

RESOLUTION NO. 1297
A RESOLUTION ESTABLISHING FEES AND CHARGES FOR THE
CITY OF PRINEVILLE FOR FISCAL YEAR 2016-2017

The Prineville City Council specifically finds that:

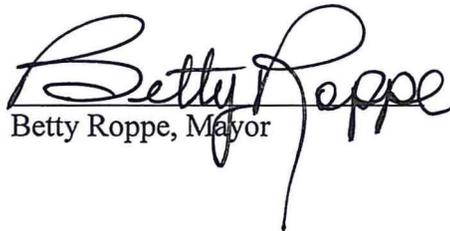
WHEREAS, various City Ordinances and state statutes allow the City to establish certain fees by Resolution; and

WHEREAS, the City of Prineville desires to establish and recover certain City costs from fees and charges levied in providing City services, products, and regulations; and

WHEREAS, the City Manager has caused review of all City fees and charges and determined the costs of such fees and charges; and

NOW, THEREFORE, it is hereby resolved that the fee and charge schedule attached to this Resolution as Exhibit A is hereby adopted with said fees and charges to be effective July 1, 2016, and continue in effect until modified by the Prineville City Council.

APPROVED BY THE CITY COUNCIL ON THE 28th DAY OF JUNE, 2016


Betty Roppe, Mayor

ATTEST:


Lisa Morgan, City Recorder

Rate Schedule FY 16-17							
Exhibit A							
		Base 16-17					
		Charge	Additional Charges / Comments				
1.0	Police						
1.1	Police Personnel Outside Services						
1.1.1	Sergeant	76.75	Per hour				
1.1.2	Officer	64.00	Per hour				
1.1.3	Reserve Officer	32.75	Per hour				
1.1.4	Vehicle	31.75	Per hour				
1.2	Diversion Class for Failure to Yield for Pedestrians	45.50	Per person				
1.3	Copies of Documents / Reports						
1.3.1	Copies of Documents / Reports (Minimum Charge)	10.00	Additional fees may apply				
1.3.2	Per Page (After 10 Pages)	0.25					
1.4	Copies of Tapes	33.00	Per hour (one hour minimum)				
1.5	Tow Fees	126.00	Per vehicle, per incident				
1.6	Bicycle License	5.00	Per bicycle				
1.7	Burn Barrel Permits	32.75	Annual permit				
1.8	Transient Vendor's License						
1.8.1	Annual License	157.50					
1.8.2	Daily License						
1.8.3	Three Day License	32.75					
1.8.4	Thirty Day License	96.50					
1.9	Social Gaming License	205.00	Annual				
1.10	Liquor License						
1.10.1	New Application for Permanent License	100.00					
1.10.2	Change of Ownership	75.00					
1.10.3	Annual Renewal of Permanent License	35.00					
1.10.4	Temporary (Event)	100.00					
1.10.5	Renewal of Temporary License		May be reduced to \$35.00 per event under authority and discretion of the Chief of Police or his designee.				
	(Within 18 months after paying initial temporary license fee)						
1.11	Taxicab License						
1.11.1	Annual License	50.00					
1.11.2	Additional Vehicle	25.00					
1.12	Administrative Research	63.00	Per hour (one hour minimum)				
1.13	Alarm Monitoring						
1.13.1	Direct Alarm Monitoring	56.75					
1.13.2	Auto-dial Monitoring	56.75					
1.13.3	Alarm Response Calls						
1.13.3.1	First & Second Response Call	-				Charges for police response to alarms.	
1.13.3.2	Third Response Call	28.50				Charges are assessed after the second call within the same month.	
1.13.3.3	Fourth Response Call	56.75					
1.13.3.4	Fifth Response Call	85.00					
1.14	Conference Room Rental						
1.14.1	Conference Room Rental Fee	15.00	Per four hour block	Conference Room fees are waived for non-profit uses.			
1.14.2	Multimedia / Projector Fees for Conference Room	15.00	Per four hour block				
1.14.3	Network Access (Internet) for Conference Room	25.00	Per day				
1.15	Second Hand Pawn Review Fee						
1.15.1	1 - 25 Items	28.50					
1.15.2	Anything Over Initial 25 Items	28.50					

