

RESOLUTION NO. 1237
A RESOLUTION ESTABLISHING FEES AND CHARGES FOR THE
CITY OF PRINEVILLE FOR FISCAL YEAR 2014-2015

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, 2014, and continue in effect until modified by the Prineville City Council.

APPROVED BY THE CITY COUNCIL ON THE 24th DAY OF JUNE, 2014

SIGNED BY THE MAYOR ON THE 24th DAY OF JUNE, 2014.


Betty Roppe, Mayor

ATTEST:


Lisa Morgan, City Recorder

Exhibit A / Fee Schedule 2014-2015		Base 14-15			
		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	19.50	minimum	0.75	each additional page (after 8 pages)
1.4	Copies of Tapes	32.75	1 hour minimum	32.75	each additional hour
1.5	Tow Fees	126.00	per vehicle, per incident		
1.6	Bicycle License	8.50	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 (Within 18 months after paying initial temporary license fee)				May be reduced to \$35.00 per event under authority and discretion of Chief of Police or his designee.
1.11	Taxicab License	50.00	annual		
1.11.1	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. Charges are assessed after the second call within the same month.
1.13.3.2	Third Response Call	28.50			
1.13.3.3	Fourth Response Call	56.75			
1.13.3.4	Fifth Response Call	85.00			
1.14	Conference Room Rental	15.75	per four hour block		Conference Room fees are waived for non-profit uses.
1.14.1	Multimedia/Projector Fees for Conference Room	15.50	per four hour block		
1.14.2	Network Access (Internet) for Conference Room	25.75	per day		
1.15	Second Hand Pawn Review Fee				
1.15.1	1 to 25 Items	28.50			
1.15.2	Anything Over Initial 25 Items	28.50			
1.16	Overnight Camping Permit	50.00			

		Base 14-15			
2.0	Community Development	Charge	Additional Charges / Comments		
2.1	Site Plan Review				
2.1.1	Residential				
2.1.1.1	1-2 units	122.00			
2.1.1.2	Multi-family (3-4 units)	360.00			
2.1.1.3	Mobile Home in Park	81.00			
2.1.1.4	Non Dwelling Addition	92.00			
2.1.1.5	Dwelling Addition	92.00			
2.1.2	Commercial				
2.1.2.1	Use Change	160.00			
2.1.3	New Construction				
2.1.3.1	1 - 20,000 sqft.	1,243.00			
2.1.3.2	20,001 - 50,000 sqft.	1,704.00			
2.1.3.3	50,001 - 100,000 sqft.	2,114.00			
2.1.3.4	100,001 - 200,000 sqft.	2,851.00			
2.1.3.5	Each Additional 100,000 sqft. over 200,000 sqft.	787.00			
2.1.4	Industrial				
2.1.4.1	0 - 10,000 sqft.	1,243.00			
2.1.4.2	10,001 - 50,000 sqft.	1,704.00			
2.1.4.3	50,001 - 200,000 sqft.	2,114.00			
2.1.4.4	Each Additional 100,000 sqft. over 200,000 sqft.	787.00			
2.1.5	Expansion of Existing Approved Outright Use < 25%	50% of fee listed above			
2.2	Conditional Use Permits (plus hearing fee if required)				
2.2.1	Residential				
2.2.1.1	1-2 Family	224.00	plus 200.00 if hearing required		
2.2.1.2	Multi-family	1,491.00			
2.2.1.3	Mobile Park	3,208.00			
2.2.1.4	Use Change	422.00			
2.2.2	Commercial				
2.2.2.1	Use Change	562.00			
2.2.3	New Construction				
2.2.3.1	1 - 20,000 sqft.	1,660.00			
2.2.3.2	20,001 - 50,000 sqft.	2,447.00			
2.2.3.3	50,001 - 100,000 sqft.	3,432.00			
2.2.3.4	100,001 - 200,000 sqft.	4,755.00			
2.2.3.5	Each Additional 100,000 sqft. over 200,000 sqft.	1,125.00			
2.2.4	Industrial				
2.2.4.1	0 - 10,000 sqft.	1,660.00			
2.2.4.2	10,001 - 50,000 sqft.	2,447.00			
2.2.4.3	50,001 - 200,000 sqft.	3,444.00			
2.2.4.4	Each Additional 100,000 sqft. over 200,000 sqft.	1,125.00			
2.2.5	Expansion of Existing Approved Conditional Use < 25%	50% of fee listed above			
2.2.6	Hearings Fee	675.00			

