

City of Coos Bay

Resolution 22-04

A RESOLUTION OF THE CITY OF COOS BAY, COOS COUNTY, OREGON AMENDING CITY FEE SCHEDULE FOR BUSINESS LICENSES, PLANNING/PERMITS FEES, AND GENERAL GOVERNMENT OPERATION FEES.

WHEREAS, the City of Coos Bay adopted Resolution 14-02 on January 21, 2014, which established fees for business licenses, moorage rates, building code fees, public records research and copying fees, planning fees, and other general governmental and facility use charges; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF COOS BAY that fees for the building department shall be revised as follows:

BUSINESS LICENSES (Ordinance 103 / Codified Title 5, Chapter 5.05):

General Retail and Service Businesses

1 to 5 Employees	\$26.25 per year
6 to 10 Employees	\$52.50 per year
11 to 20 Employees	\$105.00 per year
21 to 30 Employees	\$131.25 per year
Over 30 Employees	\$157.50 per year

Residential, Commercial and Industrial Leaseholds and Tenancies

1 to 5 units.....	\$15.75 per year
6 to 12 units.....	\$15.75 per year plus \$2.63 per year per each unit in excess of five
Over 12 units.....	\$36.75 per year plus \$1.58 per year per each unit in excess of twelve

Auctions.....	\$52.50 per auction with an annual limit of \$262.50
Auto Wreckers	\$78.75 per year
Carnivals and Circuses	\$105 per performance plus a \$500 refundable clean-up deposit
Exhibitions	\$10.50 each day
Flea Markets.....	\$26.25 per day plus \$1.05 per table per day
General Contractors.....	\$131.25 per year
License Transfers	\$5.25 each
Limited Contractors	\$26.25 per year
Mobile Home Parks	
First space.....	\$78.75 per year
2 to 15 spaces	Additional \$2.10 per space / per year
16+ spaces.....	Additional \$1.05 per space / per year
Maximum.....	\$525.00 per year

Non-profit Organizations	No Fee
Seasonal.....	\$26.25 per season

Special Contractors	\$78.75 per year
Transient Business	\$52.50 per year; a Right of Way Use Approval may also be required
Transient Merchants	\$131.25 per day or \$525.00 per year whichever is less, plus posting of a \$2500 bond for one year
Vehicles for Passenger Hire.....	\$131.25 per year plus \$26.25 per vehicle
Entertainment Clubs	\$183.75 per year

MOORAGE (Ordinance 217 / Codified Title 11. Chapter 11.05): Effective March 1, 2014

Moorage fees will be as stated below as of March 1, 2014 with subsequent increases effective with each February moorage billing period of each subsequent year, in an amount equal to the preceding December's Municipal Cost Index (MCI) but not less than zero. No proration of fees will be given for partial months, weeks or days. Each owner or operator shall pay a fee as follows:

Long-Term Moorage Agreements: 30-day minimum, a fee equal to \$5.31 per foot/per each month of long-term moorage.

Short-Term Moorage Agreements: Exceeding seven consecutive calendar days but less than thirty consecutive calendar days, a fee equal to \$2.66 per foot/per each week.

Transient Moorage Agreements: Exceeding 12 hours but less than one week, a fee equal to \$0.66 per foot/per each 24-hour period.

Due Date and Late Fees: Moorage payments shall be payable in advance and before the first of the month for long-term moorage and within twelve (12) hours of mooring for short-term and transient. A late fee of \$26.25 shall be assessed for late payments for each month or part of a month that payments are late.

A late fee shall be assessed for late payments for each month or part of a month that payments are late. An account is past due if the moorage rate, fee or other charge in whole or in part, is not paid in advance and before the first of the month. If the payment is mailed, the date of the postmark shall be considered the date of delivery for determining delinquencies.

