



# Oregon

Theodore R. Kulongoski, Governor

## Department of Consumer and Business Services

**Building Codes Division**  
1535 Edgewater Street NW  
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<http://bcd.oregon.gov>

**July 22, 2009**

**To: INTERESTED PARTIES**

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

**Subject: CITY OF SEASIDE 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 Bob Mitchell, 503-738-7100, or attend the local municipal hearing on Monday, September 28, 2009, 7:00 PM in the City Hall Council Chambers, 989 Broadway, Seaside. 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 60 days of the municipality's letter of notice to the division.

cc: City of Seaside

July 22, 2009

Aeron Teverbaugh, Policy Analyst  
State of Oregon  
Department of Consumer & Business Services  
Building Codes Division  
PO Box 14470  
Salem, OR 97309-0404

**Re: Proposed Building, Plumbing And Mechanical Fee Increase For The City of Seaside**

Dear Ms. Teverbaugh,

As you are aware, ORS 455.020 and 455.210 permits municipalities to establish fees by Ordinance. The current City of Seaside adopted fees are not sufficient for the City's building program to break even. The date of the last fee increase for our Specialty Codes was on March 1, 2004. A description of our current inspection program fees is available on line @ [cityofseaside.us](http://cityofseaside.us).

Using an average of the revenues and expenditures of the 2008 and the projected 2009 fiscal years, an approximate 35 percent revenue increase is required for the City to have a self-supporting Building Department and to remain fee neutral. Therefore, the City of Seaside is proposing permit fee increases that are necessary to provide the administration and enforcement of the Permit Programs as delegated by the Building Codes Division.

Pursuant to OAR 918-020-0220, this letter is to inform you of the City of Seaside's intent to change permit fees by approximately 35 percent across the board for all permits issued by this office. Fees for Manufactured Dwellings and Prefabricated Structure, as well as Manufactured Dwellings and Recreational Vehicle Parks, will remain as mandated by the Building Codes Division.

All fees are proposed to be adjusted *within 2 percent* in an effort to round up to whole dollar amounts and to bring all minimum permit fees to \$84.00 from the current \$61.50. Minimum permit fees do not generate enough revenue to cover their costs using an hourly method.

I have enclosed a memorandum provided by City's Finance Director, Al Peinhardt supporting this Permit Fee increase. The proposed permit fee adjustments are as follows:

**BUILDING PERMITS**

I proposed to have our existing Building Permit Fee Table adjusted overall by approximately 35 percent. The structural review of building plans will increase from 65 percent of the permit fee to 75 percent. Fire & Life Safety Review will increase from 40 percent to 50 percent.

## PLUMBING PERMITS

I propose to have Plumbing Permit fees increased approximately 35 percent. When a plan review is required and permitted by the State, the plumbing plan review will be increased from 25 percent to 35 percent of the permit fee.

## MECHANICAL PERMITS

The One & Two Family Mechanical and Commercial Permit Fee Schedules are proposed to increase approximately 35 percent. When a plan review is required and permitted by the State for commercial mechanical permits, the plan review will be increased from 25 percent to 35 percent of the permit fee.

Fees for the Commercial Mechanical Permits were previously and are still proposed to be based on the total cost of the work pursuant to OAR 918-050-0110. The Commercial mechanical Permit Fees are proposed to be increased by approximately 35 percent using our same Table to calculate Building permit Fees.

## OTHER FEES:

Deferred Documents, Phased Construction, Residential Sprinkler Systems and Medical Gas & Process Piping Permits fees are proposed to be increased by approximately 35 percent.

I propose an effective date of October 1, 2009 for the City's new Fee Schedule. This should give the State Building Codes Division the time needed to review our proposed changes as noted by OAR 918-308-0080 and 918-308-0200. This also allows our jurisdiction to hold a public hearing for comments on this increase pursuant to ORS 294.160.

### **The tentative hearing schedule is as follows:**

- **September 28, 2009; 7:00 PM in the City Hall Council Chambers, 989 Broadway, Seaside, OR**

A copy of the City's Resolution reflecting the final fee schedules and a revised Operating Plan will be submitted within 30 days of adoption.

