Council Business Meeting

February 4, 2020

Agenda Item	Resolution 2020-02 amending a Miscellaneous Fees and Charges Schedule and repealing Resolution No. 2019-35	
From	Kelly Madding	City Administrator/Interim Finance Director
Contact	kelly.madding@ashland.or.us	

SUMMARY

Before the Council is a Resolution updating Miscellaneous Fees and Charges. The fees being updated are fees within the Ashland Parks and Recreation Commission portion of the Miscellaneous Fees and Charges Schedule.

POLICIES, PLANS & GOALS SUPPORTED

N/A

PREVIOUS COUNCIL ACTION

Miscellaneous Fees & Charges for FY 2020 were last adopted at the December 17, 2019 Council Business Meeting.

BACKGROUND AND ADDITIONAL INFORMATION

Fees and charges vary over time, and it is necessary to make adjustments to fees and charges to cover the full costs to provide services involved. Updated fees reflected in the schedule have been previously approved for adjustments by the Ashland Parks and Recreation Commission at previous meetings. The attached memo from Ashland Parks and Recreation explains the reasons for these changes and dates of approval by the commission.

FISCAL IMPACTS

For Miscellaneous Fees & Charges being changed or adjusted please see the attached memo from Rachel Dials, Recreation Superintendent.

STAFF RECOMMENDATION

Staff recommends approval of the updated Miscellaneous Fee and Charges.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

I move to approve Resolution 2020-02, a Resolution amending a Miscellaneous Fees and Charges Schedule and repealing Resolution No. 2019-35.

REFERENCES & ATTACHMENTS

Attachment 1: Resolution 2020-02

- Exhibit A: Miscellaneous Fees Book

Attachment 2: Memo from Rachel Dials, Recreation Superintendent

CITY OF ASHLAND

RESOLUTION NO. 2020-02

A RESOLUTION ADOPTING A MISCELLANEOUS FEES AND CHARGES SCHEDULE AND REPEALING RESOLUTION NO. 2019-35

RECITALS:

A. The City of Ashland sets its fees and charges by resolution; and

B. Miscellaneous fees and charges for the City are set forth in Resolution No. 2019-35; and

C. It is necessary to make adjustments to the City's fees and charges to cover the full costs of providing the services involved.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ASHLAND, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. There are hereby established, and there shall be collected, fees and charges as set forth in "Exhibit A," which is attached hereto and incorporated herein by this reference.

SECTION 2. This resolution repeals Resolution No. 2019-35, and supersedes any other resolution to the extent such resolution enacts fees and charges of the type set forth herein.

SECTION 3. This resolution is effective upon adoption.

ADOPTED by the City Council this _____ day of _____, 2020.

ATTEST:

_____

Melissa Huhtala, City Recorder

SIGNED and APPROVED this _____ day of _____, 2020.

_____

John Stromberg, Mayor

Reviewed as to form:

_____

David H. Lohman, City Attorney

MISCELLANEOUS FEES AND CHARGES DOCUMENT

ADOPTED: February 4, 2020

EFFECTIVE: March 1, 2020

PARKS AND RECREATION MISCELLANEOUS FEES AND CHARGES

ADOPTED: February 4, 2020

EFFECTIVE: March 1, 2020

CITY OF ASHLAND

MISCELLANEOUS FEES AND CHARGES

SECTION 1 – City Wide Fees
Copy Fees ..... Page 7
Non-Sufficient Funds Check Fee ..... Page 7
Rates and Charges Set by Separate Resolution ..... Page 7
AFN Resolution ..... Page 8
Electric Resolution ..... Page 8
Wastewater (Sewer) Resolution ..... Page 8
Storm Drain Resolution ..... Page 8
Transportation Resolution ..... Page 8
Water Resolution ..... Page 8
Research Fee ..... Page 8

SECTION 2 - Administrative Services/Finance
Administrative Billing Charge ..... Page 9
Business License Fees ..... Page 9
Initial Business License Application Fee ..... Page 9
Temporary Business License Application Fee ..... Page 9
Renewal Application Fee ..... Page 9
Late Application Fee ..... Page 9
Late Renewal Fee (paid 30 days after the due date) ..... Page 9
Reprint Business License ..... Page 9
Marijuana Dispensary Permit Fees ..... Page 9
Permit Application Fees ..... Page 9
Permit Renewal Fee ..... Page 9
Late Application Fee ..... Page 9
Late Renewal Fee (paid 30 days after the due date) ..... Page 9
Utility Billing Administrative Fees ..... Page 10
Administrative Fees ..... Page 10
Reconnection Charge ..... Page 10
Service Connection ..... Page 10
Parking Fees ..... Page 10
Charging Fees for Electric Vehicles: ..... Page 10
Paid Parking Fees ..... Page 10
Other Downtown Parking Area Fees Page10
Parking Fines and Fees (city-wide) ..... Page 10

SECTION 3 - City Recorder
Audio Tapes ..... Page 11
Liquor Licenses ..... Page 11
Taxicab Licenses ..... Page 11
Lien Searches ..... Page 11
Elections ..... Page 11
Street/Alley Vacations ..... Page 11
Ambulance ..... Page 11
Annexation ..... Page 11
Research Fee ..... Page 11

SECTION 4 - Planning / Community Development
Pre-Application Conference ..... Page 12
Administration Actions ..... Page 12
Type I, II Reviews ..... Page 12
Type III Reviews ..... Page 13
Legislative Amendments ..... Page 13
Appeals ..... Page 13

Table of Contents

Solar Access ..... Page 13
Community Development Fee ..... Page 13
Community Copy Fees ..... Page 13
Research Fee ..... Page 13
Building Division Permit Fees ..... Page 14
Building Permit Fees ..... Page 14
Plan Review Fee for Commercial and Residential ..... Page 16
Miscellaneous Fees for Commercial ..... Page 16
Inspection Fees for Commercial and Residential ..... Page 16
Change of Occupancy Fees ..... Page 16
Demolition Fees ..... Page 16
Residential Plumbing Permit Fees ..... Page 17
Commercial Plumbing Permit Fees ..... Page 17
Residential Mechanical Permit Fees ..... Page 19
Commercial Mechanical Permit Fees ..... Page 20
Electrical Permit Fees ..... Page 20
Residential Restricted Energy Electrical Permit Fees ..... Page 21
Renewable Energy Systems ..... Page 22
Building Permit Reinstatement Fee ..... Page 22
Excavation/Grading Fees ..... Page 22
Investigation Fees ..... Page 23
State of Oregon Surcharge ..... Page 23
Building Permit Refund Policy ..... Page 23
How to request a refund ..... Page 23
Non-Refundable Fees ..... Page 23

SECTION 5 - Electric
Banners ..... Page 24
Temporary Service Drop ..... Page 24
Street Light ..... Page 24
Meter Charges ..... Page 24
Non Radio Frequency Meter Charges ..... Page 24
Service Calls ..... Page 24
Scheduled Work After Hours ..... Page 24
Unauthorized Connection ..... Page 24
Line Extension Charges ..... Page 24
ENR Calculations ..... Page 25

SECTION 6 - Fire
Report Fees ..... Page 26
Fire Investigation and Fire Marshal Reports ..... Page 26
Research Fee ..... Page 26
Cost Recovery ..... Page 26
Emergency Medical Services ..... Page 26
Fire and Life Safety ..... Page 27
Plan Checks ..... Page 27
Other ..... Page 27
First Aid/CPR Classes ..... Page 27
Inspection Fees ..... Page 27
Operational Permits ..... Page 28
Construction Permits ..... Page 28
Fire Systems Cover Up/Acceptance Test Inspection ..... Page 28
Weed Abatement ..... Page 28
Other - Apparel Items ..... Page 29

Table of Contents

SECTION 7 - Information Technology
Installation Fees ..... Page 30
Disconnect Fees ..... Page 30
Truck Roll ..... Page 30
Field Technician Hourly Rate ..... Page 30
Consulting and Technical Support Hourly Rate ..... Page 30
Non-City Employee Staff Screening ..... Page 30
Fiber Service Installation ..... Page 30
Ethernet ..... Page 30
Static IP Address ..... Page 30
Quality of Service Fee ..... Page 31
Business Augmented Upload Package ..... Page 31
Non-Return of Customer Premise Equipment (CPE) Devices ..... Page 31
CATV Seasonal Reconnects & Disconnects ..... Page 31
CATV House Amp Fee ..... Page 31
Utility Billing Lobby Signage Fee ..... Page 31
Cable Modem Rental ..... Page 31
Non Return of Rented Modem at Closing of Account ..... Page 31
Cable Modem Purchase ..... Page 31

SECTION 8 - Municipal Court
Court Administration Fees ..... Page 32
Appeal Transcript Fee ..... Page 32
City Attorney Deferred Sentence/Diversion ..... Page 32
Civil Compromise Costs ..... Page 32
Compliance Inspection Fee ..... Page 32
Default Judgment ..... Page 32
Discovery Fees ..... Page 32
Diversion by Municipal Court ..... Page 32
Unclassified and Specific Fine Violations ..... Page 32
Extend/Amend City Attorney Deferred Sentence/Diversion ..... Page 32
Failure to Appear for Bench Trial/Show Cause Hearing ..... Page 32
Failure to Appear for Jury Trial ..... Page 32
Forfeiture of Security ..... Page 32
Court Costs ..... Page 32
Expunction ..... Page 32
Show Cause Admission of Allegation ..... Page 32
Bench Probation Fee ..... Page 32
Warrant ..... Page 32

