

CITY OF COOS BAY CITY COUNCIL
Agenda Staff Report

MEETING DATE March 3, 2015	AGENDA ITEM NUMBER
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TO: Mayor Shoji and City Councilors
FROM: Eric Day
THROUGH: Rodger Craddock
ISSUE: Land Use Planning and Building Department Fees

BACKGROUND:

Starting early last year, the Community Development Department started reviewing its land use planning and building department fees as they have not had a major modification since about 2001. Staff is proposing to raise the fees to cover the actual cost of review instead of using money from the General Fund to subsidize the review costs. Since that time, staff has presented the proposed fee increases to the City Council's Finance Committee. The Finance Committee is joining staff in also recommending an increase in the fees to cover the true cost of review.

Additionally, in the John Hitt Report which was recently delivered to the Council, Mr. Hitt recommends that the fees should cover the true cost of review and not be subsidized by the General Fund. Mr. Hitt also states that the overwhelming feeling of the system users that he interviewed were also in favor of increasing the review fees if it led to increased review efficiency.

(See attached slides for staff proposal of land use and building department fees)

ADVANTAGES:

By increasing the fees to the levels proposed by staff, John Hitt, and the City Council Finance Committee, Coos Bay will be covering the true cost of review for land use and building department plan reviews and inspections.

DISADVANTAGES:

The higher cost of permitting will be passed along to builders and developers doing work in Coos Bay.

BUDGET IMPLICATIONS:

The increased fees will increase the funds available in the General Fund to be used for other projects as the City directs.

RELATED CITY GOAL:

To adopt and maintain a sustainable budget that reflects City priorities and realizes current economic conditions. Provide a sustainable level of core services, meet regulatory requirements, and contribute to a stated goal within budgetary constraints of predictable revenue.

ACTION REQUESTED:

Staff is seeking consensus from the Council to send the proposed building department fee modifications to the State for the required 45-day notice period, and then to bring the proposed building department and land use fee modifications back to the Council for a public hearing in June.

Land Use Review Fees

Permit Type	Current Fee	Approx. # of hours to process	Proposed based on John Hitt Report	Notes
Pre-Application Conference	No set fee	10 to 25	\$500	Staff is proposing a lesser fee here than true cost to offset initial costs to applicants
Publishing Notices	\$255	0	\$255	\$255 is the average cost to publish in The World newspaper
Mailed Notice	No set fee	1	\$95	\$95 includes one hour of staff time and cost of stamps, envelopes and paper.
Site Posting	Not currently required	0	\$50	Includes staff to post and sign cost
Type I Reviews				
Sign Permit	\$55.00	1 to 3	\$70	
Home Occupation	\$15.00	0.5 to 1	\$35	
Lot Line Adjustment	\$190.00	5 to 8	\$350	
Street Name or Address Change	\$55.00	1 to 5	\$70	
Variance	\$375.00	4 to 6	\$280	
Other Type I Reviews		1 to 5	\$70	
Type II Reviews				
Site Plan	\$525 + 0.00357 per sq. ft.	10 to 20	\$1,400 + 0.5% of value	
Variance	\$375.00	4 to 6	\$280	
Partition	\$575.00	10	\$700	
Other Type II Reviews		5 to 7	\$350	
Type III Reviews				
PUD	No set fee	35	\$2,450 + \$75 per lot	
Subdivision	\$1,630.00	35	\$2,450 + \$75 per lot	
Site Plan	\$525 + 0.00357 per sq. ft.	20 to 40	\$1,400 + 0.5% of value	
Vacation	\$795.00	10 to 15	\$700	
Conditional Use	\$375.00	20 to 25	\$1,400	
Architectural Design Review	\$50 - \$100	5 to 7	\$350	
Other Type III Reviews		20 to 40	\$1,400	
Type IV Review (Legislative Amendments)				
Appeal to PC or CC	\$375.00	10 to 15	\$700	Fee would be refunded to applicant should they win their appeal.
Zone Change	\$675.00	20 to 30	\$1,400	
City Sponsored Legislation		20+	\$0	
Annexation	\$1,690.00	45 to 100+	\$3,150	
Text/Plan Amendment	\$825.00	20 to 40	\$1,400	
Urban Growth Boundary Amendment		75 +	\$5,250	
Other Type IV (Legislative) Reviews		20 to 40+	\$1,400	
Notes:				
*The current per hour review fee is \$70.00/hr.				
**Staff reserves the right to charge true cost of review. If there is an overage of payment then a partial refund will be given. If the hours exceed the review cost est. an additional charge will be assessed.				
***Expedited Land Use Review - If staff has the ability to expedite a land use review, a 50% review additional fee would be paid at time of application submittal.				