1.16	Overnight Camping Permit	50.00						
		Base 16-17						
		Charge	Additional Charges / Comments					
2.0	Community Development							
2.1	Sign Permits	4.00	Per sqft.					
2.2	Site Plan Review - New Residential Buildings							
2.2.1	1 - 2 units	135.00						
2.2.2	Multi-family (3 - 4 units)	390.00						
2.2.3	Mobile Home in Park	90.00						
2.2.4	Non-dwelling Addition	50.00						
2.2.5	Dwelling Addition	100.00						
2.3	Site Plan Review - New Commercial and Industrial Buildings							
2.3.1	1 - 20,000 sqft.	1,345.00						
2.3.2	20,001 - 100,000 sqft.	2,285.00						
2.3.3	100,001 sqft. and Over	3,100.00						
2.4	Site Plan Review - Commercial and Industrial Buildings							
2.4.1	Expansion of Existing Approved Outright Use < 25%	50% of fee listed above						
2.4.2	Change of Use	150.00						
2.5	Conditional Use Permits - Residential Zones							
2.5.1	1 - 2 Family	245.00	Plus 200.00 if hearing required					
2.5.2	Multi-family	1,615.00						
2.5.3	Mobile Park	3,475.00						
2.5.4	Use Change	460.00						
2.6	Conditional Use Permits - New Commercial and Industrial Zones							
2.6.1	1 - 20,000 sqft.	1,795.00						
2.6.2	20,001 - 100,000 sqft.	2,650.00						
2.6.3	100,001 sqft. and Over	3,715.00						
2.7	Conditional Use Permits - Commercial and Industrial Zones							
2.7.1	Expansion of Existing Approved Conditional Use < 25%	50% of fee listed above						
2.7.2	Change of Use	610.00						
2.7.3	Hearings Fee for Type I, II, III and IV in addition to CUP fee	730.00						
2.8	Other Applications							
2.8.1	Home Occupations	545.00	Plus 200.00 if hearing required					
2.8.2	Telecommunications Tower / Co-locate	3,400.00						
2.8.3	Revision / Amendment	75% of new application fee						
2.8.4	Reconsideration	800.00						
2.8.5	Declaratory Ruling by Planning Director	1,000.00	Plus 600.00 if hearing required					
2.8.6	Street Renaming	335.00	Plus cost of sign(s)					
2.8.7	Measure 49 Claim	2,230.00	Refundable if approved					
2.8.8	Miscellaneous Requests	240.00	Plus 200.00 if hearing required					
2.8.9	Other Miscellaneous Requests	Charged at actual cost per hour						
2.9	Nonconforming Use Determination							
2.9.1	Administrative	280.00						
2.9.2	Planning Commission	565.00						
2.10	Variance Application							
2.10.1	Major	1,500.00						
2.10.2	Minor	245.00	Plus 200.00 if hearing required					
2.10.3	Riparian Adjustment - Single Family and Duplex Residential	425.00						
2.10.4	Riparian Adjustment - Multi-family and Commercial	610.00						
2.11	Land Partitioning Applications							

