


W.5.C.4.

Memorandum Date: February 5, 2010
 Order Date: February, 24, 2010

TO: Board of County Commissioners

DEPARTMENT: Public Works; Land Management Division

PRESENTED BY: Matt Laird, Land Management Division Manager 

AGENDA ITEM TITLE: **IN THE MATTER OF AMENDING CHAPTER 60 OF THE LANE MANUAL TO ENSURE A MORE EQUITABLE APPLICATION OF THE TECHNOLOGY ASSESSMENT IN THE LAND MANAGEMENT DIVISION (LM 60.850) EFFECTIVE APRIL 1, 2010**

I. MOTION

To approve amendments to Chapter 60 of the Lane Manual to ensure a more equitable application of the Technology Assessment in the Land Management Division.

II. AGENDA ITEM SUMMARY

The Board is being asked to approve proposed revisions to LM 60.850 regarding the Technology Assessment applied to permit fee transactions in the Land Management Division of Public Works. The revisions contained in this order are intended to ensure a more equitable application of this assessment by replacing the current tiered, flat rate structure with a percentage and applicable maximum assessment amount.

Finance and Audit moved to forward this proposal to the Board of Commissioners with an approval recommendation (2/2/2010).

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

The Board most recently approved revisions to LMD Technology Assessment with its adoption of Order No. 08-5-14-13 on May 14, 2008. The intent of these revisions, as stated in the board packet, was to fund two major technology oriented projects: An upgrade to the Division's permit-tracking software and the conversion of paper records to digital files. The order estimated that the software upgrade would cost approximately \$390,000 while the digital file conversion project would cost approximately \$500,000. To address these costs, the \$10 surcharge at the time was raised \$40, with each of these projects receiving half of

(c) \$50 affidavit of correction and entering corrected information onto filed land surveys.

Fees shall be made payable to the Lane County Surveyor. The land survey checking fees shall be paid prior to submitting land surveys for filing. The affidavit of correction fee shall be paid prior to filing the document with the County Clerk. Fees shall be made payable to the Lane County Surveyor for the purpose of offsetting the cost of checking land surveys, sending notice to the Board of Examiners, reviewing affidavits of corrections and maintenance of microfilm records. All fees shall be submitted prior to filing or reviewing the land survey or affidavit.

(4) For servicing government corners that are disturbed by any person or public agency in accordance with ORS 209.140 or 209.150, the Lane County Surveyor may recover the cost of crew wages and vehicle usage to reimburse County for lowering and replacement of government corner monuments or corner accessories.

The cost of crew and vehicle usage to lower and service the corner or its accessories shall be paid by the person or public agency causing the corner to be disturbed to Lane County Surveyor within 10 days of receipt of the invoice for work performed.

(5) For road naming or renaming, the application fee shall be \$100.00. *(Revised by Order No. 01-4-4-6, Effective 7.1.01; 04-2-11-3, 7.1.04; 04-5-5-8, 6.4.04; 07-4-18-3, 7.1.07)*

60.855 Public Works Department/Land Management Division – Building.

In accordance with LC Chapter 11 and ORS Chapters 446, 447, 455 and 479, the following fees are established:

(1) Building Permit Fees. Building permit fees shall be based on the total valuation of work and assessed in accordance with the schedule below. Reference LM 60.855(14) for detailed information regarding how total valuation is determined.

<u>Total Valuation</u>	<u>Fee</u>
\$1 to \$500	\$22.45
\$500.01 to \$2,000	\$22.45 for the first \$500 plus \$4.30 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,000.01 to \$25,000.00	\$86.95 for the first \$2,000 plus \$10.20 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,000.01 to \$50,000.00	\$321.55 for the first \$25,000 plus \$7.40 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,000.01 to \$100,000.00	\$506.55 for the first \$50,000 plus \$4.20 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,000.01 and up	\$716.55 for the first \$100,000 plus \$3.90 for each additional \$1,000 or fraction thereof.

(2) Additional Fees.

Structural Plan Review Fee. In addition to the building permit fee, a structural plan review fee will be charged based on the building permit fee. Structural plan review fees shall be 65% of the building permit fee.