SECTION 9 - Police
Police Reports ..... Page 32
Research Fee ..... Page 32
Visa Letters ..... Page 32
Finger Print Cards ..... Page 32
Photographs (CD) ..... Page 32
Audio Recordings ..... Page 32
Mobil Audio Video Recordings (MAV) ..... Page 32
Body Camera Video ..... Page 32
Impound/Tow Fee ..... Page 32
Vehicles for Hire ..... Page 32

SECTION 10 - Public Works - Miscellaneous Fees & Charges
CPI & ENR Calculations ..... Page 33
Plat & Plan Checks ..... Page 33
Public Works/Engineering Inspections, Permit, Etc. ..... Page 34
GIS Data & Mapping Services ..... Page 34
Sanitary Sewer Connection Fees ..... Page 34

Water Connection Fees ..... Page 35
Cemetery Fees, Sales of Liners, Markers..... Page 35
Sexton Fees ..... Page 35
Vases ..... Page 36
Ashland Airport Fees ..... Page 37
Lease Type A - City Owned - Rentals..... Page 37
Lease Type B - Ground Lease - City Owned Hangars ..... Page 37
Lease Type C - Ground Lease - Privately Owned Hangars ..... Page 37
Hangar Reservation Fees ..... Page 37
Specialized Aviation Service Operations Fee..... Page 37
Mobile Service Providers (MSP) Airport User Fee ..... Page 37
Freight Operations ..... Page 38

SECTION 11 - Parks and Recreation Miscellaneous Fees and Charges
Wedding Packages ..... Page 39
Group Picnic Rentals ..... Page 39
Deposits ..... Page 39
Special Event Fees ..... Page 39
Alcohol Fee ..... Page 39
General Building Reservations ..... Page 39
Field Usage ..... Page 40
Calle Seating..... Page 40
Daniel Meyer Pool..... Page 40
Youth & Adult Recreation Programs, Ashland Rotary Centennial Ice Rink..... Page 40
Oak Knoll Golf Course Fees ..... Page 41
Community Garden Fees..... Page 42
Nature Center School Programs..... Page 42
Nature Center Community Programs..... Page 42
Oak Knoll Golf Course Wedding Fees ..... Page 43
Maps..... Page 43
Senior Recreation Programs & Services ..... Page 43

SECTION 12 - Attachments
Community Development-
Excavation Grading Fees - Exhibit A - ..... Page 44

City Wide Miscellaneous Fees and Charges

Copy Fees

Black and White Copies	Letter/Legal	Single-Sided	$ 0.20 each
Black and White Copies	Letter/Legal	Double-Sided	$ 0.40 each
Black and White Copies	Tabloid	Single-Sided	$ 0.40 each
Black and White Copies	Tabloid	Double-Sided	$ 0.80 each
Color Copies	Letter/Legal	Single-Sided	$1.50 each
Color Copies	Tabloid	Single-Sided	$3.00 each

Non-Sufficient Funds Check Fee $35.00

Rates and Charges Set by Separate Resolutions

System Development Charges (SDCs)

Parks and Recreation SDCs Resolution
Transportation SDCs Resolution
Sewer SDCs Resolution
Storm SDCs Resolution
Water SDCs Resolution

Utility Rates and Fees

Ashland Forest Resiliency Surcharge Resolution
Public Safety Support Fee Resolution
AFN Utility Fees Resolution
Electric Rates Resolution
Wastewater (Sewer) Rates Resolution
Storm Drain Fees Resolution
Transportation Fees Resolution
Water Rates Resolution

Research Fee

A. The City shall charge a research fee based on the hourly wage of the staff person doing the research, and the fee shall be billed in fifteen minute increments. The hourly wage used to calculate the research fee shall not include the cost of benefits. The City will establish a fee in its annual fee resolution that is reasonably calculated to reimburse the City for the actual cost of making public records available, including locating the requested records, reviewing the records to delete exempt material, supervising a person's inspection of original documents to protect the integrity of the records, summarizing, compiling, or tailoring a record, either in organization of media, to meet the person's request.
The City may charge for search time even if it fails to locate any records responsive to the requestor even if the records located are subsequently determined to be exempt from disclosure.
Copies of documents provided by a routine file search of 15-30 minutes or less will be charged at a copy rate established in the annual fee resolution.

B. The City may include a fee established to reimburse for the costs of time spent by the city attorney in reviewing the public records, redacting materials from the public records into exempt and nonexempt records. The City fee may also include the cost of time spent by an attorney for the City in determining the application of the provisions of ORS 192.505.

C. The minimum fee is $25. Any research estimate above $25 will be provided in writing to the requester in advance. The requester must confirm in writing that he/she wants the City to proceed with making records available before the work is done

D. Prepayment shall be required if the amount of the request is greater than $25. If the actual charges are less than the prepayment, an overpayment shall be refunded.

All of the above resolutions can be found in full text on the City of Ashland's Website:

Administrative Services / Finance Miscellaneous Fees and Charges

Administrative Billing Charge	(up to 10%) Per Billing

Business License Fees

Initial Business License Application Fee Licensee shall pay a prorated fee of $10 for each month, or portion of a month, remaining in the fiscal year from the date of the application with a minimum fee of $25.00 applicable to all businesses except for rental properties with fewer than 2 dwellings, pursuant to AMC 6.04.020.A.	$120.00 for first 2 employees* +$5.00 for each additional EE
Temporary Business License Application Fee	$25.00
Renewal Application Fee	$75.00 for first 2 employees* $10.00 for each additional EE
Late Application Fee	$25.00
Late Renewal Fee (paid 30 days after the due date)	10%, minimum of $25.00
Reprint Business License	$10.00

*Pursuant to AMC 6.04.020.F. Employee. Any individual who performs service for another individual or organization having the right to control the employee as to the services to be performed and as to the manner of performance. For purposes of this ordinance employee also means a licensed real estate sales person or associate real estate broker who engages in professional real estate activities only as an agent of a real estate broker or organization.

Marijuana Dispensary Permit Fees

Permit Application Fee Initial application - July 1 – June 30	$80.00
Applicant shall pay a prorated fee of $10 for each month, or portion of a month, remaining in the fiscal year, from the date of the application with a minimum fee of $40.00 and an $80.00 maximum.	$10.00/month
Permit Renewal Fee Due each July 1	$60.00
Late Application Fee After the start of business	$25.00
Late Renewal Fee (paid 30 days after the due date)	10%, minimum of $25.00

Utility Billing Miscellaneous Fees and Charges

Administrative Fees:

Notification of Pending Termination	$10.00
Returned Check Charge	$35.00

Reconnection Charge:

During Business Hours	$30.00
After Hours or Holidays	$125.00

Service Connection:

Normal working hours	$10.00
Other Hours or Holidays	$125.00

Parking Fees - as per Resolution 2016-14

Charging Fees for Electric Vehicles: $0.20/kWh

Paid Parking Fees (where applicable):

City structure or lot:	
6:00 a.m. - 6:00 p.m. (or segment)	$2.00
6:00 p.m. - 2:00 a.m. (per hour)	$2.00
6:00 a.m. - 2:00 a.m. (maximum)	$10.00
Parking permit (where applicable in City structure or lot)	
6:00 a.m. - 6:00 p.m. Monday - Saturday (unless otherwise posted)	$30.00

Other Downtown Parking Area Fees:

Short Term (<30 minutes) unloading from “marked” business vehicle with flashers	No charge
Daily parking permit (Orange): 1st day or fraction of day	$10.00/day
Additional days (limited to 5 days; no charge on Sunday or federal holidays)	$2.00/day

- Applicable permits/licenses must be current
- Limit of two permits per business address at a time
- Each permit is good for one parking space
- Not applicable to handicapped or short term spaces equal to or less than 15 minutes, green loading zones, fire or other restricted areas.

