

RESOLUTION NO. 2928

A RESOLUTION OF THE CITY OF WILSONVILLE APPROVING AN AMENDMENT TO THE PLANNING DIVISION FEE SCHEDULE ADDING FEES FOR MIDDLE HOUSING LAND DIVISIONS AND FURTHER REFINING THE FEE SCHEDULE FOR WIRELESS COMMUNICATION FACILITIES.

WHEREAS, the allowance of Middle Housing Land Divisions under Ordinance No. 851 necessitates updating the Planning Division fee schedule to identify fees for Middle Housing Land Divisions tentative plat reviews requiring expedited review, Middle Housing Land Divisions tentative plats not requiring expedited review, and Middle Housing Land Division final plats; and

WHEREAS, Middle Housing Land Divisions requiring expedited review are most similar to Expedited Land Division under ORS 197 identified in the existing fee schedule; and

WHEREAS, Middle Housing Land Divisions not requiring expedited review are most similar to Tentative Plat Review of Partitions, whether reviewed administratively or by the Development Review Board, identified in the existing fee schedule; and

WHEREAS, Middle Housing Land Divisions final plat review is most similar to Final Plat Review for a partition identified in the existing fee schedule; and

WHEREAS, application fees for Middle Housing Land Divisions, listed in **Exhibit A**, attached hereto and incorporated herein, represent a reasonable recovery of the cost for reviewing such applications; and

WHEREAS, Resolution No. 2905 approved an amendment to the Planning Division fee schedule adding a wireless communication facilities section to include planning application review fees, technical design review fees, and an appeal of decision fee; and

WHEREAS, after adoption of Resolution No. 2905 a number of the listed fees were found to need additional clarity for staff and customers; and

WHEREAS, the City desires to remove the duplicative fees and add clarifying descriptive language to have clarity for City staff and customers on the appropriate fee for various wireless communication facility applications; and

WHEREAS, the fee schedule, as listed in **Exhibit A**, attached hereto and incorporated herein, reflects the desired edits to the Wireless Communication Facilities fees.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

Section 1. FINDINGS.

The above-recited findings are adopted and incorporated by reference herein.

Section 2. DETERMINATION.

a. Planning Division fee schedule be updated to include fees for Middle Housing Land Divisions as follows:

- Middle Housing Land Divisions requiring expedited review having the same fee as the current fee listed for Expedited Land Division Under ORS 197,
- Middle Housing Land Divisions not requiring expedited review having the same fee as the current fee listed for Tentative Plat Review of Partitions depending on whether reviewed administratively or by the Development Review Board, and
- Middle Housing Land Division final plats having the same fee as the current fee listed for Final Plat Review for a partition;

b. Planning Division fee schedule updated for wireless communication facilities as shown in Exhibit A.

c. The new fees shall be indexed annually consistent with the other fees on the Planning Division Fee Schedule.

Section 2. EFFECTIVE DATE OF RESOLUTION.

This Resolution is effective on the effective date of Ordinance No. 851.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 18th day of October 2021, and filed with the Wilsonville City Recorder this date.

DocuSigned by:

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Julie Fitzgerald, Mayor

ATTEST:

DocuSigned by:

Kimberly Veliz

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Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Fitzgerald	Yes
Council President Akervall	Yes
Councilor Lehan	Yes
Councilor West	Yes
Councilor Linville	Excused

EXHIBITS:

A. Updated Planning Fee Schedule

Planning Division Fees Effective February 28, 2021

Fee Type	Fee
Administrative Review	
Class I	\$361
Class II	\$1,567
Annexation	
	\$4,700 + Metro annexation fee
	Single tax lot less than 1 acre: \$150
	One to 5 acre: \$250
	Five to 40 acres: \$300
	More than 40 acres: \$400
Appeals	
Administrative Decision	\$511
Planning Director Interpretation or Administrative Decision with Technical Review (e.g. SDC calculation, WCF decision, etc.)	\$2,500
DRB or Planning Commission Action	\$3,731
Referee Decision (expedited land division)	\$1,228
Architectural Review (Villebois)	
Single Family	\$409
Multi-family per Unit	\$102
Change of non-conforming use	
	\$1,088
Comprehensive Plan Amendment	
Legislative text	\$10,224 + \$915 if BM 56 notice is required
Legislative map	\$6,892 + \$915 if BM 56 notice is required
Quasi-judicial map	\$3,354 + \$915 if BM 56 notice is required
Conditional Use Permit	
Accessory Use to SFD in Willamette River Greenway	\$1,841
All others	\$2,724
Erosion Control Inspection Fee	
Base	\$431
Per additional inspection	\$81
Expedited Land Division (see Resolution No. 2928)	
Villebois	Double the regular fee
Under ORS 197 and Middle Housing Land Division requiring expedited review	\$1,228 + \$22/lot or land division unit
Final Plat Review (see Resolution No. 2928)	
Partition and Middle Housing Land Divisions	\$1,244
Subdivision	\$2,670
Parks Plan Review Fee	
	\$2,810

Adopted by Resolution 2620.