Fire/Life Safety Plan Review Fee. In addition to the building permit fee, fire/life safety plan review fee will be charged when such a review is required. Fire/life safety plan review fees shall be 40% of the building permit fee.

Attachment B (cont.)

Consistent Form & Fee Methodology Rules

Effective: January 1, 2009

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455.046

918-050-0170**Statewide Fee Methodology for Deferred Submittals**

A fee charged for processing and reviewing deferred plan submittals shall be an amount equal to a percentage, determined by the municipality, of the building permit fee calculated according to OAR 918-050-0110(2) and (3) using the value of the particular deferred portion or portions of the project, with a set minimum fee. This fee is in addition to the project plan review fee based on the total project value.

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455.046

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Manufactured Dwelling or Park Model Placement Permit.
Mobile Home Placement Permit **Includes concrete slab, runners, or foundations when they
comply with prescriptive requirements of the code.**
**Also includes electrical feeder and plumbing connections
within 30 feet of structure and all crossover connections** \$ ~~439.80~~**208.00**

Manufactured/Mobile Modular Structures (used for other than dwelling purposes)

fees are Building Permit Fees applied to 37.5% of project value based on Building Valuation Data.

Temporary **Manufactured Dwelling or Park Model Mobile Home-Hardship Placement Permit**

(Original Placement-Good for two calendar years)

Fees same as regular **manufactured dwelling or park**

model mobile home placement permits

Recreational Vehicle (six months, no utilities) \$ 49.60

Structure Relocation Investigation Fees \$ 172.00

Swimming Pool (Plumbing and/or Mechanical extra) \$ 110.20

Demolition of **Structures (each structure)** Buildings (Plumbing
Extra) \$ ~~95.50~~**55.40**

Agricultural Buildings not located in Flood Hazard Areas \$ 38.60

Change of Occupancy Inspection Fee \$ 275.50

Building Code Administrative Variance Fee \$ 38.60

Building Appeals Hearing Filing Fee \$ 110.20

Code Interpretation Conference Fee \$ 62.00 minimum

..... \$ 62.00/hr.

(3) Other Inspection and Fees.

Reinspection Fee \$ 76.00

Additional Plan Review Time \$ 62.00 minimum

..... \$ 62.00/hr.

(4) Mechanical Permit Fees.

Minimum Mechanical Permit Fee Permit Issuance Fee (Base fee, then add the following

fees that apply) \$ ~~47.50~~**35.00**

Residential:

Installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3kW) \$ ~~46.00~~**21.00**

Installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3kW) \$ ~~50.65~~**25.65**

Installation or relocation of each residential heat pump \$ ~~61.15~~**36.15**

Installation or relocation of each floor furnace, including vent \$ ~~46.00~~**21.00**

Installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater \$ ~~46.00~~**21.00**

Installation, relocation or replacement of each appliance vent installed and not included in an appliance permit \$ ~~35.50~~**10.50**

Repair of, alteration of, or addition to each heating appliance, refrigerator unit, cooling unit, absorption unit or each

Attachment B (cont.)

Consistent Form & Fee Methodology Rules

Effective: January 1, 2009

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455.046

918-050-0140**Statewide Fee Methodology for Residential Fire Suppression Systems**

Stand-alone and multi-purpose fire suppression system permit fees shall each be calculated as separate flat fees based on the square footage of the structure with graduated rates for dwellings with 0 to 2000 square feet, 2001 to 3600 square feet, 3601 to 7200 square feet and 7201 square feet and greater. The permit fee shall be sufficient to cover the costs of inspection and plan review.

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455.046

918-050-0150**Statewide Fee Methodology for Medical Gas Installations**

(1) A plumbing permit fee for the installation of a medical gas system shall be determined based on the value of installation costs and the system equipment, including but not limited to, inlets, outlets, fixtures and appliances and applied to the municipality's fee schedule, with a set minimum fee.

(2) The plan review fee shall be based on a predetermined percentage of the permit fee as set by the municipality.