Live-Aboard Permits: Each owner and operator desiring to live aboard his/her vessel shall apply for a live-aboard permit with the Public Works Department. Issuance of a permit is contingent upon inspection of the vessel and may be renewed annually. There will not be a fee for the permit. A charge of \$105.00 for non-compliance shall be assessed if an owner or operator proceeds to live-aboard and does not apply for a live-aboard permit.

Finger Docks: All vessels 20' in length and under shall moor at a finger dock.

Reserved Docks: Day-to-day Transient Moorage from May through October; available for short-term and long-term moorage from November through April.

Service Docks: Restricted to temporary docking only.

Docks: All dock space other than finger docks, reserved docks and service docks shall be used to dock vessels greater than 20' feet in length.

Vessels assigned to the dock spaces that are metered for electricity shall pay for their electrical usage based upon the electrical rates used to calculate the total bill for the main electrical meter for the downtown city dock.

PLANNING (Ordinance 93 / Codified Title 17):

Pre-Application Conference\$500
 With a \$250 credit for a Type II, III or IV application, if filed with the City within 120 days of City transmittal of the pre-application conference notes.

City use of consulting Hearings Official, Contract Planner, Technical Professional or Legal services at the discretion of the Director, applicant will pay 115 % of the actual costs of professional services, hearing, recording fees, legal fees, filing fees and publishing fees, review of technical reports, peer review and staff contract management.

Appeal to the Planning Commission or City Council\$450

The Appellant shall pay 115% of actual costs of public noticing and mailing, hearing (s), recording fees, Consulting Hearing Official, Planner, Technical Professional and legal fees, including filing fees and publishing fees, review of technical reports, consulting services for peer review and City staff contract management.

Type 1 Reviews

New construction or expansion of commercial, industrial, institutional, or multi-unit dwelling development that adds less than 20 percent floor area.\$140

New construction or expansion of nonresidential development up to 5,000 square feet.\$280

New construction or expansion of any residential proposal including certified factory-built home parks, on up to two acres.\$350

Parking lots - New construction or expansion not directly related to a primary use on the site with 20 or fewer new parking spaces.\$140

Minor modification to an originally approved permit for land development or land use that includes minor changes determined by the director not affecting the use, originally approved design, or intent of the reviewing body of the originally approved permit for land development or land use\$140

Architectural Design Review in the Empire Waterfront Settlement, Waterfront Heritage and Hollering Place related to a Type I review\$140

Estuary and shoreland uses and activities permit\$140

Property line adjustment and/or lot consolidation\$210

Development or uses authorized by and not prohibited in the underlying zoning district that the director determines does not result in an appreciable increase in land use activity and intensity nor create a significant adverse impact.\$140

Uses not identified in the CBDC similar to permitted and conditionally permitted identified uses	\$70/hr.
Temporary Use Permit for up to 60 days	\$140
Code interpretation	\$70
Accessory Dwelling unit in a historic district	\$280
Home occupation permit	\$70
Sign permit	\$70
Nonconforming use/structure evaluation	\$70
Variance to Type 1 LU permit for deviation of less than 10% of the numerical standards for setbacks, buffers, building heights, landscaping, lot coverage and lot dimensions, or lot area	\$140
Legal lot determination	\$70/hr.
Other Type 1 reviews.....	\$70/hr.
LU Permit time extension.....	\$70
After-the-fact-permit Type I Permit	2x the current fee for the required permit.
Notification and mailing.....	\$50
New construction or expansion of existing development of commercial, industrial, institutional, or multi-unit dwelling development that adds 20 percent or more to existing floor area.	\$280
New construction or expansion of nonresidential development of 5,001 to 20,000 square feet.....	\$560
New construction or expansion of residential proposals including certified factory-built home parks, greater than 2 acres to four acres.....	70/hr. + 700 deposit
Parking lots - New construction or expansion not directly related to a primary use on the site with 21 to 50 spaces.	\$280
Subdivisions up to four acres	\$1,956 + 27/lot
Partition of up to four acres	\$560
Planned Unit Development up to four acres	\$1,956 + 27/lot
Final Plat review associated with Type II Subdivision or PUC.....	\$210

