

# City of Roseburg - Master Fee Schedule

<b>PUBLIC INFORMATION REQUESTS</b>
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**COPIES/STAFF TIME**

**MISCELLANEOUS RECORDS: (Applied to requests from any department)**

	COST	UNIT
<b>Contract/Bid Documents</b>		
Containing 20-50 pages .....	\$ 15.00	per document
Containing more than 50 pages .....	\$ 25.00	per document
(Note: May be waived by City Manager on individual contract basis)		

**Personnel Costs**

Will be charged for requests requiring more than 1/2 hour staff time. Requests requiring attorney review or assistance will be charged the same rate the City is charged for attorney time.

**Photocopy Charges**

Service charge of \$1.00 plus		
Black and White up to 8 1/2 x 14 .....	\$ 0.25	per page
Color up to 8 1/2 x 14 .....	\$ 0.50	per page
11 x 17 .....	\$ 0.50	per page
36 x 36 .....	\$ 5.00	per page
<b>Digital Images (Photos, Videos or Files)</b>	\$ 15.00	each

**CITY RECORDER RECORDS**

<b>Business Registration List</b>		
Complete List .....	\$ 15.00	per document
Annual List .....	per page fee	
<b>Municipal Code</b>		
Complete (unbound) .....	\$ 75.00	per document
Updates .....	per page fee	

**COMMUNITY DEVELOPMENT/BUILDING RECORDS**

Comprehensive Plan .....	\$ 25.00	per document
Comprehensive Plan Map .....	\$ 20.00	per document
Downtown Master Plan .....	\$ 25.00	per document
<b>Historic Resources Inventory</b>		
Per Volume .....	\$ 25.00	per volume
Per Set .....	\$ 100.00	per set
Title 12 (Land Use Development Regulations) - Roseburg Municipal Code .....	\$ 25.00	per document
Urban Renewal Plan .....	\$ 10.00	per document
Wetlands Conservation Plan .....	\$ 15.00	per document
Zoning Maps .....	\$ 20.00	per document

**FINANCE RECORDS**

Audit .....	\$ 30.00	per document
Budget .....	\$ 30.00	per document

**FIRE DEPARTMENT RECORDS**

Emergency Response Report .....	\$ 10.00	per document
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**LIBRARY**

Black and White Copies .....	\$ 0.25	per page
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# City of Roseburg - Master Fee Schedule

Color Copies .....	\$	0.50	per page
 <b>PARK DEPARTMENT RECORDS</b>			
Bikeway Master Plan .....	\$	25.00	per document
Parks Master Plan .....	\$	25.00	per document
 <b>POLICE /COURT RECORDS</b>			
Accident Report .....	\$	10.00	per report
Police Report .....	\$	10.00	per report
Supplemental Copies	\$	5.00	per supplement
Digital Images (Photos/Videos) .....	\$	15.00	per image
Video Cam Footage			
Full blur (digital or CD) .....	\$	15.00	
Partial blur .....			\$12.00/minute staff time + \$5.00/dvd
 <b>PUBLIC WORKS RECORDS</b>			
Aerial Maps - photo copy .....	\$	2.50	per document
Aerial Maps - digital format .....	\$	15.00	per document
Airport Master Plan .....	\$	25.00	per document
Base Maps (Storm/Water) (photo copy) .....	\$	2.50	per document
Computer Mapping .....	\$	50.00	per hour
Computerized City Map .....	\$	15.00	per document
Design Standards .....	\$	25.00	per document
Mylars .....	\$	15.00	each
Standard Specifications (hardbound) .....	\$	15.00	per document
Standard Drawings (hardbound) .....	\$	15.00	per document
Storm Drain Master Plan .....	\$	25.00	per document
 <b>WATER DEPARTMENT RECORDS</b>			
Master/Capital Improvement Plan .....	\$	25.00	per document
Test Report .....	\$	2.00	per document

# City of Roseburg - Master Fee Schedule

ADMINISTRATION	COST	UNIT
<b>Appeal</b> of Commission/City Manager/Staff Decision ..... <i>(unless defined under department)</i>	\$ 250.00	
<b>Document Recording</b> .....	Actual Cost	
<b>Employment Application Processing</b> Tested Positions Only <i>(per applicant)</i> .....	Actual Cost	
<b>Public Safety Center Room Rental</b>		
Non-Governmental Agencies:		
North Umpqua Room .....	\$ 50.00	per hour or portion
South Umpqua Room .....	\$ 50.00	per hour or portion
Salmon Room .....	\$ 50.00	per hour or portion
Umpqua Room .....	\$ 100.00	per hour or portion
Refundable Security Deposit .....	\$ 250.00	per occurrence
Governmental Agencies:		
All Rooms .....	no charge	first 4 hours
All Rooms .....	\$ 100.00	per day if over 4 hrs
<b>Roseburg Public Library Room Rental</b>		
Roseburg Public Library/City of Roseburg/Douglas ESD/Friends of the Library ..	no charge	
Recognized veterans organizations .....	no charge	
Other agencies:		
Ford Family Room		
Re-key fee.....	\$ 150.00	per incident
When Douglas ESD or Library open to public .....	\$ 25.00	
When Douglas ESD and Library closed to public .....	\$ 75.00	
Deer Creek Room .....	\$ 25.00	
South Umpqua Room .....	\$ 25.00	
Multipurpose Room #1		
Meeting Room only or single-point videoconferencing .....	\$ 25.00	
Multi-point videoconferencing .....	Contact ESD for quote	
Multipurpose Room #2		
Meeting Room only or single-point videoconferencing .....	\$ 25.00	
Multi-point videoconferencing .....	Contact ESD for quote	
Study Room..... <i>(time may be extended if no one is waiting)</i>	no charge	drop-in basis for 2 hrs
<b>Right-of-Way Permit</b>		
Sidewalk Sales, Sign/Obstruction <i>(see Public Works for construction)</i> .....	\$ 25.00	
<i>(Events sponsored by the city or a city-funded downtown association exempted)</i>		
<b>Street Closure Permits/Barricades (Parades/Special Permits)</b> .....	\$ 25.00	
<i>(Military and funerals exempted)</i>		
<b>Voters' Pamphlet Submissions</b>		
Candidate Statement .....	\$ 25.00	
Measure Argument or Statement of Endorsement .....	\$ 25.00	