Parking Fines and Fees (city-wide):

Basic fine for overtime, improperly parked, non-payment, etc.	$22.00
Additional fine for receiving 3 or 4 tickets in a calendar year	$25.00
Additional fine for receiving 5 or more tickets in a calendar year	$50.00
Parking fine for Handicap Space violation	$190.00 (or as set by state law)
Disabling / Boot Removal Fee; available as negotiated by the City with tow company for 24-hour availability	$85.00

City Recorder Miscellaneous Fees & Charges

Audio Tapes	
CD/DVD/Cassette	$5.00 each
Liquor Licenses	
Temporary Liquor License (processing fee)	
(In addition to Fire fee listed on page 24)	$10.00
Liquor License (new processing fee)	$100.00
Liquor License (change of ownership processing fee)	$75.00
Annual Renewal Liquor License	$35.00
Lien Searches	
Routine Requests	$35.00
Elections (amount set by Resolution #2009-05)	
Required deposit for Citizens Initiative	$500.00
Street/Alley Vacations (filing fee set by Resolution 1994-24)	
Required deposit of filing fee	$500.00
Ambulance	
Annual renewal fee	$300.00
Annual ambulance fee (each vehicle)	$100.00
Annexation	
Processing fee for County Department of Assessment	$300.00
Research Fee	**Refer to Section 1, pg. 7**

Planning / Community Development Miscellaneous Fees and Charges

Pre-Application Conference	$142.25
Administration Actions	
Final Plat Review:	
Partitions*	$142.25+$11.25/lot
Subdivisions*	$361.25+$30.50/lot
New Sign Permit	$142.25+$2.75/sq. ft.
Street Tree Removal Permit	$30.50
Replacement Sign Permit	$30.50+$2.75/sq. ft.
Home Occupation Permits	$30.50
Zoning permit (fence, accessory structure, etc.)	$30.50
Land Use Approval Extension Request	$361.25
Lot Line Adjustments	$361.25
Any other Administrative Action	$361.25
Type I Reviews	
Tree Removal Permit (not associated with another action)	$30.50
Solar Setback Variance	$1,092.00
Amendments to Conditions	$1,092.00
Physical & Environmental Constraints Permit	$1,092.00
Site Design Review - Accessory Residential Unit	$710.00
Conditional Use Permit (Type I only)	$1,092.00
Variance (Type I only)	$1,092.00
Residential Site Review	$1,092.00+$72.50/unit
Final Plan Performance Standards	$1,092.00+$72.50/unit
Land Partitions	$1,092.00+$72.50/unit
Commercial Site Review	$1,092.00+.5% of project value**
Any other Type I Review	$1,092.00
Independent Review of Wireless Communication Facilities***	$5,000.00
Type II Reviews	
Conditional Use Permit (Type II only)	$2,190.75
Variance (Type II only)	$2,190.75
Outline Plan or Preliminary Plat for Subdivisions	$2,190.75+$143.25/lot
Final Plan with Outline	$2,917.75+$143.25/lot
Commercial Site Review	$2,188.50+.5% (.005) of project value**
Any other Type II Review	$2,190.75
Independent Review of Wireless Communication Facilities***	$5,000.00

*Does not include Public Works review fee, See pg. 29

**Project value includes the estimated valuation of all structures (per State of Oregon Building Code), as well as all related project site improvements, such as grading, paving, landscaping, bioswales, etc.

***The initial deposit required with an application for a new wireless communication facility that is not collocated is $5,000, and shall be used by the City for the costs of expert review of the application. If any time during the planning application process the account balance is less than $1,000, the Applicant shall upon notification by the City replenish the account so the balance is at least $5,000. The maximum total consultant fees to be charged to the Applicant shall be $10,000, and any unused portion of fee will be refunded.

Type III Reviews

Zone/Comprehensive Plan Map Change	$2,917.25
Comprehensive Plan Change	$2,917.25
Annexation	$4,388.00
Urban Growth Boundary Amendment	$4,388.00
Any other Type III Review	$3,654.00

Legislative Amendments

Comprehensive Plan Map/Large Zoning Map Amendment	$5,121.25
Land Use Ordinance Amendment	$5,121.25
Comprehensive Plan Amendment	$5,121.25
City Sponsored Legislation (City Council Directive)	$0.00

Appeals

Appeal for initial Public Hearing *(Building Appeals Board/Demolition Review Board/Planning Commission)*	$150.00
Appeal for Final Decision of City (Planning Commission or City Council)	$325.00

Solar Access

Solar Access Permit (not a Solar Variance)	$52.00+$12.00 per lot affected

Community Development Fee

This fee is charged concurrently with Building Permit Fees at the time of building permit application for all building permits requiring a plan review.	1.2% (.012) of new construction per building code definition of valuation

Research Fee **Refer to Section 1, pg. 7**

Community Development Copy Fees

Prepared Documents

Site Design & Use Standards	$5.00
Street Tree Guide	$5.00
Transportation Element	$5.00
Downtown Plans (2001, 1998)	$5.00
Street Standards Guide	$5.00
Comprehensive Plan/Land Use Code	$40.00

Building Division Permit Fees for Commercial and Residential

In accordance with OAR 918-050-0100: "Residential construction permit fees shall be calculated using the following methodologies. (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 April 1 of each year, multiplied by the square footage of the dwelling unit 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 pre-determined percentage of the permit fee set by the municipality. (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, or deck shall be calculated separately at fifty percent of the value of a private garage from the ICC Building Valuation Data Table current as of April 1. (C) Permit fees for an 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 municipality's fee schedule.

Commercial construction permit fees shall be calculated using the following methodologies. (c) A structural permit fee shall be calculated by applying the valuation to the municipality's fee schedule with a set minimum fee. Valuation shall be the greater of either. (A) The valuation based on the ICC Building Valuation 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 and approved by the building official. (C) When the construction or occupancy does not fit the ICC Building Valuation Data Table, the valuation shall be determined by the Building Official with input from the applicant."

Building Permit Fees

Total Value of Work Performed	
$1.00 to $500.00	$90.00 per hour
$501.00 to $2,000.00	$90.00 for the first $500.00 plus $10.00 for each additional $1000.00 or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$110.00 for the first $2,000.00 plus $8.00 for each additional $1,000.00 or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$294.00 for the first $25,000.00 plus $8.00 for each additional $1,000.00 or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$494.00 for the first $50,000.00 plus $5.00 for each additional $1,000.00 or fraction thereof, to and including $100,000.00
$100,001.00 and up	$744.00 for the first $100,000.00 plus $4.00 for each additional $1,000.00 or fraction thereof

Plan Review Fee for Commercial and Residential

Plan Review Fee	A plan review fee equal to 65% of the structural permit fee shall be due at application
Fire and Line Safety Plan Review (when applicable)	40% of permit fee
Additional Plan Review required by changes, additions, or revisions	$90.00 per hour (1/2-hour minimum) Plus valuation increase based on tables

Planning / Community Development

Special Inspection Agreement (QAA) Review Fee	$90.00 per hour
Foundation Only	$275.00 + 10% of the total building permit fee for each phase of work. Not to exceed $1,500.00 for each phase.
Residential Deferred Submittal Fee	65% of the structural permit fee calculated using the total valuation of the deferred portion + $100.00 per deferred item.
Commercial Deferred Submittal Fees *(Payable at building plan review and is in addition to plan review of deferred work)*	65% of structural permit fee calculated using the total valuation of the deferred portion + $100.00 per deferred item
Phased Permit Fee	$275.00 per phase + 10% of the total building permit fee for each phase of work. Not to exceed $1,500.00 for each phase.
Shell Building and Tenant Improvement Spaces	Permit fee for the construction of the shell building is based on 80% of the valuation determined by building valuation data. The tenant improvement permit fee is based on 20% of the valuation
Foundation Only	$275.00 + 10% of the total building permit fee for each phase of work. Not to exceed $1,500.00 for each phase

Miscellaneous Fees for Commercial

Commercial Fire Sprinkler/Fire Suppression/ Fire Alarm	Total value of work performed (structural permit fee)
Commercial Fire Sprinkler/Fire Suppression/ Fire Alarm Plan Review	65% of structural permit fee

Note: See appendix for methodology for calculation of valuation for all permit fees utilizing valuation/value of work.

Inspection Fees for Commercial and Residential

Re-inspection Fee	$90/hr. (1/2 hour Minimum)
Inspections outside normal business hours (minimum 1 hour)	$130.00 per hour; per inspector
Temporary Certificate of Occupancy and Reapplication Fee (s)	$50.00 per discipline/permit. Renewal required every 30 Days
Site Observation-Inspection (e.g. pre permit consultation)	$90/hr (1 hr. miniumum)
Change of Occupancy (without additional work done)	$90/hr $150 minimum

Change of Occupancy Fees (without additional work being done)

$90 per hour, $150 minimum

Special Inspection Report	$65.00 per hour
Re-issued Certificate of Occupancy	No Charge

Demolition Fees

Demolition Review Fee (non-exempt structures)	$360.00
Demolition Permit Fee (per building)	Permit fee for verifying utilities have been safely removed and capped off. 1 hr. minimum. $90/hr.
Demolition Capping off Sewer, Water, Rain Drain	$90.00/hour (1hour minimum)

