

## **RESOLUTION NO. 1450**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANBY, OREGON, SETTING FEES FOR SERVICES; AND REPEALING RESOLUTION NO. 1437**

**WHEREAS**, City staff has reviewed the City of Canby's master fee schedule and recommends changes in certain fees to be charged for various services provided by City staff; and

**WHEREAS**, the proposed fee schedule changes are meant to cover the costs of providing services to the public for which fees are charged and are not meant to generate excess income for the City above the cost of providing the requested service; and

**WHEREAS**, the Canby City Council held a public hearing on January 7, 2026, to receive public testimony regarding the proposed fee increases;

**WHEREAS**, the Canby City Council determined that the proposed changes in certain fees to be charged are reasonable and based upon labor costs and industry standards; and

**WHEREAS**, any changes to fees approved in this Resolution override any original resolutions that imposed the fee only as they pertain to the specific fee or fees being amended.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Canby City Council as follows:

Section 1: City of Canby fees and charges are revised as shown in "Exhibit A" summarizing the proposed fee changes, "Exhibit B" showing a comparison of current fees versus proposed fees and "Exhibit C" reflects the new schedule effective as noted herein if all changes are adopted.

Section 2: The fees imposed by this resolution are not taxes subject to the property limitation of Article XI, Section 11(b) of the Oregon Constitution.

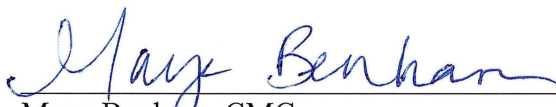
Section 3: All fees and charges not revised as shown in Exhibit "A" shall remain at their present amounts.

This resolution shall take effect on January 7, 2026.

**ADOPTED** this 7th day of January, 2026, by the Canby City Council.

  
\_\_\_\_\_  
Brian Hodson  
Mayor

ATTEST:

  
\_\_\_\_\_  
Maya Benham, CMC  
City Recorder

## CITY OF CANBY FY2026 MASTER FEE SCHEDULE EXHIBIT "A"

[illegible]

EXHIBIT "B"

Department	Fee Description	Current Amount FY2025	Proposed Amount FY2026	Authority	Effective Date	Last date change	Proposed change
Main Street							
Main Street	<b>Canby Independence Day Celebration Vendor Fees</b>						
Main Street	<b>Local Food Vendor Application</b>						
Main Street	Early Bird (Before April 10)	\$125	\$150.00	Res 1437	7/1/2025	1/20/2016	New Amount
Main Street	Regular Rate (April 11 - May 15)	\$175	\$200.00	Res 1437	7/1/2025	1/20/2016	New Amount
Main Street	Advanced Rate (May 16-June 12)	\$250		Res 1437	7/1/2025	1/20/2016	no change
Main Street	Final Rate (After June 13)	\$500	\$400.00	Res 1437	7/1/2025	1/20/2016	New Amount
Main Street	<b>Outside City Limits Food Vendor Application</b>						
Main Street	Early Bird (Before April 10)		\$200.00		1/7/2026		New Fee
Main Street	Regular Rate (April 11 - May 15)		\$250.00		1/7/2026		New Fee
Main Street	Advanced Rate (May 16 - June 12)		\$300.00		1/7/2026		New Fee
Main Street	Final Rate (After June 13)		\$500.00		1/7/2026		New Fee
Main Street	Specific Location	\$50 (extra)		Res 1437	7/1/2025	1/20/2016	no change
Main Street	Electricity	\$25 (per outlet)	\$50.00	Res 1437	7/1/2025	1/20/2016	New Amount
Main Street	<b>Beer/Wine Garden Vendor Application</b>	10% of total sales	\$250 or 15% of total sales (whichever is greater)	Res 1437	7/1/2025	1/20/2016	New Amount
Main Street	<b>Local Arts/Crafts Vendor Application</b>						
Main Street	Early Rate (Until April 10)	\$45	\$50.00	Res 1437	7/1/2025	1/20/2016	New Amount
Main Street	Regular Rate (After April 11)	\$65	\$75.00	Res 1437	7/1/2025	1/20/2016	New Amount
Main Street	Specific Location	\$50 (extra)		Res 1437	7/1/2025	1/20/2016	no change
Main Street	<b>Outside City Limits Arts/Crafts</b>						
Main Street	Early Rate (Until April 10)	\$65	\$75.00	Res 1437	7/1/2025	1/20/2016	New Amount
Main Street	Regular Rate (After April 11)	\$85	\$100.00	Res 1437	7/1/2025	1/20/2016	New Amount
Main Street	Specific Location	\$50 (extra)		Res 1437	7/1/2025	1/20/2016	no change
Main Street	<b>Commercial Vendor</b>						
Main Street	Early Rate (Until April 10)		\$100.00		1/7/2026		New Fee
Main Street	Regular Rate (After April 11)		\$125.00		1/7/2026		New Fee
Main Street	Late Rate (After May 29)		\$150.00		1/7/2026		New Fee
Main Street	<b>Parade Fee (Campaigns/Businesses)</b>	\$25	\$50.00	Res 1437	1/7/2026	1/20/2016	New Amount
Main Street	<b>Tie-dyed Shirts</b>	\$5		Res 1437	7/1/2025	1/20/2016	no change
Main Street	<b>Car Show</b>	\$20		Res 1437	7/1/2025	7/1/2024	no change
Main Street							
Main Street	<b>Canby's Big Weekend Street Dance Vendor Fees</b>						
Main Street	Food Vendor Application	\$50		Res 1437	7/1/2025	1/20/2016	no change
Main Street	Beer/Wine Garden Vendor Application	\$250 or 15% of total sales (whichever is greater)		Res 1437	7/1/2025	1/20/2016	no change
Main Street							
Main Street	<b>First Thursday Night Market Vendor Fees</b>						
Main Street	Commercial Vendor Single Event Fee		\$25.00		1/7/2026		New Fee
Main Street	Commercial Vendor Year Event Fee		\$200.00		1/7/2026		New Fee



