

# Council Business Meeting

June 18, 2019

<b>Agenda Item</b>	Adoption of Miscellaneous Fees & Charges for FY 2020 and Repealing Resolution 2018-18	
<b>From</b>	Kelly Madding	City Administrator
<b>Contact</b>	Kelly.Madding@ashland.or.us	

## **SUMMARY**

This resolution is to consider scheduled updates as well as new fees contained in the City's Miscellaneous Fees and Charges document. The majority of the fees remain unchanged, but there are some new fees and others increasing by an inflationary adjustment.

## **POLICIES, PLANS & GOALS SUPPORTED**

N/A

## **PREVIOUS COUNCIL ACTION**

Adoption of the Miscellaneous Fees & Charges for FY 2019 on June 5, 2018 - [Resolution 2018-18](#)

## **BACKGROUND AND ADDITIONAL INFORMATION**

The City charges for a variety of services provided to the public. The miscellaneous fees and charges are updated and reviewed on an annual basis with the intent of providing an efficient way for Council to review and approve fees and charges as a whole. More complicated and specific rates, fees, and charges such as Utility rates and Systems Development Charges are not included in the miscellaneous fees and charges and are handled in separate Council actions. The adoption of the current fees and charges does not limit the Council's ability to create or adjust fees during the next year.

In addition to an efficient way for Council to review and approve of fees and charges, the proposed fee booklet provides the public with one document that includes all miscellaneous fees and charges of the different Departments with the City and Parks and Recreation.

Attached is the draft booklet and draft resolution to establish or update the included fees effective July 1, 2019. In some cases, there are references to prior resolutions that are not being repealed and the associated charges are presented for information purposes.

All modifications or additions to the prior approved fees booklet are presented in red. If an entry is not bolded in red the existing amount or methodology used for calculation remains unchanged. Also attached are memos from departments explaining significant changes beyond inflationary adjustments.

## **FISCAL IMPACTS**

Regular review and updating of fees and charges provides Departments with the ability to maintain the intended ratio of cost recovery for the services provided to the public. This also ensures that the revenues projected in the biennial budget are achieved to appropriately offset the approved and appropriated expenditures of each Department.

## **STAFF RECOMMENDATION**

Staff recommends approval of the updated Miscellaneous Fee and Charges.

## **ACTIONS, OPTIONS & POTENTIAL MOTIONS**

I move approval of the resolution 2019-16 titled, "A Resolution Adopting a Miscellaneous Fees & Charges Document and Repealing Prior Fee Resolution 2018-18".

## **REFERENCES & ATTACHMENTS**

Attachment 1: Departmental Memos:

- Planning/Community Development
- Fire
- Municipal Court
- Police
- Public Works
- Parks and Recreation

Attachment 2: Resolution 2019-16 Adopting a Miscellaneous Fees and Charges Document and Repealing Prior Fee Resolution 2018-18

Attachment 3: Miscellaneous Fees & Charges Document – Proposed Fiscal Year 2019/20

# Memo

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DATE: May 10, 2019  
TO: Mark Welch, Director of Administrative Services  
FROM: Bill Molnar, Director of Community Development  
RE: 2019 Miscellaneous Fees & Charges Update

1. The Community Development Department is requesting to update the Planning Fees in accordance with the March 2019 CPI.



# Memo

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DATE: 05-07-2019  
TO: Mark Welch, Director of Administrative Services  
FROM: Michael D'Orazi, Fire Chief  
RE: Fee Adjustments

Attached you will find a copy of the proposed fee adjustments (changes, additions, deletions) from the Fire Department.

Ambulance Transport fees were increased according to the CMS Ambulance Inflation Factor.

First Aid/CPR classes were increased due to cost increases from the American Heart Association.

Fire & Life Safety added additional inspection fees related to fire suppression systems. There are also some additions related to underground tank installations, and removals, involving hazardous materials.

Due to inflation, we have increased the prices of merchandise items sold to the public.

If any further information is needed, please do not hesitate in contacting me.



# Memo

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DATE: 5/1/2019  
TO: Mark Welch, Director of Administrative Services  
FROM: Tina Gray  
RE: Change in Fees

Please remove the charge for Court Appointed Special Council Fees and Charges from the Miscellaneous Fees and Charges Schedule. The Court has restructured our contract with the Court Appointed Attorney and our practice has changed. We no longer recover those fees directly from indigent defendants.

Thank you,

Tina Gray



# Memo

DATE: 08 April 2019  
 TO: Mark Welch, Director of Administrative Services  
 FROM: Lynn Merrifield, Police Administrative Analyst *LM*  
 RE: Vehicle for Hire-Fee Change

Ashland Police Department is requesting that the following fee be updated for the upcoming fiscal year:

Vehicles for Hire (Formally taxi license):

	FY 2018-2019	FY 2019-2020
New License	\$42.00	\$60.00
Renewal License	\$20.00	\$60.00

We are requesting this change due to the amending of AMC Chapter 6.28 Vehicles for Hire.

