

RESOLUTION NO. 2021-12

A Resolution adopting a Planning Fee Schedule and repealing all previous resolutions adopting planning fee schedules at the time this fee schedule becomes effective.

RECITALS:

The City of McMinnville collects permitting fees for land-use applications to fund the review costs associated with new development projects; and

Per Resolution No. 2003-35, it is the belief of the City Council that developers and others using the services of the Planning Department for current planning activities should pay their share of the costs associated with their projects; and

In 2018, the City commissioned a planning fee study that showed that the City was only collecting 12% of the costs of the current planning program in their fee schedule; and

On December 11, 2018, the City adopted Resolution No. 2018 – 63, a resolution that updated the planning fee schedule so that it reflected a 55% cost recovery for development services related to land-use application review, and providing direction to increase the planning fee schedule by 10% plus CPI (Portland's CPE-W Index) every year over the next five years towards a full cost recovery model; and

Due to the pandemic in 2020, the City of McMinnville elected not to increase permitting fees; and

The CPI increase from December, 2018 to December, 2020 is 3%.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MCMINNVILLE, OREGON as follows:

1. That the City of McMinnville's Planning Fee Schedule will be as established by the fee schedule attached to this Resolution.
2. That this fee schedule will take effect July 1, 2021.

MISCELLANEOUS PROVISIONS:

The attached Planning Fee Schedule –

- Assumes a goal of a 100% cost recovery in 2024 with a 10% increase plus CPI (Portland's CPE-W Index) over the next four years.
- The fee schedule will be updated on July 1 of each year.

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 9th day of March, 2021 by the following votes:

Ayes: _____ Drabkin, Geary, Menke, _____

Nays: _____ Garvin, Chenoweth _____

Approved this 9th day of March 2021.

Scott A. Hunt

MAYOR

Approved as to form:

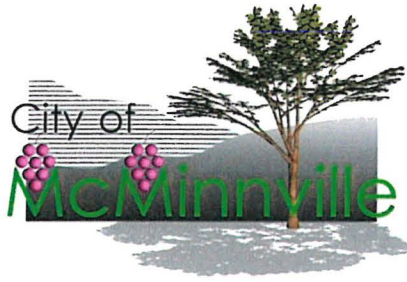
[Signature]

City Attorney

Attest:

Claudia Cisneros

City Recorder



City of McMinnville
 Planning Division
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PLANNING FEE SCHEDULE (Effective 7/1/2021):

CURRENT PLANNING FEES

TYPE OF APPLICATION	FEE
Administrative Variance	\$890.00
Annexation	\$11,200.00
Appeal from Planning Commission Decision	\$1,033.00
Appeal from Planning Director Decision	\$275.00
Area Plan Review – Property Owner Initiated	\$9,500.00
Classification of an Unlisted Use	\$1,180.00
Comprehensive Plan Map Amendment	\$6155.00
Comprehensive Plan Text Amendment / Zoning Text Amendment	\$7,710.00
Conditional Use Permit	\$2,627.25
Downtown Design Standards and Guidelines – Administrative Approval	\$500.00
Downtown Design Standards and Guidelines (Waiver) – Historic Landmarks Committee Approval	\$1,356.00
DMV Certificates	\$200.00
Expedited Land Use Division Application	
Partition	\$1,560.00
Subdivision ≤ 10 Lots	\$3,504.00
Subdivision (more than 10 lots)	\$6,115.50
Appeal Deposit	\$370.00
Plus Per Lot Fees	\$30.00
Historic Landmarks – Certificate of Approval, Alteration	\$1,356.00
Historic Landmarks – Certificate of Approval, Demolition, Move	\$2,147.00
Historic Resources Inventory Amendment	\$977.45
Home Occupation	\$275.00
Annual Renewal Fee	\$85.00
Interpretation of Code by Director	\$452.00
Landscape Plan Review	\$905.50
Street Tree Removal	\$150.00
Large Format Commercial Development Design Review	\$3,202.40
Large Format Commercial Development Design Review and Waiver	\$5,173.00
Land Use Compatibility Statement – Regular	\$468.00
Land Use Compatibility Statement – Marijuana	\$1,931.25
Land Use Extension	\$565.00
Manufactured Home Park	\$2,875.75

Manufactured Home Park Per Lot Fee	\$28.25
Master Plan	\$5,250.00
Minor Modification	\$963.00
Model Home Permit	\$842.50
NE Gateway Design Standards and Guidelines – Administrative Approval	\$500.00
NE Gateway Design Standards and Guidelines – Waiver Request	\$735.00
Parking Variance for Historic District – Administrative Approval	\$735.00
Parking Variance for Historic Structure – Planning Commission Approval	\$1,015.00
Partition of Land (Tentative)	\$1,565.00
Planned Development	\$5,115.50
Planned Development: in addition to Planned Development Fee	
Residential Rate	\$44.00
Commercial Rate	\$44.00
Industrial Rate	\$44.00
Planned Development Amendment – Major Amendment (Planning Commission)	\$3,093.50
Planned Development Amendment – Minor Amendment (Administrative)	\$962.30
Property Line Adjustment	\$825.50
Public Hearing Request	\$2,500.00
Recreational Vehicle Park Permit	\$1,588.00
Resident Occupied Short Term Rental	\$764.50
Annual Renewal Fee	\$85.00
Short Term Rental	\$764.50
Annual Renewal Fee	\$85.00
Sign Permit – Temporary	\$75.00
Sign Permit – Permanent	\$175.00
Sign Standards Exception (Variance)	\$1,956.00
Site and Design Review – Commercial	\$1,845.00
Site and Design Review – Multi-Family	\$1,845.00
Solar Collection System Variance	\$1,956.00
Street Vacation	\$750.00
Subdivision (less than or equal to 10 lots)	\$2,891.00
Plus per lot fee	\$30.00
Subdivision (more than 10 lots)	\$5,243.00
Plus per lot fee	\$30.00
Temporary Living Unit Permit	\$613.50
Semi-Annual Renewal Fee	\$395.50
Three Mile Lane Design Overlay – Administrative Approval	\$1,565.00
Transitional Parking Permit	\$930.40
Urban Growth Boundary Amendment	\$15,357.00
Variance (Land Division)	\$1,970.50
Variance (Zoning)	\$2,149.25
Wireless Communication Facility Review	\$3,652.00
Zone Change	\$4,248.00
Zoning/Compliance Letters	\$106.00

BUILDING PERMIT REVIEW

TYPE OF APPLICATION	FEE
Commercial/Industrial Building Permit Review	
Value < \$100,000	\$188.00
Value \$100,000 - \$500,000	\$338.00
Value > \$500,000	\$708.00
Residential Building Permit Review	
Value < \$100,000	\$73.50
Value > \$100,000	\$188.00
Multifamily > \$100,000	\$662.00

ADMINISTRATIVE FEES

TYPE OF APPLICATION	FEE
Copy fees	\$0.10 per copy
Comprehensive Plan Map (24" x 36")	\$10.00
General Records Request	\$62.00/hour
Hourly Rate	\$62.00/hour
Refund Processing Fee	\$78.00
Return Check Fee (NSF)	\$26.00
Zone Map (24" x 36")	\$10.00

Planning permit fees for qualifying affordable housing projects per McMinnville Municipal Code, Section 3.10.060, are reduced by 50% (Resolution No. 2016-81).