposed sign code will allow the public to post cross street banners over highway 99E at the pedestrian bridge. The City currently allows banners in this location.

When Utilized: Submission of a permit to place a banner over the public right-of-way on the Oregon Department of Transportation (ODOT) Highway 99E/Pedestrian Bridge.

Example: An organization would like to place a banner over the public right-of-way at the Highway 99E/Pedestrian Bridge three times during the year to advertise for a business. The applicant would obtain three Cross Street Banners within the Right-of-Way permits (one for each time the sign was displayed/removed) as well as an Annual Right-of-Way Permit for Signage.

Rationale for Cost of Fee: The fee is based upon actual costs to install the sign as determined by the Public Works Department. The fee would be adjusted annually for inflation on January 1<sup>st</sup> based upon the CPI-W for Portland, Oregon.

Where Permit Obtained: The permit would be obtained from the Planning Division but the banner would be provided to the Public Works Department for installation.

- **A Permit for Cross Street Banners within the Right-of-Way (Molalla Avenue at Beverly Drive)**

Permit Name: Cross Street Banner within the Right-of-Way Permit

Amount: \$210 (adjusted annually for inflation)

Background: The proposed code will allow the public to post cross street banners on Molalla Avenue at Beverly Drive. The City currently allows banners in this location.

When Utilized: Submission of a permit to place a banner over the public right-of-way on the PGE power poles located on Molalla Avenue at Beverly Drive.

Example: An organization would like to place a banner over the public right-of-way at the Highway 99E/Pedestrian Bridge three times during the year to advertise for a business. The applicant would obtain three Cross Street Banners within the Right-of-Way permits (one for each time the sign was displayed/removed) as well as an Annual Right-of-Way Permit for Signage.

Rationale for Cost of Fee: The fee is based upon actual costs to install the sign as determined by the Public Works Department. The fee would be adjusted annually for inflation on January 1<sup>st</sup> based upon the CPI-W for Portland, Oregon.

Where Permit Obtained: The permit would be obtained from the Planning Division but the banner would be provided to the Public Works Department for installation.

- **A Permit for Banners on Street Light Poles within the Right-of-Way**

Permit Name: Street Light Banner within the Right-of-Way Permit

Amount: \$20 per Banner (adjusted annually for inflation)

Background: The proposed code will allow the public to post banners on street light poles in specific locations within Oregon City.

When Utilized: Submission of a permit to place a sign on a street light pole. The applicant would pay the Annual Right-of-Way Permit for Signage fee plus \$20 per banner which reflects the cost for Public Works to install and remove the banner.

Example: An organization would like to place 10 banners on street light poles at one time to advertise for an event. The applicant would obtain a Street Light Banner permit (\$20 x 20 banners = \$400) as well as an Annual Right-of-Way Permit for Signage.

Rationale for Cost of Fee: The fee is based upon actual costs to install and remove the signs determined by the Public Works Department. The fee would be adjusted annually for inflation on January 1<sup>st</sup> based upon the CPI-W for Portland, Oregon.

Where Permit Obtained: The permit would be obtained from the Planning Division but the banner(s) would be provided to the Public Works Department for installation.

- **Banners on Private Property**

Permit Name: Temporary Banner Permit

Amount: \$50 (adjusted annually for inflation)

Background: The proposed code allows banners to be constructed on certain private properties for up to thirty (30) days, up to twice per year. There are standards for the size and location of the banner described in Chapter 15.28 of the Oregon City Municipal Code.

When Utilized: Submission of a sign permit to hang a banner on private property.

Example: A property owner is opening a new store and would like to hang a temporary banner to inform the public.

Rationale for Cost of Fee: City staff suggests the fee be \$50 to review the permit application against the code requirements. The fee would be adjusted annually for inflation on January 1<sup>st</sup> based upon the CPI-W for Portland, Oregon.

Where Permit Obtained: The permit would be obtained from the Planning Division.

These fees will be added to the Planning Fee Schedule on November 1, 2015 and will be adjusted annually beginning on January 1, 2016, based on the CPI-W for Portland, Oregon. Adjusted fees will be rounded to the nearest dollar.