Note: Each fee component stands alone and may require multiple components

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Planning Division Fees Effective February 28, 2021

Fee Type	Fee
Planned Unit Development	
Stage I	
Any Use	\$2,283
Modified	\$1,281
Villebois SAP Modification	\$1,637
Stage II	
< 2 gross acres	\$8,426
2 to 10 gross acres	\$10,537
> 10 gross acres	\$12,642
Modified	\$3,037
Villebois PDP	Base fee \$2,455; Plus \$307/net acre for all sites > 2 acres; Plus \$22/lot
Preapplication Conference	
Residential < 10 lots/units	\$431
Other Signs only	\$205
All others	\$899
Recorded Matter – Per Document	
Document Fee – Per Legal Document	\$361
Requested transcript of meeting	
	Billed to the applicant at the City's current transcriptionist's rate
Reinspection fee - when applicant fails to pass initial planning inspection	
	Billed at hourly staff rate
Request for special meeting	
Staff	\$307
DRB or Planning Commission	\$2,789
City Council	\$3,074
Request for Time Extension	
Administrative	\$102
DRB Review: First Extension	\$511
DRB Review: Second Extension	\$1,023
DRB Review: Third Extension	\$2,046
Request to Modify Conditions of Approval	
Administrative	\$996
DRB Review	\$2,568
City Council	\$3,640
Review of Bldg Permit Application	
Residential – Deck/Garage/Carport, etc.	\$280
All other Residential	\$345
All other	\$1,018 or 0.0082% of value of bldg, whichever is greater, not to exceed \$15,350

Adopted by Resolution 2620.

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Planning Division Fees Effective February 28, 2021

Fee Type	Fee
SROZ Review	
Verification of Boundary	
Abbreviated	\$425
Standard	\$522
SRIR Review	
Abbreviated	\$603
Standard	\$1,712
Review Mitigation Monitoring Report	
	\$511
Signs Permits and Review (Except Temporary Signs)	
Class I Sign Permit	\$205
Minor Adjustment as Part of Class I Sign Permit	\$102
Class II Sign Permit	\$581
Class III Sign Permit	\$861
Master Sign Plan	\$1,443
Site Design Review	
	Base fee \$2,283; Plus \$1,631 per occupied building subject to review Plus \$1,631 per 5 acres, or portion thereof, of net site area (excludes single-family lots)
Staff interpretation (written)	
Without public notice (including zone compliance letter)	\$275
With public notice	1,788
Street Vacation	
	\$4,286

Planning Division Fees Effective February 28, 2021

Fee Type	Fee
Temporary Use and Sign Permits	
Class I < 15 days	\$70
Class I 15 - 30 days	\$97
Class I Annual Event Signs	\$48
Class II 31-60 days	\$441
Class II 61-120 days (signs only)	\$592
Class II 61-120 days (other temporary uses, may incorporate concurrent sign request)	\$662
DRB Review more than 120 days (non-sign temporary uses only)	\$1,895
Tentative Plat Review <u>(see Resolution No. 2928)</u>	
Partition <u>and Middle Housing Land Division not requiring expedited review</u>	
Administrative Review	\$1,088
DRB Review	\$2,283
Subdivision	
	Base fee \$3,284 Plus \$38/lot
Tree Permit	
Type A Permit	
3 or fewer trees	\$22
Type B or C Permit	
3 or fewer trees	\$108
4 - 10 trees	\$151 + \$11/tree to be removed
11 - 25 trees	\$312 + \$11/tree to be removed
26 or more trees	\$334 + \$11/tree to be removed
Type D Permit	
	\$808
DRB Review of Type C Tree Removal Plan	
	\$167
Urban Reserve Concept Plan – Initiated by Owners	
0 to 50 acres	Base fee \$2,692 Plus \$162/hour for Staff Review/Report/Research Time, Not to exceed \$12,922
51 to 250 acres	Base fee \$5,384 Plus \$162/hour for Staff Review/Report/Research Time, Not to exceed \$23,727
251+ acres	Base fee \$8,076 Plus \$162/hour for Staff Review/Report/Research Time

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Planning Division Fees Effective February 28, 2021

Fee Type	Fee
Variance	
Administrative	\$716
DRB Review	\$3,252
Waiver	
per waiver	\$592
Wireless Communication Facilities (see Resolutions 2720 and, 2905, and 2928)	
<u>Deposit when submitting application:</u>	
Small Wireless Facility in Public ROW (See Resolution 2720)	-Planning Review Fee for up to 5 sites/nodes (same as Class I Review) \$361 -Plus Technical Review Fee of \$800 x number of sites/nodes
WCF in and out of Public ROW (pursuant to Section 6409a)	-Planning Review Fee per site/node (same as Class II Review) \$1,567 -Plus Technical Review Fee of \$4,000 \$1,800 per site/node
Modification to Existing WCF Tower (not eligible for Section 6409a) or "Substantial" Macro Collocation, Modification or Upgrade ("Substantial" is an increase in WCF tower height in excess of what is allowed under Section 6409 and/or an increase of an existing WCF ground compound.) not eligible for 6409(a) and new macro WCFs on public property.	-Planning Review Fee per site/node (same as Class II Review) \$1,567 -Plus Technical Review Fee of \$4,000 per site/node
"Non-substantial" Macro Collocation, Modification or Upgrade ("Non-substantial" is any change or modification of a WCF that would be by right an eligible facility request according to Section 6409 of the Spectrum Act.)	-Planning Review Fee per site/node (same as Class II Review) \$1,567 -Plus Technical Review Fee of \$1,800 per site/node
New Macro WCF Facilities	-Planning Review Fee per site/node (same as Class II Review) \$1,567 -Plus Technical Review Fee of \$4,000 per site/node
New WCF in Other Locations not on public property	-Planning Review Fee per site/node (same as Conditional Use Permit Review) \$2,724 -Plus Technical Review Fee of \$4,000 per site/node
<u>Final Cost:</u> Actual costs incurred by the City to review, including outside consulting costs. Applicants will be refunded any over payment and invoiced any under payment	
Villebois Expedited Review	
	Double applicable fee
Villebois FDP	
	\$1,637
Zone Change	
Legislative text	\$10,224 + \$915 if BM 56 notice is required
Legislative Map	\$6,892 + \$915 if BM 56 notice is required
Quasi-judicial Map	\$3,354
Zoning Verification Letter	
	\$323

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