

RESOLUTION NO. 671

A RESOLUTION AMENDING THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION AND REPEALING RESOLUTION NO. 207.

THE CITY OF WILSONVILLE HEREBY RESOLVES AS FOLLOWS:

Section 1. Page 1-11 of the Standard Specifications for Public Works Construction in the City of Wilsonville, Oregon, is amended to read as follows:

"Plan Check Fee: A plan check fee shall be paid prior to the City of Wilsonville Public Works Department reviewing any construction plans. Plan Check Fee is shown in Table A.

Type B Permit Fee

The applicant for a Public Works Construction Permit shall pay a permit fee at the time construction plans have been approved by the Public Works Director. The permit fee is shown in Table "A".

TABLE 'A'

TOTAL ESTIMATED CONSTRUCTION COSTS	PLAN CHECK FEE	CONSTRUCTION PERMIT FEE
0 to 999	\$ 15.00	\$ 40.00
1,000 to 1,999	30.00	95.00
2,000 to 4,999	55.00	167.00
5,000 to 9,999	80.00	341.00
10,000 to 19,999	100.00	646.00
20,000 to 29,999	135.00	1,025.00
30,000 to 39,999	165.00	1,391.00
40,000 to 49,999	195.00	1,740.00
50,000 to 74,999	225.00	2,290.00
75,000 to 99,999	260.00	3,081.00
100,000 to 149,999	290.00	4,148.00
150,000 to 199,999	320.00	5,532.00
200,000 to 299,999	360.00	7,434.00
300,000 to 399,999	405.00	9,914.00
400,000 to 499,999	470.00	12,324.00
500,000 & Over	.0011 of total construction costs	3.15% of total construction costs

The permit fee and plan check fee are intended to defray all costs incurred by the City in providing technical services related to any Public Works Construction performed through a private engineer and contractor at the applicant's expense. Services provided by the City include, but are not limited to, the following:

1. Meeting with the applicant, his engineer or agent to review city standards, specifications, ordinances and procedures.
2. Providing the applicant's engineer with information on existing conditions and facilities.
3. Providing information and data for any state or county approvals that are required.
4. Reviewing all construction drawings, engineering and specifications.
5. Making inspections necessary to assure compliance with city standards and specifications.
6. Keeping notes and records for inclusion in the as-built drawings.
7. Updating city map files and records by incorporating as-built information.
8. Meeting with the various utility companies to review and coordinate all utility construction and installations.

Section 2. The Standard Specifications for Public Works construction in the City of Wilsonville, Oregon, shall hereinafter be referred to as the Standard Specifications for Public Works Construction in the City of Wilsonville, Oregon, as amended 1981."

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 6th
day of June, 1988, and filed with the Wilsonville City Recorder this same date.



WILLIAM E. STARK, Mayor

ATTEST:



VERA A. ROJAS, City Recorder

SUMMARY of Votes:

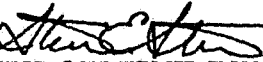
Mayor Stark	<u>Aye</u>
Councilor Edwards	<u>Aye</u>
Councilor Braymen	<u>Aye</u>
Councilor Clarke	<u>Aye</u>
Councilor Jameson	<u>Aye</u>

COMMUNITY DEVELOPMENT DEPARTMENT
MEMORANDUM

DATE: JUNE 2, 1988

TO: HONORABLE MAYOR AND CITY COUNCILORS

THROUGH: PETE WALL
CITY MANAGER

FROM: STEVE STARNER 
COMMUNITY DEVELOPMENT DIRECTOR

RE: PUBLIC WORKS PERMIT FEES

In 1979, the City of Wilsonville adopted Public Works standards and specifications. At the same time, the procedure for obtaining a construction permit and a permit fee schedule was set forth. In December, 1981 a resolution was adopted to amend the schedule for plan check fees and construction permit fees. A comparative review of the schedules used in neighboring jurisdictions has not been performed since 1981. Rick Gemeinhardt, Engineering Technician, collected construction permit fee schedules from Canby, Lake Oswego, Oregon City, Newberg, Tigard, Tualatin, West Linn and Woodburn (see exhibit No.1). Based on the fee schedule in each jurisdiction, the relative fees collected for a typical subdivision and waterline project were compared between jurisdictions (see exhibit No. 2). Based on an overall average, the public works permit fees collected in Wilsonville are 48 per cent lower than those collected in other jurisdictions. Wilsonville fees are 67 per cent lower than Lake Oswego and Woodburn permit fees.