# **CITY OF CANBY**

## **MASTER FEE SCHEDULE**

Effective 1/7/2026  
Resolution No. 1450

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## General Fees

• Staff Rates for all Departments	Twice the hourly rate for Step 1 of the position
• Photocopies or Printouts-Black and White, sizes to 8 1/2 x 14, single or double-sided	25¢ per sheet
• Photocopies or Printouts-Color, sizes to 8 1/2 x 14, single or double-sided	75¢ per sheet
• Photocopies or Printouts-Black and White, size 11x17, single sided only	\$1.00 per sheet
• Photocopies or Printouts-Color, size 11x17, single sided only	\$1.25 per sheet
• Records on CD/DVD/USB	\$10 plus staff time
• Public Records	Staff rate + materials costs (first 30 minutes no charge)
• Public Records-Faxing	50¢ per page sent
• Public Records-Mailing costs	Postage + \$1.00 handling fee
• Returned check fee	\$25
• Returned Electronic Payment Fee	\$15
• Electronic Lien Search fee	\$35
• License/Permit/Certificate replacement fee	\$10

## Administration Fees

• Business License-Annual	\$100
• Business License-Past Due	\$10 per month up to \$50
• Business License-Transfer or Assign	\$50
• Business Closure Without Notifying City	\$20
• Operating a Business without a License Penalty	\$100
• Liquor License Application New	\$100
• Liquor License Change of Ownership, Location, or Privilege	\$75
• Small Animal Permit	\$10
• Noise Variance fee	\$75
• Franchise Application and Review Fee-Telecommunications	Actual expenses (requires \$2,000 deposit)
• Registration Application Fee-Telecommunications Providers	\$100
• Annual Registration Fee-Telecommunications Providers	4% of gross revenues
• Right-of-Way Use Fee-Telecommunications Providers	\$2 per linear foot occupied (if no revenues earned in City)
• Franchise Fees-Telecommunications	7% gross revenue
• Franchise Fees-Cable	5% gross revenue
• Franchise Fees-Natural Gas	5% gross revenue
• Franchise Fees-Telephone	7% gross revenue
• Franchise Fees-Solid Waste	5% gross revenue
• In-lieu of Franchise Fees-Water/ Electric	5% of commodity sales
• In-lieu of Franchise Fees-Wastewater/ Stormwater	7% of service charge collected
• Transient Room Tax	6%



## Main Street Fees

### Canby Independence Day Celebration Vendor Fees

- Local Food Vendor Application
  - Early Bird (Before April 10) \$150
  - Regular Rate (April 11 - May 15) \$200
  - Advanced Rate (May 16 – June 12) \$250
  - Final Rate (After June 13) \$400
  - Specific Location \$50 (extra)
  - Electricity \$50
- Outside City Limits Food Vendor Application
  - Early Bird (Before April 10) \$200
  - Regular Rate (April 11 - May 15) \$250
  - Advanced Rate (May 16 – June 12) \$300
  - Final Rate (After June 13) \$500
  - Specific Location \$50 (extra)
  - Electricity \$50
- Beer/Wine Garden Vendor Application \$250 or 15% of total sales (whichever is greater)
- Local Arts/Crafts Vendor Application
  - Early Rate (Until April 10) \$50
  - Regular Rate (After April 11) \$75
  - Specific Location \$50 (extra)
- Outside City Limits Arts/Crafts
  - Early Rate (Until April 10) \$75
  - Regular Rate (After April 11) \$85
  - Specific Location \$50 (extra)
- Commercial Vendor
  - Early Rate (Until April 10) \$100
  - Regular Rate (After April 11) \$125
  - Late Rate (After May 29) \$150
- Parade Fee (Campaigns/Businesses) \$50
- Tie-dyed Shirts \$5
- Car Show \$20

### Canby's Big Weekend Street Dance Vendor Fees

- Food Vendor Application \$50
- Beer/Wine Garden Vendor Application \$250 or 15% of total sales (whichever is greater)

### First Thursday Night Market Vendor Fees

- Commercial Vendor Single Event Fee \$25
- Commercial Vendor Year Event Fee \$200

## Canby Area Transit Fees

• General Public Dial-A-Ride	\$1.00 per boarding
• Complimentary Paratransit Dial-A-Ride	\$1.00 per boarding
• Oregon City Dial-A-Ride	\$1.00 per boarding
• Shopping Shuttle Services	no charge
• Commuter and Fixed-Route Bus Service	\$1.00 per boarding
• Monthly Pass	\$20/calendar month
• Punch Pass (24 rides)	\$20 (no expiration)
• Payroll and self-employment tax	0.6%
• Missing Transit Tax Form	10% of total tax amount due