		Base 14-15	
		Charge	Additional Charges / Comments
2.3	Other Applications		
2.3.1	Home Occupations	501.00	plus 200.00 if hearing required
2.3.2	Telecommunications Tower / Co-locate	3,137.00	
2.3.3	Espresso Stands	1,243.00	
2.3.4	Government Non-profit	1,243.00	
2.3.5	Revision/Amendment	75% of new application fee	
2.3.6	Reconsideration	741.00	
2.3.7	Declaratory Ruling	931.00	plus 600.00 if hearing required
2.3.8	Street Renaming	309.00	plus cost of sign(s)
2.3.9	Revocable Permit	57.00	
2.3.10	Measure 49 Claim	2,060.00	refundable if approved
2.3.11	Miscellaneous requests	218.00	plus 200.00 if hearing required
2.3.12	Other Miscellaneous requests	Charged at actual cost per hour	
2.4	Nonconforming Use Determination		
2.4.1	Administrative	252.00	
2.4.2	Planning Commission	520.00	
2.5	Variance Application		
2.5.1	Major	1,384.00	
2.5.2	Minor	224.00	plus 200.00 if hearing required
2.5.3	Riparian Adjustment - Single Family/Duplex Residential	393.00	
2.5.4	Riparian Adjustment - Multifamily and Commercial	562.00	
2.6	Sign Permits	3.00	per sqft.
2.7	Land Partitioning Applications		
2.7.1	Major Partition	2,808.00	
2.7.2	Minor Partition	1,491.00	
2.7.3	Boundary Line Adjustment	562.00	
2.7.4	Lot Consolidation	337.00	
2.7.5	Final BLA Plat	169.00	60.00 per lot GIS fee (see fee 2.20)
2.7.6	Final Partition Plat	337.00	60.00 per lot GIS fee (see fee 2.20)
2.7.7	Final Lot Consolidation Plat	112.00	60.00 per lot GIS fee (see fee 2.20)
2.8	Subdivisions		
2.8.1	Outline Development Plan 5 Acres or less	4,500.00	
2.8.1.1	Outline Development Plan 5.1 acres or more	7,774.00	
2.8.2	Tentative Plans	2,335.00	plus 22.00 per additional lot
2.8.3	Tentative Plan Revision	75% of new application fee	
2.8.4	Final Plat	675.00	plus 12.00 per lot & 60.00 per lot GIS fee (see fee 2.20)
2.8.5	Final Plat Bonding Review and Development Agreements	3,191.00	
2.8.6	Final Plat Extensions	506.00	plus engineering fees for construction drawings
2.8.7	Final Plat Revision/Amendment	40% of new application fee	
2.9	Comprehensive Plan Amendment		
2.9.1	Comp. Plan Amendment	10,619.00	Deposit - bill at actual cost
2.9.2	Urban Growth Boundary Expansion	10,813.00	Deposit - bill at actual cost
2.9.3	Text Amendment (consistent w/ intent of Comp Plan)	5,036.00	

		Base 14-15		
		Charge	Additional Charges / Comments	
2.10	Zoning Ordinance Amendment			
2.10.1	Ordinance Text Amendment	4,439.00		
2.10.2	Minor Ordinance Text Amendment	2,154.00		
2.10.3	Zoning Map Amendment	2,472.00		
2.10.4	Street/Alley Vacation or Dedication	1,202.00		
2.10.5	Regulating Master Plan (Mixed Use Zone)	5,309.00		
2.11	Appeals			
2.11.1	To Planning Commission	282.00		
2.11.2	To City Council	1,963.00		
2.12	Administrative Determination			
2.12.1	Written - i.e. Zoning Verifications	16.00		
2.12.2	Bonding Forms and Review (2% of application fee)	82.00		
2.13	Document Purchase			
2.13.1	Other Document	0.36	per page	
2.13.2	Photocopies/Printed Reports	0.36	per page	
2.13.3	Maps	5.72	minimum (actual costs)	
2.13.4	Fax	2.42	first page plus	1.30 each additional page
2.13.5	Agenda (one year)	29.00	base plus	0.65 per page
2.13.6	Agenda Packets (one year)	289.00		
2.14	Flood Zone Determination			
2.14.1	Written Administrative	16.50		
2.15	Annexation			
2.15.1	Petition to Annex	656.00	plus \$10 per acre	
2.15.2	Other Annexation	656.00	plus \$10 per acre	
2.16	Consortium Agreements			
	w/ Legislative or Quasi judicial changes	Charged at actual cost		
2.17	Public Works Review Fees			
2.17.1	Water System Analysis (Fire Flow)	1,211.28		
2.17.2	Sewer System Analysis (Capacity)	1,580.02		
2.17.3	Engineering Review Fee	1,000.00	first two sheets	
2.17.3.1	Additional sheets	750.00		
	Minimum scale 1" = 30' (1 inch = 30 feet)			
2.17.4	Construction Inspection Fee	1,000.00	first two sheets	
2.17.4.1	Additional sheets	750.00		
	Minimum scale 1" = 30' (1 inch = 30 feet)			
2.17.5	Sidewalk Permit	162.00		
2.17.6	Utility Street Cut Permit (Base)	194.00		
2.17.6.1	Per sqft.	3.20		
2.17.7	Special Permits and Agreements	Charges will be on a per hour basis		
2.17.8	Outside Consultant Review	Actual cost of consultant		
2.17.9	Additional Plan Review (Drawing Review)	116.00		
2.17.10	Additional Inspection time	81.00		