The permit fee is intended to defray all costs incurred by the city in providing technical services related to any public works construction performed through a private engineer and contractor. Services provided by the city include, but are not limited to, the following:

1. Meeting with the applicant, his engineer or agent to review city standards, specifications, ordinances and procedures.
2. Providing the applicant's engineer with information on existing conditions and facilities.
3. Providing information and data for any state or county approvals that are required.
4. Reviewing all construction drawings, engineering and specifications.
5. Making inspections necessary to assure compliance with city standards and specifications.
6. Keeping notes and records for inclusion in the as-built drawings.
7. Updating city map files and records by incorporating as-built information.
8. Meeting with the various utility companies to review and coordinate all utility construction and installations.

Honorable Mayor and City Councilors
Re: Public Works Permit Fees
June 2, 1988 - Page 2

The city currently has no provision or allowance to collect additional expenses due to inspection overtime spent on projects extending beyond normal work hours. Specifically in the case of the Charbonneau Lakeside project, where a permit fee of \$3,580.50 was collected. The city's engineering manpower cost (including employee benefits) was \$3,171.91. Taking into account engineering "shop" cost factors (administration, utilities, vehicles, mileage, equipment), the total engineering service cost to the city of Wilsonville on the Lakeview project was approximately \$7,443.00, resulting in a net municipal loss of \$3,863.00.

Recommendation:

Based on the findings and evidence presented by staff, determine that a reasonable and prudent increase in the city's public works permit fee schedule is appropriate, and adopt the amending resolution.

ss:md

Attachment: Exhibit #1 & #2

cc: CD Permit Fee file

PERMIT FEES COMPARISION WITH OTHER LOCAL JURISDICTIONS

Canby: Canby's Public Works Dept. charges a fee for the public projects that are classified as a subdivision only . That fees are as follows -

- \$0 - \$5000 is \$250 for a permit fee
- \$5000 - \$200,000 is \$250 + 3% of the public improvements
- \$200,000 and up is \$6100 + 2% of the public improvements

The city doesn't charge for extension of the city utilities because the theory is that the city is glad to have a developer pay from their own pocket to improve or extend the city's utilities to serve other properties.

Lake Oswego: Lake Oswego's Engineering Dept. charges a fee for any work in the Public Right of Way in the city. The fees are as follows:

- 5% of the construction costs or \$750 whichever is greater
- \$50 street cutting fee for any improvements in the Public R of Way

Oregon City: Oregon City's Engineering Dept. charges a fee for any work in the Public Right of Way in the city. The Engineering Dept. also charges a fee for an expansion of a parking lot off of an existing one. The fees are as follows:

- 2% of construction costs
- for parking lots expansion - 2% of the costs to improve the parking lot to cover the Engineering Review for the added water going into the Storm Sewer

Newberg: Newberg's Engineering Dept. charges an application fee for a subdivision, a fee for the storm sewer improvements, and a fee for any work in the Public Right of Way in the city. The fees are as follows:

- Subdivision application fee is \$250
- Storm Sewer is based on 1/2 cent per sq.ft. up to 20,000 sq.ft. plus 1/2 cent per sq.ft. of roof area
- 4% of Engineer's Estimate for construction costs or \$300 whichever is greater

The city also charges extra for street signs and street trees.