2.11.1	Major Partition	3,100.00					
2.11.2	Minor Partition	1,615.00					
2.11.3	Boundary Line Adjustment	610.00					
2.11.4	Lot Consolidation	365.00					
2.11.5	Final BLA Plat	185.00	60.00 per lot GIS fee (see fee 2.21)				
2.11.6	Final Partition Plat	365.00	60.00 per lot GIS fee (see fee 2.21)				
2.11.7	Final Lot Consolidation Plat	125.00	60.00 per lot GIS fee (see fee 2.21)				
2.12	Subdivisions						
2.12.1	Outline Development Plan 5 Acres or Less	4,900.00					
2.12.2	Outline Development Plan Over 5 Acres	8,500.00					
2.12.3	Tentative Plans	2,525.00	Plus 22.00 per additional lot				
2.12.4	Final Plat	735.00	Plus 12.00 per lot & 60.00 per lot GIS fee (see fee 2.21)				
2.12.5	Final Plat Extensions	550.00	Plus engineering fees for construction drawings				
2.12.6	Final Plat Revision / Amendment	40% of new application fee					
2.13	Comprehensive Plan Amendment						
2.13.1	Plan Amendment and / or UGB Expansion 20 Acres or Less	6,825.00					
2.13.2	Plan Amendment and / or UGB Expansion Over 20 Acres	11,550.00					
2.13.3	Text Amendment (Consistent with Intent of Comprehensive Plan)	5,460.00					
2.14	Zoning Ordinance Amendment						
2.14.1	Ordinance Text Amendment	4,800.00					
2.14.2	Minor Ordinance Text Amendment	2,335.00					
2.14.3	Zoning / Overlay Map Amendment	2,675.00					
2.14.4	Street or Alley Vacation	1,300.00					
2.14.5	Regulating Master Plan (Mixed Use Zone)	5,745.00					
2.15	Appeals						
2.15.1	To Planning Commission	305.00					
2.15.2	To City Council	2,125.00					
2.16	Administrative Determination						
2.16.1	Written (i.e. Zoning Verifications)	20.00					
2.16.2	Bonding Forms and Review	100.00					
2.16.3	Flood Zone Determination	20.00					
2.17	Document Purchase						
2.17.1	Photocopies / Printed Reports / Documents (8.5" x 11" & 11" x 17")	0.45	Per page after first 5 pages				
2.17.2	Large Format Copies (Over 11" x 17")	2.10	Per page				
2.17.3	Maps	6.30	Minimum (actual costs)				
2.17.4	Fax	2.65	First page plus	1.30	Each additional page		
2.17.5	Planning Commission Agenda (One Year)	32.00	Base plus	0.65	Per page		
2.17.6	Planning Commission Agenda Packets (One Year)	315.00					
2.18	Annexation						
2.18.1	Petition to Annex 1 Acre or Less	300.00					
2.18.2	Petition to Annex Over 1 Acre	600.00	Plus \$10.00 per acre				
2.19	Pre-Application Conference						
			\$50 per hour (after first hour), applicable to application fee				
2.20	Crook County Parks & Recreation SDC Fee	1,887.00					
	Note: Parks & Recreation fees are regulated by Crook County and are subject to change.						
2.21	GIS Fee	60.00					
	Note: GIS fees are per parcel and are subject to change by Crook County.						
		Base 16-17					
		Charge	Additional Charges / Comments				
3.0	Public Works Review Fees						
3.1	Water System Analysis (Fire Flow)	1,250.00					

3.2	Sewer System Analysis (Capacity)	1,500.00						
3.3	Engineering Review Fee	1,000.00	First two sheets					
3.3.1	Additional Sheets	750.00						
	Minimum Scale 1" = 30' (1 inch = 30 feet)							
3.4	Construction Inspection Fee	1,000.00	First two sheets					
3.4.1	Additional Sheets	750.00						
	Minimum Scale 1" = 30' (1 inch = 30 feet)							
3.5	Sidewalk Permit	165.00						
3.6	Utility Street Cut Permit (Base)	200.00						
3.6.1	Per sqft.	3.25						
3.7	Special Permits and Agreements	Charges will be on a per hour basis						
3.8	Outside Consultant Review	Actual cost of consultant						
3.9	Additional Plan Review (Drawing Review)	125.00						
3.10	Additional Inspection Time	81.00						
		Base 16-17						
		Charge	Additional Charges / Comments					
4.0	System Development Charges							
4.1	Transportation SDC Fees		May meet 10.00% rule					
4.1.1	Single Family Dwelling (One Peak Hour Trip)	3,997.09	No Transportation SDC charged to accessory dwellings					
4.1.2	Per Peak Hour Trip* (See Transportation SDC Help Sheet)	3,997.09						
	* Based on Institute of Transportation Engineers Trip Generation Manual							
4.2	Water SDC Fees							
4.2.1	3/4" Meter (1 EDU) - Maximum 810 gpd	3,150.31	No Water SDC charged to accessory dwellings unless meter added or size increased					
4.2.2	1" Meter (2.5 EDU) - Maximum 2,025 gpd	7,875.78						
4.2.3	1.5" Meter (5 EDU) - Maximum 4,050 gpd	15,751.55						
4.2.4	2" Meter (8 EDU) - Maximum 6,480 gpd	25,202.48						
4.2.5	3" Meter (16 EDU) - Maximum 12,960 gpd	50,404.96						
4.2.6	4" Meter (25 EDU) - Maximum 20,250 gpd	78,757.75						
4.2.7	6" Meter (50 EDU) - Maximum 40,500 gpd	157,515.50						
4.2.8	Per Additional 810 Gallons per Day (gpd) Over Maximum	3,150.31						
4.3	Wastewater SDC Fees							
4.3.1	3/4" Meter (1 EDU) - Maximum 260 gpd	4,709.39	No Wastewater SDC charged to accessory dwellings unless water meter added or size increased					
4.3.1.1	Improvement Fee Breakdown							
4.3.1.2	Treatment Expansion	1,202.78	25.54%					
4.3.1.3	Collection Improvements	1,683.61	35.75%					
4.3.1.4	I & I Reduction Improvements	282.09	5.99%					
4.3.1.5	Reimbursement Fee							
4.3.1.6	Treatment	1,305.44	27.72%					
4.3.1.7	Administration Fee	235.47	5.00%					
	Total Wastewater SDC	4,709.39						
4.3.2	3/4" Meter (1 EDU) - Maximum 260 gpd	4,709.39	Percentage breakdown above applies to all meter sizes					
4.3.3	1" Meter (2.5 EDU) - Maximum 650 gpd	11,773.48	Percentage breakdown above applies to all meter sizes					
4.3.4	1.5" Meter (5 EDU) - Maximum 1,300 gpd	23,546.95	Percentage breakdown above applies to all meter sizes					
4.3.5	2" Meter (8 EDU) - Maximum 2,080 gpd	37,675.12	Percentage breakdown above applies to all meter sizes					
4.3.6	3" Meter (16 EDU) - Maximum 4,160 gpd	75,350.24	Percentage breakdown above applies to all meter sizes					
4.3.7	4" Meter (25 EDU) - Maximum 6,500 gpd	117,734.75	Percentage breakdown above applies to all meter sizes					
4.3.8	6" Meter (50 EDU) - Maximum 13,000 gpd	235,469.50	Percentage breakdown above applies to all meter sizes					
4.3.9	Per Additional 260 Gallons per Day (gpd) Over Maximum	4,709.39	Percentage breakdown above applies to all meter sizes					

