

Wasco County Planning Department Fees

Effective January 3, 2023 per County Commissioner Order #22-002

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	\$86.11
Land Use Verification Letter (Not Involving Land Use Decision)	\$172.22
Marijuana Production	\$1,137.96 + \$87.20 per hr. after 10 hrs.
Non-Structural Sign-Off – MNN (e.g., LUCS)	\$103.55
Structural Without Land Use Application – MNS	\$355.34
Property Line Adjustment - MNS	\$536.00
Telecommunications Tower – Collocation	\$1,824.66

Type II – Administrative	Fee
Non-Farm Dwelling	\$2,328.24
F-F(10) Dwelling Without Farm or Forest Use	\$1,527.09
Power Generating Facility (EFSC approval and required review)	\$87.20 per hr.
Power Generating Facility (Commercial)	\$5,814.60 + \$1,100/tower
Power Generating Facility (Non-Commercial)	\$2,114.60 + \$1,090/tower
Extension of Time for Land Use Approval	\$583.15
Legal Parcel Determination	\$588.60 + \$87.20 per hr. after 5 hrs.
LUDO Interpretation or Similar Use Determination	\$87.20 per hr.
Major Modification of Approval (notice is required)	\$126.44 + \$87.20 per hr.
National Scenic Area (NSA)	
• Expedited (Used listed in Section 3.110 of Wasco County NSA LUDO)	\$1,451.88
• Expedited (Removal or Demolition)	\$382.59
• Full Review (Fences and Accessory Structures Less Than 500 SQ)	\$1,183.74
• Full Review	\$3,265.64
Non-Conforming Use Review (verification, restoration or alteration)	\$1,183.74
Partition or Replat (not involving public or private roads)	\$1,789.78
Site Plan Review (parking, loading, and home occupations)	\$725.94
Subject to Standards	
• Aggregate Overlay Significant Determination	\$725.94
• Dwelling (Accessory, Large Tract Forest, Lot-of-Record, Primary, Relative)	\$1,527.09
• OZs (Overlay Zones)	\$783.71
• Guest House	\$611.49
• Rural Residential [R-R(10)] Dwelling	\$783.71
• Marijuana Processing and/or Wholesale	\$2,328.24 + \$87.20 per hr. after 20 hrs.
• Other	\$783.71
• Utility Facilities Necessary for Public Service	\$2,801.30

Temporary Use Permit	\$840.39
Temporary Use Permit Renewal (e.g., Medical Hardship Dwelling)	\$497.04
Variance (Administrative) – Less Than 50% Deviation From Stated Standard	\$840.39

Type III Action – Planning Commission

Fee

Conditional Uses	
• Aggregate and Other Subsurface Resources	\$2,927.10
• Mobile Home Park / RV Park	\$2,465.10
• Farm Ranch Recreation	\$1,887.60
• Other	\$1,541.10
Appeal to Planning Commission: ORS 215.416(11)(b); full refund if upheld	\$250.00
Other Reviews Directed to Planning Commission by Ordinance	\$1,216.44
Partition, Property Line Adjustment or Replat (involving public or private roads approval)	
• Property Line Adjustment	\$2,247.58
• Single Parcel Partition or Replat	\$2,247.58
• Multiple Parcel Partition or Replat	\$2,247.58
Planned Unit Development – Preliminary/Final Plat Review	Prelim \$4,197.60 Final \$913.00 + \$55.59 per lot
Subdivision – Preliminary/Final Plat Review	Prelim \$4,576.00 Final \$913.00 + \$55.59 per lot
Variance – 50% or Greater Deviation From Stated Standard	\$1,194.60

Type IV Action – Board of County Commissioners

Fee

Appeal to Board of Commissioners	\$1,412.64
Goal Exception	\$1,300.02 + \$88.00 per hr. after 20 hrs.
Zone Change	\$1,300.02 + \$88.00 per hr. after 20 hrs.
Open Space Lands Tax Assessment	\$1,003.89
Road Dedication	\$1,030.05
Road Naming/Re-Addressing (full fee + ½ fee for each address changed); not land use decision	\$228.90
Subdivision Lot Line Vacation per ORS 368.326	\$439.27

Miscellaneous

Fee

Amendment to Land Use Application Request (after pre-notice; prior to approval)	\$401.12
Complex Projects – As Determined by Planning Director (See Policy and Process)	\$87.20 per hr.
Continuance/Extension Request of Planning Commission or Board Hearings	\$572.25
LUBA Remand and Review	\$346.50
Outdoor Mass Gathering	
• Less than 3,000 people	\$2,861.25
• 3,000 or more, or 120 hrs. or more	\$5,150.25
Pre-Application Conference – 50% of the fee applies towards land use application if applied for within 90 days of conference.	\$572.25

Research / Records Request	\$51.23 per 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
• Work Commenced Without Required Land Use Approval	Additional 100% of Total Review Fee
• Work Commenced in NSA Without Required Land Use Approval	Additional 100% of Total Review Fee

Code Compliance	Fee
Administrative Overhead hourly rate	\$87.20 per hr.
Appeal to Hearing’s Officer	\$109.00
Continued Non-Compliance	\$56.68 / month
Recordation of Compliance Document	\$110.09

FEE SCHEDULE ATTACHMENT - 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) **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.
 - 4) **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.

FEE SCHEDULE ATTACHMENT – ADDITIONAL FEE WAIVER SPECIFICS

As part of a fee waiver request, the planning director can require documentation of income at or below 150% of the federal poverty level (FPL) to prove financial need. 150% of the federal poverty level is a measure frequently used by other agencies nationwide to prove individuals' financial need. This measure can be adjusted for household size. Those at or below 150% of the federal poverty level are in poverty. The percentage of the federal poverty level of an individual's income can be calculated using online calculators (http://www.lccaa.net/eligibility_calculator, <http://www.safetyweb.org/fpl.php>).

Documentation that the County can accept to serve as proof of income includes:

- Tax returns (use the adjusted gross income figure)
- Pay stubs (use two months of them)(calculators are available online)
- Annual benefit statements for social security and other benefits, or cancelled checks from the Social Security Administration.

An alternate method to prove an individual's financial need is to require institutional documentation of receipt of public assistance such as TANF (food stamps), SNAP (food stamps for families), Section 8 housing, Medicaid, etc..

The following chart outlines 150% of the federal poverty level.

2022 Federal Poverty Guidelines - 150% of the Federal Poverty Level (FPL)								
Household Size	1	2	3	4	5	6	7	8
150%	\$20,385	\$27,465	\$34,545	\$41,625	\$48,705	\$55,785	\$62,865	\$69,945