## Police Fees

- Alarm User Fees
  - Permit Registration and Annual Renewal
    - Seniors 65+ and Government entities
      - \$25 annually
      - \$10 annually
  - Appeal Fee
    - \$25 per request
  - Late Payment Fee
    - \$25
  - Reinstatement Fee for a suspended alarm
    - \$25
  - False Alarm
    - First False Alarm
      - Alarm School or \$50
    - Second False Alarm
      - \$75
    - Third False Alarm
      - \$100
    - Fourth or more False Alarms
      - \$150 each
  - Operating an Alarm System that is Suspended
    - First Time
      - \$200
    - Second and Subsequent Times
      - \$300
- Alarm Companies
  - Failure to report new install
    - \$50
  - False Alarm caused by Alarm Company
    - \$100
  - Calling on Suspended Alarm Site
    - First Time
      - \$100
    - Second and Subsequent Times
      - \$200
  - Failure to use Enhanced Call Confirmation Procedures
    - \$100
  - All Late Charges
    - \$25
  - Suspension Reinstatement Fee and Mailing Costs
    - \$200 + \$10 per customer if contacted
  - Appeal Fee
    - \$25 per request
- Citation - Copy
  - \$10
- Fingerprinting
  - \$25 plus \$10 each additional card
- Name Check Response Letter
  - \$10 for a no record form letter or a list of reports
- Photos/Videos on CD
  - \$25
- Police Report - Copy
  - \$10 DMV accident Report, \$15 Police Reports (plus 25¢ per pg. after 10 pages)
- Public Records - Admin Research
  - Staff rate + materials costs
- Radar Certification
  - \$10
- Impounded Animal Redemption Fee
  - \$50 plus cost of boarding
- Secondhand Dealer Application Fee
  - \$50
- Secondhand Dealer Annual Permit Fee
  - \$100
- Special Event Security
  - Staff rate
- Temporary/Special Event Liquor License
  - \$35
- Vehicle Release
  - \$150

## Court Fees

• Notice of Appeal Fee	\$35
• Civil Compromise Fee	\$150
• Court Appointed Attorney Fee	\$250 per Appointment & \$150 per appointment on PV cases
• Collections Referral Fee	25% of outstanding balance (by statute), not to exceed \$250
• Discovery Fee	\$15 reports; \$25 CD/DVD; \$10 citations
• DUII Diversion Filing Fee	\$200
• Failure to Appear at Trial Fee	\$100
• Failure to Comply Suspension Fee	\$100
• Failure to Appear Suspension Fee	\$50
• Fix It Dismissal Fee	\$50
• Guilty by Default Letter Fee	\$50
• Juvenile Good Driver Deferred Sentence Fee	\$264, \$159, \$99 or \$69 based on offense class
• Late Payment Letter Fee	\$25
• Minor in Possession Deferred Sentence Fee	\$150
• Misdemeanor Deferred Sentence Fee	\$300
• Motion to Reopen Case Fee	\$35
• Parking Ticket	Fine Ranges from \$15-\$25
• Parking Ticket Late Fee	City fine doubles after 14 days
• Payment Plan Fee	\$25, new or refinanced plan
• Public Records Request Fee	\$5 plus .25 each additional page + postage
• Returned Check Fee	\$50 (includes demand letter certified)
• Show Cause Fee/Order to Appear Fee	\$50
• Warrant Issued Fee	\$50

## Library Fees

- Library Cards

- Clackamas County residents Free
- Out-of-County Fee\* \$95

*\*Residents who live in Oregon in Multnomah County, Washington County, Hood River County, or those who reside in the Fort Vancouver Regional Library District or the City of Camas Washington, may obtain a LINCC library card without paying a non-resident fee.*

- Overdue Items

- Adult and Children's print & non-print items 10¢ per day (\$1.00 maximum per item for all materials, except Library of Things and in-house only items)
- Laptops and accessories \$5 per hour up to replacement cost
- Library of Things items \$1 per day up to replacement cost
- Overdue Fee "Food for Fines" \$1 per food item donated
- Overdue Fee "Half Off Fines" Patron pays their fine(s) and we waive a matching amount. Only overdue fines are eligible to be waived.

- Lost or Damaged Items

- Books (Missing book jacket) Cost of material as indicated in the library's database  
\$3
- CD Audiobooks
  - Disc \$7.95 per disc
  - CD case \$3
- DVDs
  - DVD case \$3
- Music CDs
  - Case \$2
- Children's Kits Cost of each component as listed in the item record
- RFID Labels
  - Stingray Label \$1
  - Missing Barcodes \$1
- Laptops Replacement cost of the item
- Headphones Replacement cost of the item
- USB hub Replacement cost of the item
- Mouse Replacement cost of the item
- Library of Things items Replacement cost of the item
- Copying and Printing
  - Black and White (Self-Serve) 15¢/page
  - Color (Self-Serve) 50¢/page

## Park Fees

	In City	Out of City
• Rental of Gazebo in Wait Park (waived for non-profits)	\$132	\$264
• Rental of Wait Park (waived for non-profits)	\$450	\$900
• Wait Park Banner Installation & Removal	\$176	\$176

## Swim Center Fees

	In City	Out of City
• Daily Admission		
○ Youth	\$2.50	\$3.75
○ Senior	\$2.50	\$3.75
○ Adult	\$3.25	\$4.50
○ Family	\$8.25	\$12.00
• Tickets		
○ 10 Swims Youth/Senior	\$25.00	\$37.50
○ 10 Swims Adult	\$32.50	\$45.00
• Passes		
○ 3 month - Youth	\$50.00	\$75.00
○ 3 month - Senior	\$50.00	\$75.00
○ 3 month - Adult	\$65.00	\$90.00
○ 3 month - 1 + 1	\$97.50	\$135.00
○ 3 month - Family	\$130.00	\$180.00
○ 12 month - Youth	\$137.50	\$206.25
○ 12 month - Senior	\$137.50	\$206.25
○ 12 month - Adult	\$178.75	\$247.50
○ 12 month - 1 + 1	\$268.00	\$371.25
○ 12 month - Family	\$357.50	\$495.00
• Water Exercise		
○ Youth	\$2.50	\$3.75
○ Senior	\$2.50	\$3.75
○ Adult	\$3.25	\$4.50
• Lessons		
○ Public Lessons	\$4.00	\$6.00
○ Spring Penguin	\$50.00	\$70.00
○ Summer Penguin	\$80.00	\$100.00
○ School Programs	by contract	\$100.00 per hr
• Rentals		
○ Public - 2 hours, up to 30 persons	\$55 per hr	\$75 per hr
○ Public - additional charge for 31-60 persons, then additional \$30 per each additional group of up to 30.	\$50	\$50
○ Canby Gators	by contract	