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455.046

918-050-0160**Statewide Fee Methodology for Phased Projects**

A municipal plan review fee for a phased project is based on a minimum phasing fee, determined by the municipality, plus 10 percent of the total project building permit fee not to exceed \$1,500 for each phase.

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heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by the code	\$ 46.00 21.00
Installation or relocation of each compressor to and including three horsepower (10.6kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$ 46.00 21.00
Installation or relocation of each compressor over three horsepower (10.6kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW).....	\$ 63.50 38.50
Installation or relocation of each compressor over 15 horsepower (52.7kW) to and including 30 horsepower (105.5kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)..	\$ 77.50 52.50
Installation or relocation of each compressor over 30 horsepower (105.5kW), to and including 50 horsepower (176kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9kW)...	\$ 103.10 78.10
Installation or relocation of each refrigeration compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$ 155.60 130.60
Each air handling unit to and including 10,000 cubic feet per minute (4720 L/s), including ducts attached thereto. (Note, this fee shall not apply to an air handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the code)	\$ 40.20 15.20
Each air-handling unit exceeding 10,000 cfm (4720 L/s).....	\$ 50.65 25.65
Each evaporative cooler other than portable type	\$ 40.20 15.20
Each ventilation fan connected to a single duct.....	\$ 35.50 10.50
Each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$ 40.20 15.20
Installation of each hood which is served by a mechanical exhaust, including the ducts for such hood.....	\$ 40.20 15.20
Installation or relocation of each domestic-type incinerator....	\$ 50.65 25.65
Installation or relocation of each commercial or industrial-type incinerator.....	\$ 129.95 104.95
Installation or relocation of each wood/ pellet / gas stove or ... /insert	\$ 91.60 66.60
Vent pre-inspection for inserts	\$ 81.10 56.10
Each appliance or piece of equipment regulated by this code, but not classed in other appliance categories or for which no other fee is listed in this code	\$ 40.75 15.75
Fuel gas piping: Each gas-piping system of one to four outlets.....	\$ 16.95 6.10
Each additional outlet above four gas piping system of... five or more outlets, per outlet.....	\$ 4.75 1.70

Commercial/Industrial:

Mechanical Permit fee calculated based on the value of

Attachment B (cont.)

Consistent Form & Fee Methodology Rules

Effective: January 1, 2009

(2) Administrative fees assessed by a municipality to cover administration and enforcement shall be incorporated into a municipality's fee schedule. Changes to a municipalities fee schedule must be adopted in accordance with OAR 918-020-0220.

(3) The plan review fees shall be based on a predetermined percentage of the permit fee set by the municipality.

Stat. Auth.: ORS 455.020, 455.048 & 455.210

Stats. Implemented: ORS 455.020, 455.046 & 455.210

918-050-0120**Statewide Fee Methodology for Electrical Permits**

An electrical permit fee shall be calculated based on the categories, procedures and requirements established in OAR 918-309-0020 to 918-309-0070.

Stat. Auth.: ORS 455.020, 455.048 & 479.870

Stats. Implemented: ORS 455.020, 455.046 & 479.870

918-050-0130**Statewide Fee Methodology for Manufactured Home Siting Permits**

(1) A municipality shall charge a single fee for the installation and set-up of manufactured homes. This fee shall include the concrete slab, runners or foundations when they comply with the prescriptive requirements of the Oregon Manufactured Dwelling and Park Specialty Code, electrical feeder and plumbing connections and all cross-over connections.

(2) Decks, other accessory structures and foundations that do not comply with the prescriptive requirements of the Oregon Manufactured Dwelling and Park Specialty Code, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, new plumbing and other such items that fall under the building code may require separate permits.

(3) When a municipality has reason to believe that the existing electrical service to a manufactured dwelling may be unsafe or inadequate, the municipality may require a separate permit to inspect the electrical service.

[Publications: Publications referenced are available from the agency.]

the mechanical equipment and installation costs applied to the building permit fee schedule in LM 60.855(1). Minimum mechanical permit fee applies.

Mechanical Plan Review Fee. A mechanical plan review fee will be charged when such a review is required. Mechanical plan review fees shall be 25% of the mechanical permit fee.