# City of Roseburg - Master Fee Schedule

<b>AIRPORT FACILITIES</b>
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	COST	UNIT
<b>Commercial Operator's Permit</b>		
Seasonal .....	\$ 200.00	3 months
Non-Seasonal .....	\$ 125.00	per quarter
Initial Application Review.....	\$ 100.00	
<b>Fuel</b>		
Fuel Flowage ( <i>payable by fuel purchaser</i> ) .....	\$ 0.05	per gallon
Profit Margin on Retail Sales of Aviation Fuels .....	\$ 0.50	per gallon over wholesale
<b>Overnight Tie-Down Rates</b>		
<i>(Government Operations exempted)</i>		
Single engine .....	\$ 3.00	per day
Twin engine .....	\$ 5.00	per day
<b>Rent/Lease Rates (Annual)</b>		
Non-Aviation Related Use of Corporate Hangar Space .....	\$ 0.77	per square foot

*Annual adjustments to the following Airport fees will be tied to the CPI-U West index, December to December and rounded to the nearest dollar (3% maximum) and become effective July of each year. This applies to: Non-Aviation Related Use of Corporate Hangar Space, Aviation Suites , Commercial "Lear"; Storage Units B, F, G, H, I; Hangar row "C", south end Single T-Hangars; all Twin hangars; north end Single T-Hangars; Tie-Downs Single and Twin. This adjustment will not apply to Storage Unit J until such time as the fees charged for storage units rise to the same level. Corporate Hangar Space and Aviation Suites shall be adjusted by the CPI-U West index, but is not rounded to the nearest dollar or cent.*

**Rent/Lease Rates (Monthly)**

Additional North-End Corporate Hangar Parking Space .....	\$ 26.00	per month
Per space exceeding the two spaces designated to each north-end hangar with street access		
Commercial "Lear" .....	\$ 870.00	per month
Corporate Hangar Space & Aviation Suites .....	\$0.3403	annual per sq foot
Storage Units B, G, H, I .....	\$ 88.00	per month
Storage Unit J .....	\$ 100.00	per month
Storage Unit F .....	\$ 65.00	per month
T-Hangar Single (except I-5, I-9, I-14) .....	\$ 269.00	per month
T-Hangar Single (North End 1-5, 1-9, 1-14) .....	\$ 197.00	per month
T-Hangar Twin .....	\$ 494.00	per month
T-Hangar Single Daily Rate .....	\$ 25.00	per day
T-Hangar Twin Daily Rate .....	\$ 36.00	per day
T-Hangar Row "C" .....	\$ 229.00	per month
Tie-Downs Single .....	\$ 43.00	monthly per space
Tie-Downs Twin .....	\$ 73.00	monthly per space

**Security Deposit (Refundable) for T-Hangar and Storage Unit Rentals .....** \$ 100.00

# City of Roseburg - Master Fee Schedule

<b>BUSINESS PERMITS/LICENSES</b>	<b>COST</b>	<b>UNIT</b>
<b>Appeals</b>		
Denied/Suspended/Revoked Application/Registration/Permit/License .....	\$ 250.00	
<b>Alarm Agent Permit</b> .....		
On or After 7/1 .....	\$ 20.00	annually
Original Application Investigation Charge .....	\$ 10.00	
.....	\$ 30.00	one-time
<b>Business Registration</b> .....		
Addition of Co-Owner .....	\$ 150.00	one-time
.....	\$ 75.00	one-time
<b>Closing Out Sale</b> .....		
.....	\$ 50.00	each
<b>Facilities/Property Use Agreement (nonpark)</b>		
Application/Agreement Processing .....	\$ 25.00	each
Damage Deposit ( <i>refundable</i> ) .....	\$ 100.00	
<b>Medical Marijuana Dispensaries</b>		
Operator's License .....	\$ 500.00	annually
On or After 7/1 .....	\$ 250.00	
Original Application Investigation Charge .....	\$ 500.00	one-time
Dispenser License .....	\$ 50.00	annually
On or After 7/1 .....	\$ 25.00	
Original Application Investigation Charge .....	\$ 50.00	one-time
<b>OLCC</b>		
New Outlet .....	\$ 100.00	each
Ownership, Location or Privilege Change .....	\$ 75.00	each
Renewal or Temporary License .....	\$ 35.00	each
Special Occasion Events on City Property .....	\$ 10.00	per day
Special Occasion Events on Private Property .....	\$ -	
<b>Recreational Marijuana Dispensaries</b>		
Operator's License .....	\$ 500.00	annually
On or After 7/1 .....	\$ 250.00	
Original Application Investigation Charge .....	\$ 500.00	one-time
Dispenser License .....	\$ 50.00	annually
On or After 7/1 .....	\$ 25.00	
Original Application Investigation Charge .....	\$ 50.00	one-time
<b>Social Gaming License</b>		
License .....	\$ 150.00	annually
On or After 7/1 .....	\$ 75.00	
Original Application Investigation Charge .....	\$ 100.00	one-time
<b>Solid Waste Management License</b>		
Annual (per fiscal year) .....	\$ 29,500.00	annually
On or After 7/1 .....	\$ 14,750.00	
Original Application Investigation Charge .....	\$ 2,500.00	one-time
Term Extension .....	\$ 500.00	annually