Architectural Design Review in the Empire Waterfront Settlement, Waterfront Heritage and Hollering Place related to a Type II review	\$210
Vacation rentals	\$350
Uses not identified in the CBDC similar to permitted and conditionally permitted identified uses	\$140
Adjustment review for development requiring a Type II permit.....	\$280
Conditional use permit associated with development requiring a Type II LU permit	\$280
Variance for development requiring a Type II permit.....	\$280
Major modification defined as a significant departure for the originally approved permit for land development or land use.	\$280
Cultural resources permit	\$70/hr. with a \$280 deposit
Home occupation permit with retail sales and more than one non-resident employee	\$140
After-the-fact Type II Permit.....	2x the current fee for the required permit
Other Type II reviews	\$70/hr. with \$350 deposit
Variance to Type II LU permit for deviation of more than 10% of the numerical standards for setbacks, buffers, building heights, landscaping, lot coverage and lot dimensions, or lot area.	\$280
<u>Type III Reviews (Quasi-Judicial)</u>	
Notification and mailing.....	\$100
Nonresidential development greater than 20,001 square feet.	\$420
Residential proposals including and certified factory-built home parks, on four or more acres.....	\$700
Parking lots- New construction or expansion not directly related to a primary use on the site with 51 or more parking spaces.....	\$420
Cultural resources permit related to project requiring a Type III Permit	\$70/hr. with \$280 deposit
Architectural Review in the Empire Waterfront Settlement, Waterfront Heritage and Hollering Place Districts related to a Type III LU permit.	\$140
Subdivisions for more than 4 acres	\$1,956 + \$27 per lot

PUD for more than 4 acres \$1,956 + \$27 per lot

Final Plat review associated with Type III Subdivision or PUD \$210

Conditional Use Permit associated with Type III LU permit \$420

Adjustment Review associated with a Type III LU permit \$420

Variance associated with a Type III LU permit \$420

After-the-fact Type III Permit 2x the current fee for the required permit

Other Type 3 Reviews \$70/hr. with \$350 deposit

Type IV Review (Legislative)

Noticing/Mailing \$300

115% Consultant Planner costs, includes City costs contract management costs or at Director's discretion, 100% of all staff time and materials for Development Code and Comprehensive Plan amendments for the following Type IV Review actions:

Development Code text and map amendments

Comprehensive plan map and text amendments, including the Estuary Plan and TSP

Urban Growth boundary amendment

Annexations

General Administration

Expedited processing of LU permits Consultant cost + Admin fee (15% of consultant cost)

Continuance requested by applicant or applicant submission of new information requiring additional staff analysis and staff report 1/3 original application fee

Continuance requested by applicant or applicant submission of new information requiring additional staff analysis, staff report and re-notice 1/2 original application fee

Written code analysis \$70/hr.

Land Use compatibility statement, zone verification letters or similar information \$70

Staff time research over 15 minutes \$70/hr.

Modification to existing structure interior that not changing use or use intensity \$70

Physical expansion of existing structure by 10 percent or less, occurring in a single expansion over a two-year time period \$70

Regular maintenance, repair, and replacement of materials (e.g., roof, siding, awnings, etc.), parking resurfacing and similar maintenance and repair	\$35
Fences.....	\$35
Change in occupancy from one allowed land use to another allowed land use if a permitted use in the zoning district.....	\$35
Single-unit dwelling (including certified factory-built home on its own lot).....	\$70
Accessory structures that do not require a building permit.....	\$70
Accessory dwelling units not located in a Historic district.....	\$70
Public improvements required by city standards or as stipulated by a condition of land use approval (e.g., transportation facilities and improvements, parks, trails, utilities, and similar improvements), except where a condition of approval requires a land use review.....	\$70

**Area Development Permit (ADP)
Recreation Parks (R.V.'s)
As excerpted from OAR 918-650-0030**

This Area Development Fee shall be determined from Table 1 using the valuation for all facilities for which the permit is used. The fees in Table 1 shall be based upon valuation Table 2 for recreation parks or be determined by the applicant with documentation acceptable to the issuing authority. Permit fees shall be paid to the issuing authority before any work begins.