(5) **Manufactured Dwelling** ~~Mobile Home Parks~~. Valuation is computed per Table 2 of OAR 918-600. Fees shall be 130% of the fees as regulated by OAR 918-600, Manufactured Dwelling Parks and Mobile Home Parks as currently in effect, plus regular permit fees for building, plumbing and mechanical permits. A 15% surcharge, in accordance with ORS 446.430, shall be assessed.

(6) **Recreation Parks**. Valuation is computed per Table 2 of OAR 918-650. Fees shall be 130% of the fees as regulated by OAR 918-650, Recreational Parks and Organizational Camps plus regular permit fee for plumbing. Plan Review Fee is 65% of total permit fee.

(7) **Plumbing Permit Fees.**

Minimum Plumbing Permit Fee \$ 47.50

Residential.

New Construction Single Family up to 40 fixtures when purchased as a unit (includes: DWV/water distribution, **the first kitchen**, and the first 100 feet of water service, sanitary sewer and storm sewer.)

Single Family: 1 Bath \$ 294.35
Single Family: 2 Bath \$ 389.35
Single Family: 3 Bath \$ 474.75

Each additional bath over three or kitchen over one \$ 95.75

~~Single Family: Solar (when connected with potable water) \$ 66.50~~

Residential Fire Suppression Systems. Fee calculated as separate flat fee based on square footage of structure

0 to 2000 square feet \$ 87.00

2001 to 3600 square feet \$ 129.00

3601 to 7200 square feet \$ 164.00

7201 square fee and greater \$ 200.00

Accessory, Addition, or Alteration Number of fixtures X \$17.10

~~Single Family Repair/Remodel (less than 50%) \$ 66.50~~

~~Single Family Repair/Remodel (less than 7 fixtures) (more than 50%) \$ 95.00~~

~~Single Family Repair/Remodel (7 fixtures or more) (more than 50%) Number of fixtures x \$17.10~~

~~Single Family with more than 40 fixtures, over 3 baths, more than 100 feet of water service pipe, sanitary or storm sewer, or when permit is not purchased as a unit: Number of fixtures is multiplied by \$17.10, plus water service, sanitary and storm sewers as required in Water Service/Sanitary/Storm Sewer subsection below.~~

Other **residential** single family water service or building sewer fee determined in accordance with Water Service/Sanitary/Storm Sewer subsection below.

Manufactured Dwellings or Park Models ~~Mobile Homes~~.

Attachment B (cont.)

Consistent Form & Fee Methodology Rules

Effective: January 1, 2009

(A) The square footage of a dwelling, addition, or garage shall be determined from outside exterior wall to outside exterior wall for each level.

(B) The square footage of a carport, covered porch, patio, or deck shall be calculated separately at fifty percent of the value of a private garage from the most current ICC Building Valuation Data Table.

(C) Permit fees for an addition, alteration, or repair shall be calculated based on the fair market value as determined by the building official, and then applying the valuation to the jurisdiction's fee table.

(2) Commercial construction permit fees shall be calculated using the following methodologies:

(a) A plumbing permit fee shall be calculated based on the number of fixtures and footage of piping, with a set minimum fee.

(b) A mechanical permit fee shall be calculated based on the value of the mechanical equipment and installation costs and applied to the municipality's fee schedule with a set minimum fee.

(c) A structural permit fee shall be calculated by applying the valuation to the municipality's fee schedule with a minimum set fee. Valuation shall be the greater of either:

(A) The valuation based on the ICC Building Valuation Data Table current as of April 1 of each year, using the occupancy and construction type as determined by the building official, multiplied by the square footage of the structure; or

(B) The value as stated by the applicant.

(C) When the construction or occupancy type does not fit the ICC Building Valuation Data Table, the valuation shall be determined by the building official with input from the applicant.

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455.46

918-050-0110**Fees and Fee Schedules**

(1) A municipality may develop its fee schedule in any reasonable manner to provide for the administration and enforcement of the Building Code program.