## Cemetery Fees

• Grave Marking & Recording Fee		\$100
• Cremains Opening & Closing (includes marking and recording)		\$300
• Opening & Closing for Crypts		
○ Single Entombment		\$600
○ Tandem or Side by Side Entombment		\$650
○ Westminster Single Entombment		\$750
○ Westminster Tandem or Side by Side Entombment		\$800
○ Disentombment		\$1,000
• Opening & Closing for Niches		\$350
• Headstone Marking Fee		\$50
• Set up and take down of tent and chairs		\$150
• Crypt Name Bar Installation		\$500
• Niche Name Bar Installation		\$400
○ Emblems (Elks, Rotary, Cross, etc.)		\$100
• Extra Plastic Vase & Holder		\$90
• Replacement of Plastic Vase		\$45
• Weekend or Holiday Services or Emergency Call Out for Funeral Services (additional fee)		\$300
• Cemetery Title Transfer		\$100
• Grave Lots	Property	Perpetual Care Fee
○ Standard Grave Lot	\$600	\$900
○ Child Grave Lot (1/2 sp)	\$240	\$360
○ Baby Grave Lot (1/4 sp)	\$200	\$300
○ Cremains Lot	\$200	\$300
• Niche Spaces	\$630	\$70
• Mausoleum Phase I		
○ Single Crypts (1 space)	\$2,375	\$125
○ Tandem Crypts (2 spaces)	\$6,650	\$350
○ Side by Side Crypts (4 Spaces)	\$7,600	\$400
• Mausoleum Phase II		
○ Single Crypts (1 space)		
• Sixth Level F	\$2,375	\$125
• Fifth Level E	\$2,850	\$150
• Fourth Level D	\$3,420	\$180
• Third Level C or Second Level B	\$4,085	\$215
• First and Westminster Level A (2 spaces)	\$5,700	\$300
○ Tandem Crypts (2 spaces)		
• Sixth Level F	\$3,800	\$200
• Fifth Level E	\$4,560	\$240
• Fourth Level D	\$5,415	\$285
• Third Level C or Second Level B	\$6,460	\$340
• First and Westminster Level A (4 spaces)	\$7,695	\$405
○ Side by Side Crypts (2 Spaces)		
• Sixth Level F	\$3,895	\$205
• Fifth Level E	\$4,655	\$245
• Fourth Level D	\$5,605	\$295
• Third Level C or Second Level B	\$6,650	\$350
• First and Westminster Level A (4 spaces)	\$7,980	\$420

## Utility Fees

### Street Maintenance Fee

- Residential Single Family \$5 per month
- Multi-Family Residences \$3.34/unit per month
- Detached Senior Housing and Mobile Home Parks \$2.09/unit per month
- Attached Senior Housing and Congregate Care Facilities \$1.04/unit per month
- Non-residential Varies: \$0.522 x trip value x units (\$5 min) per month

### Park Maintenance Fee

- Residential and Multi-family \$6.49 per dwelling unit per month
- Residential reduced rate (must meet criteria to qualify) \$3.25 per dwelling unit per month
- Commercial and Industrial \$6.49 per utility account per month

### Sewer and Stormwater Fees

- Combined Sewer/Stormwater Rates (monthly):
  - Residential Single Family \$46.20
  - Residential, apartment, per unit \$46.20
  - Mobile home \$46.20
  - Reduced Sewer Rate (must meet criteria to qualify) \$32.92
  - Elementary school, per student \$1.82
  - Middle & High school, per student \$2.41
  - Transient housing (1st unit) \$46.20
  - Each additional bed \$24.26
  - Nursing home (1st two beds) \$46.20
  - Each additional bed \$24.26
  - Commercial retail, minimum \$46.20
  - per 100 cf of water use Nov-Mar \$5.78
  - Commercial government, minimum \$46.20
  - per 100 cf of water use Dec & Jan \$5.78
  - Industrial, minimum \$46.20
  - per 100 cf of water use \$5.78
- Late fee \$10 per month after 45 days delinquent
- Landlord Tenant Agreement Setup Fee \$25
- Delinquent Account Certification Fee \$50
- Sanitary Sewer Extra Strength Charges BOD and TSS
  - BOD
    - Concentration 0 to 300 mg/L Included in Base
    - Concentration 301 to 600 mg/L \$2.12 per pound
    - Concentration 601 to 1200 mg/L \$4.24 per pound
    - Concentration greater than 1200 mg/L \* \$4.24 per pound
    - \*City may require discharger to install pretreatment equipment
  - TSS
    - Concentration 0 to 300 mg/L Included in Base
    - Concentration 301 to 600 mg/L \$2.22 per pound



## Utility Fees (Continued)

• Concentration 601 to 1200 mg/L	\$4.44 per pound
• Concentration greater than 1200 mg/L	* 4.44 per pound
*City may require discharger to install pretreatment equipment	
• Industrial Pretreatment Program Fees	
○ Industrial Wastewater Discharge Permit	\$5,000
○ Industrial Wastewater Discharge Renewal	\$2,500
○ Industrial Wastewater Discharge Permit application review	\$75/hour
○ Industrial Wastewater Discharge Permit Modification	\$75/hour
○ Annual Pretreatment Program Inspection & Monitoring	\$1,687.50
○ Annual F.O.G. (Fats, Oils & Grease) Program	\$337.50
○ Failure to Maintain Grease Control Equipment	Economic Benefit x 2
○ Sampling & Analysis – As compliance sampling and analysis occurs.	
These fees are equal to laboratory costs.	Actual Cost