Total Valuation	Fee
\$1 to \$500.....	\$25.00
\$501 to \$2,000.....	\$25.00 for the first \$500, plus \$2.20 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000.....	\$58.00 for the first \$2,000, plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000.....	\$285.70 for the first \$25,000, plus \$7.15 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000.....	\$464.45 for the first \$50,000, plus \$4.95 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000.....	\$711.95 for the first \$100,000, plus \$3.85 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000.....	\$2,251.95 for the first \$500,000, plus \$2.20 for each additional \$1,000 or fraction thereof, to and including \$1,000,000

\$1,000,000 and up..... \$3,351.95 for the first \$1,000,000, plus \$2.20 for each additional \$1,000 or fraction thereof

**Table 2
RECREATION PARK VALUATION TABLE**

Class of Park/Camp	Spaces per Acre								
	6	8	10	12	14	16	18	20	22
A	2637	2470	2320	2189	2074	1978	1907	1849	1798
B	2483	2317	2176	2035	1920	1824	1754	1696	1645
C	1792	1626	1485	1344	1229	1133	1062	1005	954

Class A = park/camp contains* paved streets and electric, water and sewer service to each RV or Camping site

Class B = park/camp contains electric, water & sewer service to each RV or camping space, but not have paved streets

Class C = park/camp contains combination of no more than two services involving electric, water or sewer & do not have paved streets

* When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation.

**Area Development Permit (ADP)
Manufactured Dwelling and Mobile Home Parks
As excerpted from OAR 918-600-0030**

The Area Development Fee shall be determined from Table 1 using the valuation for all facilities for which the permit is used. The fees in Table 1 shall be based upon valuation Table 2 or be determined by the applicant with documentation acceptable to the authority having jurisdiction. Permit fees shall be paid to the authority having jurisdiction before any work begins.

Table 1

Total Valuation	Fee
\$1 to \$500.....	\$25.00
\$501 to \$2,000.....	\$25.00 for the first \$500, plus \$2.20 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000.....	\$58.00 for the first \$2,000, plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000.....	\$285.70 for the first \$25,000, plus \$7.15 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000.....	\$464.45 for the first \$50,000, plus \$4.95 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000.....	\$711.95 for the first \$100,000, plus \$3.85 for each additional \$1,000 or fraction thereof, to and including \$500,000

\$500,001 to \$1,000,000 \$2,251.95 for the first \$500,000, plus \$2.20 for each additional \$1,000 or fraction thereof, to and including \$1,000,000

\$1,000,000 and up..... \$3,351.95 for the first \$1,000,000, plus \$2.20 for each additional \$1,000 or fraction thereof

**Table 2
MOBILE HOME PARK VALUATION TABLE**

Park Class	Spaces per Acre								
	4	5	6	7	8	9	10	11	12
A	5901	5517	5197	4941	4685	4493	4365	4301	4237
B	5504	5120	4800	4544	4288	4096	3968	3904	3804
C	5312	5028	4608	4352	4269	3904	3776	3712	3648

Class A = parks contain* paved streets curbs & sidewalks
 Class B = parks contain paved streets no curbs no sidewalks
 Class C = parks contain no paved streets, no curbs but have sidewalks on one side of each street

* When a park contains spaces in more than one class, figure the spaces in each class; then add them together to obtain the total valuation for the park.

BUILDING AND CONSTRUCTION (Ordinance 405/ Title 15):

Valuation Table: A structural permit fee for new residential construction and additions shall be calculated using the International Code Council (ICC) Building Valuation Data Table current as of April 1 of each year, multiplied by the square footage of the dwelling to determine the valuation.