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	Manufactured Dwelling Mobile Home-Park Sewer	
	Collection and Water Distribution System (per space)....	\$ 57.00
	Manufactured Dwelling or Park Model Mobile Home-Service	
Connection (sewer, water and storm)	First 30 100 -feet included in placement fee, \$57.00 if purchased separately. Each additional 100 feet or fraction thereof charged in accordance with Water Service/Sanitary/Storm Sewer subsection below.	\$ 35.20
	Commercial/Industrial	
	If less than 200 feet of sewer and 200 feet of water service and less than 10 fixtures.....	\$ 265.90
	If over 200 feet of sewer or water service and/or more than 10 fixtures:- Number of fixtures is multiplied by \$17.10, plus water service, sanitary and storm sewers as required in Water Service/Sanitary/Storm Sewer subsection below.	
	Water Service/Sanitary/Storm Sewer	
	Water Service (first 100 feet or fraction thereof)	\$ 57.00
	Water Service (each additional 100 feet or fraction thereof)	\$ 47.50
	Building Sewer (first 100 feet or fraction thereof)	\$ 57.00
	Building Sewer (each additional 100 feet or fraction thereof)	\$ 47.50
	Building Storm Sewer or Rain Drain (each 100 feet or fraction thereof).....	\$ 57.00
	Storm or Rain Drain (each additional 100 feet or fraction thereof)	\$ 47.50
	Alternate Potable Water Heating Systems (coil, extractor, heat pumps, etc.).....	\$ 57.00
	Plumbing Plan Review Fee. A plumbing plan review fee will be charged when such a review is required. Plumbing plan review fees shall be 30% of the plumbing permit fee.	
(8)	<u>Electrical Permit Fees.</u>	
	Electrical Master Permit Program:	
	Enrollment Fee	\$ 100.00
	Inspection Time	\$ 86.00/hr.
	Residential: (per unit, service included)	
	1,000 sq. ft. or less	\$ 143.00
	Each additional 500 sq. ft or portion thereof	\$ 26.00
	Limited/restricted energy	\$ 41.00
	Each manufactured home, park model , or modular dwelling service or feeder when not included as part of a placement permit	\$ 90.00
	Services or Feeders: (installation, alterations, relocation)	
	200 amps/5 kva or less.....	\$ 100.00
	201 to 400 amps/5.01 to 15 kva.....	\$ 126.00
	401 to 600 amps/15.01 to 25 kva.....	\$ 175.00
	601 amps to 1,000 amps	\$ 276.00
	Over 1,000 amps or volts.....	\$ 556.00
	Reconnect only	\$ 82.00
	Temporary Services or Feeders: (installation, alteration, relocation)	

Attachment B (cont.)
Consistent Form & Fee Methodology Rules
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- (6) Over-the-counter permits that require plan review; and
- (7) Plan review issue resolution.

Stat. Auth.: ORS 455.048
Stats. Implemented: ORS 455.046

Uniform Fee Methodology

918-050-0100

Statewide Fee Methodologies for Residential and Commercial Permits

(1) Residential construction permit fees shall be calculated using the following methodologies:

(a) A plumbing permit fee for new construction includes one kitchen and is based on the number of bathrooms, from one to three, on a graduated scale. An additional set fee shall be assessed for each additional bath or kitchen.

(A) No additional fee shall be charged for the first 100 feet of water and sewer lines, hose bibbs, icemakers, underfloor low-point drains and rain drain packages that include the piping, gutters, downspouts and perimeter system.

(B) The plumbing permit fee described in this section does not include:

- (i) Any storm water retention/detention facility;
- (ii) Irrigation and fire suppression systems; or
- (iii) Additional water, sewer and service piping or private storm drainage systems exceeding the first 100 feet.

(C) Permit fees for an addition, alteration, or repair shall be calculated based on the number of fixtures, appurtenances and piping, with a set minimum fee.

(b) A mechanical permit fee shall be calculated per appliance and related equipment, with a set minimum fee.