Residential Plumbing Permit Fees

New Residential	**Cost Each**
1 bathroom/kitchen (includes: first 100 feet of water/sewer lines; hose-bibs ice maker; under floor low-point drains; and rain-drain packages)	$400.00
2 bathrooms/1 kitchen	$500.00
3 bathrooms/1 kitchen	$575.00
Each additional bathroom (over 3)	$50.00 each additional
Each additional kitchen (over 1)	$50.00 each additional
Remodel / Alterations	
Remodel / Alterations (minimum fee)	$75.00
Each fixture, appurtenance, and first 100 ft. of piping	$20 each additional
Miscellaneous Residential	
Minimum Fee	$75.00
When purchased as bathroom unit(s) – includes the first 100 ft. of water service, sanitary & storm.	
Piping or private storm drainage systems exceeding the first 100 ft.	$22.00
Backflow Assembly	$25.00
Re-pipe water supply	$90.00
Alternate Water Heating Systems (coils, heat pumps, etc.)	$60.00
Solar	$60.00
Swimming Pool Piping	$50.00
Residential Fire Sprinkler (include plan review)	
0-2,000 Square Feet	$200.00
2,001-3,600 Square Feet	$250.00
3,601-7,200 Square Feet	$350.00
7,201+ Square Feet	$450.00
Manufactured Dwelling or Pre-Fab	
Connections to building sewer and water supply	$50.00/space
RV and Manufactured Dwelling Parks	
Installation Fee	$150.00
State Fee	$30.00
Factory Manufactured Awning/Carport	Fee based on valuation of installation cost and system equipment. Refer to structural permit fees.
Each additional 10 spaces	$100.00

Commercial Plumbing Permit Fees

Commercial, Industrial, and Dwellings other than one- or two-family	
Minimum fee	$75.00
Each fixture	$40.00
Swimming Pool Piping	$60.00
Piping (based on number of feet)	$0.75/ft.
Plumbing Plan Review	30%
Sanitary Services	
First 100 Feet	$0.75

Each Additional 100 Feet or fraction therefore	$0.75

Storm Services

First 100 Feet	$0.75
Each Additional 100 Feet or fraction therefore	$0.75

Water Services

First 100 Feet	$0.75
Each Additional 100 Feet or fraction therefore	$0.75

Commerical Fire Sprinkler (include plan review)

Fee based on valuation of installation cost and system equipment

$1.00 to $500.00	$90.00
$501.00 to $2,000.00	$90.00 for the first $500.00 plus $10.00 for each additional $1000.00 or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$110.00 for the first $2,000.00 plus $8.00 for each additional $1,000.00 or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$294.00 for the first $25,000.00 plus $8.00 for each additional $1,000.00 or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$494.00 for the first $50,000.00 plus $5.00 for each additional $1,000.00 or fraction thereof, to and including $100,000.00
$100,001.00 and up	$744.00 for the first $100,000.00 plus $4.00 for each additional $1,000.00 or fraction thereof
Fire Sprinkler/Fire Suppression/Fire Alarm Plan Review	65% of structural permit fee
Minimum Permit Fee	$90.00

Miscellaneous

Minimum fee	$90.00
Specialty fixtures	$40.00
Re-inspection (no. of hrs. x fee per hour)	$90/hr. (1/2 hr. minimum)
Special requested inspections (no. of hrs. x fee per hour)	$90.00

Medical gas piping

Minimum fee	$50.00
Valuation $500 to $2,000	$50.00 + $5 per $100 of valuation
Valuation $2,001 to $25,000	$125.00 + $18 per $100 of valuation
Valuation $25,001 to $50,000	$540.00 + $14 per $100 of valuation
Valuation $50,001 to $100,000	$890.00 + $9 per $100 of valuation
Valuation greater than $100,000	$1,340.00 + $8 per $100 of valuation

Rainwater Harvesting System

Fee based on valuation of work to be performed.

Minimum fee	$75.00
Valuation $1 to $500	$75 for the first $500 plus $9 for each additional $100 or fraction

	thereof, to and including $2,000
Valuation $2,001 to $25,000	$210 for the first $2,000 plus $10 per $1,000, or fraction thereof, to and including $25,000
Valuation $25,001 to $50,000	$440 for the first $25,000 plus $10 per $1,000, or fraction thereof, to and including $50,000
Valuation $50,001 to $100,000	$690 for the first $50,000 plus $9 per $1,000, or fraction thereof, to and including $100,000
Valuation greater than $101,000 and up	$1,140 for the first $100,000 plus $9 per $1,000 or fraction thereof

Residential Mechanical Permit Fees

Mechanical Permit Minimum Fee	$75.00
Furnace/Burner including ducts & vents	
Up to 100k BTU/hr.	$20.00
Over 100k BTU/hr.	$20.00
Heaters/Stoves/Vents	
Unit Heater	$20.00
Wood/pellet/gas stove/flue	$20.00
Repair/alter/add to heating appliance or refrigeration unit or cooling system/absorption system	$20.00
Evaporated cooler	$20.00
Vent fan with one duct/appliance vent	$20.00
Hood with exhaust and duct	$20.00
Floor furnace including vent	$20.00
Gas Piping	
One to four outlets (any number of outlets)	$20.00
Air-handling Units, including Ducts	
Up to 10,000 CFM	$20.00
Over 10,000 CFM	$20.00
Compressor/Absorption System/Heat Pump	
Up to 3 hp/100K BTU	$20.00
Up to 15 hp/500K BTU	$20.00
Up to 30 hp/1,000 BTU	$20.00
Up to 50 hp/1,750 BTU	$35.00
Over 50 hp/1,750 BTU	$45.00
Incinerator	
Domestic incinerator	$20.00

Commercial Mechanical Permit Fees

Planning / Community Development

Valuation $1 to $500	$90/minimum
Valuation $501- $100,000	$90 for the first $2,000 plus $10 for each additional $1,000 or fraction thereof.
Valuation $100,000+	$1,070 plus $10 for each additional $1,000 or fraction thereof.
Deferred Submittals + Fees	$100 each item plus 65% of mechanical permit fee of deferred submittal valuation.
Plan Review Fee	25% of permit fee

Miscellaneous Fees

Re-inspection	$90.00
Specially requested inspection (per hour)	$65.00
Regulated equipment (un-classed)	$50.00

Electrical Permit Fees

Residential per unit, service included	**Cost Each**
1,000 sq. ft. or less	$135.00
Each additional 500 sq. ft. or portion thereof	$25.00
Limited energy	$32.00
Each manufactured home or modular dwelling service or feeder	$50.00
Multi-family residential	$65.00

Residential and Commercial—Services or Feeders/installation, alteration, relocation

200 amps or less	$95.00
201 to 400 amps	$115.00
401 to 600 amps	$190.00
601 to 1,000 amps	$250.00
Over 1,000 amps or volts	$550.00
Reconnect Only	$75.00

Temporary Services or Feeders

200 amps or less	$75.00
201 to 400 amps	$100.00
401 to 600 amps	$150.00
601-1000 amps	$250.00
Over 1,000 amps or volts	$450.00

Branch Circuits: new, alteration, extension per panel

Branch circuits **with** purchase of a service or feeder	$6.00
Branch circuits **without** purchase of a service or feeder:	
First branch circuit	$65.00
Each additional branch circuit	$7.50

Miscellaneous Fees: service or feeder not included

Each pump or irrigation circuit	$65.00
Each sign or outline lighting	$65.00
Signal circuit(s) or low voltage system, alteration or extension (each system)	$65.00
Subdivision lighting per pole in addition to service	$40.00

Swimming pool (panel, 3 circuits and bonding)	$90.00
Specially requested inspection (per hour)	$90.00
Each additional inspection over the allowable in any of the above, for those not covered under residential inspection caps (per inspection)	$90/hr. (1/2-hour minimum)
Special Inspection	$90/hr. (1/2-hour minimum)
Reinspection	$90/hr. (1/2-hour minimum)
Field Review-Change of use	$90/hr. (1/2-hour minimum)

Residential Restricted Energy Electrical Permit Fees

Fee for all systems*	$25.00
Audio and stereo systems	
Burglar alarm system	
Doorbell	
Garage-door opener	
Heating, ventilation, & air-conditioning systems	
Landscape lighting & sprinkler controls	
Landscape irrigation controls	
Outdoor landscape lighting	
Vacuum Systems	
Each additional inspection	$25.00

*For new construction, this permit fee covers all systems listed or can be sold separately.

Renewable Energy Systems

5 KVA or less	$100.00
5.01 KVA to 15 KVA	$100.00
15.01 KVA to 25 KVA	$156.00
25.01 KVA and above	$156 plus $6.25/KVA for each additional

Engineered Systems
(*Separate Electrical application required)*

Plan Review	65% of Building Permit
Re-Inspection Fee	$90/hr (1/2 hr. minimum)

Wind generation systems in excess of 25 KVA:

25.01 KVA to 50 KVA	$204.00
50.10 KVA to 100 KVA	$469.00

For wind generations systems that exceed 100 KVA the permit fee shall be calculated in accordance with OAR 918-309-0040

Solar generation systems in excess of 25 KVA: $6.25/KVA

The permit charge will not increase beyond the calculation for 100 KVA. Permits issued under this sub-section include three inspections. Additional inspections will be billed at an hourly rate.

Building Permit Reinstatement Fee
A building permit expires after a period of 180 days from the date of issue with no inspection activity.

To reactivate an expired permit, a fee of $50.00 per construction discipline is required (Building, Plumbing, Mechanical, Electrical).

*If the sum of the original permit fee subject to reinstatement is less than $50.00, a reinstatement fee equal to half of the value of the original permit fee shall be accessed for permit reinstatement.

