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WASCO COUNTY

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LINDA BROWN
COUNTY CLERK

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF AMENDING WASCO)
COUNTY'S UNIFORM FEE SCHEDULE FOR) ORDINANCE
VARIOUS COUNTY DEPARTMENTS) #14-002

THE BOARD OF COMMISSIONERS OF WASCO COUNTY OREGON DOES
ORDAIN AS FOLLOWS:

Section 1. PURPOSE

The purpose of this Ordinance is to amend established uniform fees to be collected by Wasco County Departments for performing the service required or necessitated by various state statutes.

Section 2. AUTHORITY

The Ordinance is enacted pursuant to the authority granted to general law Counties by ORS 203.035 and by Chapter 833 in the 1979 Oregon Laws.

Section 3. FEE SCHEDULE

The following fees shall be charged and collected by the indicated Department before the filing, recording or copying of subject documents shall be completed:

(A) WASCO COUNTY DEPARTMENTS

- (1) The fee for photocopies shall be \$0.25 per sheet for 8.5 x 11" paper and 8.5 x 14" paper.

- (2) The fee for photocopies shall be \$1.00 per sheet for 11 x 17" paper or larger
- (3) The fee for computer screen printout shall be \$0.25 per sheet
- (4) The fee for electronic copies shall be \$0.25 per page
- (5) The fee for providing content on media discs shall be \$15.00 per disc.
- (6) The research fee shall be \$40.00 per hour, with one hour minimum.
- (7) The computer report fee shall be \$40.00 plus actual printing and materials cost.
- (8) The fee for computer labels shall be \$40.00 plus actual printing and materials cost.
- (9) The fee for fax transmissions shall be \$3.00
- (10) The fee for electronic information services shall be \$40.00 per hour with a one hour minimum.
- (11) The Fee for micro-fiche and micro-film copies shall be \$0.50 per sheet.
- (12) The fee for color photocopies shall be \$1.00 per sheet.
- (13) The fee for a copy of the Wasco County Budget shall be \$20.00.

(B) WASCO COUNTY SURVEYOR'S OFFICE

- (1) The fee for performing the services set forth in ORS 209.260 shall be \$150.00 for the filing and indexing of a new map of a survey (no limit on size or number of sheets).
- (2) The fee for Blue Line Printing shall be \$0.30 per sq. ft. (\$1.00 minimum).
- (3) The fee for the Surveyor to check partition plats, property line adjustment plats, and replats shall be \$400.00
- (4) The fee for the Surveyor to check subdivision plats and subdivision replats shall be \$525.00 per plat plus \$50.00 per building.

- (5) The fee for the Surveyor to check condominium plats shall be \$525.00 per plat plus \$50.00 per building.

(C) WASCO COUNTY YOUTH SERVICES DEPARTMENT

- (1) The fee for formal probation shall be \$30.00 per charge or group of charges occurring on the same date.
- (2) The fee for informal probation shall be \$10.00 per charge or group of charges occurring on the same date.
- (3) The fee for all urine analysis tests shall be \$10.00 with an additional \$5.00 fee for all tests resulting in a positive finding for control substances.
- (4) The fee for all first referrals of minor in possession of alcohol shall be \$100.00.
- (5) The fee for probation violation upheld by a Court filing shall be \$50.00.
- (6) The fee for completing and filing expunctions shall be \$60.00.

(D) WASCO COUNTY CLERK'S OFFICE

- (1) The fee for performing the services set forth in ORS 92.090, 92.100 and 271.230 and 205.350 shall be as follows:
 - (a) For approval by the Board of County Commissioners, County Assessor and County Treasurer of any plat, the County Clerk shall collect \$10.00 for each Department's approval.
- (2) For recording and indexing any plat, the County Clerk in whose office the deeds of the County are kept, shall charge as follows:
 - (a) For plats containing 20 lots or less - \$35.00
 - (b) For plats containing over 20 lots - \$50.00
 - (c) For more than one sheet per plat - \$5.00 per additional sheet.
 - (d) For partition plats - \$35.00