# City of Roseburg - Master Fee Schedule

## Taxicab/Limousine

Driver's Permit .....	\$ 20.00	annually
On or After 7/1 .....	\$ 10.00	
Original Application Investigation Charge .....	\$ 30.00	
Operator's License .....	\$ 150.00	per vehicle/per year
On or After 7/1 .....	\$ 75.00	
Original Application Investigation Charge .....	\$ 200.00	

## Transportation Network

Driver's Permit .....	\$ 20.00	annually
On or After 7/1 .....	\$ 10.00	
Original Application Investigation Charge .....	\$ 30.00	
Operator's License .....	\$ 480.00	annually
On or After 7/1 .....	\$ 240.00	
Original Application Investigation Charge .....	\$ 200.00	

## Telecommunications Providers

Franchise Application Review .....	\$ 200.00	
Franchise Renewal .....	\$ 100.00	
Carrier Franchise Fee ( <i>paid quarterly - Qwest only</i> ) .....	7% of gross revenues prior qtr	
Non-Carrier w/City Customers ( <i>paid quarterly</i> ) .....	5% of gross revenues prior qtr	
Small Cell .....	\$ 270.00	per cell/annually

*Annual adjustments to the Non-Carrier w/facilities in right-of-way but no City Customers fees will be tied to the CPI-U West index, December to December, not rounded to the nearest dollar or cent and become effective July of each year (RMC 9.25.110(B))*

		annual/per linear foot
*Non-Carrier w/facilities in right-of-way, but no City Customers .....	\$ 2.7732	of public way

# City of Roseburg - Master Fee Schedule

## COMMUNITY DEVELOPMENT - PLANNING

	COST	UNIT
<i>adjusted by the CPI-U West index, December to December and rounded to the nearest dollar, and become effective July of each year. Inactive Building Division Fees have been removed from the master list. They remain on file in the City Recorder's office.</i>		
<b>Administrative Function</b>		
Land use compatability statement (LUCS), DMV, State/Federal Forms.....	\$ 72.00	
Zoning Confirmation Letter (letterhead, specific questions) .....	\$ 100.00	
Addressing .....	\$ 100.00	
<b>Amendment (Conditions, Findings and Plat) .....</b>	<b>\$ 375.00</b>	
<b>Annexation</b>		
Petition Initiated .....	\$ 1,650.00	
<b>Appeals</b>		
Dangerous Building Abatement (to City Manager then Council) .....	\$ 350.00	
Director's Decision (\$250 cap) .....	Actual Cost	
Land Use Action (\$500 cap) .....	1/2 of	Application
Nuisance Abatement (to City Manager then Council) .....	\$ 300.00	
<b>Boundary Line Adjustment .....</b>	<b>\$ 550.00</b>	
Resubmittal Fee (30% of the required application fee for the initial application)		
<b>Comprehensive Plan Amendment (Map/Text) .....</b>	<b>\$ 3,300.00</b>	
Urban Growth Boundary .....	\$ 4,120.00	
Resubmittal Fee (Map) (30% of the required application fee for the initial application)		
<b>Conditional Use Permit .....</b>	<b>\$ 1,375.00</b>	
Day Care .....	\$ 350.00	
Resubmittal Fee (30% of the required application fee for the initial application)		
<b>Demolition Permit .....</b>	<b>\$ 80.00</b>	
<b>Derelict Building Registration</b>		
Residential Application .....	\$ 360.00	
Commercial Application .....	\$ 652.00	
Monthly Registration for each month or portion thereof building is registered for the first six months		
Residential .....	\$ 143.00	per month
Commercial .....	\$ 652.00	per month
Extension - Monthly Registration for each month or portion thereof building is registered after six months		
Residential .....	\$ 283.00	per month
Commercial .....	\$ 1,324.00	per month
Delinquent Payment Penalty (for each monthly payment more than 30 days past due)		
Residential .....	\$ 143.00	per month
Commercial .....	\$ 652.00	per month
<b>Expedited Land Use Action (plus \$100 postage) .....</b>	<b>\$ 4,400.00</b>	

# City of Roseburg - Master Fee Schedule

**Grading Plan**

Single Family Unit/Duplex .....	\$ 140.00
Other .....	\$ 700.00

**Historic Structure** - Alteration/Construction/Demolition with HRRC public hearing (*plus corresponding Site Review Fee*) .....

\$ 140.00

**Non-Conforming Use Alteration** .....

\$ 410.00

Resubmittal Fee (*30% of the required application fee for the initial application*)

**Partition** .....

\$ 1,100.00

Resubmittal Fee (*30% of the required application fee for the initial application*)

Final Plat ..... \$ 280.00

**Planned Development**

Preliminary ( <i>plus \$10.00 per lot</i> ) .....	\$ 2,500.00
Final .....	\$ 280.00
Resubmittal Fee .....	\$ 280.00
Construction Review .....	\$ 280.00

**Preliminary Application Conference** .....

\$ 200.00

**Re-inspection Fee**

\$ 100.00

**Site Plan Review**

Above Ground Storage Tank .....	\$ 550.00
Accessory Detached Structure - Single Family Unit/Duplex.....	\$ 150.00
Accessory Detached Structure - Commercial/Industrial/Other.....	\$ 210.00
Alteration/Remodel Single Family Unit/Duplex .....	\$ 150.00
Alteration/Remodel Commercial/Industrial/Other .....	\$ 280.00
FP - Floodplain Review ( <i>plus corresponding Site Review fee</i> ) .....	\$ 100.00
Grading - Single Family Unit/Duplex .....	\$ 140.00
Grading - Commercial Site Work/Parking Lots/Other .....	\$ 686.00
HR - Historic Review ( <i>plus corresponding Site Review fee</i> ) .....	\$ 100.00
New Construction Single Family Unit/Duplex .....	\$ 280.00
New Construction Commercial/Industrial/Other .....	\$ 960.00
Mobile Home Park .....	\$ 960.00
Riparian Setback Consultation/Reduction with ODFW .....	\$ 412.00
Resubmittal Fee ( <i>30% of the required application fee for the initial application</i> )	