		Base 16-17					
		Charge	Additional Charges / Comments				
5.0	Water Rates & Fees						
5.1	Residential Rates						
5.1.1	Senior Citizen / Disabled Persons Discount	(4.38)	Per month (income must qualify), 24.00% of base fee				
5.1.2	Monthly Water Rates (Minimum Charges)						
5.1.2.1	3/4" Meter	18.26					
5.1.2.2	1" Meter	21.85					
5.1.2.3	1.5" Meter	38.12					
5.1.2.4	2" Meter	58.99					
5.1.2.5	3" Meter	81.01					
5.1.2.6	4" Meter	95.29					
5.1.2.7	6" Meter	182.67					
5.1.2.8	Commodity Charge	1.90	Per unit (100 cubic feet) of water used				
5.1.3	Suspension Fee / Service Charge						
5.1.3.1	During Business Hours	25.00					
5.1.3.2	After Business Hours	50.00					
5.1.3.3	After Unauthorized Use	50.00					
5.2	Commercial & Industrial Rates						
5.2.1	Monthly Water Rates (Minimum Charges)						
5.2.1.1	3/4" Meter	27.81	14 units (1,400 cubic feet) included				
5.2.1.2	1" Meter	34.15	17 units (1,700 cubic feet) included				
5.2.1.3	1.5" Meter	80.22	42 units (4,200 cubic feet) included				
5.2.1.4	2" Meter	119.14	62 units (6,200 cubic feet) included				
5.2.1.5	3" Meter	222.37	116 units (11,600 cubic feet) included				
5.2.1.6	4" Meter	373.27	196 units (19,600 cubic feet) included				
5.2.1.7	6" Meter	698.84	367 units (36,700 cubic feet) included				
5.2.1.8	Commodity Charge	1.90	Per unit (100 cubic feet) of water used				
5.2.2	Suspension Fee / Service Charge						
5.2.2.1	During Business Hours	25.00					
5.2.2.2	After Business Hours	50.00					
5.2.2.3	After Unauthorized Use	50.00					
5.2.3	Bulk Water Rates						
5.2.3.1	First 24 units	11.93	Per unit (100 cubic feet) used up to 24 units				
5.2.3.2	Additional	10.71	Per unit (100 cubic feet) used over 24 units				
5.2.4	Monthly Standby Fire Protection						
5.2.4.1	2" or Less	17.45					
5.2.4.2	3"	22.26					
5.2.4.3	4"	27.00					
5.2.4.4	6"	36.53					
5.2.4.5	8"	42.09					
5.2.4.6	10" or Above	50.73					
5.3	Water Connection						
5.3.1	3/4"	619.57	Plus actual cost of meter				
5.3.2	1"	706.56	Plus actual cost of meter				
5.3.3	1.5"	1,613.63	Plus actual cost of meter				
5.3.4	2"	1,944.63	Plus actual cost of meter				
5.3.5	3"	3,198.61	Plus actual cost of meter				
5.3.6	4"	3,269.69	Plus actual cost of meter				
5.3.7	6"	4,609.61	Plus actual cost of meter				
5.4	Water Meters						