2.18 System Development Charges		Base 14-15 Charge	Additional Charges / Comments	
2.18.1	Transportation SDC Fees			
2.18.1.1	Single Family Dwelling (1 Peak Hour Trip)	3,414.92	No Transportation SDC charged to accessory dwellings	
2.18.1.2	Per Peak Hour Trip* (See Transportation SDC Help Sheet) * Based on Institute of Transportation Engineers Trip Generation Manual	3,414.92		
2.18.2	Water SDC Fees			
2.18.2.1	3/4" Meter (1 EDU) - max. 810 gpd	3,020.31	No Water SDC charged to accessory dwellings unless	
2.18.2.2	1" Meter (2.5 EDU) - max. 2025 gpd	7,550.78	meter added or size increased	
2.18.2.3	1.5" Meter (5 EDU) - max. 4050 gpd	15,101.55		
2.18.2.4	2" Meter (8 EDU) - max. 6480 gpd	24,162.48		
2.18.2.5	3" Meter (16 EDU) - max. 12960 gpd	48,324.96		
2.18.2.6	4" Meter (25 EDU) - max. 20250 gpd	75,507.75		
2.18.2.7	6" Meter (50 EDU) - max. 40500 gpd	151,015.50		
2.18.2.8	Per Additional 810 gallons per day (GPD) over maximum	3,020.31		
2.18.3	Wastewater SDC Fees			
2.18.3.1	3/4" meter (1 EDU) - max. 260 gpd	4,515.04	No Sewer SDC charged to accessory dwellings unless	
			water meter added or size increased	
	Improvement Fee Breakdown			
2.18.3.1.1	Treatment expansion	1,151.34	25.50%	was 25.54%
2.18.3.1.2	Collection improvements	1,625.41	36.00%	was 35.75%
2.18.3.1.3	I & I reduction improvements	270.90	6.00%	was 5.99%
	Reimbursement fee			
2.18.3.1.4	Treatment	1,241.64	27.50%	was 27.72%
2.18.3.1.5	Administration Fee	225.75	5.00%	
	Total Wastewater SDC			
2.18.3.0	3/4" Meter (1 EDU) - max. 810 gpd	4,515.04		
2.18.3.1	1" Meter (2.5 EDU) - max. 2025 gpd	11,287.60		
2.18.3.2	1.5" meter (5 EDU) - max. 1,300 gpd	22,575.20	Percentage breakdown above applies to all meter sizes	
2.18.3.3	2" meter (8 EDU) - max. 2,080 gpd	36,120.32	Percentage breakdown above applies to all meter sizes	
2.18.3.4	3" meter (16 EDU) - max. 4,160 gpd	72,240.64	Percentage breakdown above applies to all meter sizes	
2.18.3.5	4" meter (25 EDU) - max 6,500 gpd	112,876.00	Percentage breakdown above applies to all meter sizes	
2.18.3.6	6" meter (50 EDU) - max. 13,000 gpd	225,752.00	Percentage breakdown above applies to all meter sizes	
2.18.3.7	Per Additional 260 gallons per day (gpd) over maximum	4,515.04	Percentage breakdown above applies to all meter sizes	
2.19	Crook County Parks & Recreation SDC Fees	1,887.00		
	Note: Parks & Recreation fees are not regulated by the City of Prineville. Fees are mandated by Crook County and are subject to change.			
2.20	GIS Fee	60.00		
	Note: GIS fees are not regulated by the City of Prineville. Fees are mandated by Crook County and are subject to change.			