**Site Plan Review - Signs**

Area - 0-32 square feet .....	\$ 60.00
Area - 33-60 square feet .....	\$ 84.00
Area - 61-99 square feet .....	\$ 100.00
Area - 100-250 square feet .....	\$ 210.00
Freestanding (in addition to above) .....	\$ 60.00
FP - Floodplain Review ( <i>plus corresponding Site Review fee</i> ) .....	\$ 100.00
HR - Historic Review ( <i>plus corresponding Site Review fee</i> ) .....	\$ 100.00
Temporary (30 days or less) .....	\$ 50.00
Temporary Sign Refundable Deposit .....	\$ 120.00
Resubmittal Fee ( <i>30% of the required application fee for the initial application</i> )	



# City of Roseburg - Master Fee Schedule

**Subdivision**

Preliminary (plus \$10.00 per lot) .....	\$ 2,500.00
Construction Plan Review .....	\$ 280.00
Final Plat .....	\$ 280.00
Replat .....	\$ 960.00
Resubmittal Fee .....	\$ 280.00

**Temporary Use Permit**

Family Hardship/Structure ( <i>City Manager and/or Community Development ... Director can waive fee based on financial hardship</i> )	\$ 280.00
Resubmittal Fee ( <i>30% of the required application fee for the initial application</i> )	
Use/Zoning, Etc. ....	\$ 280.00

**Vacation (Street, Alley, Easements) (plus deposit for costs as determined by the City Recorder)**

.....	\$ 960.00
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**Variance**

Administrative .....	\$ 550.00
Public Hearing before Planning Commission .....	\$ 1,100.00
Riparian Setback .....	
Resubmittal Fee ( <i>30% of the required application fee for the initial application</i> )	

**Water Service Request for Outside City Limits**

Residential - Single Family .....	\$ 175.00
Residential - Other .....	\$ 350.00
Commercial .....	\$ 500.00

**Zone Change**

Resubmittal Fee ( <i>30% of the required application fee for the initial application</i> )	\$ 2,060.00
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# City of Roseburg - Master Fee Schedule

FINANCE DEPARTMENT	COST	UNIT
<b>Collection Fee</b>		
23% of the monetary obligation for utility and miscellaneous accounts, added to the amount of the debt, to equal the collection fee charged by the collection agency		
<b>Credit Card Processing Fee</b> <i>(Does not apply to utility payments)</i>	3%	Payments over \$1000
<b>Hotel/Motel Occupancy Tax</b> <i>(of room rent charged)</i> .....	8%	
<i>Note: State of Oregon assesses additional 1% which goes to State</i>		
<b>Lien Search Fee</b> .....	\$ 25.00	
Exception: Search conducted on the same parcel of property by the same Title company within 45 days of the initial search on that piece of property...		
	\$ 15.00	
<b>Municipal Court</b>		
Collection Fee - 25% of the monetary obligation .....	up to Max of \$250.00	
Juror Appearance Fee .....	\$ 5.00	per day
Jurors Chosen and Sworn as a Juror .....	\$ 10.00	per day
Witness Compensation <i>(subpoenaed to Municipal Court)</i> .....	\$ 10.00	per day
<b>Non-Sufficient Funds</b> <i>(for returned checks)</i> .....	\$ 25.00	
<b>Parking Facilities</b>		
Armory Parking Lot .....	\$ 35.00	monthly
Court Street Lot .....	\$ 22.00	monthly
Phillips Parking Lot .....	\$ 28.00	monthly
Shalimar Parking Lot .....	\$ 32.00	monthly
Overpark 2nd Level .....	\$ 22.00	monthly
3rd Level .....	\$ 17.00	monthly
Oversize Vehicle .....	\$ 25.00	monthly
Discount Bulk Purchase of Rental Spaces		
Spaces 10 through 15 .....	10%	
Additional Spaces over the additional 15 .....	15%	
<b>Parking Meter Rates</b> .....	\$ 0.50	time varies
<b>Residential Parking Exemption Permits</b>		
Permanent Residents .....	\$ 10.00	annually
Temporary Houseguest of Resident .....	\$ 5.00	two-weeks
<b>Parking Meter Exemption Permits</b> .....	\$ 5.00	per day

# City of Roseburg - Master Fee Schedule

**Service and Delivery Permit**

*(Pursuant to Roseburg Municipal Code Section 8.02.100(F))*

Monthly .....	\$	5.00
Annually .....	\$	50.00

# City of Roseburg - Master Fee Schedule

<b>FIRE DEPARTMENT</b>
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	COST	UNIT
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*All annual adjustments to the Fire Department fee schedule will be tied to the CPI-U West index, December to December and rounded to the nearest dollar and become effective July of each year. This adjustment will not apply to Burn Permits or Special Event Inspections.*

<b>False Alarm Response Fee</b> to be assessed for the 3rd through 6th false alarm for the same locaction within any calendar year (partial reimbursement) .....	\$ 391.00	each
7th and each subsequent false alarm (full reimbursement) .....	\$ 908.00	each

<b>False Alarm Appeal Fee</b> .....	\$ 151.00	
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**Inspections**

Illegal Occupancy .....	\$ 430.00	each
Exceeding Maximum Occupant Load .....	\$ 198.00	each
"A" Occupancy Inspections ( <i>after hours</i> ) .....	\$ 121.00	each

**Business Inspections**

Initial Inspection .....	No Charge	
<b>Unmitigated violations - Subsequent re-inspections</b>		
1st Re-inspection Visit .....		per facility plus
	\$ 198.00	\$33.00 per violation
2nd Re-inspection Visit .....		per facility plus
	\$ 351.00	\$33.00 per violation
3rd & Subsequent Re-inspection Visit .....	\$ 624.00	\$33.00 per violation