(c) Effective January 1, 2009, a structural permit fee for new construction and additions shall be calculated using the ICC Building Valuation Data Table current as of April 1 of each year, multiplied by the square footage of the dwelling to determine the valuation. The valuation shall then be applied to the municipality's fee schedule to determine the permit fee. The plan review fee shall be based on a predetermined percentage of the permit fee set by the municipality.

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200 amps or less	\$ 82.00
201 amps to 400 amps	\$ 99.00
401 amps to 600 amps	\$ 162.00
Over 600 amps or 1,000 volts (see Services or Feeders section, above)	
Branch Circuits: (new, alteration, extension per panel)	
The fee for branch circuits with purchase of service or feeder fee:	
Each branch circuit	\$ 7.00
The fee for branch circuits without purchase of a service or feeder fee:	
First branch circuit	\$ 76.00
Each additional branch circuit	\$ 7.00
Miscellaneous: (service or feeder not included)	
Each pump or irrigation circle	\$ 82.00
Each sign or outline lighting.....	\$ 82.00
Signal circuit(s) or a limited/restricted energy panel or alteration or extension of limited energy circuits	\$ 82.00
Each additional inspection.....	\$ 76.00
Electrical Plan Review Fee. An electrical plan review fee will be charged when such a review is required. Electrical plan review fees shall be 25% of the electrical permit fee.	

- (9) Miscellaneous:
Composting Toilet..... \$ 38.00

**Solar Water Heating and Photovoltaic Electric Generators.
Applicable building, plumbing and electrical permit fees
assessed in accordance with the appropriate sections of
LM 60.855.**

Solar System each component.....	\$ 26.00
Solar System Building Alterations.....	\$ 76.00 minimum
Masonry fireplace Installation (for existing structure).....	\$ 148.00

- (10) Temporary Certificate of Occupancy Fee. 10% of Building Permit fee.
(11) Development Report Service Fee.
 (with inspection)..... \$ 148.00
 (without inspection)..... \$ 76.00

(12) Surcharge. In accordance with ORS 455.210 and 455.220, a State surcharge will be collected on the total building permit fees and submitted to the Oregon State Department of Consumer & Business Services. The State surcharge shall be the lesser of 13% or the amount determined by the Department of Consumer & Business Services.

- (13) Phased Project and Deferred Submittal Review Fees.

Plan review fee for each phase of a phased project is \$95.00 plus 10 percent of the total project building permit fee not to exceed \$1,500 for each phase.

Fee for processing and reviewing deferred plan submittals is 65 percent of the building permit fee calculated from LM 60.855(1) using the value of the particular deferred portion or portions of the project, with a set minimum of \$95.00.

These fees are in addition to the project plan review fee based on the total project value.

Attachment B (cont.)

Consistent Form & Fee Methodology Rules

Effective: January 1, 2009

918-050-0020**Standard Statewide Application Forms**

(1) A municipality must use standard permit applications containing at least the minimum content required by the division.

(2) All municipalities within the Tri-County region shall use intake checklist forms approved by the division

(3) The division shall consider for adoption proposed amendments to the standard application and intake checklist forms.

(a) Proposals for amendment to the application forms shall include: The existing unamended form(s);

(A) The form(s) containing the appropriate amendments; and

(B) A brief explanation of the need for the amendments.

(b) Proposals to amend the approved forms must be filed with the division no later than February 1 or August 1.

(c) The division shall notify all municipalities and interested parties of the division's determination regarding proposed amendments and provide copies of the amended form(s).

(d) Any form changes shall be effective in all regional jurisdictions on July 1 or January 1 following adoption.

