

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

In the Matter of Amending Fee Schedules for Building, Electrical, Plumbing and Other Miscellaneous Permits under the Building Inspection Program; On-Site Wastewater Program Fees; and Planning Program Fees

ORDER NO. 15-2024

WHEREAS, pursuant to ORS 455.210(3)(a), a municipality may adopt, by ordinance or resolution, fees that are necessary and reasonable to provide for the administration and enforcement of building and specialty codes for which the County has assumed responsibility under ORS 455.148 or 455.150; and

WHEREAS, pursuant to ORS 454.725, Columbia County and the Department of Environmental Quality of the State of Oregon entered into an agreement dated June 26, 1981 for the local evaluation, inspection, and regulation of on-site sewage disposal systems; and

WHEREAS, pursuant to ORS 215.416, a municipality may establish fees for the processing of land use permits that is no more than the actual or average cost of providing that service, provided that the charge for appeals of administrative decisions is no more than \$250.00; and

WHEREAS, on June 20, 1990, the Board of County Commissioners adopted Ordinance No. 90-8, "In the Matter of Adopting Fee Schedules for Services Provided by the Columbia County Building Department" which adopted fee schedules for structural permits, mechanical permits, and plumbing permits provided by the Columbia County Building Department; and

WHEREAS, pursuant to Section 5 of Ordinance No. 90-8, the Board may, by order or resolution, amend the fee schedules as necessary to conform to fee schedules adopted by the Building Codes Agency of the State of Oregon; and

WHEREAS, on June 27, 2018, the Board of County Commissioners adopted Order No. 28-2018, which amended the fee schedules for permits under the Building Inspection Program, On-Site Wastewater Program and Planning Program; and

WHEREAS, on July 14, 2021, the Board of County Commissioners adopted Order No. 16-2021, which amended the fee schedules for permits under the Building Inspection Program, On-Site Wastewater Program and Planning Program; and

WHEREAS, on June 22, 2022, the Board of County Commissioners adopted Order No. 25-2022, which amended the fee schedules for permits under the Building Inspection Program, On-Site Wastewater Program and Planning Program; and

WHEREAS, on August 30, 2023, the Board of County Commissioners adopted Order No. 44-2023, which amended the schedules for permits under the Building Inspection Program, On-Site Wastewater Program and Planning Program; and

WHEREAS, a public hearing was scheduled for the Board of County Commissioners to consider the proposed fee schedule amendments, and in accordance with OAR 918-020-0220(1), the County provided a 45-day notice of the proposed fees to the Oregon Department of Consumer and Business Services; and

WHEREAS, on May 15, 2024, in accordance with ORS 294.160, the Board of County Commissioners conducted a public hearing on the proposed fee schedule amendments, providing an opportunity for interested persons to comment on said amendments; and

WHEREAS, following the public hearing, the Board deliberated on the proposed fee schedule amendments, considered staff's recommendation, comments received, and the additional information provided by staff.

NOW, THEREFORE, IT IS HEREBY ORDERED as follows:

A. The proposed fee schedule amendments, as indicated in Exhibit A, attached hereto and incorporated by this reference, are hereby adopted.

B. The new fees shall continue to be automatically adjusted annually, beginning July 1, 2025, based on the annual average CPI-U West Index changes (not seasonally adjusted) for the prior calendar year with a maximum increase of 5% for any adjustment. Fee amounts so calculated shall be rounded up to the nearest whole dollar amount.

DATED this 15, day of May, 2024.

BOARD OF COUNTY COMMISSIONERS FOR
COLUMBIA COUNTY, OREGON

By: 
Casey Garrett, Chair

Approved as to form

By: 
Office of County Counsel

By: NOT Present
Kellie Jo Smith, Commissioner

By: 
Margaret Magruder, Commissioner

Exhibit A

BOOK _____ PAGE _____

LAND USE FEE SCHEDULE

The following fees shall be charged a 3% Technology Fee:

May be subject to Site Development Fee, Stormwater & Erosion Control Fees, and Building and Septic Permit Release Fees