Ordinance 3152 has also been changed to reflect these prices.

6.28.030 Permit Required, Fees.

- A. No Vehicle for Hire Agency shall conduct business or operate in the City without a valid Permit.
- B. No Vehicle for Hire Driver shall conduct business or operate in the City without a valid Permit.
- C. The City may issue a Permit to a Vehicle for Hire Agency if the agency certifies on a form acceptable to the City that it is in compliance with all of the requirements of this Chapter including, but not limited to: insurance requirements, operating standards, records retention requirements, and any other requirements of the Ashland Municipal Code, and the City determines that the Vehicle for Hire Agency actually meets all applicable standards and requirements.
- D. The City may issue a Permit to a Vehicle for Hire Driver if the Driver certifies on a form acceptable to the City that he or she is in compliance with all of the requirements of this Chapter and any other applicable requirements of the Ashland Municipal Code, and the City determines that the Vehicle for Hire Driver actually meets all applicable standards and requirements.
- E. The City may include additional conditions, restrictions, or special provisions related to routes, hours of operation, designated pick-up or drop-off sites, lighting, or other alternate requirements in a Permit if, in the City's sole discretion, such additional conditions, restrictions, or special provisions are warranted.
- F. Any Permit issued under this Chapter is valid for one year from the date of issue. Any renewal of a Permit must be approved by the City prior to the expiration date of the current Permit in order for the Vehicle for Hire Agency or Vehicle for Hire Driver to continue operating within the City.
- G. An application fee shall be required before any Permit is issued pursuant to this Chapter. This fee is intended to reimburse the City for its reasonable costs in administering the requirements of this Chapter



*LM*

and in maintaining and operating the streets within the City. The application fee for an initial Permit or for any renewal of a Permit shall be \$5000.00 for Transportation Network Companies, \$500.00 for Taxi Companies, \$500.00 for Limousine Companies, and **\$60.00 for Vehicle for Hire Drivers**. The application fee shall be waived for any Vehicle for Hire Driver who proves to the satisfaction of the City that he or she operates a Wheelchair Accessible Vehicle or a fully electric vehicle as a Vehicle for Hire.

H. The application fee shall be paid to the City at the time of submitting an initial application for a Permit and at the time of submitting any renewal application.

I. In addition to the requirements set forth in this Chapter, all Vehicle for Hire Agencies and Vehicle for Hire Drivers must comply with applicable federal and state law.



2/17

# Memo

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DATE: May 7, 2019

TO: Mark Welch, Director of Administrative Services

FROM: Tami De Mille-Campos, Administrative Analyst

RE: Miscellaneous Fees and Charges effective July 1, 2019

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Please make the adjustments in the FY 2020/21 Miscellaneous Fees and Charges document as shown in the attached documents per CPI/ENR figures.

The Public Works department has no fees to update besides those calculated with CPI/ENR.

The Airport ground lease fees are automatically adjusted annually via the January CPI-U. If the CPI-U is negative the ground lease rates stay fixed at the previous year's rate. The Airport Commission then makes recommendations towards adjustments for hangar rentals and tie down fees. The Commission uses the CPI-U as a baseline for discussion along with considering the current waiting list and market conditions at similar airports for rentals before making a final recommendation on adjustments. There was an error made last year with regard to the monthly tie down fees, we reported an increase to \$50.00 (small) when in fact it remained unchanged at \$49.00 and continues to remain unchanged.





# ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner  
Joel Heller  
Rick Landt  
Jim Lewis  
Julian Bell



Michael A. Black, AICP  
Director

541.488.5340  
AshlandParksandRec.org  
parksinfo@ashland.or.us

## STAFF MEMORANDUM

**TO:** Mark Welch, Director of Administrative Services

**FROM:** Rachel Dials, Recreation Superintendent

**DATE:** 5-6-19

**SUBJECT:** Miscellaneous Fees and Charges 2019-APRC Recreation Division

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The Ashland Parks and Recreation Commission has adjusted rates at the Oak Knoll Golf Course beginning in March of 2020 and for all of the Community Gardens in 2018 that are managed by the North Mountain Park Nature Center. This memo addresses the background of each of these programs.

### **Community Gardens**

In 2017, while reviewing the Community Garden Program, staff examined the longstanding fee structure for community garden plots. Upon review, it was determined that fees between gardens varied greatly and did not truly reflect the value of the garden plots or the beneficial amenities present in each garden. When added to the disproportionate cost of running each garden, it became apparent that the Community Garden Fee Structure needed further analysis. It was also determined that at the current rate of cost recovery, the community gardens were more heavily subsidized than other programs that reached larger audiences. Staff examined several different alternative fee structures to address both inequity and cost recovery.