Grading Fees

Plan Review Fee	$90 per hour
50 cubic yards or less	No Fee
51-100 cubic yards	$125
101-1,000 cubic yards	$200
1,001-10,000 cubic yards	$400
10,001-100,000 cubic yards	$500 for the first 10,001 cubic yards plus $50 for each additional 10,000 cubic yards or fraction thereof
Additional plan review required for changes, additions, or revisions to approved plans	$90/ hr. (1/2 hr. minimum)

Permit Fees

50 cubic yards or less	No fee
51-100 cubic yards	$100
101-1,000 cubic yards	$100 for first 101 yards plus $35 for each additional 100 cubic yards or fraction thereof

Investigation Fees

Investigation Fee A Low effort to determine Compliance	$90/hr.
Investigation Fee B Medium effort to gain compliance. Stop Work order posted. Applicant obtains required permits within 10 business days.	$90/hr. ($150 minimum)
Investigation Fee C High effort to gain compliance. Applicant failed to meet deadline or has had more than one documented violation in 12 months for starting work without permits.	$90/hr. ($250 minimum)

State of Oregon Surcharge - ORS 455.210(4)

State of Oregon permit surcharge is 12% of structural, plumbing, mechanical and electrical components of the overall building permit.

Building Permit Refund Policy

The City of Ashland Community Development Department offers partial refunds for building permits that have been issued, have had no inspections performed and have not yet expired (six months from issue date). Refunds for permits that have expired are limited to any Systems Development Charges (SDC's) that were part of the permit fees.

How to request a refund

Submit the following documents to the Community Development Department at 51 Winburn Way:

- Approved set of plans (stamped)
- Job Inspection card
- Letter of refund request signed by applicant/owner with mailing address for refund check
  The refund will be processed within 30 days of the date of the request letter.

The following fees are not refundable

- Building Plan Check Fee
- Fire Protection Review Fee
- 50% of Community Development Fee (maximum equal to Building Plan Check Fee)
- 50% of Engineering Development Fee (maximum equal to Building Plan Check Fee)

The remainder of the permit fees are refundable. A $50 administrative fee will be subtracted from the eligible refund amount for costs associated with the refund process.

Electric Miscellaneous Fees and Charges

Banners	$125.00 each
Temporary Service Drop	
Single Phase Underground temp 300 amps or less	$247.00
Single Phase Overhead temp 300 amps or less	$295.00
Three Phase	Actual Cost
Street Light	
Install of Light Shroud	$80.00

Meter Charges

Meter Tests for Accuracy	
Once in twelve months	No Charge
Two or more times in twelve months	$176.00
Meter repairs/replacement (Damaged by Customer)	Actual Cost
Non Radio Frequency Meter Charges	
Conversion from Radio Frequency (RF) to Non RF meter	No Charge
Monthly Fee to manually read Non RF meter	No Charge
Service Calls	
Once in twelve months	No Charge
Two or more times in twelve months	$203.00
Other hours or Holidays	$303.00
Service Connection for Applicant	
De-energize Service	$254.00
Scheduled work after hours	Actual Cost
Unauthorized Connection	$215.00

Line Extension Charges

New Single-Family Residential Service	
Overhead service in existing developed areas from distribution line to and including meter.	$580.00
Overhead service upgrade or increased service for 300 amps or less	$580.00
Replacement of service from overhead to underground, 300 amps or less. Customer provides all trenching, conduit, backfilling and compaction as directed by the City.	$1,217.00
Underground residential service of 300 amps or less. Customer provides conduit, trenching, back fill, compaction as directed by the City.	$697.00

Electric

*Underground Distribution Installation Charges: Per lot less house service and engineering fees.	$1,186.00
*Subdivisions of 0 to 20 engineering fee per lot	$171.00
* Subdivisions of 21+ engineering fee per lot	$259.00
*Three Phase subdivision as required by city per lot	$259.00
Any overhead/underground service over 300 amps	Actual Cost
Commercial, Institutional and Industrial Service	Actual Cost
**Blower Door Leak Test (gas heat customers only)	$75.00
**Duct Leak Test (gas heat customers only)	$125.00

ENR Calculations

* Methodology: Current ENR Rate - Old ENR Rate/Old ENR Rate = % Rate of Adjustment
(9515.86-9289.65)/9289.65 = 2.44%

Source: Engineering News Record Construction Cost Index (ENR)

**Electric heat customers = no fee

Fire Miscellaneous Fees and Charges

Report Fees:	
Non patient Pre-Hospital Care Reports	$20.00 for 10 pages or less, $0.25 each additional page
Fire Incident Reports	$12.00 for 10 pages or less $15.00 over 10 pages
Crew Incident Reports	$20.00 for 10 pages or less, $0.25 each additional page
CD/DVD	$19.00 per case request
Mailing Cost	Actual Cost
Fire Investigation and Fire Marshal Reports	
Narrative Report	$20.00 for 10 pages or less, $0.25 each additional page
Digital Copy	$30.00
Photos	$1.00 each
Photo Log	$20.00
Investigation Drawings/Chart	$20.00 each
CD/DVD	$19.00 per case request
Mailing Cost	Actual Cost
Research Fee	**Refer to Section 1, pg. 7**
COST RECOVERY FEES (MVC, Haz-Mat, Rescue):	
MCVs with Engine Responses	
Level 1 MVC - Assessment and stabilization	$435.00
Level 2 MVC – Level 1 plus fluid clean-up	$495.00
MVC with Extrication (requires use of extrication equipment)	$1,305.00
Hazardous Material Incidents	
Level 1 – Incident command, isolate and deny entry, evacuations if needed	$700.00
Haz-Mat 8 Activation with AF&R engine standby	$400.00 hourly
Haz-Mat 8 Activation with AF&R ambulance standby	$300.00 hourly
Victim Rescues	
Engine Response (per engine)	$400.00 hourly
Technical Rescue Team (per person)	$50.00 hourly
Emergency Medical Services	
AF&R Ambulance Membership-Basic	$66.00 per year
AF&R Ambulance Membership-Plus	$112.00 per year
Emergency Medical Service Fee – Aid Call	$317.00 per patient
Ambulance Base Rate (per current rate schedule)	$1,095.00 per patient

Ambulance Mileage Rate (per current rate schedule)	$14.30 per mile
Ambulance Waiting Time	$25.00 per 1/2 hour
Ambulance Stand By (2 hour minimum)	$100.00 per hour
On scene Coordinator	$50.00 per hour
Extra attendant	$45.00 each

Ambulance Service Area III 2019 rate schedule
Base rates will be adjusted each calendar year by the most current rate schedule posted by the Center for Medicare/Medicaid Services (CMS) that sets the "Ambulance Inflation Factor". Other rates and mileage charges will be updated as approved by the County Commissioners.

Emergency Medical Services/Standby Fees

Structure Engine Standby for Events	$400.00 per hour
Brush Engine Standby for Events	$250.00 per hour
Fire and Life Safety Division Standby	$75.00 per hour

Fire and Life Safety

Plan Checks

Any Building Permit - 24% of the Building Division Structural Permit Fee and Plan Check Fee
Condominium- 24% of the Building Division Structural Permit Fee and Plan Check Fee

New Subdivision or Land Partition - 24% of the Engineering Subdivision Plat Check Fee

Other

All Hydrant Flow Requests. To be charged to the developer or installer.	$150.00

First Aid/CPR Classes

Basic Life Support (BLS) for Healthcare Providers CPR Class	$65.00/person
Heart Saver CPR & First Aid Class	$65.00/person
Heart Saver CPR Class	$40.00/person
Family and Friends CPR Class	$5.00/person

Inspection Fees		Initial Inspection (Re-inspection Included)
Travelers Accommodation		$40.00
Occupancy Type		
"B"	0-1,000 sf.	$40.00
	1,001-3000 sf.	$75.00
Occupancy Type "A, E, M, S"	0-3,000 sq ft	$75.00
Occupancy Type "F, H, I"	0-3,000 sq ft	$125.00
	3,001-10,000 sq ft	$200.00
	10,001-20,000 sq ft	$250.00
	Over 20,000 sq ft	$300.00
Occupancy Type "A, B, E, M, S"	3,001-10,000 sq ft	$125.00
	10,001-20,000 sq ft	$175.00
	Over 20,000 sq ft	$225.00
Occupancy Type "R, SR"	3 to 10 Units	$75.00
	11 to 40 Units	$125.00
	41 to 70 Units	$175.00
	Over 70 Units	$250.00
Non-Compliance after 2nd Inspection: Inspection Fee +		Base Fee +$100.00
Non-Compliance after 3rd Inspection: Inspection Fee +		Base Fee +$200.00

Fire

Non-Compliance after 4th Inspection / Subsequent Inspections: Inspection Fee +	Base Fee +$400.00

Operational Permits:

