



Legislation Details (With Text)

**File #:** 19-459      **Version:** 1      **Name:** Modification of Planning Division Fee Schedule  
**Type:** Resolution      **Status:** Public Hearing  
**File created:** 7/29/2019      **In control:** City Commission  
**On agenda:** 8/7/2019      **Final action:**  
**Title:** Resolution No. 19-13, Modification of Planning Division Fee Schedule  
**Sponsors:** Laura Terway  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Staff Report, 2. Resolution No. 19-13, 3. Exhibit A: Revised Fee Schedule, 4. Proposed Fee Sheet Redlines, 5. Changes Since Last Hearing, 6. Fee Explanation, 7. Staff Memo, 8. Assistant City Attorney Memo, 9. Existing Planning Fees, 10. Written Comments as of 7.31.19

Date	Ver.	Action By	Action	Result
8/7/2019	1	City Commission	adopt	Pass

Resolution No. 19-13, Modification of Planning Division Fee Schedule

**RECOMMENDED ACTION (Motion):**

Approval of Resolution No. 19-13 to modify the Planning Division fee schedule.

**BACKGROUND:**

The Planning Division has proposed amendments to their associated Fee Schedule for the following reasons:

- Adjust the fees to fairly implement the proposed amendments to the Municipal Code which include a variety of new processes as well as changes to streamline the review for some existing processes.
- Add new fees to recover costs for services currently provided.
- Reword some existing fees for clarity.

In all, 5 fees are proposed to be deleted, 10 fees are reworded with no change to the fee amount, 7 fees are revised to be increased or decreased, and 21 new fees are proposed.

The fee sheet was amended since the last hearing for clarity.

ORS 227.180(1)(c) provides:

*(c) The governing body may prescribe, by ordinance or regulation, fees to defray the costs incurred in acting upon an appeal from a hearings officer, planning commission or other designated person. The amount of the fee shall be reasonable and shall be no more than the average cost of such appeals or the actual cost of the appeal, excluding the cost of preparation of a written transcript. The governing body may establish a fee for the preparation of a written transcript. The fee shall be reasonable and shall not exceed the actual cost of preparing the transcript up to \$500. In lieu of a transcript prepared by the governing body and the fee therefor, the governing body shall allow any party to an appeal proceeding held on the record to prepare a transcript of relevant portions of the proceedings conducted at a lower level at the party's own expense. If an appellant*

*prevails at a hearing or on appeal, the transcript fee shall be refunded.*

This proposal was discussed at a City Commission Work Session on July 9, 2019, and the July 17, 2019 hearing. The proposed Resolution continues to include a provision to adjust fees on an annual basis to account for inflation.

**BUDGET IMPACT:**

Amount: Likely Minimal to Moderate