Originally garden fees were established in each garden independent of other gardens. Plot fees were assigned based on relative size within each garden. When plot fees were broken into square footage and fees were divided per square foot, it revealed that gardens fees were indeed imbalanced.

The Commission studied this issue and ultimately made a motion to a fee increase that incorporated a 22-24% cost recovery model over a 3-year period to begin in 2018.

### **Oak Knoll Golf Course**

After conducting a Comparative Market Analysis (CMA) of the Southern Oregon golf market, it became clear that OKGC was charging less than other comparable nine-hole facilities. Fees have not increased in approximately 5-years.

After careful consideration staff recommended to the Ashland Parks and Recreation Commission some rate modifications. Key changes to note include:

1. Offering different rates based on days of the week and times of the day. This practice is common in the industry. Having price elasticity captures more of the golf market based on the customer price preference.
2. A rate increase that is commensurate with other like facilities in our market but preserves our goal of providing affordable golf to our customers.
3. New rate types including early bird and super twilight. Offering these types of rate will appeal to a small market of golfers that may normally play elsewhere.

The Ashland Parks and Recreation Commission approved the rate adjustments for the OKGC to begin in March of 2020.

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parksinfo@ashland.or.us

## MEMO

**TO:** April 16, 2019

**FROM:** Mark Welch, Director of Administrative Services

**DATE:** Isleen Glatt, Superintendent, APRC Senior Services Division

**SUBJECT:** Update to Miscellaneous Fees

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There has been no change in rental fees for the Ashland Senior Center, but the language on the attached spreadsheet is updated to clarify that meeting rooms are rented individually for:

\$23/hour	Single room, weekdays
\$35/hour	Single room, weekends
\$50/hour	Full facility, only available on weekends, (kitchen & office excluded)
\$20/hour	Single room if reserved at least 6 days/year

**RESOLUTION NO. 2019-16  
A RESOLUTION ADOPTING A MISCELLANEOUS FEES AND  
CHARGES DOCUMENT AND REPEALING PRIOR FEE  
RESOLUTION 2018-18**

**RECITALS:**

- A. Council has approved many resolutions that establish and revise fees and charges for different departments and activities.
- B. With the exception of Utility rates and fees and Systems Development Charges, the City desires to provide all of its fees and charges in one document so residents and businesses can easily determine the costs of city services.
- C. The City desires to repeal prior resolutions that established the fees and charges contained within the attached Miscellaneous Fees and Charges document and adopt all fees and charges with one resolution for operational efficiency and the convenience of its citizenry and users of its services.

**THE CITY OF ASHLAND RESOLVES AS FOLLOWS:**

SECTION 1. The Miscellaneous Fees and Charges Document, which is attached hereto and incorporated herein by this reference, is hereby approved and establishes the fees and charges for City services. New fees, those not charged before, are not affective until 30 days following date of approval unless otherwise established by Council action.

SECTION 2. The following resolution is specifically repealed: Resolution 2018-18 and all other fees and charges inconsistent with the fees and charges set forth herein are repealed. Several fees as set by separate resolutions and those remain in effect as referenced in the booklet.

SECTION 3. This resolution was duly PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2019, and takes effect upon signing by the Mayor.

\_\_\_\_\_  
Melissa Huhtala, City Recorder

SIGNED and APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
John Stromberg, Mayor

Reviewed as to form:

\_\_\_\_\_  
David H. Lohman, City Attorney

# CITY OF ASHLAND



## MISCELLANEOUS FEES AND CHARGES DOCUMENT

**ADOPTED: June 4, 2019**

**EFFECTIVE: July 1, 2019**



## PARKS AND RECREATION MISCELLANEOUS FEES AND CHARGES

**ADOPTED: June 4, 2019**

**EFFECTIVE: July 1, 2019\***

*\*Golf Fees Effective March 1, 2020*





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**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

City Wide

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

**Taxicab Licenses**

~~New Certification application (one-time processing fee) \$250.00~~  
~~Annual Renewal of Certificate \$200.00 (per vehicle)~~