- (3) The fee for performing the services set forth in ORS 271.230(2) for the services of the County Surveyor for marking the record upon the original plat shall be \$15.00 to be collected by the County Clerk and paid to the County Surveyor.
- (4) The fee for a transcript from the County Clerk lien docket to Circuit Court shall be \$10.00 which is set forth in ORS 205.320(13).
- (5) The fee for performing the services set forth in ORS 517.030 shall be \$5.00 per page paid to the County Clerk who shall immediately pay over said sum to the County Treasurer.
- (6) The fee for performing the services set forth in ORS 517.220 shall be \$5.00 per page.
- (7) The fee for performing the services set forth in ORS 517.290 shall be \$5.00 per page.
- (8) The fee for performing the services set forth in ORS 471.166(7) for liquor license application recommendation shall be \$25.00 per license.
- (9) The fee for staff to act as witness to a marriage shall be \$15.00 per witness.
- (10) The fee for a time waiver for a marriage license shall be \$15.00.
- (11) The fee for amending a filed record of marriage or marriage certificate shall be \$25.00.
- (12) The fee for "Certificate of Consent to Marriage of a Minor" shall be \$15.00.
- (13) The fee to reissue a Marriage License shall be \$25.00.
- (14) The fee per document assessed the Affordable Housing fee of \$15.00 for the fee collections services provided by Wasco County on behalf of the Oregon Housing and Community Services Department, as required by ORS 205.323(1)(c) shall be \$1.00 to be deposited into the general fund Clerk's Fees (101.15.5115.411.124).

(E) WASCO COUNTY SHERIFF'S OFFICE

- (1) The fee for providing a copy of a crime report shall be \$5.00 per request, plus \$0.50 per page.
- (2) The fee for providing a copy of an accident report shall be \$5.00 per request, plus \$0.50 per page.
- (3) The fee for taking a complete set of fingerprints and providing an inked set shall be \$15.00 per card.
- (4) The fee for providing copies of cassette tapes or audio CDs shall be \$10.00 per tape or \$15.00 per CD.
- (5) The fee for photographs shall be \$10.00 per roll or \$15.00 per CD.
- (6) **A deposit of \$750.00 shall be required for Real Property Foreclosure Sheriff's Sales. Applicants shall be billed for actual costs.**

(F) WASCO COUNTY FINANCE OFFICE

- (1) The fee for placing a stop payment on a Wasco County issued check shall be \$33.00 per check.
- (2) The fee for a returned item (non-sufficient funds, account closed, etc.) deposited to a Wasco County bank account shall be \$25.00 per check.

(G) WASCO COUNTY COMMUNITY CORRECTIONS DEPARTMENT

- (1) The fee for Monitored Bench Probation placement and supervision shall be a \$120.00 (one-time fee).
- (2) The fee for Monitored DA Diversion placement and supervision shall be \$120.00 (one-time fee).
- (3) The fee for DUII evaluation and compliance monitoring shall be \$990.00 (one-time fee).
- (4) The fee for interstate compact transfer request processing (Oregon as the sending State) shall be \$50.00 (one-time fee).

- (5) The fee for active parole and/or probation supervision shall be \$35.00 per month.
- (6) The fee for community service work program evaluation, placement and monitoring shall be \$35.00.
- (7) The fee for laboratory drug testing fees shall be (a) \$15.00 (per sample) for in-lab tests (b) \$7.50 for instant tests.
- (8) The fee for DNA sample draw and processing shall be \$10.00 (one-time fee).
- (9) The fee for inter-county transfer request processing (Wasco County as the sending County) shall be \$25.00 (one-time fee).
- (10) The fee for electronic home detention program placement and monitoring shall be \$8.00 per day.
- (11) The fee for photocopy material requested shall be \$1.00 per sheet.
- (12) The fee for a Trip Permit to travel out of state shall be \$3.00 per each trip permit issued.
- (13) The fee for providing a Department of Motor Vehicle (DMV) Letter shall be \$10.00.
- (14) The fee for a Non-Departmental Drug Screen shall be \$45.00.
- (15) The one-time set-up fee for non-departmental electronic monitoring shall be \$250.00.
- (16) The fee for non-departmental electronic monitoring shall be \$55.00 per day.

(H) WASCO COUNTY DEPARTMENT OF ASSESSMENT AND TAX

- (1) The fee for mapping changes and new plates shall be \$540.00.
- (2) The fee for calculating farm/forest disqualifications shall be \$40.00, minimum hourly fee per account. The be applied against penalty if the account is disqualified within 90 days.
- (3) The fee for certifying true copies shall be \$5.00.