FEE DESCRIPTION	Effective 7/1/24	
	CPI 4.3%	Current Fee
	Order No.	FY 23/24
	44-2023	
	FY 24/25	
See also building and septic referral fees	see schedules	
Administrative Resource Dwelling/Facility	\$ 1,845.00	\$ 1,768.00
Template Test	\$ 729.00	\$ 698.00
Agricultural/Equine Building Exemption (septic/bldg. review is NOT included)	\$ 487.00	\$ 466.00
Appeal: Administrative Decision*	\$ 250.00	\$ 250.00
Appeal: Planning Commission Decision-fee by statute*	\$ 250.00	\$ 250.00
Appeal: 2nd Local appeal (beyond Planning Commission)	\$ 835.00	\$ 800.00
Conditional Use Permit	\$ 2,848.00	\$ 2,730.00
Comprehensive Plan:		
Map Amendment	\$ 3,812.00	\$ 3,654.00
Text Amendment	\$ 6,392.00	\$ 6,128.00
Design Review		
Type 1 - Administrative Review		
\$0 - \$50,000 (valuation)	\$ 1,206.00	\$ 1,156.00
Final Site Inspection	\$ 248.00	\$ 237.00
Type 2 - Planning Commission Review		
\$0 - \$100,000 (valuation)	\$ 2,361.00	\$ 2,263.00
\$101,001 - \$500,000	\$ 3,504.00	\$ 3,359.00
\$500,001 - \$1,000,000	\$ 3,725.00	\$ 3,571.00
\$1,000,001 - \$5,000,000	\$ 3,861.00	\$ 3,701.00
\$5,000,001+	\$ 3,861.00	\$ 3,701.00
Final Site Inspection	\$ 431.00	\$ 413.00
Determination of Similar Use	\$ 2,302.00	\$ 2,207.00
Development Agreement	\$ 1,525.00	\$ 1,462.00
Extension Request	25% of Original	25% of Original
Floodplain Development Permit	\$ 1,209.00	\$ 1,159.00
Floodway alteration	\$ 1,281.00	\$ 1,228.00
Home Occupation - Type 1 Review	\$ 1,169.00	\$ 1,120.00
Home Occupation - Type 1 Review - Specific to Home Bakeries - effective after signing	\$ 400.00	
Home Occupation - Type 2 Review	\$ 2,214.00	\$ 2,122.00
Home Occupation - Annual Renewal with site visit - No Increase	\$ 100.00	\$ 100.00
Lot of Record Verification	\$ 800.00	\$ 767.00
Marijuana and Psilocybin Operation Permit	\$ 2,527.00	\$ 2,422.00
Modification of Prior Approval	80% of Original	80% of Original
Non-Conforming Use	\$ 1,772.00	\$ 1,698.00
Conditions of Approval - Site Visit	\$ 139.00	\$ 133.00
Partition Preliminary Plat	\$ 2,141.00	\$ 2,052.00
Final Plat	\$ 431.00	\$ 413.00
Planning Compliance Review/Land Use Compatibility	\$ 308.00	\$ 295.00

	BOOK	PAGE
Pre-app meeting		
w/o Goal Exception	\$	346.00
w/ Goal Exception	\$	401.00
Also requires building and septic pre-app fees	see schedules	
Property Line Adjustment		
With Notice	\$	1,660.00
Without Notice	\$	757.00
Septic Development Review - Existing system record review	see schedule	see on-site fee
Rebuild Letter	\$	149.00
Referral of Administrative Action	\$	250.00
Resource Dwelling Review	\$	1,744.00
Road Naming	\$	1,095.00
Rural Addressing Assignment	\$	149.00
Stormwater/Erosion Control Plan		
Conceptual Plan by applicant (Partitions - SF/Duplex)	\$	260.00
Preliminary Plan Certified by Engineer (As Required by Ord.)	\$	456.00
Final Plat Certified by Engineer (As Required by Ord.)	\$	456.00
Subdivisions		
Preliminary Plat	\$	2,883.00
Plus per lot	\$	116.00
Final Plat Certified by Engineer (As Required by Ord.)	\$	444.00
Plus per lot	\$	116.00
Temporary Permit	\$	642.00
Renewal	\$	343.00
Removal Deposit	\$	304.00
Variances	\$	2,539.00
Zoning Ordinance		
Map Amendment	\$	3,196.00
Text Amendment	\$	5,163.00
Permit Release	\$	80.00
Temporary Residence while Building-must apply for building permits	\$	152.00
Withdrawal of Application - Refund Requests		
Before completeness is determined	75%	75%
After completeness is determined	50%	50%
After Pre-Notice or Notice of Decision is mailed	No Refund	No Refund
Withdrawal of Appeal After Received	No Refund	No Refund
Miscellaneous		
Reconsideration of Application - Remand	\$	2,608.00
Land Use Notice or Re-Notice Fee (<i>no advertisement required</i>)	\$	209.00
Land Use Notice or Re-Notice Fee (<i>advertisement required</i>)	\$	626.00
Planning Condition Waiver Fee	\$	157.00
Code Compliance Investigation Fee - per hour (2 hour minimum) Order No. 62-2016	\$	450.00
The technology fee will be not be charged for these fees / technology fee is non-refundable		

ON-SITE SANITATION PROGRAM FEE SCHEDULE - RESIDENTIAL ¹**Effective 7/1/24****CPI 4.3%****Order No.****44-2023****FY 24/25****Current Fee****FY 23/24****The following fees shall be charged a 3% Technology Fee:**