## Public Works Fees

• Public Works Labor Rate	Staff Rate
• Fleet Services Labor Rate	Staff Rate
• Equipment Rates (does not include operator, see staff rate):	
○ Vactor Truck	\$85 per hour
○ Street Sweeper	\$80 per hour
○ TV Van	\$75 per hour
○ High Ranger	\$40 per hour
○ Dump Truck	\$65 per hour
○ Backhoe	\$35 per hour
○ Pickup truck	\$15 per hour
• Street Closure Request	\$100 (waived for non-profits)
• Railroad Parking Lot Event Fee	\$50 (waived for non-profits)
• Metal Street Barricade Delivery Fee	\$400 (waived for non-profits)
• Map Copying and Research on Easements	staff rate + printing charge
• Banner Installation	\$100
• Grant Street Arch Banner Installation & Removal	\$220
• Inspections for Construction Projects (Development/Capital)	Greater of 2.5% of final construction estimate or \$560
• Work-in-Right of Way Permit/ Street Excavation (Construction)	\$125
• Work in Right-of-Way Permit Fee without street excavation	\$75
• Driveway Return, Street Curb or Public Sidewalk Construction Inspection Fee	\$100
• Driveway Return, Street Curb or Public Sidewalk Re-Inspection Fee	\$75
• Street Tree Fees for New Development	\$250 per tree, incl. planting & 1-year maintenance
• Street Signs: New and Replacements	Charge shall be determined based on state contract for similar commodity, quoted at time of request
• Design Exception	\$100
• Encroachment Application Permit Fee	\$50

• Building Number Installation Charge	\$50
<b>Public Works Fees (Continued)</b>	
• Advance Finance Public Improvement Application Fee	\$150
• Street Tree Removal Permit	\$25
• Sewer Tap Fee (on-site connection)	\$100
• House Move Permit	\$50
• Erosion Control	Base Rate, to 4 inspections
○ Single Family	\$240
○ Duplex	\$300
○ Triplex	\$360
○ Single Family Additions (disturbing < 500 sq. ft.)	\$240
	Base Rate, to 8 inspections
○ All Other Lots (Up to 1 acre)	\$500
• Each additional acre	\$85
• Each additional inspection	\$60
• Violations	\$1,000 per occurrence and \$250 per day if not corrected

## System Development Charges

### Park SDC's

• Single Family	\$7,784 per dwelling unit
• Multi-Family	\$8,068 per dwelling unit
• Manufactured Housing	\$6,645 per dwelling unit
• Non-Residential	\$628 per employee

*Note: If the total number of employees cannot be ascertained the following calculation can be used instead.*

*Divide the total sq. ft. of building space by the number of sq. ft. per employee from below, then multiply by the current Parks SDC fee of \$628 (Example: 25,000 SF/700 (Manufacturing-General) = 35.7 x \$628 = \$22,419.60 SDC)*

• Manufacturing:	Square Feet per Employee
○ General	\$700
○ Food Related	\$775
○ Textile, Apparel	\$575
○ Lumber, Wood Products	\$560
○ Paper & Related	\$1,400
○ Printing & Publishing	\$600
○ Chemicals, Petrol, Rubber, Plastics	\$850
○ Cement, Stone, Clay, Glass	\$800
○ Furniture & Furnishings	\$600
○ Primary Metals	\$1,000
○ Secondary Metals	\$800
○ Non-Electrical Machinery	\$600
○ Electrical Machinery	\$375
○ Electrical Design	\$325
○ Transportation Equipment	\$500
○ Other	\$400
• Warehousing:	
○ Storage	\$20,000
○ Distribution	\$2,500
○ Trucking	\$1,500
○ Communications	\$250
○ Utilities	\$225

• Wholesale Trade:	
○ Durable Goods	\$1,000
○ Non-Durable Goods	\$1,150
• Retail:	
○ General	\$700
○ Hardware	\$1,000
○ Food Stores	\$675
○ Restaurant/Bar	\$225
○ Appliance/Furniture	\$1,000
○ Auto Dealership	\$650
○ Gas/Station - Gas Only	\$300
○ Gas/Station - Gas & Service	\$400
○ Regional Shopping Center	\$600
• Services:	
○ Hotel/Motel	\$1,500
○ Health Services - Hospital	\$500
○ Health Services - Clinic	\$350
○ Educational	\$1,300
○ Cinema	\$1,100
○ Personal Services - Office	\$600
○ Government Administration	\$300
○ Finance, Insurance, Real Estate, Business Services- Office	\$350

### Sanitary Sewer SDC's

• Single-Family Residential SDC	\$3,816 per Dwelling Unit
• Multi-Family Residential SDC	\$3,051 per Dwelling Unit
• Commercial/industrial SDC Based on Wastewater Flow	\$3,816

(Formula = Average Daily Volume of Wastewater Discharge / 155 Gallons Per Day x SDC)

### Stormwater and Transportation SDC's

*Stormwater SDC based on Cost Per Trip times the Number of Trips estimated by the ITE Trip Generation Manual, and the linked trip factor (ELNDT) adopted by the City in the most recent Transportation SDC update. The SDC varies by average weekday Equivalent Length New Daily Trips (ELNDT) as published by ITE Trip Manual for most land use categories.*

