



# 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>

**November 12, 2010**

**To: INTERESTED PARTIES**

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

**Subject: CITY OF SWEET HOME 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 Community Development Director, Carol Lewis at (541) 367-8113, or attend the local municipal hearing at 7:30 p.m. on November 23, 2010 in the City Hall annex at 1140 12<sup>th</sup> Avenue, Sweet Home, OR 97386. 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: SWEET HOME



City of Sweet Home  
Community Development Dept.  
1140 12<sup>th</sup> Avenue  
Sweet Home, OR 97386  
541-367-8113  
FAX 541-367-5113  
clewis@ci.sweet-home.or.us

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November 8, 2010

Twyla Knowles  
Building Codes Division  
Policy and Technical Services  
PO Box 14470  
Salem, OR 97309-0404

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RECEIVED  
BUILDING CODES

RE: Building Inspection Program Fee Increase

Dear Twyla,

As required by OAR 918.020-0220, the City of Sweet Home is providing notice of a proposed fee increase for the Oregon Solar Installation Specialty Code.

In summary, the City feels that in order to make the Building Inspection Program (BIP) more cost effective, a fee must be set to implement this code. The new fee has been proposed to cover the costs of the BIP staff from in take through final inspections.

The following information has been provided as required by OAR 918-020-0220 (1a):

1. The affected specialty code or program areas;
2. A description of the proposed building inspection program fees including the approximate percentage increase when applicable;
3. The proposed effective date;
4. The date of the last fee increase in the specialty code or program area if applicable;
5. The anticipated date, time and location of the local municipal hearing scheduled pursuant to ORS 294.160;
6. The name, phone number and title of a contact person;
7. A narrative explaining the purpose of the proposed fee adoption;
8. A narrative explaining why the building inspection program fees are necessary at the level proposed.

**PROGRAM AREAS, PROPOSED FEES AND EFFECTIVE DATE:** The affected program area is as follows:

1. Oregon Solar Installation Specialty Code:
  - a. New Code adopted, effective November 23, 2010.
  - b. No current fees.

PROPOSED EFFECTIVE DATE OF RESOLUTION: DATE, TIME, AND LOCATION OF PUBLIC HEARING: The proposed effective date of the fee increases would be November 24, 2010. A public hearing on the Fees Resolution is proposed to be held on November 23, 2010 at 7:30 pm, in the City Hall annex behind City Hall at 1140 12<sup>th</sup> Avenue, Sweet Home, Oregon.

CONTACT PERSON: For information concerning this matter, please use the following contact

Carol Lewis  
Community Development Director  
1140 12<sup>th</sup> Avenue  
Sweet Home, OR 97386  
Phone: 541-367-8113  
E-mail: [clewis@ci.sweet-home.or.us](mailto:clewis@ci.sweet-home.or.us)

PURPOSE OF PROPOSED FEES: The City's Building Inspection Program has no fee structure for the new code under the prescriptive installation path. This will address the implementation of that Code.

COST ALLOCATION AND FUND BALANCES: The City allocates funds for the BIP as a part of the General Fund. The BIP has dedicated line items that are budgeted and expended only for the Building Inspection Program. Reserve funds are utilized for vehicle replacement for the Inspector's vehicle and other capital equipment needs, such as computer upgrades.

Thank you for your consideration of this matter. If you have any questions, please feel free to call me.

Sincerely,



Carol Lewis  
Community Development Director

**RESOLUTION NO. 23 FOR 2010**

**A RESOLUTION SETTING FEES FOR THE BUILDING INSPECTION PROGRAM - SOLAR INSTALLATION PERMIT.**

WHEREAS, the City of Sweet Home administers the Building Inspection Program within the City; and

WHEREAS, the City of Sweet Home has adopted the 2010 Oregon Solar Installation Specialty Code, and

WHEREAS, except as otherwise prescribed by law, the City Council deems it desirable to establish charges which are reflective of actual staff and material costs; and

WHEREAS, the City must establish fees by Resolution;

NOW, THEREFORE, BE IT RESOLVED that the following fees are added to the City of Sweet Home Building Inspection Program for the period beginning November 23, 2010:

SOLAR INSTALLATION SPECIALTY CODE	
Prescriptive Path Installations: As per the Oregon Solar Installation Specialty Code 305.4 Includes plan review and one inspection	\$150
Engineered Systems: Permit fees are based on the market value of the work to be performed, including the structural elements for the solar panels, including racking, mounting, rails, and labor. Solar electrical equipment, including collector panels and inverters are excluded.	Based on Structural Code Fees
Plan Review for Engineered Systems	65% of Permit Fee
Additional Inspections - Prescriptive Path Installations	\$50 per hour

It has been determined that these rates and fees are classified as not being subject to Oregon Constitution, Article XI, Section 11b limitations.

This Resolution shall be effective on November 24, 2010.

Passed by the City Council and approved by the Mayor this 23<sup>rd</sup> day of November, 2010.

\_\_\_\_\_  
Mayor

ATTEST:

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City Manger - Ex Officio City Recorder