**Lien Searches** (fees set by Ordinance 2385 in 1986)

Routine Requests \$20.00  
Rush/Fax Requests \$30.00

**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. 8**

**Planning / Community Development Miscellaneous Fees and Charges**

<b><u>Pre-Application Conference</u></b>	\$139.00	\$142.25
<b><u>Administration Actions</u></b>		
Final Plat Review:		
Partitions*	\$139.00+\$11/lot	\$142.25+\$11.25/lot
Subdivisions*	\$354.00+\$30/lot	\$361.25+\$30.50/lot
New Sign Permit	\$139.00+\$2.70/sq. ft.	\$142.25+\$2.75/sq. ft.
Street Tree Removal Permit	\$30.00	\$30.50
Replacement Sign Permit	\$30.00+\$2.70/sq. ft.	\$30.50+\$2.75/sq. ft.
Home Occupation Permits	\$30.00	\$30.50
Zoning permit (fence, accessory structure, etc.)	\$30.00	\$30.50
Land Use Approval Extension Request	\$354.00	\$361.25
Lot Line Adjustments	\$354.00	\$361.25
Any other Administrative Action	\$354.00	\$361.25
<b><u>Type I Reviews</u></b>		
Tree Removal Permit (not associated with another action)	\$30.00	\$30.50
Solar Setback Variance	\$1,071.00	\$1,092.00
Amendments to Conditions	\$1,071.00	\$1,092.00
Physical & Environmental Constraints Permit	\$1,071.00	\$1,092.00
Site Design Review - Accessory Residential Unit	\$696.00	\$710.00
Conditional Use Permit (Type I only)	\$1,071.00	\$1,092.00
Variance (Type I only)	\$1,071.00	\$1,092.00
Residential Site Review	\$1,071.00+\$71/unit	\$1,092.00+\$72.50/unit
Final Plan Performance Standards	\$1,071.00+\$71/unit	\$1,092.00+\$72.50/unit
Land Partitions	\$1,071.00+\$71/unit	\$1,092.00+\$72.50/unit
Commercial Site Review	\$1,071.00+.5% of project value**	\$1,092.00+.5% of project value**
<b>Any other Type I Review</b>	\$1,071.00	\$1,092.00
Independent Review of Wireless Communication Facilities***	\$5,000.00	\$5,000.00
<b><u>Type II Reviews</u></b>		
Conditional Use Permit (Type II only)	\$2,149.00	\$2,190.75
Variance (Type II only)	\$2,149.00	\$2,190.75
Outline Plan or Preliminary Plat for Subdivisions	\$2,149.00+\$143/lot	\$2,190.75+\$143.25/lot
Final Plan with Outline	\$2,862.00+\$143/lot	\$2,917.75+\$143.25/lot
Commercial Site Review	\$2,149.00+.5% of project value**	\$2,188.50+.5% (.005) of project value**
<b>Any other Type II Review</b>	\$2,149.00	\$2,190.75
Independent Review of Wireless Communication Facilities***	\$5,000.00	\$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.



Planning / Community Development

**Type III Reviews**

Zone/Comprehensive Plan Map Change	\$2,862.00	\$2,917.25
Comprehensive Plan Change	\$2,862.00	\$2,917.25
Annexation	\$4,306.00	\$4,388.00
Urban Growth Boundary Amendment	\$4,306.00	\$4,388.00

**Any other Type III Review** \$3,586.00 \$3,654.00

**Legislative Amendments**

Comprehensive Plan Map/Large Zoning Map Amendment	\$5,025.00	\$5,121.25
Land Use Ordinance Amendment	\$5,025.00	\$5,121.25
Comprehensive Plan Amendment	\$5,025.00	\$5,121.25
City Sponsored Legislation (City Council Directive)	\$0.00	

**Appeals**

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

**Solar Access**

Solar Access Permit (not a Solar Variance)	\$51.00+\$11.00 per lot affected \$52.00+\$12.00 per lot affected
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**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. 8**

**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	\$10.00
\$501.00 to \$2,000.00	\$10.00 for the first \$500.00 plus \$1.50 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$32.50 for the first \$2,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$170.50 for the first \$25,000.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$283.00 for the first \$50,000.00 plus \$3.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 and up	\$433.00 for the first \$100,000.00 plus \$2.50 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
Additional Plan Review Fee	\$65.00 per hour
Special Inspection Agreement (QAA) Review Fee	\$65.00 per hour
Deferred Submittal Fee	65% of structural permit fee of deferred submittal valuation with a \$50.00 minimum fee

**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**

Inspections for which no building permit applies (minimum 1 hour)

\$65.00 per hour; per inspector

Re-inspection Fee

\$65.00

Inspections outside normal business hours (minimum 1 hour)

\$130.00 per hour; per  
inspector

Temporary Certificate of Occupancy and Reapplication Fee (s)

\$56.00

**Change of Occupancy Fees**

Special Inspection:

Single Building

\$65.00 per hour, 1 hr minimum

Multiple Buildings or Tenant Spaces in a building or on a single lot

\$65.00 per building, per  
inspector, per hour. 1 hour  
minimum

Special Inspection Report

\$65.00 per hour

Re-issued Certificate of Occupancy

No Charge

**Demolition Fees**

Demolition Review Fee (non-exempt structures)

\$346.00

Demolition Permit Fee (per building)

\$65.00

**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)	\$285.00
2 bathrooms/1 kitchen	\$345.00
3 bathrooms/1 kitchen	\$405.00
Each additional bathroom (over 3)	\$45.00
Each additional kitchen (over 1)	\$45.00

**Remodel / Alterations**

Remodel / Alterations (minimum fee)	\$40.00
Each fixture, appurtenance, and first 100 ft. of piping	\$15.00