Fire Works Public Display		$150.00
Exhibits and Trade Shows		$150.00
Fumigation and Thermal Insecticide Fogging		$300.00
Vehicles or Equipment in Assembly Buildings		$50.00
Pyrotechnic and Special Effects		$75.00
Open Flame		$75.00
Haunted Houses		$50.00
Marijuana Processing		$500.00
Fire Performances (per event):		$75.00
Temporary Membrane Structures, Tents and Canopies	200-400 sq ft	$50.00
Temporary Membrane Structures, Tents and Canopies	Above 400 sq ft	$125.00
Hydrostatic Test		$75.00
Underground Flush Test		$75.00
Hood System Trip Test		$75.00
Fire Acceptance Test		$150.00
Egress Light Test		$150.00
Above Ground LP Tank Install		$75.00
Above Ground LP Tank Removal		$150.00
Commercial LP Usage Less than 500 gallons		$75.00
Underground Fuel Tank Install		$300.00
Underground Fuel Tank Removal		$500.00

Construction and Use Permits

Compressed Gas	$150.00
Flammable and Combustible Liquid Storage	$150.00
Hazardous Materials Storage	$300.00
Hazardous Materials Production	$300.00
Industrial Ovens	$150.00
High Piled Combustible Storage	$150.00
Permits not specifically mentioned but required by Fire Code	$50.00 - $500.00 depending on staff hours and complexity
Temporary Liquor License (In addition to City Recorder fee listed on page 11)	$15.00
Pre Application Comments	$25.00
After Hours and Weekend Inspections	$150.00

Fire Systems Cover Up/ Acceptance Test Inspections:

0-3,000 sq ft	$75.00
3,001 to 10,000 sq ft	$125.00
10,001 to 20,000 sq ft	$175.00
20,000 to 40,000 sq ft	$350.00
40,000 to 80,000 sq ft	$700.00
Above 80,000 sq ft	$1,000.00

Weed Abatement

Staff time	**Refer to Section 1, pg. 7**
Mailing Cost	Actual Cost
Weed Abatement by Contractor	Actual Cost

Fire

Other

Coffee Mugs	$15.00
CERT Backpack	$20.00
T-Shirt	$20.00
Sweat Shirts	$35.00
Challenge Coins	$25.00

Misc. Apparel items, prices may vary.

Information Technology Miscellaneous Fees and Charges

Installation Fees		
Basic installation - Pre-wired CATV outlets only		$ 20.00
(Additional charges for parts and supplies apply)		
Add Trap ("filter")		$10.00
New customer cable modem activation		$10.00
Cable Modem [Refurbished 90 –day replacement warranty]		$50.00
Additional materials		$10.00
Over-and-beyond regular installation including multi outlets, outlet plates, additional wiring, replacement of customer damaged outlets.		
Wi Max standard installation		$200.00
Disconnect Fees		
Disconnect		$50.00
Remove Trap ("Filter")		$10.00
Truck Roll		$35.00
Field Technician Hourly Rate		
Non-standard work such as advancing troubleshooting, non-standard outlets, fishing wire inside walls, etc.		$55.00
Consulting and Technical Support Hourly Rate		
For support issues not related to AFN infrastructure, performance, and reliability. Minimum charge one hour.		$85.00
Non-City Employee Staff Screening		
Charge for each vendor employee submitted for authorization to Access AFN and City Service Center facilities.		$150.00
Fiber Service Installation		
Overhead served connections	Individual Business Case (IBC)	IBC & quote
Underground served connections		IBC & quote
Ethernet		
Transit @ 100 Mbps		IBC & quote
Transit @ 1000 Mbps		IBC & quote
Static IP Address		$5.00/month each
Maximum of 5 Static Internet Protocol (IP) addresses*		
• Minimum level of service for static IP and Quality of Service (QoS) is "CHOICE" or higher service tier.		
QoS Fee		$3.50/month
VOIP (phone) enhancement available with AFN Choice or higher service level through AFN certified Modems.		

Business Augmented Upload Package (additional 5 Mbps) $15.00/month
Available exclusively on AFN Direct Small Office/Home Office (SOHO) or Small Business
Must have current City of Ashland Business License

**Additional fee added to base AFN Direct retail rates on specific packages.*

Maximum SOHO upload speed with augmented upload service at up to 9 Mbps
Small Office/Home Office Business Augmented Upload Package **@**$80/month

Maximum Small Business upload speed with augmented upload service at up to 10 Mbps
Small Business Augmented Upload Package **@** $100.00/month

Non-return of customer premise equipment (CPE) devices $300.00
CPE's must be returned on disconnect date of AFN services.

Cable TV (CATV) Seasonal Reconnects & Disconnects $10.00/visit
Disconnects & reconnects
Service change
Install HBO filter

CATV House Amp Fee $35.00/each

Utility Billing Lobby Signage Fee $100.00/month

Cable Modem Rental $5.00/month

Non Return of Rented Modem at Closing of Account $50.00/each

Cable Modem Purchase $50.00/each

* Resolution 2010-28 (Section 2, page 38) grants Information Technology management ability to set promotional rates.

Municipal Court Miscellaneous Fees and Charges

Court Administration Fees	Crime	Violation
Appeal Transcript Fee	$35.00	$10.00
City Attorney Deferred Sentence/Diversion	$60.00	N/A
Civil Compromise Costs	$75.00	N/A
Compliance Inspection Fee	N/A	$25.00
Default Judgment	N/A	$15.00
Discovery Fees Imposed in Accordance with Miscellaneous Fees and Police Department Resolutions	See Police and City Recorder Fees	
Diversion by Municipal Court: Classes I-IV, A-D		
Unclassified and Specific Fine Violations	N/A	Presumptive Fine
Extend/Amend City Attorney Deferred Sentence/Diversion	$45.00	N/A
Failure to appear for Bench Trial/Show Cause hearing	$90.00	$70.00
Failure to Appear for Jury Trial	$150.00	N/A
Forfeiture of Security	$25.00	$25.00
Court Costs	$35.00	$45.00
Expunction	$240.00	$240.00
Show cause Admission of Allegation	$25.00	N/A
Bench Probation Fee	$100.00	N/A
Warrant **Bank Costs**	$25.00	

All other fees and charges inconsistent with the fees and charges set forth herein are repealed. Nothing in the Resolution is intended to detract from the inherent power of the Court pursuant to general law to impose fees and charges established in state law of city ordinance in addition to the fees and charges specified herein.

Police Miscellaneous Fees and Charges

Police Reports	$12.00 for reports 10 pages or less $15.00 for reports over 10 pages
Research Fee	**Refer to Section 1, pg. 8**
Visa Letters	$19.00
Fingerprints Cards	$35.00 first card $10.00 each additional card
Photographs (CD)	$19.00
Audio Recordings	$19.00*
Mobil Audio Video Recordings (MAV)	$19.00*
Body Camera Video	$19.00*

*Any audio or video recording requiring extensive redaction, more than 30 minutes, shall be charged at a rate outlined under Research Fee. Refer to section 1, pg. 8.

Impound/Tow Fee	$105.00 Cash only
Vehicles for Hire (per Ordinance 3160)	
Permit Fee for Transportation Network Company	$5,000
Permit Fee for Taxi or Limousine Company	$500
Permit for Vehicle for Hire Drivers	$60.00 new / $60.00 renewal

Public Works Miscellaneous Fees and Charges

Existing maps printed in color on HP1055CM plotter (24lb bond paper)

Arch C	18 x 24	3.00 sq. ft.	$18.00
Arch D	24 x 36	6.00 sq. ft.	$36.00
Arch E	36 x 48	12.00 sq. ft.	$72.00

Existing maps or copies of existing maps copied in B&W on Xerox 3030 large format copier (20lb bond paper)

Arch C	18 x 24	$2.00
Arch D	24 x 36	$3.00
Arch E	36 x 48	$4.00

Note: Maps printed on materials other than the specified bond are double the standard print fee

2019 CPI and ENR Calculations – (NEW-OLD)/OLD = % Rate of Adjustment

March 2019 CPI value = 254.202 (NEW)
March 2018 CPI value = 249.554 (OLD)
(254.202-249.554)/249.554 = 1.9%

March 2019 ENR value = 11227.88 (NEW)
March 2018 ENR value = 10958.79 (OLD)
(11227.88-10958.79)/10958.79 =2.5%

January 2019 CPI value = 251.712 (NEW)
January 2018 CPI value = 247.867 (OLD)
(251.712-247.867)/247.867 = 1.6%

March CPI used for
Plat & Plan Checks
Public Works/Engineering Inspections, Permits, etc.
GIS Data & Mapping Services
Cemetery Fees

March ENR used for
Sanitary Sewer Connection Fees
Water Connection Fees

January CPI used for
Airport Fees

Plat & Plan Checks

Subdivision Plats (does not include 24% Fire Department Review Fee or Planning Review Fee) $799.00 plus $121.00 per lot

Condominium Plats (does not include 24% Fire Department Review Fee) $799.00 plus $121.00 per lot

Partition Plats (does not include 24% Fire Department Review Fee or Planning Review Fee) $429.00

Engineering Development Fee 0.75% of valuation
(This fee is charged concurrently with Building Permit Fees at the time of building permit applications. Applies to all new residential dwelling units and commercial developments. Remodels, additions and accessory buildings are not assessed this fee.)

Public Works / Engineering Inspections, Permits, etc.