Subject to Planning Release Fee			
LOT EVALUATIONS			
	New Site Evaluation - per lot	\$ 978.00	\$ 941.00
	Site Evaluation Confirmation ³	\$ 506.00	\$ 468.00
PERMITS			
	Standard	\$ 1,275.00	\$ 1,226.00
	Alternative Treatment Tech.	\$ 1,937.00	\$ 1,861.00
	Capping Fill	\$ 1,937.00	\$ 1,861.00
	Disposal Trenches in Saproliite	\$ 1,275.00	\$ 1,226.00
	Gray Water Disposal Sump, Non-water carried systems	\$ 555.00	\$ 536.00
	Holding Tank Installation	\$ 917.00	\$ 883.00
	Pressure Distribution	\$ 1,937.00	\$ 1,861.00
	Redundant	\$ 1,937.00	\$ 1,861.00
	Sand Filter	\$ 2,282.00	\$ 2,192.00
	Seepage Trench	\$ 1,275.00	\$ 1,226.00
	Steep Slope	\$ 1,275.00	\$ 1,226.00
	Tile Dewatering	\$ 1,937.00	\$ 1,861.00
REPAIRS			
	Minor Repair	\$ 458.00	\$ 443.00
	Major Repair	\$ 1,275.00	\$ 1,226.00
ALTERATION			
	Minor Alteration	\$ 458.00	\$ 443.00
	Major Alteration	\$ 1,826.00	\$ 1,754.00
TANK ABANDONMENT FEE		\$ 75.00	\$ 75.00
PERMIT RENEWAL, REINSTATEMENT OR TRANSFER			
	No Site-Visit	\$ 297.00	\$ 288.00
	Site Visit	\$ 614.00	\$ 592.00
AUTHORIZATION NOTICE (AN)			
	No Site-Visit	\$ 554.00	\$ 535.00
	Site Visit (required for all systems over 10 yrs.)	\$ 810.00	\$ 780.00
	Hardship Renewal and Home Bakeries - No Site-Visit <i>no fee increase this year</i>	\$ 318.00	\$ 318.00
	Hardship Renewal and Home Bakeries - Site-Visit <i>no fee increase this year</i>	\$ 540.00	\$ 540.00
EXISTING SYSTEM EVALUATION (field visit required)		\$ 1,072.00	\$ 1,031.00
EXISTING SYSTEM RECORD REVIEW ²		\$ 93.00	\$ 89.00
ANNUAL REPORT-No change in fee		\$ 75.00	\$ 75.00
HOLDING TANK ANNUAL REPORT-No change in fee		\$ 75.00	\$ 75.00
	Annual Report Late Fee ⁶	\$ 75.00	\$ 75.00
INSPECTIONS			
	Holding Tank System Inspection	\$ 489.00	\$ 468.00
	Alternative System Inspection	\$ 662.00	\$ 634.00
	Reinspection Fee ⁴	\$ 125.00	\$ 119.00
	Special Field Investigation - Per hour ⁵	\$ 233.00	\$ 223.00
	Pumper Truck Inspection - Each truck	\$ 172.00	\$ 164.00
Compliance Investigation (2 hour minimum)*		\$ 233.00	\$ 223.00
NOTE: FOR ALL COMMERCIAL PROJECTS, THE FOLLOWING ADDITIONAL FEES ARE APPLICABLE			
PLAN REVIEW FEE:			
	Commercial: 600-1,000 GPD	\$ 233.00	\$ 223.00
	each 500 gpd above 1,000 up to 2,500	\$ 60.00	\$ 57.00
MISCELLANEOUS FEES			
	Planning Referrals and/or Land Use Permits that require Septic Review	\$ 93.00	\$ 89.00
	Pre-app and/or Pre-construction meeting	\$ 157.00	\$ 150.00
The technology fee will be not be charged for these fees / technology fee is non-refundable			

¹ A \$100 DEQ Surcharge is included in each fee unless otherwise noted. Fees are NON-REFUNDABLE, unless the applicant withdraws the application before any field work or other substantial review of the application has been done. DEQ surcharge is only refundable if and when the full application/permit fee is refunded, as per the above policy.

² For onsite sign off of an existing system in conjunction with a proposed accessory structure, exterior addition, bedroom addition not requiring AN, partitioning, PLA, or other special requested record review process.

³ This is for additional work required on an existing site evaluation to amend approval. New application not required.

⁴ At the discretion of the Agent, the permittee may be assessed a reinspection fee (no surcharge fee) when a Pre-Cover Inspection Correction Notice requires correction of improper construction and, at a subsequent inspection, the Agent finds system construction deficiencies have not been corrected. The Agent may elect not to make further Pre-Cover inspections until the re-inspection fee is paid. ** 1st Time \$100; 2nd Time \$250

⁵ Minimum of 1 hour will be charged. After the 1st hour, fees will be prorated in 15 min. increments.

⁶ Late fee will be assessed if annual maintenance report is not received by February 28th. Double permit fee.

* This fee cannot be waived.