**Miscellaneous Residential**

Minimum Fee	\$40.00
Piping or private storm drainage systems exceeding the first 100 ft.	\$22.00
Backflow Assembly	\$15.00

**Residential Fire Sprinkler (include plan review)**

\$2.44 x total square footage of structure = Sprinkler Valuation.  
 (use Building Permit Fees Valuation Table on page 13 for fee calculation)

**Manufactured Dwelling or Pre-Fab**

Connections to building sewer and water supply	\$50.00
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**RV and Manufactured Dwelling Parks**

Base fee (including the first 10 or fewer spaces)	\$150.00
Each additional 10 spaces	\$100.00

**Commercial Plumbing Permit Fees**

**Commercial, Industrial, and Dwellings other than one- or two-family**

Minimum fee	\$40.00
Each fixture	\$15.00
Piping (based on number of feet)	\$0.75/ft.

**Miscellaneous**

Minimum fee	\$40.00
Specialty fixtures	\$15.00
Re-inspection (no. of hrs. x fee per hour)	\$65.00
Special requested inspections (no. of hrs. x fee per hour)	\$65.00

**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

**Residential Mechanical Permit Fees**

**Mechanical Permit Minimum Fee** \$50.00

**Furnace/Burner including ducts & vents**

Up to 100k BTU/hr. \$12.00  
 Over 100k BTU/hr. \$15.00

**Heaters/Stoves/Vents**

Unit Heater \$15.00  
 Wood/pellet/gas stove/flue \$15.00  
 Repair/alter/add to heating appliance or refrigeration unit \$12.00  
 or cooling system/absorption system  
 Evaporated cooler \$15.00  
 Vent fan with one duct/appliance vent \$7.50  
 Hood with exhaust and duct \$10.00  
 Floor furnace including vent \$15.00

**Gas Piping**

One to four outlets \$6.00  
 Additional outlets (each) \$0.75

**Air-handling Units, including Ducts**

Up to 10,000 CFM \$10.00  
 Over 10,000 CFM \$15.00

**Compressor/Absorption System/Heat Pump**

Up to 3 hp/100K BTU \$15.00  
 Up to 15 hp/500K BTU \$25.00  
 Up to 30 hp/1,000 BTU \$50.00  
 Up to 50 hp/1,750 BTU \$60.00  
 Over 50 hp/1,750 BTU \$75.00

**Incinerator**

Domestic incinerator \$25.00

**Commercial Mechanical Permit Fees**

Minimum Fee \$50.00  
 Total valuation of mechanical system and installation costs 0.5% of valuation

**Miscellaneous Fees**

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

**Electrical Permit Fees**

<b><u>Residential per unit, service included</u></b>	<b><u>Cost Each</u></b>
1,000 sq. ft. or less	\$106.00
Each additional 500 sq. ft. or portion thereof	\$19.00
Limited energy	\$25.00
Each manufactured home or modular dwelling service or feeder	\$50.00
Multi-family residential	\$45.00

<b><u>Residential and Commercial—Services or Feeders/installation, alteration, relocation</u></b>	
200 amps or less	\$63.00
201 to 400 amps	\$75.00
401 to 600 amps	\$125.00
601 to 1,000 amps	\$163.00
Over 1,000 amps or volts	\$375.00
Reconnect Only	\$50.00

<b><u>Temporary Services or Feeders</u></b>	
200 amps or less	\$50.00
201 to 400 amps	\$69.00
401 to 600 amps	\$100.00
Over 600 amps or 1,000 volts, see services or feeders section above	

<b><u>Branch Circuits: new, alteration, extension per panel</u></b>	
Branch circuits <b>with</b> purchase of a service or feeder	\$3.00
Branch circuits <b>without</b> purchase of a service or feeder:	
First branch circuit	\$43.00
Each additional branch circuit	\$3.00

<b><u>Miscellaneous Fees: service or feeder not included</u></b>	
Each pump or irrigation circle	\$50.00
Each sign or outline lighting	\$50.00
Signal circuit or a limited energy panel, alteration or extension	\$50.00
Specially requested inspection (per hour)	\$65.00
Each additional inspection over the allowable	\$50.00

**Residential Restricted Energy Electrical Permit Fees**

<b><u>Fee for all systems*</u></b>	\$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	\$79.00
5.01 KVA to 15 KVA	\$94.00
15.01 KVA to 25 KVA	\$156.00

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 assessed for permit reinstatement.