Thank you for any help you can provide in getting this fee increase approved by your office. I will be the contact person if the City can help answer any questions pertaining to this matter. If you find any changes that are needed to the Fee Schedule, please inform me at your earliest convenience. You can contact me at (503) 738-7100 or by e-mail; [bmitchell@cityofseaside.us](mailto:bmitchell@cityofseaside.us)

Sincerely,

Bob Mitchell  
Building Official

Cc: Mark Winstanley, City Manager  
Al Peinhardt, City Finance Director

# CITY OF SEASIDE

PROPOSED FEE CHANGES (OCTOBER 1, 2009)

## RESOLUTION # \_\_\_\_\_

A RESOLUTION OF THE CITY OF SEASIDE, OREGON, ADOPTING BUILDING, PLUMBING, MECHANICAL, MEDICAL GAS PIPING, MANUFACTURED DWELLING/RECREATIONAL VEHICLE PARKS AND MOBILE AND MANUFACTURED HOME PERMIT FEES. THE SEASIDE CITY COUNCIL RESOLVES AS FOLLOWS:

**SECTION 1.** In accordance with Chapters 150.74 and 154.01 of the Seaside Code of Ordinances, Building, Plumbing, Mechanical, Medical Gas Piping, Manufactured dwelling/Recreational Vehicle Parks, and Mobile and Manufactured Home set-up permit fees are adopted as follows:

**BUILDING AND MECHANICAL PERMIT FEE SCHEDULE FOR NEW AND ADDITIONS OR ALTERATIONS TO COMMERCIAL, MUTI-FAMILY & INDUSTRIAL PROJECTS AND COMMERCIAL FIRE PROTECTION SPRINKLER SYSYEMS**

\$501.00 to \$2,000.00 . . . . .	\$70.00 for the first \$500.00 plus \$2.64 for each additional \$100.00 or fraction thereof
\$2,001.00 to \$25,000.00 . . . . .	\$110.00 for the first \$2,000.00 plus \$10.53 for each additional \$1,000.00, or fraction thereof
\$25,001.00 to \$50,000.00 . . . . .	\$352.00 for the first \$25,000.00 plus \$7.90 for each additional \$1,000.00, or fraction thereof
\$50,001.00 to \$100,000.00 . . . . .	\$549.00 for the first \$50,000.00 plus \$5.27 for each additional \$1,000.00, or fraction thereof
\$100,001.00 and up . . . . .	\$813.00 for the first \$100,000.00 plus \$4.39 for each additional \$1,000.00, or fraction thereof
<b>Minimum Permit Fee . . . . .</b>	<b>\$84.00</b>

The valuation for 1 & 2 Family Dwellings is set by the International Code Council in April of each year.

**MECHANICAL FEE SCHEDULE FOR NEW AND ADDITIONS OR ALTERATIONS TO ONE AND TWO FAMILY DWELLINGS**

Air Handing Unit . . . . .	\$32.00 per appliance
Air Conditioning Unit . . . . .	\$44.00 per appliance

Alteration of Existing HVAC System . . . . .	\$32.00 per appliance
Heat Pump . . . . .	\$58.00 per appliance
Install/Replace Furnace	
Up to 100,000 Btu's . . . . .	\$44.00 per appliance
Over 100,000 Btu's . . . . .	\$52.00 per appliance
Install/Replace/Relocate Heaters	
Suspended, Wall or Floor Mounted . . . . .	\$44.00 per appliance
Vent for Appliance other than Furnace . . . . .	\$32.00 per appliance
Appliance Vent . . . . .	\$32.00 per appliance
Dryer Exhaust . . . . .	\$32.00 per appliance
Hood . . . . .	\$32.00 per appliance
Exhaust Fan Connected to a Single Duct . . . . .	\$22.00 per appliance
Gas Piping	
1 to 4 Outlets . . . . .	\$18.00
Each Additional Outlet . . . . .	\$4.00
Fireplace/Woodstove . . . . .	\$32.00 per appliance
Other . . . . .	\$32.00 per appliance
Permit Issuance Fee. . . . .	Included in permit schedule
Supplement Fee. . . . .	Included in permit schedule
<b>Minimum Fee. . . . .</b>	<b>.....\$84.00</b>

**PLUMBING PERMIT FEE SCHEDULE FOR NEW ONE AND TWO FAMILY DWELLINGS**

1 Bathroom . . . . .	\$286.00*
2 Bathroom . . . . .	\$312.00*
3 Bathroom . . . . .	\$352.00*
Each Additional Kitchen and/or Bath (or ½ Bath) . . . . .	\$ 42.00
Additions, Alterations and Remodels for fee not listed above	\$ 22.00 per fixture
Water Heater Replacement . . . . .	\$ 42.00
Backflow Device. . . . .	\$ 42.00
<b>Minimum Fee . . . . .</b>	<b>..... \$ 84.00</b>

\*Above fees include first 100 of sanitary, storm and water service. Each additional 100 feet or fraction thereof of sanitary, storm and water service is \$ 36.00.