Valuation Table: A structural permit fee for new commercial construction and additions shall be calculated using the International Code Council (ICC) Building Valuation Data Table current as of April 1 of each year, multiplied by the square footage of the building to determine the valuation and the contracted value for the actual work with the applicant supplying a copy of said contract to the city. The permit fee shall be based on the highest value of the two methods of calculation.

Building (Based on valuation)

Total Valuation	Fee
\$1 to \$2000.....	\$77.00 Minimum fee
\$2001 to \$25,000.....	\$77.00 for the 1st \$2,000 plus \$14.79 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000.....	\$417.17 for the 1st \$25,000 plus \$10.94 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000.....	\$690.67 for the 1st \$50,000 plus \$7.32 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and up.....	\$1,056.67 for the 1st \$100,000 plus \$6.11 for each additional \$1,000 or fraction thereof

Mechanical Residential (Based on per item)

For installation, relocation, or alteration of each appliance, including vents, ducts, and metal Chimneys	\$38.50
For each vent, duct, or metal chimney not included in appliance permit.....	\$11.00
Fuel gas, hazardous or non-hazardous piping system	\$27.50
Other inspections, per hour (1hour minimum)	\$77.00
Minimum permit fee	\$66.00

Commercial Mechanical Valuation on Fee Table (based on total bid of labor & materials)

\$1 to \$2000.....	\$88 minimum
\$2001 to \$20,000.....	\$88 for the first \$2000 plus \$15.35 for each additional \$1,000 or fraction thereof
\$20,001 to \$50,000.....	\$364.30 for the first \$20,000 plus \$13.03 for each additional \$1000 or fraction thereof
\$50,001 to \$100,000.....	\$755.20 for the first \$50,000 plus \$10.95 for each additional \$1,000 or fraction thereof
\$100,001 and up.....	1302.70 for the first \$100,000 plus 8.64 for each additional \$1,000 or fraction thereof
Mechanical Plan Reviews	65% of fee

12% State surcharge is applicable for all building and mechanical fees.

Demolition

Demolition (Requires a performance bond equal to the contract amount or requires a signed Demolition Bond Waiver). The demolition fee includes sewer cap fee.

Residential home or garage	\$110.00
Commercial Building	\$275.00
(Complex commercial building demolition, as determined by the building official or city engineer, which may include multi-story buildings or a contract cost of \$100,000 or more will, in addition to the permit fee, pay a minimum retainage of \$500.00 to be applied against the actual cost of professional services used by the city to review the demolition permit. Retainage is to be increased as the cost of the professional services billed against the retainage exceeds \$500.00. Balance of the retainage will be returned to the applicant at final approval of the demolition work.)	
Demolition Bond Waiver, failure to complete work	\$500/day

Fire Systems

Residential - Flat fee based on square footage of residence. (Per OAR 918-050-0140 schedule)

0-2000 square feet.....	\$165.00
2001-3600 square feet.....	\$220.00
3601-7200 square feet.....	\$330.00
7201 square feet and up.....	\$440.00

Commercial fire systems follow building valuation table (see above)

Manufactured Dwelling Placement

Placement.....	\$310.00**
12% State surcharge	\$37.20
State MFG Dwelling & Cabana fee	\$30.00
Land use review fee.....	\$70.00**

**5% City technology fee assessed on placement & land use fee..... \$18.25

Solar - Solar installation that complies with prescriptive path per OSISC 305.4 \$110.00
 Solar Structural - nonprescriptive follows building permit fee valuation table (see above)

Other Related Building Fees

Fire and Life Safety Plan Review 40% of fee
 Phased Projects Plan Review \$250.00 plus
 10% of total project permit fee, not to exceed \$1,500 per phase

Deferred Submittal Plan Review 65% of the permit fee using the value of the deferred portion with minimum fee of \$200.00 for each deferred submittal item

Plan Review..... 65% of fee
 Investigation fee..... \$77.00/hr.

Inspection Fee (minimum one-hour charge)..... \$77.00/hr.