### **Excavation/Grading Fees**

See attachment 1. Exhibit A, Resolution 2006-19 (page 39)

### **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

**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

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**ENR Calculations**

\* Methodology:  $\text{Current ENR Rate} - \text{Old ENR Rate} / \text{Old ENR Rate} = \% \text{ Rate of Adjustment}$   
 $(9515.86 - 9289.65) / 9289.65 = 2.44\%$

Source: Engineering News Record Construction Cost Index (ENR)

\*\*Electric heat customers = no fee

Fire

**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. 8**

**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**

FireMed Annual Household Fee-Annual Renewal	\$55.00 per year
FireMed Plus Annual Household Fee-Annual Renewal	\$99.00 per year
Emergency Medical Service Fee – Aid Call	\$310.00 per patient <b>\$317.00 per patient</b>
Ambulance Base Rate (per current rate schedule)	\$1,070.22 per patient <b>\$1,095.00 per patient</b>

Fire

Ambulance Mileage Rate (per current rate schedule)	\$14.00 per mile	<b>\$14.30 per mile</b>
<del>Ambulance Base rate for sit-up patients</del>		<del>\$535.11 per patient</del>
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	\$55.00/person	<b>\$65.00/person</b>
Heart Saver CPR & First Aid Class	\$55.00/person	<b>\$65.00/person</b>
Heart Saver CPR Class	\$35.00/person	<b>\$40.00/person</b>
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

Fire

Non-Compliance after 2 <sup>nd</sup> Inspection: Inspection Fee +	Base Fee +\$100.00
Non-Compliance after 3 <sup>rd</sup> Inspection: Inspection Fee +	Base Fee +\$200.00
Non-Compliance after 4 <sup>th</sup> 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. 8
Mailing Cost	Actual Cost
Weed Abatement by Contractor	Actual Cost

Fire

**Other**

Coffee Mugs	\$8.00	\$15.00
<del>Water Bottle</del>		<del>\$5.00</del>
<del>Fire Dog</del>		<del>\$10.00</del>
CERT Backpack		\$20.00
T-Shirt	\$15.00	\$20.00
<del>Ball Cap</del>		<del>\$15.00</del>
Sweat Shirts		\$35.00
<del>Apron</del>		<del>\$25.00</del>
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 (Additional charges for parts and supplies apply)	\$ 20.00
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
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**Consulting and Technical Support Hourly Rate**

For support issues not related to AFN infrastructure, performance, and reliability. Minimum charge one hour.	\$85.00
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**Non-City Employee Staff Screening**

Charge for each vendor employee submitted for authorization to Access AFN and City Service Center facilities.	\$150.00
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**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**

Maximum of 5 Static Internet Protocol (IP) addresses*	\$5.00/month each
<ul style="list-style-type: none"> <li>• Minimum level of service for static IP and Quality of Service (QoS) is "CHOICE" or higher service tier.</li> </ul>	

**QoS Fee**

VOIP (phone) enhancement available with AFN Choice or higher service level through AFN certified Modems.	\$3.50/month
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Information Technology

**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**

<b><u>Court Administration Fees</u></b>	<b><u>Crime</u></b>	<b><u>Violation</u></b>
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
<del>Court Appointed Counsel Fees and Charges</del>	<del>Billed ranging from</del>	<del>\$250 - \$600</del>
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	<b>Bank Costs</b> \$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**

<b><u>Police Reports</u></b>	\$12.00 for reports 10 pages or less \$15.00 for reports over 10 pages
<b><u>Research Fee</u></b>	<b>Refer to Section 1, pg. 8</b>
<b><u>Visa Letters</u></b>	\$19.00
<b><u>Fingerprints Cards</u></b>	\$35.00 first card \$10.00 each additional card
<b><u>Photographs (CD)</u></b>	\$19.00
<b><u>Audio Recordings</u></b>	\$19.00*
<b><u>Mobil Audio Video Recordings (MAV)</u></b>	\$19.00*
<b><u>Body Camera Video</u></b>	\$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.	
<b><u>Impound/Tow Fee</u></b>	\$105.00 Cash only
<b><u>Vehicles for Hire (per Ordinance 3160)</u></b>	
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
<del>Taxi Operator License</del>	<del>\$42.00 new / \$20.00 renewal</del>



**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)	\$784.00 plus \$119.00 per lot <b>\$799.00 plus \$121.00 per lot</b>
Condominium Plats (does not include 24% Fire Department Review Fee)	\$784.00 plus \$119.00 per lot <b>\$799.00 plus \$121.00 per lot</b>
Partition Plats (does not include 24% Fire Department Review Fee or Planning Review Fee)	\$421.00 <b>\$429.00</b>