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455.046

918-050-0030**Standard Tri-County Regional Processes**

All jurisdictions within the Tri-County region shall use uniform processes for permit application, plan review, permit issuance and recording inspections as approved by the division, including, but not limited to:

- (1) Minor labels;
- (2) Issuing permits when no plan review is required;
- (3) Recording inspections;
- (4) Partial permits;
- (5) Deferred submittals;

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- ~~Quick Start Authorization Fee.....~~ \$ 132.00
- (14) Building Valuation Data. The valuation of building construction for construction permit purposes shall be the actual total construction costs for all classes of work. The application for a building permit shall include a facsimile or photocopy of the actual contract cost. The building permit fee will be based on this cost estimate or as a minimum shall be based on the January – February 2010~~08~~ Building Valuation Data (BVD) published by the International Code Council. If the determination of construction costs based on Building Valuation Data (BVD) does not agree with the actual cost of construction, the permit holder may submit a detailed certified cost record after completion of construction. Any overpayment of permit fees **may** will be refunded based on the actual cost as approved by the Building Official.
- (15) Alteration and Remodel. (Residential and Commercial)
Alterations and remodel other than additions use contract price or 50% current per square foot value for new construction. Square foot area computation to be the remodeled portion of the structure.
Minimum building fee does not include surcharge (State) or plan check fee..... \$ 50.00
- (16) Additions. (Residential and Commercial)
Use current per square foot value of new construction for type of occupancy.
- (17) Carports, Covered Porches, Patios, Decks.
Value calculated separately at 50% of the value of private garage from the most current Building Valuation Data (BVD).
- (18) Refunds.
In accordance with LM 60.850(3), permit fees may be refunded under certain circumstances. In these instances, a written refund request on a Division approved form must be submitted by the applicant prior to or within 180 days of permit issuance to be considered. A portion of the permit fees may be retained to address the cost of refund processing. *(Revised by Order No. 94-6-1-4, 6.1.94; 01-4-4-6, 4.4.01; 03-4-16-3, 7.1.03; 04-2-18-1, 7.1.04; 04-5-19-15, 7.1.04; 05-2-2-7, 7.1.05; 05-6-29-4, 6.29.05; 06-2-8-7, 7.1.06; 07-12-12-14, 12.12.07; 08-5-14-11, 7.1.08)*

Attachment B

Consistent Form & Fee Methodology Rules
Effective: January 1, 2009**DIVISION 50****MUNICIPAL ADMINISTRATION****918-050-0000****Purpose and Scope**

Division 50 provides administrative procedures for use in all regions of the state and, where applicable, to specified regions of the state. These rules address a uniform methodology for arriving at building permit and inspection fees to provide consistency in fee calculation. Where a permitted item is not covered by the methodology in these rules, a municipality may either, fit the item within the appropriate program area or develop a reasonable permit fee. These rules do not supersede or repeal the existing provisions of the state building code and related rules. These rules become effective on January 1, 2009.

Stat. Auth.: ORS 455.020 & 455.048

Stats. Implemented: ORS 455.020 & 455.046

918-050-0010**Definitions**

Terms not specifically defined will have the meanings ascribed in the state building code.

(1) "Administrative fees" refers to fees assessed by a municipality to cover costs of administering and enforcing the building code apart from inspection and plan review services. Surcharges, assessed as part of the cost of doing business within a municipality and that are assessed without regard to whether the municipal action relates to the administration of the building code, are not administrative fees for the purposes of these rules.

(2) "Tri-county region" or "Tri-county regional" refers to the geographical area that includes Clackamas, Multnomah and Washington counties.

Stat. Auth.: ORS 455.020

Stats. Implemented: ORS 455.020

Building Codes Division

*Working with Oregonians
to ensure safe building
construction while
supporting a positive
business climate.*

Communication

July 2008

Consistent Forms and Fee Methodology OAR 918-050

The division, with the assistance of a Consistent Forms and Fees Committee, has developed a uniform methodology for determining permit fees throughout the state. Municipalities have until January 1, 2009 to bring their fees into compliance with the new rules, which are modeled after the Tri-County methodology. The methodology provides predictability for customers and will assist contractors calculating bids. A consistent fee methodology *does not* mean consistent fees. The new rules establish a consistent method and adopt a standard valuation, but jurisdictions continue to have the freedom to set their fee schedules to ensure sufficient operating funds.

- Where fees change only as a result of a municipality coming into compliance with the new rules and the current ICC table, the division will not consider it a fee change subject to the notice requirements of 918-020-0220. (See below for more information).
- For items not expressly covered by the new methodology, a municipality may either, fit the item within the appropriate program area or develop a reasonable permit fee.
- Municipalities can use the model forms provided by the division or develop their own forms meeting the division's minimum content. The division will post model forms and minimum content on its web site.