#### Abbreviations

**TSFGFA** - Thousand Square Feet Gross Floor Area

**TSFGLA** - Thousand Square Feet Gross Leasable Area

**VFP** - Vehicle Fueling Position

	Stormwater	Transportation	Per
• <b>RESIDENTIAL</b>			
○ 210 Single Family Dwelling / ELNDT 9.52	\$332	\$4,612	Dwelling Unit
○ 220 Multifamily / ELNDT 6.7	\$235	\$3,229	Dwelling Unit
○ 230 Condo/Townhouse / ELDNT 4.93	\$172	\$2,539	Dwelling Unit
○ 240 Mobile Home Park / ELDNT 3.54	\$124	\$2,436	Dwelling Unit
○ 254 Assisted Living / ELDNT 3.87	\$93	\$1,278	Dwelling Unit
• <b>SELECTED LAND USES</b>			
○ 110 General Light Industrial / ELNDT 7.0	\$244	\$3,364	TSFGFA
○ 120 General Heavy Industrial / ELNDT 1.5	\$52	\$723	TSFGFA
○ 130 Industrial Park / ELNDT 6.83	\$238	\$2,673	TSFGFA
○ 140 Manufacturing / ELDNT 3.82	\$134	\$1,512	TSFGFA
○ 150 Warehouse / ELNDT 5.0	\$175	\$2,396	TSFGFA
○ 151 Mini-Warehouse / ELNDT 2.5	\$88	\$1,205	TSFGFA

○ 160 Data Center / ELDNT .99	\$36	\$504	TSFGFA
○ 310 Hotel / ELDNT 7.67	\$268	\$3,921	Room
○ 320 Motel / ELDNT 7.83	\$274	\$2,822	Room
○ 430 Golf Course / ELDNT 4.78	\$166	\$4,075	Acre
○ 444 Movie Theater w/ Matinee / ELDNT 16.37	\$571	\$111,992	Screen
○ 492 Health/Fitness Club / ELDNT 2.85	\$100	\$11,196	TSFGFA
○ 520 Elementary School (Public) / ELNDT 0.5	\$17	\$249	Student
○ 522 Middle/Jr High School / ELDNT 8.68	\$303	\$748	Student
○ 530 High School / ELDNT 8.12	\$283	\$701	Student
○ 560 Church / ELNDT 6.8	\$236	\$3,294	TSFGFA
○ 565 Day Care Center/Preschool / ELNDT 1.8	\$63	\$864	Student
○ 620 Nursing Home / ELDNT 3.87	\$136	\$2,515	Bed
○ 630 Clinic / ELNDT 33.4	\$1,165	\$16,066	TSFGFA
○ 710 General Office Building / ELNDT 11.0	\$383	\$5,307	TSFGFA
○ 720 Medical-Dental Office Building / ELNDT 36.1	\$1,259	\$17,412	TSFGFA
○ 750 Office Park / ELDNT 9.7	\$338	\$4,247	TSFGFA
○ 770 Business Park / ELDNT 10.57	\$369	\$4,721	TSFGFA
○ 812 Building Materials/Lumber Store / ELDNT 32.17	\$1,121	\$16,150	TSFGFA
○ 814 Specialty Retail Center / ELNDT 16.4	\$572	\$7,894	TSFGFA
○ 815 Free Standing Discount Store / ELDNT 17.1	\$596	\$3,560	TSFGLA
○ 820 Shopping Center / ELDNT 15.9	\$554	\$7,648	TSFGLA
○ 841 Auto Sales / ELDNT 35.75	\$1,246	\$16,803	TSFGFA
○ 848 Tire Store / ELDNT 10.74	\$375	\$4,681	TSFGFA
○ 850 Supermarket / ELDNT 54.9	\$1,914	\$26,489	TSFGFA
○ 853 Convenience Market / ELDNT 120.9	\$4,215	\$58,254	TSFGFA
○ 862 Home Improvement Super Store / ELDNT 7.51	\$262	\$3,094	TSFGFA
○ 880 Pharmacy/Drugstore / ELDNT 38.6	\$1,344	\$18,594	TSFGFA
○ 881 Pharm/Drug w/ Drive Through / ELDNT 17.29	\$602	\$5,862	TSFGFA
○ 890 Furniture Store / ELDNT 2.4	\$83	\$256	TSFGFA
○ 911 Bank/Savings: Walk-in / ELDNT 69.7	\$2,430	\$33,573	TSFGFA
○ 912 Drive in Bank / ELDNT 31.4	\$1,096	\$2,515	TSFGFA
○ 925 Drinking Place / ELDNT 4.42	\$153	\$51,771	TSFGFA
○ 931 Quality Restaurant / ELDNT 25.7	\$896	\$12,354	TSFGFA
○ 932 High Turnover Sit Down Restaurant / ELDNT36.23	\$1,263	\$5,212	TSFGFA
○ 934 Fast Food Restaurant / ELDNT 106.7	\$3,720	\$51,405	TSFGFA
○ 938 Coffee/Donut Drive Through / ELDNT 243	\$8,471	\$13,755	TSFGFA
○ 942 Automobile Care Center / ELDNT 14.8	\$516	\$6,896	TSFGFA
○ 943 Auto Parts / ELDNT 1.52	\$54	\$5,339	TSFGLA
○ 944 Gasoline/Service Station / ELDNT 30.4	\$991	\$14,999	VFP
○ 945 Gas/Service Station w/ Market / ELDNT 17.9	\$624	\$615	VFP
○ 946 Gas/Service Station w Car Wash / ELDNT 17.9	\$613	\$1,744	VFP

