



## Exhibit 1: Fee Explanation

### **Over-the-Counter Type I Site Plan and Design Review**

Permit Name: Over the Counter Type I Site Plan and Design Review

Amount: \$75 for Up to Two Review Items, \$150 for Three or More Review Items (adjusted annually for inflation)

Rationale: Based on the actual cost to review such applications, staff anticipates that the Planning Division would spend an average of 45 minutes administering and reviewing these permit applications as well as 20 minutes of administrative support processing the associated payment. The proposed fee of \$75 is equivalent to the fee associated with the Planning Division review for new or alterations to single-family homes. The fee doubles if the proposal includes three or more review items.

When Utilized: The over the counter Type I Site Plan and Design Review fee is applicable for projects, as described in Chapter 17.62.035, that encompass up to two of the following actions.

- Addition to or alteration of a legal nonconforming single or two-family dwelling.
- Repaving of previously approved parking lots with no change to striping.
- Replacement of exterior building materials.
- New or changes to an existing shared parking agreements.
- New or changes to existing bicycle parking.
- New or changes to existing landscaping that do not require stormwater treatment.
- New or changes to existing pedestrian accessways, walkways or plazas.
- New or changes to existing exterior mechanical equipment.
- New or changes to existing ADA accessibility elements.
- New or changes to an existing fence, hedge, or wall at least 20 feet away from a public right-of-way.
- New or changes to outdoor lighting.
- Addition or alteration to transparency, including but not limited to windows and doors.
- Addition or alteration of parapets or rooflines.
- Removal, replacement or addition of awnings, or architectural projections to existing structures.
- Modification of building entrances.
- Addition, modification, or relocation of refuse enclosure.

### **Extended Review Type I Site Plan and Design Review**

Permit Name: Extended Review Type I Site Plan and Design Review

Amount: \$250 for Each Item Reviewed (adjusted annually for inflation)

Rationale: Based on the actual cost to review such applications, staff anticipates that the Planning Division would spend an average of 3 hours administering and reviewing each of the permit applications, the Development Services Department would spend approximately 20 minutes reviewing each of the applications, and 40 minutes of administrative support transmitting the

application and processing the associated payment. The proposed fee is similar to the Type I Natural Resource Overlay District review fee of \$208, with an additional charge included for review by the Development Services Department and associated administrative costs. The fee is based on each item reviewed.

When Utilized: The Extended Review Type I Site Plan and Design Review fee is applicable for projects, as described in Chapter 17.62.035, that involve any of the following actions, alone or in combination:

- Addition or removal of up to 200 square feet to a commercial, institutional, or multifamily structure in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding new drive thru). Increases of more than 200 square feet in a 12-month period shall be processed as Type II.
- Addition or removal of up to 1,000 square feet to an industrial use in which no increases are required to off-street parking. This includes a new ancillary structure, addition to an existing structure, or new interior space (excluding ancillary retail and office). Increases of more than 1000 square feet in a 12-month period shall be processed as Type II.
- Change to parking lot circulation or layout, excluding driveway modifications.
- Removal or relocation of vehicle parking stalls provided total parking remains between approved minimum and maximum with no new reductions other than through the downtown parking district.

These fees will be added to the Planning Fee Schedule on September 16, 2016 and will be adjusted annually beginning on January 1, 2017, based on the CPI-W for Portland, Oregon. Adjusted fees will be rounded to the nearest dollar.