Important features of the new rules

ICC VALUATION TABLE

Because regional modifiers won't be used, the average national construction costs provided by the ICC Valuation Table will provide for uniformity of valuation across the state. The appropriate valuation is plugged into the municipality's fee schedule to determining the permit cost.

- The ICC Valuation Table is published twice a year, but municipalities will only be required to use the table that is current as of April 1st of each year. Municipalities will not have to update tables when a new one is published after April.
 - ❖ The yearly update of the table won't subject jurisdictions to the 918-020-0220 notice requirements because the version of the table is in rule. But local requirements may apply.
 - ❖ Because the table's valuation is "plugged into" a jurisdiction's fee schedule, changes in the table will not necessarily affect fees charged.
 - ❖ The notice requirements of 918-020-0220 will apply to changes to fee schedules (but see Additional Information below).
- Residential Structural Permit fees will be based off the ICC table.
 - ❖ "Residential structures" means R3 occupancies covered under the ORSC – it does not include apartments.
- Commercial Structural Permit fees will be calculated using either the ICC table or the stated value of a project to determine valuation.
- For remodels and alterations, valuation is determined by fair market value.

OTHER PERMIT FEES

- Electrical permit categories and procedures will be those set out in OAR 918-309-0020 thru 918-309-0070.



Attachment A (cont.)

- Residential plumbing permit fees will be calculated on a graduated scale based on the number of bathrooms – from one to three.
 - ❖ Base cost includes: one kitchen, the first 100 feet of water and sewer lines; hose bibs, icemakers; underfloor low-point drains, and rain drain packages that include piping, gutters, downspouts, and perimeter system.
 - ❖ For more than 1 kitchen or 3 bathrooms a set fee will be charged for each additional kitchen or bathroom.
- Commercial plumbing fees will be based on the number of fixtures and the footage of piping.
- Residential mechanical fees will be figured per appliance and related equipment with a set minimum fee.
- Commercial mechanical fees will be calculated by the value of the mechanical equipment and installation costs. The valuation will be applied to the fee schedule, with a set minimum fee.
- Fire suppression system permit fees will be a graduated set fee based on square footage.
- Manufactured Home Siting will be a single fee for installation and set-up.
 - ❖ The fee includes: concrete slab, runners or foundations when they comply with the prescriptive requirements of the code. Also includes electrical feeder, plumbing connections and all cross-over connections.
 - ❖ Accessory structures outside prescriptive requirements, and utility connections beyond 30 lineal feet, new or additional electrical services or plumbing, may require additional permits.

FEE SCHEDULES

- ORS 455.210(3) allows municipalities to adopt “reasonable fees” to “provide for the administration and enforcement” of the building code program.
- Municipalities must incorporate all of their building inspection program administrative fees into their fee schedules. A municipality is not precluded from communicating to customers exactly how fees are arrived at.
- If a municipality assesses a charge on all its permits (for instance a parks surcharge), whether or not they relate to the building code program, then it will not need to be incorporated into its fee schedule. If a municipality assesses a charge only for actions related to the building inspection program then it must be figured into its building permit fee schedule.

ADDITIONAL INFORMATION

- These changes will require some municipalities to recalculate fees to accommodate the new methodology. Where fee changes are *revenue neutral* or due only to the adoption of the new valuation table, the division will not require notice under 918-020-0220.
 - ❖ To determine if a fee change is revenue neutral, a municipality can calculate the cost of a permit under its old method and the same permit under the new method, using the new fee schedule for both – if the fee is the same, then the change is revenue neutral and won’t trigger notice to BCD; OR
 - ❖ Where a change in fees is purely the result of switching to the new methodology, and no changes are made to the fee schedule, BCS won’t require notice.
 - ❖ Municipalities may still have to comply with 294.160 (requiring opportunity for public comment) and any other local notice requirements.
 - ❖ Future fee changes, but not simple updates of the ICC table, must comply with the 918-020-0220 notice to BCD.

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