## Planning Fees

• Addressing Fees (New or Change Of)	\$125 Base Fee Plus \$10 per lot or parcel above 1
• Addressing (Prior to Recorded Plat)	\$250 Base Fee Plus \$10 per lot or parcel above 1
• Annexations without a Development Concept Plan (DCP)	
○ Less than 1 Acre	\$4,400 - (Base Fee)
○ 1 – 10 Acres	Plus \$175 per Acre or fraction thereof
○ 10.1 + Acres	Plus \$150 per Acre or a fraction thereof
• Annexations with a Development Concept Plan (DCP)	
○ Less than 1 Acre	\$7,300 – (Base Fee)
○ 1 – 10 Acres	Plus \$175 per Acre or fraction thereof
○ 10.1 + Acres	Plus \$150 per Acre or fraction thereof
• Appeals	
○ Type I & Type II Land Use Decision (refunded if appellant prevails at the hearing)	\$500
○ Type III Land Use Decision	\$2,000
• Building Permit Site Plan Review	
○ Single Family House	\$275 per application
○ Duplex (including conversions of single family to duplex)	\$275 per application
○ Non-Living Space addition (garage, carport, porch, etc)	\$175 per application
○ Living Space Expansion/Addition	\$200 Plus SDC's, if applicable
○ Accessory Dwelling Unit (ADU)	\$225 Plus SDC's, if applicable
○ Multifamily	\$300 Base Fee Plus \$60 per unit Over 4
○ Demolitions (Residential)	\$175
○ Demolitions (Commercial or Industrial)	\$350
○ Residential or Commercial tenant improvements and remodels not involving additional square footage or exterior alterations of the structure	\$125
○ Signs	\$200 (\$50 for each additional sign)
○ Existing Wireless Telecommunications System Facility/Tower Modification	\$500
○ Small Cell Wireless Deployment in the Right-of-Way	\$200 per location plus 2 hours charged at engineering review rate
○ All other commercial and industrial site plan review:	
• 0 to 2,000 square feet	\$700
• 2,001 to 5,000 square feet	\$900
• 5,001 to 10,000 square feet	\$1,100
• 10,001 to 50,000 square feet	\$1,400
• 50,001 to 100,000 square feet	\$1,800
• 100,001 square feet and up	\$2,000

• Comprehensive Plan Amendment	
○ Legislative Text	\$7,500
○ Legislative or Quasi-Judicial Map	\$6,500
• Conditional Use Permit	\$3,800
• Construction Excise Tax (not subject to annual CPI-U increase)	\$1 per sq. ft. per residential dwelling unit
• Final Plat Review	
○ Property Line Adjustment/Lot Consolidation	\$500
○ Partition – Up to 3 lots	\$775
○ Subdivision – 4 or more lots	\$1,500
• Food Cart Pods	\$2,000
• Food Cart Pod Modification	\$1,000
• Hardship	\$125
• House Move	\$150 per hour of Staff Time
• Interpretation of Development Code by Planning Director	\$1,500
• Appeal of Written Director's Interpretation to the Planning Commission	\$2,500
• Mandatory Adjustment (SB 1537)	\$750 per type of adjustment
• Measure 56 Notice	\$750 for up to 250 notices, \$3 per notice above 250
• Mobile Food Vendor	\$175
• Mobile Food Vendor – Renewal in Same Location	\$100
• Modification to approved applications – Minor	\$600
• Modification to approved applications – Intermediate	\$2,500
• Modification to approved applications – Major	\$3,100 + Staff Time over 20hrs
• Modification to a Development Concept Plan	\$5,000
• Non-Conforming Uses	
○ Verification of Use	\$775
○ Alteration or Expansion of Use	\$1,500
• Property Line Adjustment	\$850
• Parking Lot/Paving Projects	\$310
• Partition	\$2,500
• Planned Unit Development (PUD)	\$3,500
• Pre-Application Conference	
○ Type II	\$800
○ Types III or IV	\$1,500
○ Written meeting minutes	\$300
• Preconstruction Conference	\$1,500
○ Link to video recording of the pre-application conference (available upon request)	\$0
○ Written meeting minutes	\$300
• Public Improvement Engineering Plan Review Fee	
<u>Public Improvement Estimated Cost</u>	
○ \$50,000 or less	\$2,000
○ \$50,001 to \$150,000	\$2,000 for the first \$50,000, + .04 x the amount over \$50,000

○ \$150,001 to \$500,000	\$6,000 for the first \$150,000 + .03 x the amount over \$150,000
○ \$500,001 to \$1,000,000	\$16,500 for the first \$500,000 + .02 the amount over \$500,000
○ \$1,000,001 and up	\$26,500 for the first \$1,000,000 + .01 the amount over \$1,000,000 to a maximum of \$30,000
• Right-of-Way Vacation Fee	\$2,500
• Sidewalk Café Annual Permit**	\$50
• Sidewalk Café Annual Right of Way Rental**	\$2
• Site and Design Review (Type II)	\$2,400 plus 0.02 of project cost max \$20,000
• Site and Design Review (Type III)	\$4,600 plus 0.02 of project cost max \$25,000
• Site Plan Development Engineering Plan Review Fee***	
○ Up to 0.25 Acres	\$1,000
○ Over 0.25 up to 2 Acres	\$1,250
○ Over 2 up to 5 Acres	\$1,750
○ Over 5 up to 8 Acres	\$2,250
○ Over 8 Acres	\$2,750
• Hourly rates for research or review not covered by other listed fees	
○ Planning Staff	\$150 per hour
○ Consulting Engineer	\$200 per hour
○ Consulting Attorney	Applicant pays actual cost (Estimate provided upon request)
• Subdivision – 4 or more lots	\$4,500 + \$150 per lot
• Temporary Vendor Permit	\$200 (\$100 for nonprofit)
• Temporary Vendor Permit Renewal	\$100 (\$50 for nonprofit)
• Transportation Review	
○ Traffic Engineering Scope	\$1,000 deposit
○ Exception application for access management plan (16.46.070.B)	\$750
○ Traffic Analysis Letter	Applicant pays actual cost
○ Transportation Impact Statement	Applicant pays actual cost
• Variance	
○ Major	\$5,700
○ Minor Setback	\$2,000
○ Minor Sign	\$600
• Withdrawal of Territory	
○ <1 Acre	\$3,100
○ 1-10 Acres	\$80
○ 11-50 Acres	\$50
○ 51 + Acres	\$10
• Zoning Letter	
○ Basic, includes LUCS and DMV Location Review (zone and use verification)	\$220
○ Expansive (Conformance research)	\$1,000