**Permits**

Blasting .....	\$ 196.00	
<b>Burn Permits</b>		
Residential .....	\$ 75.00	
Commercial .....	\$ 370.00	
Exempt from Seasonal Restriction .....	\$ 100.00	
<b>Fireworks including retail sales inspection</b>		
Booth .....	\$ 156.00	
Tent .....	\$ 196.00	
Display .....	\$ 391.00	
<b>Storage Tanks</b>		
Installation .....	\$ 196.00	
Removal .....	\$ 118.00	

**On-Site Inspections**

<b>Underground Piping</b>		
Flushing .....	\$ 117.00	
Hydrostatic Test .....	\$ 117.00	
<b>Aboveground Piping</b>		
Modifications/Remodels .....	\$ 117.00	
Sprinkler System Pre-Cover ( <i>\$50 minimum</i> ) .....	\$ 117.00	per hour
Hydrostatic Test .....	\$ 117.00	
Pneumatic Test .....	\$ 117.00	
Dry Piping Trip Test .....	\$ 117.00	

## City of Roseburg - Master Fee Schedule

Standpipes .....	\$	117.00	
Fire Alarm Systems .....	\$	117.00	per hour
Missed Appointment Fee .....	\$	117.00	
Smoke Removal Systems .....	\$	117.00	
Final Inspection ( <i>\$100.00 minimum</i> ) .....	\$	117.00	per hour
New Hydrant Installation Inspection and Flushing per Hydrant .....	\$	196.00	per hydrant
 <b>Additional Inspections</b>			
Clean Agent System ( <i>site inspection/room integrity flow &amp; alarm test</i> ) .....	\$	196.00	
Commercial Cooking Suppression System ( <i>site inspection / trip test</i> ) .....	\$	156.00	
Special Events ( <i>per vendor, per year</i> ) .....	\$	50.00	
- Includes as examples: Graffiti, Art Festival, Music on the Half Shell			
Special Inspection ( <i>typically business insurance purposes</i> ) .....	\$	146.00	per hour
Spray Booth ( <i>site inspection/trip test</i> ) .....	\$	196.00	
Temporary Membrane Structures, Tents and Canopies .....	\$	117.00	
 <b>Plan Review</b>			
Including Deferred Submittals ( <i>\$50.00 minimum if less than 1 hour</i> ) .....	\$	117.00	per hour
 <b>Mechanical Inspection</b>			
Fire Smoke Damper ( <i>per damper</i> ) .....	\$	24.00	
 <b>Site Review/Consultation</b>			
First hour free - Each additional hour per project .....	\$	117.00	per hour
 <b>Hazardous Materials</b>			
One hour minimum - Non-State Team Response .....	\$	391.00	
<i>After first hour (fractional thereafter by 1/4 hour; actual wage &amp; benefit of employees)</i>			
Materials ( <i>e.g. foam, booms, absorbent</i> ) .....		Actual Cost	
Apparatus .....		Pursuant to Oregon State Fee	

# City of Roseburg - Master Fee Schedule

<b>LIBRARY</b>
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	COST	UNIT
<b>Library Card</b>		
Residents .....	No Charge	
Transitional ( <i>residents without a permanent address</i> ) .....	No Charge	
Student ( <i>youth ages 0-high school graduation living within the Roseburg Public School District boundary</i> ) .....	No Charge	
Teacher Cards ( <i>full-time Kindergarten through grade 12 classroom teachers and school media center staff employed by public or private schools within the Roseburg Public School District boundary, who reside outside the Roseburg city limits</i> ) .....	No Charge	
Douglas County School Districts - Students and Staff ( <i>outside Roseburg Public School Boundary - under contract with the City</i> ) .....	\$ 20.00	per person/annually
Non-Residents* .....	\$ 60.00	annually
.....	\$ 15.00	per quarter
Replacement Fee .....	\$ 1.00	

*\*Every person in one household may have a non-resident library card for the single fee. "Household means a group of individuals who comprise a housekeeping unit using one (1) kitchen and who live together under the same roof. There is no reduction in the fee for small households. The fee is not refundable and not prorated.*

**Lost or Damaged Items**

*Roseburg Public Library does not assess overdue fees for materials. Items not returned within 30 days of the due date will be considered lost, and the borrower will be billed for the cost of the items plus a processing fee.*

Cost of Items as Indicated in Automation System; or

Adult Hardcover Book .....	\$ 30.00	
YA and Junior Hardcover Book .....	\$ 20.00	
Picture Book .....	\$ 15.00	
Board Book (Toddler) .....	\$ 10.00	
Adult Trade Paperback .....	\$ 15.00	
Adult Mass Market Paperback .....	\$ 8.00	
YA and Junior Paperback .....	\$ 10.00	
Adult Audiobook .....	\$ 50.00	
Children's Audiobook .....	\$ 35.00	
Compact Disc .....	\$ 20.00	
Magazine and Newspaper .....	\$ 4.00	
DVD .....	\$ 25.00	
Large Print Hardcover Book .....	\$ 35.00	
Large Print Paperback Book .....	\$ 25.00	
Processing Fee for Damaged or Lost Item .....	\$ 2.00	

**Reference Services**

Microfilm Reference Request .....	\$ 10.00	
Interlibrary Loan .....	\$ 5.00	plus cost of shipping per item

**Maker Space Materials**

Bobbin .....	\$ 0.50	each
3D Printer Filament .....	\$ 0.05	gram
1 Inch Button .....	\$ 0.10	each

# City of Roseburg - Master Fee Schedule

2 1/4 Inch Button .....	\$	0.15	each
12"x12" scrapbook paper	\$	0.75	per sheet
<b>Miscellaneous</b>			
Enclosure Case ( <i>e.g. DVD or audiobook</i> ) Replacement .....	\$	2.00	each
Earbuds .....	\$	2.00	each
Technology Fee (OWL) - Community Rooms in the Library	\$	25.00	

