

**CITY OF AURORA**

**RESOLUTION NO. 664**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AURORA, OREGON, AMENDING RESOLUTION NO. 462 AND ADOPTING A NEW SCHEDULE OF FEES FOR PLANNING AND ZONING APPLICATIONS**

WHEREAS, the City of Aurora finds that the policy established and implemented by Resolution No. 253 in 1993, that applicants for planning and zoning matters shall pay the entire cost of processing their applications, should be continued and updated.

WHEREAS, the City finds that the Planning and Zoning Charges were last updated and amended June 17, 2004.

WHEREAS, the City finds that the Planning and Zoning Charges need to be updated and amended to reflect increased staff and office overhead and costs of City Consultants, as well as to adequately prepare the City for a certain level of expected growth named in the City of Aurora Comprehensive Plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AURORA THAT:**

Section 1:

The City of Aurora Schedule of Fees for Planning and Zoning Applications set forth in Resolution No. 462 be and hereby is amended to provide for the Schedule of Fees/Deposits set forth in Exhibit "A and by this reference incorporated herein.

**INTRODUCED AND ADOPTED** this 12th day of March 2013.

**CITY OF AURORA, OREGON**

BY:   
Gregory Taylor, Mayor

ATTEST:

BY:   
Mary Lambert, Administrative Assistant

**EXHIBIT A  
CITY OF AURORA SCHEDULE OF FEES/DEPOSITS  
FOR PLANNING & ZONING APPLICATIONS**

The following estimated user fees are hereby imposed as a fee/deposit against the actual cost for processing land development applications and related permits. The "user fee" philosophy underlying these charges is designed to eliminate the amount of general fund monies used to process land development applications and permits, by charging the entire cost of the City providing that service directly to the person utilizing or receiving the benefit of the service. In this way, existing property tax revenues are not used to subsidize the processing of new land development applications.

Where the term "actual costs" is used, these costs include, but are not limited to, services rendered by the city planning consultant, city engineer consultant and city attorney, as well as all City administrative costs for communicating and meeting with the applicant/property owner and others, public notices, agency referral notices, staff reports, notices of decision, development agreements, correspondence, postage, photocopying, supplies, financial accounting and city clerical work.

If the actual costs exceed the deposit, the City reserves the right to request an additional deposit from the applicant/owner and the City will send an invoice for the additional charges to the applicant. The City shall not issue final approvals for land development and/or issue building permits, until all land development and other fees, including any additional charges are paid. If the applicant chooses to withdraw the application before preliminary approval has been issued by the City, then any unused deposit fees shall be refunded to the applicant upon the City's receipt of the applicant's written withdrawal and request for refund.

**NO APPLICATION SHALL BE REVIEWED OR ACCEPTED FOR PROCESSING TO DETERMINE ITS COMPLETENESS UNTIL ALL FEES/DEPOSITS ARE PAID.** Please note that additional land development and building permit fees/deposits may be required by the City, Aurora Rural Fire District, Marion County or State of Oregon.

This schedule of fees/deposits is effective March 12, 2013 pursuant to City Resolution No. 664, and is applicable to the following land development applications and related permits. The costs for application processing shall be based on the actual costs to the City of such processing and shall be based on the following hourly rates:

City Planning Consultant	\$85.00/hr.	City Public Works	\$40.00/hr.
City Planner/Paralegal	\$65.00/hr.	City Recorder	\$30.00/hr.
City Engineering	\$80.00/hr.	City Clerk	\$30.00/hr.
Consultant Clerical	\$35.00/hr.	City Attorney	\$130.00/hr.

**PLEASE NOTE:** The following fees/deposits marked with an asterisk (\*) require that public hearing notices be published in the Canby Herald, which additional cost of publication shall be charged to the applicant.

**FEE DESCRIPTION**

1. **PRE-APPLICATION CONFERENCE**..... Actual Costs \$600.00 deposit
2. **QUASI-JUDICIAL MAP AND TEXT AMENDMENTS**
  - a. Comprehensive Plan Amendment..... Actual Costs-\$3,000.00 deposit\*
  - b. Zoning & Development Ordinance Amendment ..... Actual Costs-\$3,000.00 deposit\*
3. **CITY ANNEXATIONS**..... Actual Costs-\$2,000.00\*
4. **SITE DEVELOPMENT REVIEW**
  - a. Residential Zones (R-1, R-2)
    - 1) Manufactured Home Parks ..... Actual Costs-\$3,000.00 deposit\*
    - 2) Other development other than single family
      - a) Project Value -0- to \$49,999..... Actual Costs-\$750.00 deposit
      - b) Project Value \$50,000 to \$99,999..... Actual Costs-\$1,000.00 deposit
      - c) Project Value \$100,000 to \$499,999..... Actual Costs-\$1,500.00 deposit
      - d) Project Value \$500,000 and over..... Actual Costs-\$2,000.00 deposit
  - b. Commercial Zone (C) and Industrial Zone (I)
    - 1) Project Value -0- to \$49,999 ..... Actual Costs-\$750.00 deposit
    - 2) Project Value \$50,000 to \$99,999 ..... Actual Costs-\$1,000.00 deposit
      - a) Project Value \$100,000 to \$499,999..... Actual Costs-\$1,500.00 deposit
      - b) Project Value \$500,000 and over..... Actual Costs-\$2,000.00 deposit
5. **LAND DIVISIONS**
  - a. Subdivisions - Tentative and Final Plats..... Actual Costs-\$3,000.00+\$50.00/lot deposit\*
  - b. Partitions-Tentative & Final Map Review ..... Actual Costs-\$1,000.00 deposit\*