**PLUMBING PERMIT FEE SCHEDULE FOR ADDITIONS / ALTERATIONS AND ALL MULTI-FAMILY, COMMERCIAL AND INDUSTRIAL**

Base Fee (3 or Fewer Fixtures) . . . . .	\$250.00
More than 3 Fixtures Base Fee plus per fixture cost over 3 fixtures	\$ 22.00 per fixture
Water Service (First 100 feet) . . . . .	\$ 65.00
Sanitary Sewer (First 100 feet) . . . . .	\$ 65.00
Storm Sewer (First 100 feet) . . . . .	\$ 65.00

Each Additional 100 feet or fraction thereof . . . . . \$ 36.00

**MANUFACTURED DWELLINGS AND PREFABRICATED STRUCTURES**

- \*Manufactured Dwelling Placement (includes placement, electrical Feeder, water/sewer connection) . . . . . \$160.00
- \*Connection to an Existing drain, sewer, storm and water . . . . . \$ 61.50
- \*Administration Fee. . . . . \$ 30.00

**\*These fees are State mandated and are subject to increase without adoption**

**MANUFACTURED DWELLING OR RECREATIONAL VEHICLE PARKS**

- \*Base Fee (Includes 5 or Fewer Spaces) . . . . . \$190.00
- \*Each Additional Space. . . . . \$ 33.00

Other Structures and Storm Sewer Systems Fees are as outlined above for Building, Mechanical and Plumbing Permits.

**\*These fees are State mandated and are subject to increase without adoption**

**MEDICAL GAS AND PROCESS PIPING FEE SCHEDULE**

\$501.00 to \$2,000.00. . . . . \$58.00 for the first \$500.00 plus \$2.54 for each additional \$100.00 or fraction thereof

\$2,001.00 to \$25,000.00. . . . . \$172.00 for the first \$2,000.00 plus \$2.37 for each additional \$1,000.00, or fraction thereof

\$25,001.00 to \$50,000.00 . . . . . \$290.00 for the first \$25,000.00 plus \$2.20 for each additional \$1,000.00, or fraction thereof

\$50,001.00 to \$100,000.00 . . . . . \$1,167.00 for the first \$50,000.00 plus \$2.11 for each additional \$1,000.00, or fraction thereof

\$100,001.00 and up . . . . . \$2,222.00 for the first \$100,000.00 plus \$2.45 for each additional \$1,000.00, or fraction thereof

**Minimum Fee. . . . . \$84.00**

**BUILDING PERMIT FEE SCHEDULE FOR STAND-ALONE 1 &2 FAMILY NFPA 13-D FIRE PROTECTION SPRINKLER SYSTEMS**

Square Footage of Dwelling and Garage	Permit Fee
0 - 2,000 square feet . . . . .	\$216.00
2,001 – 3,600 square feet. . . . .	\$284.00
3,601 – 7,200 square feet. . . . .	\$420.00
Greater than 7,200 square feet. . . . .	\$554.00

Plan review for NFPA13-D Sprinkler Systems equals 75 percent of the Building Permit Fee

**OTHER INSPECTIONS AND FEES**

1. Inspections outside of normal business hours. . . . . \$84.00 per hour  
(Minimum charge-two hours)
2. Reinspection fees (in addition to the allotted number by code). . \$84.00 each
3. Inspections for which no fee is specifically indicated . . . . . \$84.00 per hour  
(Minimum charge-one-half hour)
4. Additional plan review required by changes,  
additions or revisions to approved plans . . . . . \$84.00 per hour

Structural Plan Review Fee. . . . .	75 percent of building permit fee
Fire and Life Safety Plan Review Fee . . . . .	50 percent of building permit fee
Mechanical Plan Review Fee. . . . .	35 percent of mechanical permit
Plumbing Plan Review Fee . . . . .	35 percent of plumbing permit
Medical Gas/Process Piping Plan Review Fee . . .	35 percent of permit fee
Phased Construction . . . . .	\$340 plus permit fees for cost of the phased portion
Deferred Submittals. . . . .	\$340 plus 75% of the permit fee according to OAR 918-050-0110 (2) (3) using the valuation of the particular deferred submittal. This fee is in addition to the project fees based on the total project valuation.
State Surcharge. . . . .	12 percent of permit fee (or as adjusted and mandated by the State).

**MISCELLANEOUS FEES:**

1. System Development Processing Fees
  - a. One and two Family Dwellings. . . . . \$25.00
  - b. Commercial New. . . . . \$120.00
  - c. Commercial Additions. . . . . \$84.00
2. Processing Side Walk Deferments. . . . . \$25.00
3. Preliminary Plan Reviews. . . . . \$84.00 hour
4. Bonding for System Development Fees. . . . . \$100.00