Subdivision Construction Inspection/ Public Works Improvement Inspection	5% Engineer Fee (5% of the public improvement cost)
Street or Alley Excavation Permit	$216.00 plus per foot cost based on pavement age
Encroachment Permit	$216.00
Miscellaneous Construction Permit (Construction of curb, sidewalk, driveway apron, etc.)	$71.00
Dust Suppression Permit	$71.00
Driveway Painting Permit (includes a can of paint)	$16.00
Right-of Way Closure-Street	$216.00
Right-of Way Closure-Sidewalk (>72 hours)	$71.00
Right-of Way Closure-Sidewalk (<72 hours)	$16.00
Right-of Way Closure-Parking Space (>72 hours)	$71.00
Right-of Way Closure-Parking Space (<72 hours)	$16.00
Block Party	$16.00
Sidewalk Dining – Annual Renewal (Minimum 50 sq. ft.)	$4.50/sq. ft.
Functional Item – Annual Renewal	$71.00
Special Event Permit Base Fee (per Resolution 2012-08)	$130.00
Special Event Permit - events that require city staff overtime	60% of city staff overtime
Special Event Permit - Rush Fee (less than 90 days' advance notice)	$250.00
Street Painting Permit	$16.00
Loaned Functional Item, Pennant Application Fee	$145.00
Publication Box per Publication - Annual Renewal	$30.00
Bike Rack Purchase	$143.00
Special Vehicle Permit-Initial Fee	$298.00
Special Vehicle Permit-Annual Renewal	$120.00
Penalty for No Permit	150% of permit cost
Street or Alley Vacation	$721.00

An administrative fee of 25% will be assessed on all permit refunds. Refunds will not be issued if requested later than one-year following the application date.

GIS Data & Mapping Services

GIS Hourly Rate	$88.00
Information on Disk	$44.00 per utility per quarter-quarter section
Planning Pre-Application Maps	$24.00
Plotting Fee	$6.00 per square foot
New Address Assignment	$41.00 per address number
Street Name Approval Fee	$116.00 per street

Sanitary Sewer Connection Fees

Sanitary sewer mainline video inspection (cost based on time and materials)	$361.00 minimum charge

Water Connection Fees

The installation of all new water services and taps regardless of size will be charged on a time and materials basis.

	Actual Cost
First Utility Locate at an address	No Charge
Additional Locates at same address	$79.00
Water meter re-read	
Once in 12 months	No Charge

Water Connection Fees - continued

Each additional re-read in 12 months	$36.00
Water Meter Field Test	$54.00
Water Meter Bench Test	
3/4" or 1" Water Meter	$122.00
1 1/2" or 2" Water Meter	$231.00
Larger Meters	Actual Cost
Water pressure check once in 12 months	No Charge
Each additional pressure check in 12 months	$44.00
Water Chlorination Test - Subdivision retest upon failure (cost based on time and materials)	$729.00
Water Pressure Test - Subdivision retest upon failure (cost based on time and materials)	$440.00

Cemetery Fees, Sales of Liners, Markers

Sales of grave spaces or burial plots, liners and markers: fees split, 40% to the cemetery fund and 60% to the cemetery trust fund.

Grave Space -Lawn and Monument Sections	$558.00
Grave Space -Baby Land	$175.00
Grave Space -Niches (bronze)	$472.00
Grave Space -Urn garden	$175.00
Grave space -Crypt	$1,179.00
Concrete cemetery box, including setting	$472.00
Concrete liners	Cost plus 10%
Final inscriptions	$171.00 minimum charge
Niche Vases	$165.00
Grave markers	Wholesale cost X 2.5 not to exceed $753.00
Grave marker setting, concrete base	$175.00
Monticello burial vault (sealed concrete)	$1298.00

Sexton Fees

Opening and closing graves, ground	$472.00
Opening and closing graves, double-deep	$529.00
Opening and closing graves, infant	$175.00
Opening and closing crypts	$472.00
Opening closed crypts	$472.00
Opening and closing niches	$120.00
Opening closed niche	$120.00
Inter cremains in grave spaces	$175.00
Scattering of cremains	$120.00
Disinterment	$1,174.00 paid in advance
Saturday, Sunday or Holiday burial	$472.00
Grave Setup Rental	$118.00/occurrence

Tent Rental	$57.00/day
Perpetual care lots, sold before 1927	$120.00

Vases:

Galvanized	$47.00

Cemetery fees will be subject to a 1.5% finance charge per month if not paid within 60 days of use. All above services will be sold pre-need in installments, interest free, with a minimum payment of one-twelfth of the total sale.

Ashland Airport Fees

Lease type A - City owned - Rentals

T-Hangars without doors	$195.00
T-Hangars with doors vintage	$245.00
T-Hangars with doors contemporary	$309.00
Helicopter Hangar	$245.00
Box Hangar "shell rental" (privately built City owned).284/sq. ft.	.303/sq. ft. /month (building footprint)

"Amenities" for any City owned hangar

Office Space	.25 sq. ft./month (office space inside dimension)
Bathroom	.03 sq. ft./month (building footprint)
Heat	.01 sq. ft./month (building footprint)

- Heat = any upgraded heat source including gas and electric
- Building footprint = outside wall dimension

Month tie-downs**	$49.00 (small); $60.00 (large)
Overnight tie-downs**	$7.00 (small) $11.00 (large)

Lease type B - Ground Lease - City owned hangars

Ground Lease - No minimum footage	.208 sq. ft./yr.

Lease type C - Ground Lease - Privately owned hangars

Privately owned ground lease minimum footage 60'x40'	.488 sq. ft./yr.

Hangar reservation fees

T-Hangar - Basic Fee	$100.00; and 75.00 is applied to first months' rent
Ground Lease Space	$2,000.00 Non Refundable space reservation fee*

*Reservation fee is valid for a period of 1 year at which time can be renewed for an additional 12 months if progress is shown towards development of a hangar onsite.

Specialized Aviation Service Operations (SASO) Fee (Annual)

The square footage of the hangar multiplied by 1.6, multiplied by the current B Ground Lease fee rate. A Hanger keeper will have the square footage of the hangar multiplied by 1.0, multiplied by the current B Ground Lease fee rate.

Mobile Service Providers (MSP) Airport User Fee (Annual)

Basic Fee	$350.00 for first two employees, plus $25.00 each additional employee for annual operators. $100.00 for Temporary MSPs (90 days maximum – not renewable).

Freight Operation

(Follows Medford International Airport adjustments annually)

Tariff Rate	$5.83 / 1,000 lbs.

*Additional electrical surcharge of $5.00 per month will be added to this amount.
** Large aircraft defined as a single engine turbo-prop or multi-engined aircraft with a gross certified aircraft weight of 6000 lbs. or greater

Section 10
Parks and Recreation
Miscellaneous Fees and Charges

Parks Miscellaneous Fees and Charges

Wedding Packages	
Lithia Park Sites	$200.00/4 hours
Group Picnic Rentals	
Cotton Memorial Area	$75.00/4 hours
Madrone Area	$55.00/4 hours
Top Southern Lawn	$55.00/4 hours
Hillside Picnic Area	$55.00/4 hours
Sycamore Grove	$75.00/4 hours
Brinkworth Area	$55.00/4 hours
Lawn below Upper Duck Pond	$75.00/4 hours
Butler Band shell	$220.00/8 hours
Deposits	
Picnic Areas	$75.00
Lithia Park Weddings	$75.00
Butler Bandshell	$150.00
Buildings Security	$150.00 (refundable after cleaning)
Special Event Fees	
Special Event Application Fee	$25.00
Street Closure Fee	$75.00
Park Booth fee	$25.00/per booth (max. 10)
Alcohol Fee	$150.00 (non-refundable)
General Building Reservations	
The Grove Full Facility	$41.50/hr. on weekdays $50.00/hr. on weekends
The Grove Otte/Petterson	$23.00/hr. on weekdays $35.00/hr. on weekends
Hunter Park Senior Center Per Room ~~Single Room~~	$23.00/hr. on weekdays $35.00/hr. on weekends ~~$20.00/hr. if reserved at least 6 days/year~~
Hunter Park Senior Center - full facility (excluding kitchen & office)	$50.00/ hr on weekends only
Long Term User Fee	$20.00 (at least 6 days/year)
Oak Knoll Golf Course	$23.00/hr. on weekdays $35.00/hr. on weekends
Pioneer Hall	$23.00/hr. on weekdays $35.00/hr. on weekends

Miscellaneous Equipment Fee	$100.00
Electricity Use Fee	$25.00 per 4 hours (jump houses & batting cages

Field Usage

Tournaments	$36.50/day each team
Ball field Lights	$34.00/hour
1 Day per week/season	$100.00
2 Days per week/season	$150.00
3-4 Days per week/season	$200.00
5-7 Days per week/season	$250.00

Calle Seating

Artisans	$5.00 per sq. ft.	$5.50 per sq. ft. for 2 weekend days per week
Restaurant Seating	$7.00 per sq. ft.	$8.00 per sq. ft. / 7 days per week OR $5.00 per square foot for 5 days per week

Daniel Meyer Pool

	Youth	Adult
Admission	$3.00	$3.50
Lap Swim	$3.00	$3.50
Water Aerobics	$4.00	$4.00
Swim Lessons	$40/$42/$48 (age of child/ length of lesson)	
Senior Only Sessions	$3.00 (65 and over)	
Private Lessons	$18.00	