(4) The fee for completing and processing the change of ownership status for a manufactured structure in the LOIS System to "Exempt From Title" shall be \$55.00. If a Title Company completes the forms and presents the compiled documents to the Tax Collector for review and processing the fee shall be \$25.00.

(I) WASCO COUNTY PUBLIC WORKS

(1) The fee for filing a Road Vacation Petition shall be \$500.00 per petition.

(2) A deposit of **\$1,000.00** shall be required for processing and inspecting of a motor vehicle road rally. Applicants shall be billed for actual costs.

(3) A non-refundable Mass Gathering Permit fee of \$500 plus any costs beyond this amount for additional staff time necessary for further administration and inspection of the permitted event.

(J) WASCO COUNTY PLANNING DEPARTMENT

(1) Planning Department Fees shall be charged as outlined in Exhibit 1 of this Ordinance.

(K) WASCO COUNTY INFORMATION SERVICES DEPARTMENT

(1) The Hourly Service Fee for services rendered shall be \$120.00 per hour.

SECTION 4 – ENACTMENT PROVISIONS (1)

(1) CONFORMANCE WITH LAW

Except as expressly provided herein, this Ordinance shall in no way be a substitute for or eliminate the necessity of conforming with any and all State and Federal laws, rules and regulations including but not limited to the payment of all other fees required by law and other Ordinances which are now or may be in the future in effect which relate to the requirements provided in the Ordinance.

EXHIBIT 1

Wasco County Planning Department Fees

Effective September 24, 2014 per Wasco County Ordinance #14-002

Credit Cards Accepted with Additional Processing Fee

Consolidated Permit Process: For applications requiring more than one type of review, the full fee shall be paid for the primary/most expensive review and 50% for each additional review. Type I fees accompanying Type II-IV reviews will be waived.

Type I - Ministerial	Fee
Address – New or Change	\$125
Land Use Verification Letter (Not Involving Land Use Decision)	\$150
Non-Structural Sign-Off – MNN (e.g., LUCS)	\$90
Structural Without Land Use Application – MNS	\$276
Telecommunications Tower - Collocation	\$1,600

Type II - Administrative	Fee
Conditional Uses	
• Aggregate and Other Subsurface Resources	\$2,500
• Dwelling, Non-Farm	\$1,600
• Farm Ranch Recreation	\$1,600
• Other	\$1,000
• Power Generating Facility (EFSC approval and required review)	\$76/hr
• Power Generating Facility (Commercial)	\$5,000 + \$1,000/tower
• Power Generating Facility (Non-Commercial)	\$1,600 + \$1,000/tower
Extension of Time for Land Use Approval	\$475
Legal Parcel Determination	(\$76/hr if deemed complex project) \$500
LUDO Interpretation or Similar Use Determination	\$76/hr
Major Modification of Approval (notice is required)	\$76/hr
National Scenic Area (NSA)	
• Expedited (Used listed in Section 3.110 of Wasco County NSALUDO)	\$600
• Expedited (Removal or Demolition)	\$300
• Full Review (Fences and Accessory Structures Less Than 500 SQ)	\$1,000
• Full Review	\$1,500
Non-Conforming Use Review (verification, restoration or alteration)	\$600
Partition, Property Line Adjustment, or Replat (not involving public or private roads)	\$2,050
Site Plan Review (parking, loading, and home occupations)	\$600
Subject to Standards	
• Aggregate Overlay Significant Determination	\$600
• Dwelling (Accessory, Large Tract Forest, Lot-of-Record, Primary, Relative)	\$1,300
• EPDs (Environmental Protection Districts)	\$650
• Guest House	\$500
• Other	\$650
• Utility Facilities Necessary for Public Service	\$2,500
Temporary Use Permit	\$700
Temporary Use Permit Renewal (e.g., Medical Hardship Dwelling)	\$400
Variance (Administrative) – Less Than 50% Deviation From Stated Standard	\$700

Type III Action – Planning Commission

Fee

Appeal to Planning Commission: ORS 215.416(11)(b); full refund if upheld	\$250
Mobile Home Park / RV Park	\$2,100
Other Reviews Directed to Planning Commission by Ordinance	\$1,500
Partition, Property Line Adjustment, or Replat (involving public or private roads approvals)	\$2,450
Planned Unit Development – Preliminary/Final Plat Review	\$3,600/\$950
Subdivision – Preliminary/Final Plat Review	\$4,100/\$950
Variance – 50% or Greater Deviation From Stated Standard	\$1,000