Land Use Review Fee for building permits is 10% of the building permit fee with a minimum Fee of \$70.00

Additional Plan Reviews (after 1st review) \$77.00/hr.

Additional plan review fees by 3rd party, exceeding building plan review and fire & life plan review fees charged by City will be passed along to applicant.

Retail Fireworks Sales \$75.00

Additional plan review required or requested for which no fee is specifically indicated \$77.00/hr.

Sign Permits: Based upon the cost of the contract to perform the work, labor & materials, building permit fee, building plan check fee, land use review fee, fire/life safety as applicable and the state surcharge and applied to the building valuation fee table adopted by the City of Coos Bay.

Temporary Certificate of Occupancy (Residential)	\$110.00
Temporary Certificate of Occupancy (Commercial).....	\$275.00

Reinstatement Fee

If less than 6 months since expiration of original permit - 50% of original permit fee plus 12% surcharge.

If more than 6 months, but less than 12 months since expiration of original permit - 100% of original permit fee plus 12% surcharge.

If more than 12 months since expiration of original permit, permit cannot be reinstated and a new permit, and plan review if applicable, will be required.

Technology fee to be applied to all city development fees excluding state surcharge fees and refundable bond deposits..... 5%

ENGINEERING & PUBLIC WORKS

Grade/Fill/Excavation (Based on Quantity)

Total Valuation

50 cubic yards or less	\$25.58
51 to 100 cubic yards	\$64.11
101 to 1,000 cubic yards	\$77.07
for the 1st 100 cubic yards plus \$18.07 for each additional 100 cubic yards or fraction, thereof to and including 1,000 cubic yards	
1,001 to 10,000 cubic	\$239.70
for the 1st 1,000 cubic yards, plus \$15.35 for each additional 1,000 cubic yards or fraction thereof, to and including 10,000 cubic yards	
10,001 to 100,000 cubic yards	\$377.85
for the 1st 10,000 cubic yards, plus \$49.79 for each additional 10,000 cubic yards or fraction thereof, to and including 100,000 cubic yards	
100,001 and up.....	\$825.96
for the 1st 100,000 plus \$4.27 for each additional 1,000 cubic yards or fraction thereof	

Fill for landscape work of less than 20 cubic yards is exempt from permit fee

Plan Review

65% of fee

Sewer connection

\$145.00

Refundable bond deposit may be required to connect to City system

Floodplain Development Elevation Certificate Review

\$115.00

Parking Lot Permits	\$190.00
Right of Way Use (e.g. sidewalks, utility work, landscaping, fences, etc.)	\$75.00
Right of Way Vacation	\$954

Technology fee to be applied to all city development fees excluding state surcharge fees and refundable bond deposits..... 5%

Other

Advanced Financing of Public Improvement Fee \$453.00

Agreement to pay origination 2% of loan amount or \$250.00
whichever is greater

Engineering and other professional service recovery fees

Technical Professional – Applicant to pay the actual costs of hearing, recording fees, filing fees and publishing fees, review of technical reports and peer review. Applicant will also pay 15% of total Consultant costs as an administrative fee for staff contract management.

Land Use Review Fee for building permits..... 10% of the building permit fee
minimum fee \$70.00

Plan Review fee for all other 65% of fee

Temporary Use (Regulates placement of RV on site during construction per Resolution 83-17 and includes inspection fees, and sewer connection fee \$301.80

FIRE

Burn Permit..... No charge

Flammable or Combustible Liquid Storage installation, construction or removal from service (exception - storage of less than 25 gallons inside, less than 60 gallons outside; Fuel oil used in connection with oil burning equipment)

Less than 130 gallons	\$71.61
Greater than 130 gallons.....	\$114.58

Suppression Costs (minimum one hour):

Career Personnel.....	Actual cost
Volunteer	\$15.73+/hr.
If in excess of 40 hours	Time and a half

Aerial ladder	\$150.00
Type 1 pumper.....	\$100.00
Rescue units.....	\$40.00
Squad vehicles, personnel transportation and support vehicles	\$35.00+

PUBLIC RECORDS

A. Compliance. The public records policy shall follow the Oregon Public Records Law as stated in Oregon Revised Statutes 192.410 - 192.505.