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	\$212.00 plus per foot cost based on pavement age <b>\$216.00 plus per foot cost based on pavement age</b>	
Encroachment Permit	\$212.00	<b>\$216.00</b>
Miscellaneous Construction Permit (Construction of curb, sidewalk, driveway apron, etc.)	\$70.00	<b>\$71.00</b>
Dust Suppression Permit	\$70.00	<b>\$71.00</b>
Driveway Painting Permit (includes a can of paint)	\$16.00	
Right-of Way Closure-Street	\$212.00	<b>\$216.00</b>
Right-of Way Closure-Sidewalk (>72 hours)	\$70.00	<b>\$71.00</b>
Right-of Way Closure-Sidewalk (<72 hours)	\$16.00	
Right-of Way Closure-Parking Space (>72 hours)	\$70.00	<b>\$71.00</b>
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	\$70.00	<b>\$71.00</b>
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	\$142.00	<b>\$145.00</b>
Publication Box per Publication - Annual Renewal	\$29.00	<b>\$30.00</b>
Bike Rack Purchase	\$140.00	<b>\$143.00</b>
Special Vehicle Permit-Initial Fee	\$292.00	<b>\$298.00</b>
Special Vehicle Permit-Annual Renewal	\$118.00	<b>\$120.00</b>
Penalty for No Permit	150% of permit cost	
Street or Alley Vacation	\$708.00	<b>\$721.00</b>

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	\$86.00	<b>\$88.00</b>
Information on Disk	\$43.00 per utility per quarter- quarter section <b>\$44.00 per utility per quarter- quarter section</b>	
Planning Pre-Application Maps	\$24.00	
Plotting Fee	\$6.00 per square foot	
New Address Assignment	\$40.00 per address number <b>\$41.00 per address number</b>	
Street Name Approval Fee	\$114.00 per street <b>\$116.00 per street</b>	

Public Works

**Sanitary Sewer Connection Fees**

Sanitary sewer mainline video inspection \$352.00 minimum charge  
 \$361.00 minimum charge  
 (cost based on time and materials)

**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	\$77.00	\$79.00
Water meter re-read		
Once in 12 months	No Charge	

**Water Connection Fees - continued**

Each additional re-read in 12 months	\$35.00	\$36.00
Water Meter Field Test	\$53.00	\$54.00
Water Meter Bench Test		
3/4" or 1" Water Meter	\$119.00	\$122.00
1 1/2" or 2" Water Meter	\$225.00	\$231.00
Larger Meters	Actual Cost	
Water pressure check once in 12 months	No Charge	
Each additional pressure check in 12 months	\$43.00	\$44.00
Water Chlorination Test - Subdivision retest upon failure (cost based on time and materials)	\$711.00	\$729.00
Water Pressure Test - Subdivision retest upon failure (cost based on time and materials)	\$429.00	\$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	\$544.00	\$558.00
Grave Space -Baby Land	\$171.00	\$175.00
Grave Space -Niches (bronze)	\$460.00	\$472.00
Grave Space -Urn garden	\$171.00	\$175.00
Grave space -Crypt	\$1,150.00	\$1179.00
Concrete cemetery box, including setting	\$460.00	\$472.00
Concrete liners	Cost plus 10%	
Final inscriptions	\$167.00 minimum charge	
	\$171.00 minimum charge	
Niche Vases	\$161.00	\$165.00
Grave markers	Wholesale cost X 2.5 not to exceed \$735.00	
	Wholesale cost X 2.5 not to exceed \$753.00	
Grave marker setting, concrete base	\$171.00	\$175.00
Monticello burial vault (sealed concrete)	\$1,266.00	\$1298.00

**Sexton Fees**

Opening and closing graves, ground	\$460.00	\$472.00
Opening and closing graves, double-deep	\$516.00	\$529.00
Opening and closing graves, infant	\$171.00	\$175.00
Opening and closing crypts	\$460.00	\$472.00
Opening closed crypts	\$460.00	\$472.00

Public Works

Opening and closing niches	\$117.00	\$120.00
Opening closed niche	\$117.00	\$120.00
Inter cremains in grave spaces	\$171.00	\$175.00
Scattering of cremains	\$117.00	\$120.00
Disinterment	\$1,145.00 paid in advance	\$1,174.00 paid in advance
Saturday, Sunday or Holiday burial	\$460.00	\$472.00
Grave Setup Rental	\$115.00/occurrence	\$118.00/occurrence
Tent Rental	\$56.00/day	\$57.00/day
Perpetual care lots, sold before 1927	\$117.00	\$120.00

**Vases:**

Galvanized	\$46.00	\$47.00
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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	\$192.00	\$195.00
T-Hangars with doors vintage	\$242.00	\$245.00
T-Hangars with doors contemporary	\$305.00*	\$309.00
Helicopter Hangar	\$242.00	\$245.00
Box Hangar “shell rental” (privately built City owned).284/sq. ft.	.2987/sq. ft.	
	/month (building footprint)	
	.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)
<ul style="list-style-type: none"> <li>• Heat = any upgraded heat source including gas and electric</li> <li>• Building footprint = outside wall dimension</li> </ul>	

Month tie-downs**	\$50.00 (small) \$61.00 (large)
	\$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	.206 sq. ft./yr.
	.208 sq. ft./yr.

**Lease type C - Ground Lease - Privately owned hangars**

Privately owned ground lease minimum footage 60’x40’	.484 sq. ft./yr.
	.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).