# City of Roseburg - Master Fee Schedule

<b>PARKS DIVISION</b>		
	<b>COST</b>	<b>UNIT</b>
<b>Band Shell</b>		
	<b>Resident</b>	
Entire Shell .....	\$ 300.00	
Platform Only .....	\$ 150.00	
Cleaning Deposit ( <i>Refundable</i> ) .....	\$ 60.00	
<b>Band Shell</b>		
	<b>Non-Resident</b>	
Entire Shell .....	\$ 360.00	
Platform Only .....	\$ 180.00	
Cleaning Deposit ( <i>Refundable</i> ) .....	\$ 60.00	
<b>Concessionaire</b>		
Daily .....	\$ 20.00	per day
Monthly .....	\$ 150.00	per month
Utility Hook-up ( <i>per day - upon request</i> ) .....	\$ 30.00	per day
<b>Field Lighting</b>		
Stewart Park Softball Fields .....	\$ 8.00	per hour
<b>Key Deposit (<i>Refundable</i>)</b> .....	\$ 25.00	
<b>Loudspeaker Permit</b> .....	\$ 20.00	
<b>Memorial Fees</b>		
Stationary Park Bench - Stewart Park .....	\$ 1,500.00	
Stationary Park Bench - All Other Parks .....	\$ 1,200.00	
Swinging Park Bench - Stewart Park .....	\$ 3,000.00	
Swinging Park Bench -All Other Parks .....	\$ 2,500.00	
Tree (2" + caliper) - Stewart Park .....	\$ 500.00	
Tree (2" + caliper) - All Other Parks .....	\$ 450.00	
<b>Parks and Recreation Programs</b>		
Resident .....	Actual cost of time and materials	
Non-Resident .....	Actual cost of time and materials plus 25%	
<b>Pavilion/Gazebo/Patio Use</b>		
	<b>Resident</b>	
1/2 Stewart Park Pavilion .....	\$ 90.00	
Entire Stewart Park Pavilion .....	\$ 180.00	
Stewart Park Small Pavilion .....	\$ 60.00	
Gaddis Park Pavilion .....	\$ 90.00	
Sunshine Park - North Pavilion .....	\$ 75.00	
Sunshine Park - South Pavilion .....	\$ 90.00	
<b>Pavilion/Gazebo/Patio Use</b>		
	<b>Non-Resident</b>	
1/2 Stewart Park Pavilion .....	\$ 110.00	
Entire Stewart Park Pavilion .....	\$ 220.00	
Stewart Park Small Pavilion .....	\$ 70.00	
Gaddis Park Pavilion .....	\$ 110.00	
Sunshine Park - North Pavilion .....	\$ 90.00	



# City of Roseburg - Master Fee Schedule

Sunshine Park - South Pavilion ..... \$ 110.00

**Special Event** *(Assessed per event per day for any Park or Park area within the Park System)*

Resident .....	\$ 150.00	per event/per day
Non-Resident .....	\$ 180.00	per event/per day
Refundable Cleaning Deposit .....	\$ 30.00	per event

**Seasonal Activity User** *(Annual by Agreement - allows unlimited League Participation)*

Individual - Resident .....	\$ 15.00	annually
Individual - Non-Resident .....	\$ 18.00	annually
Practice Field Users <i>(per team per season)</i> .....	\$ 125.00	ea team/per season
School District #4 .....	\$ 5,000.00	annually
Y.M.C.A. ....	\$ 1,925.00	annually

**Stewart Park Field Advertising** *(per field location and advertising period)* ..... \$ 250.00

**Recognized Veteran organizations shall be exempt from paying park usage fees under the following circumstances:**

- \* Exemption applies only to Memorial Day and Veteran's Day
- \* Exemption applies only to reservations for events sponsored by a recognized Veteran organization that will be open to the general public.
- \* No exemption shall be granted for events that are exclusive to the Veteran organization and preclude the general public from utilizing the reserved park facility.

**System Development Charge**

*Annual adjustments to the System Development Charges will be adjusted by the March Construction index, rounded to the nearest dollar and become effective July of each year.*

SDC Per Equivalent Residential Unit [ERU] for new development .....	\$ 736.00
Administrative Fee in addition to the SDC Charge .....	4%
Maximum Administrative Fee in addition to SDC Charge .....	\$ 2,500.00

Based on the ratios included in the methodology [Resolution 98-4] for each individual

dwelling unit, the SDC will be as follows:

Single Family Detached Dwelling .....	1.00	ERU Ratio
Single Family Attached Dwelling .....	0.86	ERU Ratio
Duplex <i>(two attached units)</i> .....	0.76	ERU Ratio
Multi-Family Dwelling <i>(3 or more units)</i> .....	0.58	ERU Ratio
Manufactured Home Park <i>(3 or more units)</i> .....	0.66	ERU Ratio
Transient Occupancy Development <i>(per room)</i> .....	0.57	ERU Ratio

**Effective July 1, 2010,** development subject to the provisions of Ordinance No. 3287 (outside the City but within the UGB) shall pay 100% of all system development charges.