Type IV Action – Board of County Commissioners

Fee

Appeal to Board of Commissioners	\$1,200
Comprehensive Plan Amendment	\$1,800
Goal Exception	\$1,700
Zone Change	\$1,700
LUDO Text Amendment	\$1,800
Open Space Lands Tax Assessment	\$900
Road Dedication	\$900
Road Naming/Re-Addressing (full fee + half fee for each address changed); not land use decision	\$200
Subdivision Lot Line Vacation per ORS 368.326	\$1,000

Miscellaneous

Fee

Amendment to Land Use Application Request (after pre-notice; prior to approval)	\$350
Complex Projects – As Determined by Planning Director (See Policy and Process)	\$76/hr
Continuance/Extension Request of Planning Commission or Board Hearings	\$500
LUBA Remand and Review	\$300
Outdoor Mass Gathering	
• Less than 3000 people	\$2,500
• 3,000 or more, or 120 hrs or more	\$4,500
Pre-Application Conference - <i>\$250 of the \$500 applies towards land use application if applied for within 90 days of conference.</i>	\$500
Research / Records Request	\$45/hr
Withdrawal of Application - Refunds	
• Before completeness is determined	75% Total
• After completeness is determined	50% Total
• After Pre-Notice or Notice of Decision is mailed	No Refund
Withdrawal of Appeal After Received	No Refund
Worked Commenced Without Required Land Use Approval	Additional 50% of Total Review Fee
Worked Commenced in NSA Without Required Land Use Approval	Additional 100% of Total Review Fee

Code Compliance

Fee

Administrative Overhead hourly rate	\$50/hr
Appeal to Hearing's Officer	\$500
Continued Non-Compliance	\$50/month
Recordation of Compliance Document	\$61
<i>Other compliance penalty charges exist as established in Compliance Ordinance (WCCNAO)</i>	

POLICY & PROCESS

- MNN: There is no fee for LUCS issued with a building permit.
- MNS: Examples include building permits, manufacture home placement permit and agricultural exempt permit applications.

- Fee Waivers:
 - 1) **Applicability**: A Fee Waiver is applicable to Planning Department fees only. All “Other Departmental Fees” must be paid in full or documentation provided that they have been waived, at the time of application submittal.
 - 2) **Ministerial Sign off with Administrative Review**: If an applicant pays for and receives approval of Type II (Administrative/Discretionary) review, all ministerial sign offs associated with that review shall be waived. This includes Building Permit Application, Manufactured Home Placement Permit Application, Agricultural Exempt Permit Application, Land Use Compatibility Statement, Water Rights Application, and Department of State Lands Permit Application.
 - 3) **Organizations – Type I & Type II**: Organizations that have general Planning Department Fee Waiver for Type I – Ministerial applications include: Wasco County Departments, cities within Wasco County, Special Districts, MCCOG, MCCED, CGCC, NRCS, emergency services and Habitat for Humanity. There will be no Fee Waiver for Type II – Administrative applications.
 - 4) **Individuals**: Any individual may request a Fee Waiver from the Planning Director of any development review or appeal fees. To be granted a waiver (or portion of a fee waiver) an individual must provide documentation of household income at or below 150% of the federal poverty level. To prove a hardship, applicants must provide federal tax returns, pay stubs or annual benefit statements. Assistance will be provided based on the availability of funding. Waivers must be approved and granted by the Planning Director prior to submittal of an application or appeal.
 - 5) **Appeal**: Any organization or individual may appeal the Planning Director’s decision not to grant a Fee Waiver (or portion thereof) to the Board of County Commissioners.

- Complex Projects: Complex projects involve more resources of the planning and other county departments due to their complexity and their overall impacts on the community. As such, complex projects may even require the hiring of outside assistance. For these types of large-scale projects that require a great deal of departmental resources to review, the county will require the applicant to sign a memorandum of agreement to compensate the county for actual costs incurred to complete the review and process in a timely manner. The agreement shall include details with regards to deposit and the scheduling of payments. If an applicant refuses to enter into a memorandum of agreement or if the applicant and the county fail to reach an agreement, the application will not be processed.