1. Specificity of Request. In order to facilitate the public's access to records in the City's possession, and to avoid unnecessary expenditure of staff time, persons requesting access to public records for inspection or copying, or who submit written requests for copies of public records, shall specify the records requested with particularity, furnishing the dates, subject matter and such other detail as may be necessary to enable City personnel to readily locate the records sought.
 2. Access. The City shall permit inspection and examination of its non-exempt public records during regular business hours in the City's offices. Copies of non-exempt public records maintained in machine readable or electronic form shall be furnished, if available, in the form requested. If not available in the form requested, such records shall be made available in the form in which they are maintained.
 3. Certified Copies. Certified copies of non-exempt public records shall be furnished upon request and receipt of payment therefore.
- B. Fees for Public Records. In order to recover its costs for responding to public records requests, the following fees shall be established:
1. Copy of Public Records: Certified Copies. Copies of public records shall be \$.26 per side for a copy for standard, letter-size copies. Copies may be certified for an additional charge of \$10.50.
 2. Copy of Sound Recordings. Copies of sound recordings of meetings shall be \$26.25 per copy.
 3. Copy of Video Recordings. Copies of video recordings of meetings shall be \$26.25 per copy.
 4. Copy of Police Investigative Report. \$20.00 up to 10 pages. \$1.00 per page thereafter.
 5. Copy of Fire Investigative Report. \$35.00.
 6. Certified Copy of Police/Fire Report. \$5.25 per page.
 7. Copy of Audio Recording. Copies of audio recordings related to police investigations shall be charged at \$35 per hour of recording.
 8. Copy of Video Recording. Copies of video recordings related to police investigation shall be \$55.00 per hour of recording, plus actual redaction cost (if required).
 9. Copy of Photo CD. \$24.00 per disc.
 10. Copy of Body Cam Footage. Copies of body cam footage shall be \$55.00 per hour, plus actual reaction cost (if required).
 11. Card Room License Investigation. \$42.00 per applicant.
 12. Criminal History Record Check for Non-Profit/Charitable Organization and non-law enforcement governmental agencies. \$10.50 per applicant.

- 13. Copies of Maps and Other Nonstandard Documents. Charges for copying maps or other non-standard size documents shall be charged in accordance with the actual costs incurred by the City plus the 5% technology fee. This includes the cost of outside vendors and internal City costs.
- 14. Research Fees. If a request for records requires City personnel to spend more than 15 minutes searching or reviewing records prior to their review or release for copying, the fee shall be the actual cost to the City, with a minimum charge for one-quarter hour. The City shall estimate the total amount of time required to respond to the records request, and the person making the request shall make payment for the estimated cost of the search and copying in advance. If the actual time and costs are less than estimated, the excess money shall be refunded to the person requesting the records. If the actual costs and time are in excess of the estimated time, the difference shall be paid by the person requesting the records at the time the records are produced.
- 13. Additional Charges. If a request is of such magnitude and nature that compliance would disrupt the City's normal operation, the City may impose such additional charges as are necessary to reimburse the City for its actual costs of producing the records.
- 14. Reduced Fee or Free Copies. Whenever it is determined that furnishing copies of the City's public records at a reduced fee or without cost, would be in the public interest because making the record available primarily benefits the general public, the City may so authorize (ORS 192.440(4)).
- C. Authorization Required for Removal of Original Records. At no time shall an original record of the City be removed from the City's files or the place at which the record is regularly maintained, except upon authorization of the City Council of the City of Coos Bay.
- D. On-Site Review of Original Records. If a request to review original records is made, the City shall permit such a review if search fees are paid in advance in accordance with paragraph 86 above. A representative shall be present at any time original records are reviewed, and the charges for standing by while the records are reviewed shall be the same as the charges for searching or reviewing records.
- E. Unauthorized Alteration. Removal or Destruction of Originals. If any person attempts to alter, remove or destroy any City record, the City representative shall immediately terminate such person's review, and notify the attorney for the City.