- Zoning Map Amendment \$4,000
- Zoning Text Amendment \$5,500

NOTES:

All SDCs are calculated and charged separately  
 Planning Fees are subject to annual increases  
 based on the CPI-U, except the Construction Excise  
 Tax

\* Fee collected with Pre-Construction submittal.  
 Includes the following Right of Way infrastructure:  
 Street Pavement, Curbs, Driveway Returns, Sewer,  
 Storm Drainage, Sidewalks and Street Trees.

\*\* Program is run and regulated by Canby  
 Economic Department

\*\*\* Fee collected with initial land use application



## Building Fees

- Building Permit Fee
  - \$0 to \$3,000 valuation \$80
  - \$3,001 to \$25,000 valuation \$80 for the first \$3,000 and \$12 for each additional \$1,000 or fraction thereof
  - \$25,001 to \$50,000 valuation \$344 for the first \$25,000 and \$9 for each additional \$1,000 or fraction thereof
  - \$50,001 to \$100,000 valuation \$569 for the first \$50,000 and \$6 for each additional \$1,000 or fraction thereof
  - \$100,001 and up \$869 for the first \$100,000 and \$5 for each additional \$1,000 or fraction thereof
  - Plan Review Fee 100% of Building Permit fee
- Temporary Certificate of Occupancy \$250
- Deferred submittal processing and reviewing fee Equal to the building permit fee for the valuation of the particular deferred portion or portions of the project, with a set minimum fee of \$300
- Phased or Partial Building Permit plan review fee \$300 plus 10% of the total project building permit fee not to exceed \$2,000 for each phase in addition to above fees
- Inspections outside of normal business hours \$160/hr (minimum charge – two hours)
- Re-inspection Fees \$80
- Demolition (Residential) \$80
- Demolition (Commercial & Industrial) \$160
- Inspections for which no fee is specifically indicated \$160/hr (minimum charge – 1/2 hour)
- Additional plan review required by changes, additions, or revisions to proposed or approved plans \$160/hr (minimum charge – 1/2 hour)
- Manufactured Dwelling Installation
  - Installation and set up \$350
  - Earthquake bracing when not a part of original installation \$280
- Prescriptive Flat Fee Solar Installation \$240
- Residential Fire Suppression Systems Combined Plan Permit and Plan Check Fees:
  - 0 sq. ft to 2,000 sq. ft. \$160
  - 2001 sq. ft. to 3600 sq. ft. \$210
  - 3601 sq. ft. to 7200 sq. ft. \$269
  - 7201 sq. ft. and greater \$377
- Mechanical Fee Schedule for New and Additions or Alterations, to One- and Two-Family Dwellings:
  - Install/Replace Furnace: Up to 100,000btu \$24.75 per appliance
  - Install/Replace Furnace: Over 100,000btu \$31.50 per appliance
  - Install/Replace/Relocate Heaters: \$24.75 per appliance  
Suspended, Wall or Floor Mounted.
  - Appliance Vent \$12.50 per appliance
  - Alteration Of Existing HVAC System \$24.75
  - Air Handling Units \$18.75 per appliance
  - Air Conditioning under 100,000btu \$24.75 per appliance
  - Air Conditioning over 100,000btu \$46.50 per appliance
  - Dryer Exhaust \$18.75 per appliance

○ Hood	\$18.75 per appliance
○ Exhaust Fan Connected To A Single Duct	\$12.50 per appliance
○ Gas Piping: 1 To 4 Outlets	\$8.25
○ Gas Piping: Each Additional Outlet	\$2.25 per outlet
○ Fireplace	\$18.75 per appliance
○ Wood Stove	\$18.75 per appliance
○ Other	\$18.75 per appliance
○ Minimum Permit Fee	\$80
○ Plan Review Fee (Mechanical)	100% of Mechanical Permit fee
● Mechanical Fees for New and Additions or Alterations to Commercial, Multi-Family and Industrial Projects	
○ \$0.00 to \$5000.00 valuation	\$80
○ \$5001.00 to \$10,000.00 valuation	\$80 for the first \$5000 and \$3 for each additional \$100 or fraction thereof
○ \$10,001.00 to \$100,000 valuation	\$230.00 for first \$10,000.00 and \$12.00 for each additional \$1,000.00 or fraction thereof
○ \$100,001.00 and up	\$1,310 for the first \$100,000 and \$10 for each additional \$1,000 or fraction thereof
○ Plan Review Fee (Mechanical)	37% of Mechanical Permit fee
● Grading Permit Fee Schedule	
○ 50 cubic yards or less	\$80
○ 51 to 100 cubic yards	\$117
○ 101 to 1,000 cubic yards	\$117 for the first 100 cubic yards, plus \$55 for each additional 100 cubic yards or fraction thereof
○ 1,001 to 10,000 cubic yards	\$612 for the first 1,000 cubic yards, plus \$46 for each additional 1,000 cubic yards or fraction thereof
○ 10,001 to 100,000 cubic yards	\$1026 for the first 10,000 cubic yards, plus \$210 for each additional 10,000 cubic yards or fraction thereof
○ 100,001 cubic yards and up	\$2916 for the first 100,000 cubic yards, plus \$115 for each additional 10,000 cubic yards or fraction thereof
○ Plan Review Fee (Grading)	65% of Grading Permit fee