# City of Roseburg - Master Fee Schedule

<b>POLICE DEPARTMENT</b>	<b>COST</b>	<b>UNIT</b>
<b>Administrative Fee - Vehicle Impoundment</b> .....	\$125.00	
<b>False Alarm Response Fee</b> to be assessed for the third and each subsequent false alarm for the same location in any calendar year .....	\$ 100.00	
<b>False Alarm Appeal Fee</b> .....	\$ 100.00	
<b>Fingerprint</b> .....	\$ 30.00	
Each additional .....	\$ 5.00	
<b>Firearms Discharge Permit</b> .....	\$ 10.00	
<i>(Military and Funerals Exempted)</i>		
<b>Livestock Permit</b> .....	\$ 50.00	
<b>Loudspeaker Permit</b> <i>(for Non-Park Events)</i> .....	\$ 20.00	
Good Conduct/Visa Letter	\$ 25.00	
Technology Fee - Community Rooms in PSC	\$ 25.00	

# City of Roseburg - Master Fee Schedule

<b>PUBLIC WORKS DEPARTMENT</b>
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	COST	UNIT
<b>Pavement Cut Penalty</b>		
Arterial/Collector Streets .....	\$ 500.00	base
If in travel lane, additional .....	\$ 25.00	per square foot
Residential Streets .....	\$ 200.00	base
If in travel lane, additional .....	\$ 25.00	per square foot
<b>Paving Permit</b> .....	\$ 25.00	
<b>Revocable Permit</b>		
Residential .....	\$ 200.00	
Non-Residential up to 100 l.f. Initial Fee .....	\$ 200.00	
Non-Residential up to 100 l.f. Annual Fee .....	\$ 150.00	
Non-Residential Encroachments over 100 l.f. ....	Basic Charge + 0.50 per l.f.	annually
<b>Right-of-Way Permit</b>		
Construction - Base Fee for first 40 lineal feet .....	\$ 30.00	
Trenching 0.35 per lineal foot over 40 lineal feet in addition to base fee		
Boring and Overhead 0.20 per lineal foot in addition to base fee		
Re-inspection Penalty Fee .....	\$ 50.00	
<b>Sidewalk/Driveway Curb Permit:</b> Minimum ( <i>plus 0.15 per square foot/0.15 per lineal foot for driveway/curb cut</i> ) .....	\$ 10.00	
<b>Transportation System Development Charge: (for new development)</b>		
<i>Transportation System Development Charges shall be adjusted annually based upon the March Construction Cost index as reported in the engineering News Record twenty city average. The inflation factor is capped at no more than 5% per year. Anything above the 5% requires further City Council review.</i>		
	<u>Per End Trip</u>	
Methodology ( <i>Resolution 2014-1</i> ) .....	\$ 3,529.00	
Administrative Fee in Addition to the SDC Charge .....	4%	
Maximum Administrative Fee in Addition to the SDC Charge .....	\$ 2,500.00	
Credit Application .....	\$ 250.00	

***Pursuant to Resolution #2014-2, Transportation SDC's are imposed at 25% or \$882.00 per end trip***

**Effective July 1, 2010,** development subject to the provisions of Ordinance No. 3287 (outside the City but within the UGB) shall pay 100% of all system development charges.

# City of Roseburg - Master Fee Schedule

<b>STORM DRAINAGE</b>
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**COST                      UNIT**

**System Development Charge**

*Storm System Development Charges shall be adjusted annually based upon the March Construction Cost index as reported in the Engineering News Record twenty city average. The inflation factor is capped at no more than 5% per year. Anything above the 5% requires further City Council review.*

*New service connections: Any new development which results in increasing the amount of storm water discharged directly or indirectly from property into a public drainage facility shall pay the following connection fee and drainage system development charge.*

For a single family unit .....	\$	1,257.00	
For all other development per square foot of impervious surface .....	\$	0.419	
Minimum .....	\$	1,257.00	
Administrative Fee in Addition to the SDC Charge .....		4%	
Maximum Administrative Fee in Addition to the SDC Charge .....	\$	2,500.00	

**Storm Drainage Service**

*Effective July 1, 2019, Storm Drainage Service (monthly) shall be adjusted annually based on the CPI-U West index, December to December and become effective July of each year.*

For a single family unit .....	\$	9.23	per month
For other residential use property, per dwelling unit or per space .....	\$	9.23	per month
For all non-residential property receiving storm drainage service per ERU .....	\$	9.23	per month

**Application to Reduce Monthly Fee for Storm Drainage Service**

On ERU Residential .....	\$	50.00
Two or more ERU Commercial .....	\$	100.00

# City of Roseburg - Master Fee Schedule

## WATER

	COST	UNIT
<b>New Account Fees</b>		
New Customer Deposit .....	\$ -	
Activation of Service		
During normal working hours .....	\$ 15.00	
Overtime .....	\$ 20.00	
After hours call out .....	\$ 100.00	

### Service Connections and Meters

#### New Service

All service connections shall pay the following connection fee:

<u>Meter Size</u>	<u>Installation</u>
5/8" x 3/4" .....	\$ 800.00
3/4" x 3/4" .....	\$ 850.00
1" .....	\$ 950.00
1 1/2" .....	\$ 1,390.00
2" .....	\$ 1,440.00
3" .....	\$ 4,445.00
4" .....	\$ 7,230.00
6" .....	\$ 11,920.00

### System Development Charge

*Water System Development Charges shall be adjusted annually based upon the March Construction Cost index as reported in the Engineering News Record twenty city average. The inflation factor is capped at no more than 5% per year. Anything above the 5% requires further City Council review.*

All service connections, **except one- and two-family residential** combined domestic/fire, shall pay the following Water System Development Charge.

<u>Meter Size</u>	<u>SDC Charge</u>
5/8" x 3/4" .....	\$2,745.00
3/4" x 3/4" .....	\$4,115.00
1" .....	\$6,860.00
1 1/2" .....	\$13,721.00
2" .....	\$21,956.00
3" .....	\$48,028.00
4" .....	\$82,329.00
6" .....	\$185,244.00
8" .....	\$ 219,546.00
Administrative Fee in Addition to the SDC Charge .....	4%
Maximum Administrative Fee in Addition to the SDC Charge .....	\$ 2,500.00

All service connections one- and two-family residential combined domestic/fire service shall pay the following water system development charge:

	<u>SDC Charge</u>
Meter Size - All .....	\$ 2,745.00
Administrative Fee in Addition to the SDC Charge .....	4%
Maximum Administrative Fee in Addition to the SDC Charge .....	\$ 2,500.00

To qualify for reduced SDCs, customer shall be required to install an automatic fire extinguishing sprinkler system inspected and approved by the City of Roseburg Fire Department prior to occupancy of the structure.