Jurisdiction Comparison of Land Development Fees

Permit Type	City of Newport	City of Florence	City of North Bend	City of Roseburg	Coos County	City of Coos Bay Current	Proposed based on John Hitt Report
Annexation	\$700	\$1750 filing fee + 25% or 60% of actual costs incurred for staff time, materials, public notices, etc. Billed monthly	\$250 + costs	\$640		\$1,690	\$3,150
Appeal to PC or CC	\$292 + cost of verbatim transcript	\$350 for PC, \$500 for CC	\$100 (PC) & \$250 (CC)	50% of application fee	\$1,600	\$375	\$700
Conditional Use	\$600 or \$749 with PC	\$1,500	\$250	\$533	\$1,153	\$375	\$1,400
Home Occupation			\$50		\$100	\$15	\$35
Lot Line Adjustment	\$299	\$100	\$150	\$214	\$300	\$190	\$350
Text Amendment	\$1,178	\$2,500	\$400 + cost		\$2,570	\$825+	\$1,400
Partition	\$312	Minor partition plan is \$1500. Major	\$400	\$427	\$1,200	\$575	\$700
Plan Amendment	\$1,178			\$1,042 or \$1,563 with UGB expansion	\$2,570	\$675	\$1,400
PUD	\$1030 + \$47/unit	\$3750 + \$150/acre > 10 acres	\$400	\$959 + \$10 per lot & \$106 (final)	\$1,200	\$525+	\$2,450 + \$75 per lot
Site Plan	\$603	\$1400 + \$50/1000 sq. ft. > 10,000 sq. ft.			\$1,153	\$525+	\$1,400 + 0.5% of value
Street Name or Address Change			\$150		\$400/\$200	\$55	\$70
Subdivision	\$1359 + \$47/unit	\$2000 + \$50/lot	\$400	\$959 + \$10 per lot, \$106 plan review,	\$1,200	\$1,630+	\$2,450 + \$75 per lot
Vacation	\$757	\$3,000	\$400		\$2,512 (when public hearing required)	795+	\$700
Variance	\$497 or \$577 with PC	\$1,300	\$250	\$214 (administrative) & \$427 for PC, public hearing	\$1,153	\$375	\$280
Zone Change	\$1,178	\$2,500	\$400	\$799	\$2,570	\$675	\$1,400
Pre-Application Conference		Staff rate + 20%			\$550	\$500	\$500