Tigard: Tigard's Engineering Dept. charges a fee for any work done in the Public Right of Way in the city and a charge for any new street lights that are put in. The fees are as follows:

- of a standard Engineer's Estimate for construction costs
- Street lights - The developer pays first 2 years of maintenance and energy use based on a chart the city uses as well as the cost to install them

Tualatin: Tualatin's Engineering Dept. charges a fee for any work done in the Public Right of Way in the city. Tualatin also keeps track of inspectors time (cost) on the project verses fees collected and if more money is needed to cover the inspectors time on the project a bill is sent to the developer and a Stop Work Order is placed on the project after 15 days if no money has been collected. The fee is as follows:

- 4% of the construction costs

West Linn: West Linn's Engineering Dept. charges a fee for any work done in the Public Right of Way in the city and a fee for the permit. The fees are as follows:

- 0 - \$1000 is \$15 or 5% whichever is greater of the construction costs
- \$2000 is 4%
- \$5000 is 3.05%
- \$10,000 is 2.90%
- \$20,000 is 2.75%
- \$30,000 is 2.62%
- \$40,000 is 2.54%
- \$50,000 is 2.47%
- \$75,000 is 2.34%
- \$100,000 is 2.25%
- \$150,000 is 2.12%
- \$200,000 is 2.02%
- \$300,000 is 1.90%
- \$400,000 is 1.82%
- \$500,000 & up is 1.75%
- a permit fee added on for the permit is \$20

If the construction costs are between any two values shown then the percent to charge for the fee is interpolated using a straight line interpolation.

Wilsonville: Wilsonville's Engineering Dept. charge a fee for any work in the Public Right of Way in the city. The city's fees are split into a plan review and a construction permit fee. The fees are as follows:

TOTAL ESTIMATED CONSTRUCTION COSTS	PLAN CHECK FEE	CONSTRUCTION PERMIT FEE
0 to 999	\$ 10.00	\$ 25.00
1,000 to 1,999	20.00	60.00
2,000 to 4,999	35.00	107.00
5,000 to 9,999	50.00	218.00
10,000 to 19,999	65.00	413.00
20,000 to 29,999	85.00	655.00
30,000 to 39,999	105.00	889.00
40,000 to 49,999	125.00	1,112.00
50,000 to 74,999	145.00	1,463.00
75,000 to 99,999	165.00	1,969.00
100,000 to 149,999	185.00	2,650.00
150,000 to 199,999	205.00	3,535.00
200,000 to 299,999	230.00	4,750.00
300,000 to 399,999	260.00	6,335.00
400,000 to 499,999	300.00	7,875.00
500,000 & Over	.0007 of total construction costs	2% of total construction costs

Woodburn: Woodburn's Engineering Dept. charges a fee for any work done in the Public Right of Way in the city limits. The city also has other misc. fees for hookups. The fees are as follows:

- The permit fee is 5% of construction costs
- Driveway Connection fee is \$150 per unit and \$10 for the permit
- Drainage connection fee is \$50 per 1000 sq.ft. of Building Area

The city will buy the water pipe if the development wanting to connect has to lay pipe past other properties that will hookup later and require the developer to over size the pipe. The city does not require any compaction testing for street cuts just that the developer make an effort at compacting trench backfill.

Permit-compare

PROJECT	Lakeside at Charbonneau	Nike Waterline II
CONSTRUCTION COSTS	\$217,000	\$78,417
CITY		
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Canby	\$10,690.00	\$0.00
Lake Oswego	\$10,850.00	\$3,970.85
Oregon City	\$4,340.00	\$1,568.34
Newberg	\$8,930.00	\$3,136.68
Tigard *	\$8,680.00	\$3,136.68
Tualatin	\$8,680.00	\$3,136.68
West Linn	\$4,316.60	\$1,839.27
Wilsonville	\$3,580.50	\$1,670.28
Woodburn	\$10,850.00	\$3,920.85
* - The city charges the developer for the maintenance and energy use of any street lights that are installed on the project using a chart and these costs are not included in this fee.		