PARKING (Ordinance 114 I Codified Title 10. Chapter 10.15):

1st Offense within 60 days	\$7.35
2nd Offense within 60 days.....	\$15.75
3rd Offense within 60 days.....	\$26.25
4th and subsequent offenses within 60 days.....	\$52.50
Late penalty will be added to any fine remaining Unpaid after 30 days from date of issue	\$21.00

UTILITY LICENSE FEES:

As established by the Federal Communications Commission on September 26, 2018 via order #FCC 18-133 and in an effort to support the accelerated wireless broadband (5G) deployment in rural areas, the following fees shall apply:

Non-recurring Utility License fee, including a single up-front application includes up to five Small Wireless Facilities	\$500
Each Small Wireless Facility beyond five	\$100
\$1,000 non-recurring fee for a new pole (not co-location) intended to support one or more Small Wireless Facilities.....	\$1,000
For each Small Wireless Facility per year a recurring fee which includes any possible ROW access fee or fee for attachment to municipally-owned structures in the ROW.....	\$270

CARD TABLE LICENSE AND WORK PERMIT FEES:

Card Table Application Fee/Annual License Fee	\$75
Work Permit Application Fee/Annual License Fee	\$50
Card Table Special Event Fee (per event)	\$25

MISCELLANEOUS:

Animal Permit (initial application and annual renewal).....	\$52.50
Intrusion Alarm Permit - per permit.....	\$36.75
City RV sewer dump station fee per use	\$7.35
Impound Fee.....	\$105.00
Lien search fee (per property)	\$47.25
Copy – Non- Standard Paper Large Printer (per square inch).....	\$0.06
Dishonored Check Fee	maximum as allowed under ORS 30.701

Police Officer Training Reimbursement as allowed in 2009 Senate Bill 971 at actual cost.

Reimbursement or billings (typically for damage to city property) will be comprised of actual costs (estimates where applicable), personnel, vehicle, equipment, tools, technology, and other costs related to reflect the value of the city assets required for the task.

Equipment and Vehicle costs for reimbursement purposes will utilize ODOT and/or FEMA rates as applicable or a City rate.

Interest shall be charged, pursuant to the rate allowed by ORS, on accounts greater than three months past due.

Technology fee of 5% to be applied to all city fees excluding state surcharge fees and refundable bond deposits

Online Payments: The City may utilize the services of online payment vendors to allow customers to make payments which will involve a service fee.

Land Developments: The City may collect fees related to improvements required as a condition of approval for development which shall be roughly proportional to the impact of the development. The review body must make findings in the approval document(s) that indicate the need for the required improvements. Development may not occur until required mitigation is in place or guaranteed, in conformance with the provisions of the applicable code.

Liquor License (subject to the limits of ORS 471.166)

Original (initial) application fee	\$100.00
Change in ownership, location, or privilege.....	\$75.00
Renewal or temporary.....	\$35.00

Scout Cabin

Non-profit organizations or governmental agencies	\$10.50
Private groups, individuals, or other organizations	\$52.50
Damage deposit.....	\$105.00

LIBRARY

Replacement Library Card	\$1.00
Lost Items.....	price of the item plus \$5.25 processing fee

Copies

Black and white	\$0.20
Color	\$0.25

Fax	\$1.00 per page
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Room Rental


Cedar Room.....	No Charge
Myrtlewood Room (three-hour minimum)	\$30.00/hr.

NOW, THEREFORE, BE IT RESOLVED THAT, the Coos Bay City Council of the City of Coos Bay, Oregon hereby amends the fee schedule.

The foregoing resolution was duly adopted by the City Council of the City of Coos Bay, Coos County, Oregon this 15th day of February 2022.



Rob Miles, Council President

ATTEST: 

Nichole Rutherford, City Recorder