Public Works

**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 Band shell	\$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  
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  
Oak Knoll Golf Course

\$20.00 (at least 6 days/year)

Pioneer Hall

\$23.00/hr. on weekdays

\$35.00/hr. on weekends

\$23.00/hr. on weekdays

\$35.00/hr. on weekends

Miscellaneous Equipment Fee

\$100.00

Parks and Recreation

Electricity Use Fee  
houses & batting cages)

\$25.00 per 4 hours (jump



Parks and Recreation

**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**

	<u>Youth</u>	<u>Adult</u>
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	
	<u>10 Punch</u>	<u>20 Punch</u>
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	\$3.50
Adult Admission	\$4.00
Skate Rental	\$2.50
Adult Hockey Admission	\$5.50
Youth Hockey Admission	\$5.00
Adult Hockey Punch Card	\$50.00
Youth Hockey Punch Card	\$45.00
Open Skate / Kids only Punch Card	\$30.00
Ice Skating Private Lesson	\$18.00 per 30 mins
Helmets	\$8.00
Group Rental	\$5.00

Parks and Recreation

**Oak Knoll Golf Course Annual Passes:**

Annual Pass-Single	\$1,100.00
Annual Pass-Family	\$1,540.00

**Daily Adult Fees (ages 18 to 54)**

**\*Golf Fees Effective March 1, 2020**

<b>9 Holes</b>	November-February	\$14.00
	March-October	\$16.00
		<del>\$18.00</del>
	*Weekend March-October	\$16.00 <del>\$20.00</del>
	*Weekday Twilight March-October	\$14.00 <del>\$15.00</del>
	*Weekend Twilight March-October	\$10.00 <del>\$15.00</del>
	*Early Bird March-October	<del>\$15.00</del>
	*Replay	\$8.00 <del>\$10.00</del>
<b>18 Holes</b>	November-February	\$20.00
	March-October	\$24.00
		<del>\$28.00</del>
	*Weekend March-October	\$24.00 <del>\$30.00</del>
	*Weekday Twilight March-October	\$18.00 <del>\$22.00</del>
	*Weekend Twilight March-October	\$18.00 <del>\$22.00</del>
	*Early Bird March-October	<del>\$22.00</del>
	*Replay	\$15.00
<b>*Super Twilight March-October</b>		<del>\$15.00</del>

~~\*Daily Coupon Rate — \$10.00~~

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

<b>9 Holes</b>	November-February	\$12.00
	<del>*March-October</del>	<del>\$14.00</del>
	*Weekday March-October	\$14.00 <del>\$16.00</del>
	*Weekend March-October	\$14.00 <del>\$18.00</del>
<b>18 Holes</b>	November-February	\$18.00
	<del>*March-October</del>	<del>\$22.00</del>
	*Weekday March-October	\$22.00 <del>\$26.00</del>
	*Weekend March-October	\$22.00 <del>\$28.00</del>

**Daily Junior Fees (ages 8 to 17)**

<b>9 Holes</b>	Year-Round	\$5.00
<b>18 Holes</b>	Year-Round	\$10.00

**Driving Range**

One token (35) balls	\$3.00
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**Cart Fees (per person)**

<b>9 Holes</b>	Year Round	\$10.00
<b>9 Holes Senior Rate</b>	Year Round senior rate	\$8.00
<b>18 Holes</b>	Year Round	\$13.00

**Community Garden Fees**

10x10	\$29.00-\$34.50 depending on location	<del>\$45.00</del>
10x20	\$49.00-\$57.50 depending on location	<del>\$69.97</del>
20x20	\$75.00-\$86.50 depending on location	<del>\$91.67</del>

Parks and Recreation

4x12  
Refundable Deposit

\$29.00 ~~\$21.60-\$28.80~~ depending on location  
\$20.00

**Nature Center School Programs**

\$200.00/Class

**Nature Center Community Programs**

70/30 split with instructor and APRC

**Oak Knoll Golf Course Wedding Fees**

November-February  
November-February  
March-October  
March-October

\$1,500.00 - full day	<del>\$750.00</del> full day
\$800.00 - half day	<del>\$400.00</del> half day
\$750.00 - full day	<del>\$1,500.00</del> full day
\$400.00 - half day	<del>\$800.00</del> half day

**Maps**

City of Ashland Map  
Watershed Map

\$3.00 (or 2 maps for \$5.00)  
\$3.00 (or 2 maps for \$5.00)



**CITY OF  
ASHLAND  
GRADING FEES**

General. Fees shall be assessed 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<sup>1</sup>**

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:	
<ul style="list-style-type: none"> <li>• Inspections outside of normal business hours (minimum charge – two hours) \$65.25 per hour</li> <li>• Re-inspection fees \$65.25 per hour</li> <li>• Inspections for which no fee is specifically indicated (minimum charge – one half hour)<sup>2</sup></li> </ul>	

<sup>1</sup> 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.

<sup>2</sup> 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.