Project Value	Coos Bay Current	Coos Bay Proposed	Coos Bay - Permit percentage of increase	North Bend	Brookings Bandon Coos County	Curry County	Florence	Lincoln City	Douglas County - Roseburg	Astoria	Reedsport
Value \$200,000											
Building Permit	\$1,165.74	\$1,515.60	30%	\$1,316.39	\$887.90	\$1,087.62	\$2,102.60	\$956.80	\$785.95	\$1,252.20	\$944.00
Plan Check	\$757.73	\$978.64		\$855.65	\$577.14	\$706.95	\$1,366.69	\$621.92	\$510.87	\$813.93	\$613.60
State Surcharge	\$139.89	\$181.87		\$157.97	\$106.55	\$130.51	\$252.31	\$114.82	\$94.31	\$150.26	\$113.28
Total	\$2,063.36	\$2,676.11		\$2,330.01	\$1,571.59	\$1,925.08	\$3,721.60	\$1,693.54	\$1,391.13	\$2,216.39	\$1,670.88
Value \$100,000											
Building Permit	\$738.74	\$960.60	30%	\$834.34	\$562.90	\$722.62	\$635.10	\$566.80	\$497.95	\$813.20	\$594.00
Plan Check	\$480.18	\$624.39		\$542.32	\$365.89	\$469.70	\$412.82	\$368.42	\$323.67	\$528.58	\$386.10
State Surcharge	\$88.65	\$115.27		\$100.12	\$67.55	\$86.71	\$76.21	\$68.02	\$59.75	\$97.58	\$71.28
Total	\$1,307.57	\$1,700.26		\$1,476.78	\$996.34	\$1,279.03	\$1,124.13	\$1,003.24	\$881.37	\$1,439.36	\$1,051.38
Value \$50,000											
Building Permit	\$482.74	\$628.10	30%	\$545.30	\$367.90	\$501.12	\$390.10	\$373.75	\$325.58	\$549.50	\$394.00
Plan Check	\$313.78	\$408.27		\$354.45	\$239.14	\$325.73	\$253.57	\$242.94	\$211.63	\$357.18	\$256.10
State Surcharge	\$57.93	\$69.57		\$65.44	\$44.15	\$60.13	\$46.81	\$44.85	\$39.07	\$65.94	\$47.28
Total	\$854.45	\$1,111.74		\$965.19	\$651.19	\$886.98	\$690.48	\$661.54	\$576.28	\$972.62	\$697.38
Value 20,000											
Building Permit	\$239.59	\$312.10	30%	\$270.71	\$182.95	\$288.42	\$201.50	\$190.45	\$174.20	\$299.54	\$204.00
Plan Check	\$155.73	\$202.87		\$175.64	\$118.92	\$187.47	\$136.83	\$123.79	\$113.23	\$194.70	\$132.60
State Surcharge	\$28.75	\$37.45		\$32.49	\$21.95	\$34.61	\$24.18	\$22.85	\$20.90	\$35.94	\$24.48
Total	\$424.07	\$552.42		\$478.84	\$323.82	\$510.50	\$362.51	\$337.09	\$308.33	\$530.18	\$361.08
Value \$10,000											
Building Permit	\$137.29	\$177.60	29%	\$155.11	\$104.65	\$197.52	\$205.40	\$112.45	\$105.20	\$194.24	\$124.00
Plan Check	\$89.24	\$115.44		\$100.82	\$68.02	\$128.39	\$133.51	\$73.09	\$68.38	\$126.26	\$80.60
State Surcharge	\$16.47	\$21.31		\$18.61	\$12.56	\$23.70	\$24.65	\$13.49	\$12.62	\$23.31	\$14.88
Total	\$243.00	\$314.35		\$274.54	\$185.23	\$349.61	\$363.56	\$199.03	\$186.20	\$343.81	\$219.48
Value \$5000											
Building Permit	\$86.14	\$110.35	28%	\$97.31	\$65.65	\$152.07	\$97.25	\$65.00	\$70.70	\$141.59	\$84.00
Plan Check	\$55.99	\$71.73		\$63.25	\$42.67	\$98.85	\$63.21	\$42.25	\$45.96	\$92.03	\$54.60
State Surcharge	\$10.34	\$13.24		\$11.68	\$7.88	\$18.25	\$11.67	\$7.80	\$8.48	\$16.99	\$10.08
Total	\$152.47	\$195.32		\$172.24	\$116.20	\$269.17	\$172.13	\$115.05	\$125.14	\$250.61	\$148.68
Value \$2000											
Building Permit	\$55.45	\$70.00	26%	\$62.62	\$42.25	\$90.00	\$76.40	\$65.00	\$50.00	\$65.00	\$42.00
Plan Check	\$36.04	\$45.50		\$40.70	\$27.46	\$58.50	\$49.66	\$42.25	\$32.50	\$42.25	\$27.30
State Surcharge	\$6.65	\$8.40		\$7.51	\$5.07	\$10.80	\$9.17	\$7.80	\$6.00	\$7.80	\$5.04
Total	\$98.14	\$123.90		\$110.83	\$74.78	\$159.30	\$135.23	\$115.05	\$88.50	\$115.05	\$74.34