3.0 Water Rates & Fees		Base 14-15		
		Charge	Additional Charges / Comments	
3.1	Residential Rates			
3.1.1	Senior Citizen Credit	(4.13)	per month (income must qualify), 24% of base fee	
3.1.2	Monthly water rates (minimum charges)			
3.1.3	3/4" Meter	17.21		
3.1.4	1" Meter	20.59		
3.1.5	1.5" Meter	35.93		
3.1.6	2" Meter	55.60		
3.1.7	3" Meter	76.36		
3.1.8	4" Meter	89.82		
3.1.9	6" Meter	172.18		
3.1.10	Commodity charge	1.79	per unit (100 cubic feet) of water used	
3.1.11	Suspension Fee / Service Charge			
3.1.11.1	During Business Hours	25.00		
3.1.11.2	After Business Hours	50.00		
3.1.11.3	After/ Unauthorized Use	50.00		
3.2	Commercial & Industrial Rates			
	Monthly Water Rates (minimum charges)			
3.2.1	3/4" Meter	26.21	14 units (1400 cubic feet) included	
3.2.2	1" Meter	32.19	17 units (1700 cubic feet) included	
3.2.3	1.5" Meter	75.61	42 units (4200 cubic feet) included	
3.2.4	2" Meter	112.30	62 units (6200 cubic feet) included	
3.2.5	3" Meter	209.60	116 units (11600 cubic feet) included	
3.2.6	4" Meter	351.84	196 units (19600 cubic feet) included	
3.2.7	6" Meter	658.73	367 units (36700 cubic feet) included	
3.2.8	Commodity Charge	1.79	per unit (100 cubic feet) of water used	
3.2.9	Suspension Fee / Service Charge			
3.2.9.1	During Business Hours	25.00		
3.2.9.2	After Business Hours	50.00		
3.2.9.3	After /Unauthorized Use	50.00		
3.2.11	Bulk Water Rates			
3.2.11.1	First 18,000 Gallons	11.24	rate per each 750 gallons used to 18,000 gallons	
3.2.11.2	Additional	10.10	rate per each 750 gallons over 18,000 gallons	
3.2.12	Monthly Standby Fire Protection			
3.2.12.1	2" or Less	16.45		
3.2.12.2	3"	20.98		
3.2.12.3	4"	25.45		
3.2.12.4	6"	34.44		
3.2.12.5	8"	39.67		
3.2.12.6	10" or Above	47.82		

		Base 14-15				
		Charge	Additional Charges / Comments			
3.2.13	Water Connection					
3.2.13.1	3/4"	584.00	Plus actual cost of meter			
3.2.13.2	1"	666.00	Plus actual cost of meter			
3.2.13.3	1.5"	1,521.00	Plus actual cost of meter			
3.2.13.4	2"	1,833.00	Plus actual cost of meter			
3.2.13.5	3"	3,015.00	Plus actual cost of meter			
3.2.13.6	4"	3,082.00	Plus actual cost of meter			
3.2.13.7	6"	4,345.00	Plus actual cost of meter			
3.3	Water Meters					
3.3.1	3/4"	254.00				
3.3.2	1" Meter	318.00				
3.3.3	1.5" Meter	547.00				
3.3.4	2" Meter	661.00				
3.3.5	Larger Sizes	Call for pricing				
3.4	Water Deposit	40.00				
3.5	Meter Test Fee	85.00				
3.6	Delinquent Fee (Late Fee)	1.50%				
3.7	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 14-15				
		Charge	Additional Charges / Comments			
4.0	Sewer Fees and Charges					
4.1	Residential Rates					
4.1.1	Senior Citizen Credit	(5.96)	per month (income must qualify), 12% of base fee			
4.1.2	Monthly Flat Rate	49.70	per dwelling unit			
4.2	Commercial Rates					
4.2.1	General Service Uses					
4.2.1.1	Monthly Flat Rate	49.70	per dwelling unit			
4.2.2	Large General Service Uses					
4.2.2.1	Flat Rate	121.61				
4.2.2.2	Metered or estimated water usage in excess of 30 units per month (a unit of water is 100 cubic feet)					
		3.27	per excess unit			
4.2.3	Industrial Use	To be determined on a case by case basis				
4.2.4	Connection Fee	709.00				
4.3	Sewer Deposit	100.00				
4.4	Delinquent Fee (Late Fee)	5.00	plus 1.00%			
4.5	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 14-15			
5.0	Franchise Fees and Other Taxes	Charge	Additional Charges / Comments		
5.1	Transient Room Tax	8.50%			
5.2	Franchise Fees				
5.2.1	Cascades Natural Gas	5.00%			
5.2.2	Crestview Cable	5.00%			
5.2.3	Pacific Power	5.00%			
5.2.4	Prineville Disposal	5.00%			
5.2.5	CenturyLink	7.00%			
5.3	Privilege Tax	5.00%	of Gross Revenue		
		Base 14-15			
6.0	Administrative Fees and Charges	Charge	Additional Charges / Comments		
6.1	Photocopies/Printed Reports	0.36			
6.2	Fax Charges				
6.2.1	1st Page	2.42			
6.2.2	Each Additional Page	1.30	per page		
6.3	NSF Charges	33.00			
6.4	Notary Fee	10.00			
6.5	Research / Accounting	Actual Cost Incurred			
6.6	Lien Search Fee	25.00			
		Base 14-15			
7.0	City Wide Standard Hourly Billing Rate	Charge	Additional Charges / Comments		
7.1	Multiplier	2.5 x Employee Hourly Pay Rate			