6. CONDITIONAL USE PERMITS
- a. All Zones Actual Costs..... -\$1,000.00 deposit\*
  - b. Minor Alterations of Conditional Use Permits ..... Actual Costs-\$400.00 deposit
  - c. Home Occupations..... Actual Costs-\$ 300.00 deposit  
(\$75.00 deposit for Type I home occupations that are **not** referred to consultants)
7. VARIANCES
- a. Minor Variance from dimensional and setback standards, etc..... Actual Costs-\$500.00 deposit\*
  - b. Major Variance from public facilities standards ..... Actual Costs-\$1,000.00 deposit\*
8. HISTORIC OVERLAY DISTRICT PERMITS
- a. Certificate of Appropriateness (New Construction/Major Renovations)... Actual Costs-\$600.00 deposit\*
  - b. Certificate of Appropriateness (all others)..... Actual Costs- See HRB fee schedule
  - c. Demolition Permit..... Actual Costs-\$350.00 deposit\*
9. NON-CONFORMING USE OR STRUCTURE (also may require Site Design Review Approval)
- a. Reinstatement, Enlargement or Alteration of Use ..... Actual Costs-\$600.00 deposit\*
  - b. Alteration or Expansion of Structure
    - 1) Residential Zone (R-1 and R-2) ..... Actual Costs-\$750.00 deposit\*
    - 2) Commercial Zone (C)..... Actual Costs-\$1,000.00 deposit\*
    - 3) Industrial Zone (I) ..... Actual Costs-\$1500.00 deposit\*
10. TEMPORARY USES OR STRUCTURES
- a. Temporary Uses/Structures (Planning Director approval)..... Actual Costs \$100.00 deposit
  - b. Temporary Uses/Structures (Planning Commission approval) ..... Actual Costs \$250.00 deposit
11. LOT LINE ADJUSTMENTS ..... Actual Costs-\$500.00 deposit
12. APPEALS
- a. From Administrative Decision or HRB Decision
    - 1) Hearing Required ..... Actual Costs-\$800.00 deposit\*
    - 2) No Hearing Required..... Actual Costs-\$600.00 deposit
  - b. From Planning Commission Decision ..... Actual Costs-\$800.00 deposit\*
13. TRANSCRIPTS FROM APPEAL HEARINGS..... By Ordinance, actual costs
14. STREET VACATION AND/OR DEDICATION ..... Actual Costs-\$1,000.00 deposit
15. INFRASTRUCTURE AND RIGHT-OF-WAY PERMITS
- a. Right-of-way Permit Review ..... Actual Costs\$200.00 deposit + bond and insurance
  - b. Infrastructure Permits (Sewer, Water, Street and Storm improvements, includes City Engineer and Public Works review ..... Actual Costs \$500.00 deposit + bond and insurance
  - c. Access Permit Application ..... Actual Costs \$250.00 deposit
16. ACCESSORY DWELLINGS
- a. Administrative Decision ..... Actual Costs \$400.00 deposit
  - b. As Limited Land Use Decision ..... Actual Costs \$500.00 deposit
  - c. As Quasi-judicial Decisions with HRB approval ..... Actual Costs \$800.00 deposit
17. SIGN PERMITS
- a. Permanent Signs in All Zones..... \$60.00
  - b. Certificate of Appropriateness for Signs in Historic District ..... \$25.00
18. FENCE PERMITS
- a. Fence Permit (Over 6 feet tall)..... \$30.00
  - b. Replacement Fence Permit (Over 6 feet tall)..... \$20.00
  - c. Fence Permit Variance (Over 6 feet tall) ..... \$50.00
19. ZONING & DEVELOPMENT ORDINANCE INTERPRETATION..... Actual Costs-\$500.00 deposit

- 20. ALL APPLICABLE CURRENT SYSTEM DEVELOPMENT CHARGES AS ADOPTED BY ORDINANCE OR RESOLUTION ARE HEREBY INCORPORATED HEREIN BY THIS REFERENCE. A SCHEDULE OF ALL BUILDING PERMIT AND OTHER APPLICABLE DEVELOPMENT FEES CAN BE OBTAINED BY CONTACTING THE CITY RECORDER AT CITY HALL AT 503-678-1283.
- 21. HOURLY RATE FOR LAND USE SERVICES: Zoning confirmations, interpretations of development code criteria, land use compatibility statements, or other services/assistance related to the development ordinances not listed above shall be the responsibility of the interested party/applicant. Services requiring in excess of fifteen minutes of staff time shall require a deposit with the City of \$125.00 to cover staff time. Time/fees in excess of \$125.00 deposit shall be the responsibility of the interested party and billed to them as such.
- 22. Legal Publications and Noticing costs related to any and all applications.....\$At Cost