Building Codes Fees		
Building Fees	Proposed Fee	Current Fee
Structural Permit		
Project Valuation		
\$1 - \$2,000	\$70	\$17.05 for 1st \$100 plus \$2.56 for each additional \$1,000 or fraction thereof to and including \$2,000.
\$2,001 - \$25,000	\$70 for 1st \$2,000 plus \$13.45 for each additional \$1,000 or fraction thereof to and including \$25,000.	\$55.45 for 1st \$2,000 plus \$10.23 for each additional \$1,000 or fraction thereof to and including \$25,000.
\$25,001 - \$50,000	\$379.35 for 1st \$25,000 plus \$9.95 for each additional \$1,000 or fraction thereof to and including \$50,000.	\$290.74 for 1st \$25,000 plus \$7.68 for each additional \$1,000 or fraction thereof to and including \$50,000.
\$50,001 - \$100,000	\$628.10 for 1st \$50,000 plus \$6.65 for each additional \$1,000 or fraction thereof to and including \$100,000.	\$482.74 for 1st \$50,000 plus \$5.12 for each additional \$1,000 or fraction thereof to and including \$100,000.
\$100,001 and up	\$960.60 for 1st \$100,000 plus \$5.55 for each additional \$1,000 or fraction thereof.	\$738.74 for 1st \$100,000 plus \$4.27 for each additional \$1,000 or fraction thereof.
Residential Fire Sprinkler Fees		
0 - 2,000 sq. ft.	\$150	\$1.50 per sq. ft.
2,001 - 3,600 sq. ft.	\$200	
3,601 - 7,200 sq. ft.	\$300	
7,201 sq. ft. and up\	\$400	
Note - This change in fees is required to bring Coos Bay residential fire sprinkler fees into conformance with OAR 918-050-0140		
Residential Mechanical Permit Type		
Chimneys - Installation/alteration	\$35	\$34.10
Vent, duct or metal chimneys	\$10	\$6.82
Fuel gas, hazardous or non-hazardous piping system	\$25	\$20.46
Minimum Permit Fee	\$60	\$50.00
Other inspections per hour (1 hour minimum)	\$70	\$70.00
Commercial Mechanical Project Valuation		
\$1 - \$2,000	\$70	\$35
\$2,001 - \$20,000	\$80 for 1st \$2,000 plus \$13.95 for each additional \$1,000 or fraction thereof to and including \$20,000.	\$35 for 1st \$1,000 plus \$0.45 for each additional \$100 or fraction thereof to and including \$10,000.
\$20,001 - \$50,000	\$331.11 for 1st \$20,000 plus \$11.85 for each additional \$1,000 or fraction thereof to and including \$50,000.	\$195.20 for 1st \$10,000 plus \$10.98 for each additional \$1,000 or fraction thereof to and including \$100,000.
\$50,001 - \$100,000	\$686.61 for 1st \$50,000 plus \$9.95 for each additional \$1,000 or fraction thereof to and including \$100,000.	\$1,183.40 for 1st \$100,000 plus \$7.54 for each additional \$1,000 or fraction thereof.
\$100,001 and up	\$1,184.11 for 1st \$100,000 plus \$7.85 for each additional \$1,000 or fraction thereof.	
Plan Review	65% of permit fee	65% of permit fee
Other Fees		
Additional plan reviews after 1st review	\$70/per hour	
Additional reviews requested by applicant for which no review fee is specifically indicated.	\$70/per hour	\$70/per hour
Any additional review	\$70/per hour	\$70/per hour