	10 Punch	20 Punch
Open Swim/Lap punch card (age dependent)	$25.00/$30.00	$40.00/$50.00
Water Aerobics punch card	$55.00	
Season Pass (age dependent)	$165.00/$195.00	

Youth Recreation Programs 60/40 split with instructor and APRC

Adult Recreation Programs 60/40 split with instructor and APRC

Ashland Rotary Centennial Ice Rink

Youth Admission	$4.00
Adult Admission	$5.00
Skate Rental	$3.00
Adult Hockey Admission	$5.50
Youth Hockey Admission	$5.00
Adult Hockey Punch Card	$50.00
Adult Hockey Punch Card	$45.00
Open Skate/Kids Only Punch Card	$30.00
Skating Private Lesson	$20.00 per 30 min
Helmets	$8.00
Group Rental Rate	$6.00

Ashland Rotary Centennial Ice Rink Concessions

Hats/Gloves/Socks	$ 3.00
Coffee/Tea/Hot Chocolate	$ 2.00
Water	$ 1.00

Snacks/Candy	$ 2.00

Ashland Rotary Centennial Ice Rink Discounts

Adult Admission for Special Event	$ 4.00
Youth Admission for Special Event	$ 2.00
Cheap Skate-Rental	$ 1.00
Student night Admission (includes skate rental)	$ 6.00
Purchase of a Rec. Skate Gift Card	$ 6.00

School Groups and Punch Cards

Youth Punch Card-All programs (5-13)	$ 35.00
Adult Punch Card-All programs (14+)	$ 45.00
School Groups (per group of 30)	$ 50.00

Oak Knoll Golf Course Annual Passes:

~~Annual Pass-Single~~	~~$1,100.00~~
~~Annual Pass-Family~~	~~$1,540.00~~
Adult – Single	$1099/ $110 a month
Senior Veteran (55+) – Single	$999/ $100 a month
Couple/Domestic Partner – Couple	$1299/$125 a month
Family +2 - Couple Plus Two (18 and under) in Household	$1499/$215 a month
Junior-Single (17 and under)	$199
Snowbird (For 6 months) – Single	$750
*Student SOU Winter Term – Single	$215
*Student SOU Fall Term – Single	$215
*Student SOU Spring Term – Single	$300
*Student SOU Summer Term – Single	$380

*All membership types require minimum 12 mo. commitment except for SOU Student memberships.

Daily Adult Fees (ages 18 to 54)
***Golf Fees Effective March 1, 2020**

9 Holes	November-February	$14.00
	March-October	~~$16.00~~
		$17.00
	*Weekend November-February	$14.00
	*Weekend March-October	~~$20.00~~
		$17.00
	*Weekday Twilight March-October	~~$15.00~~
		$11.00
	*Weekend Twilight March-October	~~$15.00~~
		$12.00
	Twilight November-February	$10.00
	~~*Early Bird March-October~~	~~$15.00~~
	Continuation March-October	$8.00
	Continuation November-February	$6.00
	Short Loop	$5.00
	*Replay	$10.00
18 Holes	November-February	$20.00
	March-October	~~$24.00~~
		$25.00
	*Weekend November-February	~~$28.00~~

		$20.00
	*Weekend March-October	~~$30.00~~
		$25.00
	*Weekday Twilight March-October	~~$22.00~~
		$19.00
	*Weekend Twilight March-October	~~$22.00~~
		$17.00
	Twilight November-February	$15.00
	~~*Early Bird March-October~~	~~$22.00~~
	*Replay	$15.00

~~***Super Twilight March-October***~~

Daily Senior Fees (ages 55 & up) Monday-Friday only

9 Holes	November-February	$12.00
	*Weekday March-October	~~$16.00~~
		$15.00
	*Weekend March-October	~~$18.00~~
		$15.00
18 Holes	November-February	$18.00
	*Weekday March-October	~~$26.00~~
		$23.00
	*Weekend March-October	~~$28.00~~
		$23.00

Daily Junior Fees (ages 8 to 17)

9 Holes	Year-Round	$5.00
18 Holes	Year-Round	$10.00

Driving Range	One token (~~35~~ 30) balls	$3.00

Cart Fees (per person)

9 Holes	Year Round	~~$10.00~~
		$8.00
~~**9 Holes Senior Rate**~~	~~Year Round senior rate~~	~~$8.00~~
18 Holes	Year Round	$13.00

Community Garden Fees

10x10	$45.00
10x 12	$54.00
10x20	~~$69.97~~
	$80.00
20x20	~~$91.67~~
	$100.00
4x12	~~$21.60-$28.80 depending on location~~
	$22.00-$29.00 depending on location
Refundable Deposit	$20.00

Nature Center School Programs ~~$200.00/Class~~ $150/$225.00/per class

K-2/Half Day	$150
3-5/ Full Day	$225

Nature Center Community Programs 70/30 split with instructor and APRC

Oak Knoll Golf Course Wedding Fees

November-February	$750.00 full day
November-February	$400.00 half day
March-October	$1,500.00 full day
March-October	$800.00 half day

Maps

City of Ashland Map	$3.00 (or 2 maps for $5.00)
Watershed Map	$3.00 (or 2 maps for $5.00)

Senior Recreation Programs & Services

Broadway Dance for Boomers and Beyond	$60/8 classes
Broadway Dance 2	$65/8 classes
Gentle Hatha Yoga for 60+	$6/class drop-in or $20/4 class pass
Gentle Yoga for 60+	$5/class drop-in or $15/4 class pass
Tai Chi for 50+	$4-$5 donation/class
Senior Archery	$10/class drop-in, includes all materials
Art Class Series for Seniors	$115/6 classes, includes all materials
Low-Income Foot Care Clinic	$20/visit
TouchPass Lost Card Replacement	$2/card
Photocopies and printed pages	First 5 pages free, then $0.10/page

CITY OF
ASHLAND

GRADING FEES

General. Fees shall be accessed in accordance with the provisions of this section.

Plan Review Fees. When a plan or other data are required to be submitted, a plan review fee shall be paid at the time of submitting plans and specifications for review. Said plan review fee shall be as set forth in Table A. Separate plan review fees shall apply to retaining walls or major drainage structures as required. For excavation and fill on the same site, the fee shall be based on the volume of excavation or fill, whichever is greater.

Grading Permit Fees. A fee for each grading permit shall be paid to the City of Ashland, Building Division as set forth in Table B. Separate permits and fees shall apply to retaining walls or major drainage structures as required. There shall be no separate charge for standard terrace drains and similar facilities.

TABLE A – GRADING PLAN REVIEW FEES

50 cubic yards or less	No Fee
51 to 100 cubic yards	$100.00
101 to 1,000 cubic yards	$125.00
1,001 to 10,000 cubic yards	$150.00
10,001 to 100,000 cubic yards $150.00 for the first 10,000 cubic yards, plus $25.00 for each additional 10,000 yards or fraction thereof.	
Other Fees: Additional plan review required by changes, additions or revisions to approved plans. $62.25 per hour* (minimum charge – one half hour)	

*Or the total hourly cost to the City, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

TABLE B – GRADING PERMIT FEES[1]

50 cubic yards or less	No Fee
51 to 100 cubic yards	$75.00
101 to 1,000 cubic yards $75.00 for the first 100 cubic yards plus $25.00 for each additional 100 cubic yards or fraction thereof.	
Other Inspections and Fees: • Inspections outside of normal business hours (minimum charge – two hours) $65.25 per hour • Re-inspection fees $65.25 per hour • Inspections for which no fee is specifically indicated (minimum charge – one half hour)[2]	

[1] The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.
[2] Or the total hourly cost to the City, whichever is the greatest. This cost shall include supervision, overhead equipment, hourly wages and fringe benefits of the employees involved.

CITY OF ASHLAND

Memo

DATE: 1-15-2020

TO: Kelly Madding, Interim Director of Administrative Services

FROM: Rachel Dials, Recreation Superintendent

RE: Fee Adjustments-Ashland Parks and Recreation Commission

The following fees were approved for increases and adjustments by the Ashland Parks and Recreation Commission as itemized below.

Senior Services Division Fees approved on January 13, 2020. Fees for senior classes and services that have not previously been itemized are now included here. Most Senior Services Division classes and services are free when provided by staff or volunteers. When the instructor or provider is paid, there are small fees as listed in the attached spreadsheet.

Oak Knoll Golf Course Fees approved on Nov. 25th, 2019. Golf Course fees were adjusted and increased in some areas. Staff has done comparisons from around Southern Oregon and these changes and additions of fees are part of the business plan.

Nature Center School Programs approved on July 22, 2019. Nature Center School Program fees were increased due to demand for the program increasing significantly over the years and lack of keeping up with costs for the service.

Community Garden Fees approved on Dec 17, 2017. Community Garden Fees were increased because of inconsistencies with different garden sizes and amenities within each park area.

APRC staff works with City Finance staff to ensure that all fees are included in the Miscellaneous Fees and Charges book but in some cases, some APRC fees were missed.