



Oregon

Theodore R. Kulongoski, Governor

Department of Consumer and Business Services

Building Codes Division
1535 Edgewater Street NW
PO Box 14470
Salem, OR 97309-0404
(503) 378-4133
FAX (503) 378-2322
<http://bcd.oregon.gov>

February 20, 2009

To: INTERESTED PARTIES

**From: CHRIS HUNTINGTON, MANAGER
POLICY AND TECHNICAL SERVICES**

Subject: CITY OF SHERWOOD PROPOSED FEE ADOPTION

The State Building Codes Division (division) has received the enclosed notice of intent to adopt building inspection program fees from the above listed municipality. Pursuant to Oregon Administrative Rule 918-020-0220, municipalities seeking to adopt fees are required to provide the following summary information 45 days prior to the proposed adoptive date.

- (A) The affected specialty code or program areas;
- (B) A description of the proposed building inspection program fees including the approximate percentage change when applicable;
- (C) The proposed effective date;
- (D) The date of the last fee increase in the specialty code or program area if applicable;
- (E) The anticipated date, time and location of the local municipal hearing scheduled pursuant to Oregon Revised Statute (ORS) 294.160;
- (F) The name, phone number, and title of a contact person; and
- (G) A narrative explaining the purpose of the proposed fee adoption.

The division is required to notify interested parties after receiving a notice of intent to adopt building inspection program fees from a municipality. Enclosed is the information the municipality provided to the division pursuant to the above administrative rule requirements.

If you have concerns about this proposed fee change, you may contact the municipality directly by contacting Scott McKie, Building Official, 503-625-4217, or attend the local municipal hearing on Tuesday, June 2, 2009, at 7:00 p.m., City Council Meeting, City of Sherwood - City Hall, 22560 SW Pine Street, Sherwood. If you still have unresolved concerns, you may, pursuant to ORS 455.210(3) and 479.845, appeal this fee adoption by sending a written request to the division within 30 days of the municipality's fee adoption date.

cc: City of Sherwood



Home of the Umatilla River National Wildlife Refuge

City of Sherwood
22560 SW Pine St.
Sherwood, OR 97140
Tel 503-625-5522
Fax 503-625-5524
www.ci.sherwood.or.us

February 18, 2009

Mayor
Keith Mays

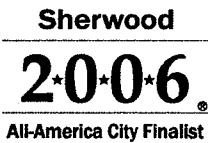
Oregon State Building Codes Division
PO Box 14470
1535 Edgewater Street NW
Salem, OR 97039-0404

Councilors
Dennis Durrell
Dave Grant
Dave Heironimus
Linda Henderson
Dan King
Dave Luman

RE: Notification of a Proposed Permit Fee Increase and/or Adjustment for the City of Sherwood

City Manager
Ross Schultz

In accordance with OAR 918-020-0220, the City of Sherwood, Building Department, is providing notification to the Oregon State Building Codes Division of intent to raise or adjust permit fees for our coming fiscal year. Please see the OAR criteria and explanations that follow.



918-020-0220 Fee Adoption Standard

(1) (a) The municipality shall notify the division of such adoptions 45 days prior to the adoptive date. The notification shall include a summary of the follow:

(A) The affected specialty code or program areas;

The specialty code areas affected include the residential and commercial building, commercial mechanical, medical gas and grading programs.

(B) A description of the proposed building inspection program fees including the approximate percentage increase when applicable;

The residential building inspection program fee proposal is to increase the minimum permit fee by 8% and the fee schedule by an average of 43% overall.

The commercial building inspection program fee proposal is to increase the fee schedule by an average of 12% overall.

The commercial mechanical inspection program fee proposal will increase the minimum permit fee by 8 ½ % and increase the fee schedule by an average of 12% overall.

The medical gas inspection program fee proposal will set a minimum permit fee and increase the fee schedule by an average of 51% overall.

The grading inspection program fee proposal is a slight adjustment to the fee schedule which results in an average of -3.4% decrease in fees.

(C) The proposed effective date;

The City of Sherwood adopts a new yearly budget and fee schedule based on a Fiscal Year calendar. This proposed change would be effective July 1, 2009.

(D) The date of the last fee increase in the specialty code or program area if applicable;

The date of the last fee increase in the specialty code or program area was June 25, 2002.

(E) The anticipated date, time and location of the local municipal hearing scheduled pursuant to ORS 294.160;

Location: City of Sherwood – City Hall
22560 SW Pine Street
Sherwood, OR 97140

Meeting: City Council Meeting

Anticipated Date: June 2, 2009

Anticipated Time: 7:00 PM

(F) The name, phone number and title of a contact person; and

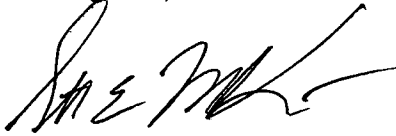
Scott McKie – Building Official
City of Sherwood
22560 SW Pine Street
Sherwood, OR 97140
503-625-4217 phone
503-625-0545 fax
mckies@ci.sherwood.or.us

(G) A narrative explaining the purpose of the proposed fee adoption.

The purpose of the proposed fee change is to assist in recovering our costs for inspection, plan review, and other services related to administering the City of Sherwood's permitting programs. A comparison study was conducted between our neighboring jurisdictions, and in most program areas, the City of Sherwood's fees were significantly lower. A fee adjustment will also align the City of Sherwood to be more consistent with other jurisdiction's fee schedules in the Tri-County area.

Questions or comments relating to this notification should be directed as noted above.

Best Regards,

A handwritten signature in black ink, appearing to read 'S. McKie', written over a light blue horizontal line.

Scott McKie
Building Official
City of Sherwood