5.4.1	3/4" Meter	218.75						
5.4.2	1" Meter	318.75						
5.4.3	1.5" Meter	535.00						
5.4.4	2" Meter	642.50						
5.4.5	Larger Sizes	Call for pricing						
5.5	Water Account Deposit	40.00						
5.6	Meter Test Fee	85.00						
5.7	Delinquent Fee (Late Fee)	1.50%						
5.8	Penalty Fee (For Items Sent to Lien)	10.00%						
	***Note: The base charge for water service shall apply at all times whether or not the property is occupied. ***							
		Base 16-17						
		Charge	Additional Charges / Comments					
6.0	Sewer Fees and Charges							
6.1	Residential Rates							
6.1.1	Senior Citizen / Disabled Persons Discount	(6.45)	Per month (income must qualify), 12.00% of base fee					
6.1.2	Monthly Flat Rate	53.73	Per dwelling unit					
6.2	Commercial Rates							
6.2.1	General Service Uses							
6.2.1.1	Monthly Flat Rate	53.73	Per dwelling unit					
6.2.2	Large General Service Uses							
6.2.2.1	Flat Rate	131.47						
6.2.2.2	Metered or Estimated Water Usage in Excess of 30 Units per Month	3.54	Per excess unit (100 cubic feet)					
6.2.3	Industrial Use	To be determined on a case by case basis						
6.3	Connection Fee	766.48						
6.4	Sewer Deposit	100.00						
6.5	Delinquent Fee (Late Fee)	5.00	Plus 1.00%					
6.6	Penalty Fee (For Items Sent to Lien)	10.00%						
	***Note: The base charge for sewer service shall apply at all times whether or not the property is occupied. ***							
		Base 16-17						
		Charge	Additional Charges / Comments					
7.0	Franchise Fees and Other Taxes							
7.1	Transient Room Tax							
7.1.1	Transient Room Tax	8.50%						
7.2	Franchise Fees							
7.2.1	Cascades Natural Gas	5.00%						
7.2.2	Crestview Cable	5.00%						
7.2.3	Pacific Power	5.00%						
7.2.4	Prineville Disposal	5.00%						
7.2.5	CenturyLink	7.00%						
7.3	Privilege Tax							
7.3.1	Third-party Electricity / Natural Gas Suppliers	5.00%						
		Base 16-17						
		Charge	Additional Charges / Comments					
8.0	Administrative Fees and Charges							
8.1	Photocopies / Printed Reports	0.40	Per page after first 5 pages					
8.2	Fax Charges							
8.2.1	First Page	2.50						
8.2.2	Each Additional Page	1.30	Per page					

8.3	Public Records Fees (Non-Police)						
8.3.1	Transmitted by Email (per page to 10MB in Size)	5.00	For records relating to the Police Department, refer to fees in section 1.0				
8.3.2	Transmitted by Fax (First Page)	2.42					
8.3.3	Transmitted by Fax (Each Additional Page - 10 Page Limit)	1.30					
8.3.4	Records Copied to CD (each CD)	5.00					
8.3.5	True Copy Certification	5.00					
8.4	NSF Charges	33.00					
8.5	Notary Fee	10.00	Per page notarized				
8.6	Research / Accounting	Actual Cost Incurred					
8.7	Lien Search Fee	25.00					
		Base 16-17					
		Charge	Additional Charges / Comments				
9.0	Citywide Standard Hourly Billing Rate						
9.1	Multiplier	2.75 x Employee Hourly Pay Rate					