# City of Roseburg - Master Fee Schedule

## Meter Adjustment

Increase in meter size: Difference of SDC charge plus average cost to install new meter as listed under Service.

## Service Connections and Meters

Division of multiple block meter: Difference of SDC charge plus average cost to install new meter as listed under Service.

## Connections and Meters

Reduction in meter size:

1" to 5/8" x 3/4" .....	\$	50.00	
1 1/2" or 2" to 5/8" x 3/4" .....	\$	85.00	
1 1/2" or 2" to 1" .....	\$	85.00	
All others .....			Actual Cost
Change in Location .....			Actual Cost

## Meter Error Deposit

3/4" meter .....	\$	10.00	
1" to 1 1/2" meter .....	\$	25.00	
Larger than 1 1/2" meter .....			Estimated Cost

*Effective July 1, 2023, Water Service (monthly) shall be adjusted annually based on the CPI-U West index, December to December - and become effective July 1 of each year.*

## Monthly Water Services Rates including Temporary Service (may be billed bi-monthly):

Commodity Charge per Unit .....	\$	2.24	per 100 cubic feet
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*(Commodity Charge unit = 748 gallons or 100 cubic feet)*

Monthly demand charge on open accounts (charge indicated does not include an allowance for water-consumed - Consumption is charged at rate in Commodity Charge above):

3/4" Level 1 .....	\$	18.50	per month
3/4" Level 2 .....	\$	24.96	per month
3/4" Level 3 .....	\$	31.40	per month
3/4" Level 4 .....	\$	37.85	per month
1" Level 1 .....	\$	46.46	per month
1" Level 2 .....	\$	52.90	per month
1" Level 3 .....	\$	59.36	per month
1 1/2" Level 1 .....	\$	71.85	per month
1 1/2" Level 2 .....	\$	78.30	per month
1 1/2" Level 3 .....	\$	84.49	per month
2" Level 1 .....	\$	102.24	per month
2" Level 2 .....	\$	108.70	per month
3" Level 1 .....	\$	158.21	per month
4" Level 1 .....	\$	209.60	per month
6" Level 1 .....	\$	395.15	per month
8" Level 1 .....	\$	591.37	per month
10" Level 1 .....	\$	793.06	per month

A special Facilities Surcharge may be added to the charge for monthly demand or open account charge when the City has agreed with the property owner(s) or his/her predecessor(s) in title to use such a special charge to finance all or part of the cost of a special facility which services the customer's property.

# City of Roseburg - Master Fee Schedule

**Outside Water Service Fee (monthly)**

Meter Size - 5/8" x 3/4" .....	\$ 10.00	per month
Meter Size - 3/4" x 3/4" .....	\$ 10.00	per month
Meter Size - 1" .....	\$ 25.11	per month
Meter Size - 1 1/2" .....	\$ 38.85	per month
Meter Size - 2" .....	\$ 54.59	per month
Meter Size - 3" .....	\$ 85.56	per month
Meter Size - 4" .....	\$ 113.58	per month
Meter Size - 6" .....	\$ 213.70	per month
Meter Size - 8" .....	\$ 319.80	per month
Meter Size - 10" .....	\$ 428.90	per month

**Dixonville Maintenance Fee** \$10.00 per month

**Dixonville Membership Certificates**

Starting July 1, 2018 - no new water connections are allowed outside the Urban Growth Boundary unless required through applicable statutory regulations.

**Water used extinguishing a fire**

No Charge

Monthly standby charges for automatic fire service:

Size of Service - 1 1/2" or smaller connection to main .....	\$ 8.35	per month
Size of Service - 2" connection to main .....	\$ 10.11	per month
Size of Service - 3" connection to main .....	\$ 18.97	per month
Size of Service - 4" connection to main .....	\$ 25.28	per month
Size of Service - 6" connection to main .....	\$ 50.58	per month
Size of Service - 8" connection to main .....	\$ 75.88	per month
Size of Service - 10" connection to main .....	\$ 101.16	per month
Size of Service - 12" connection to main .....	\$ 126.32	per month

**Fire Hydrants**

Hydrant Relocation Charge

Actual Cost

Standby Monthly Charge per Hydrant

Private Hydrant within City Limits .....	\$ 1.00	per month
Hydrant outside City Limits .....	\$ 2.00	per month

**Public Agency Fire Hydrant Use**

Bulk Rate Setup Charge .....	\$ 25.00	
Annual Truck Inspection Fee, Per Vehicle .....	\$ 50.00	per vehicle
Annual Training & Certification, Per Authorized Employee .....	\$ 50.00	per employee
Bulk Water .....	\$ 2.24	per 100 cubic feet
Monthly Demand or Open Account Charge .....	\$ 150.00	per month
Unauthorized Use of Water .....	\$ 250.00	

**Hydrant Meter and Double Check Assembly**

Bulk Rate Setup Charge (*Administrative Setup and Public Works Crew Installation*) .....

\$ 100.00

Bulk Rate .....

\$ 2.24

per 100 cubic feet

Demand Open Account Charge:

Daily Rate .....

\$ 10.00

per day

Monthly Rate .....

\$ 150.00

per month

Unauthorized Use of Water from Hydrant .....

\$ 250.00

*(Contractors will not be charged when working under a City contract)*

# City of Roseburg - Master Fee Schedule

**Central Dispensing Station**

Bulk Water Customers

Bulk Rate Setup Charge .....	\$	25.00	
<i>(Waived if account is set up online or by credit card)</i>			
Bulk Rate .....	\$	5.00	per 100 cubic feet
Monthly Demand or Open Account Charge .....	\$	50.00	per month
Unauthorized Use of Water from Hydrant .....	\$	250.00	

Monthly Water Service Charge may be prorated when service is being connected or terminated.

**Cross Connection:**

		Actual Cost per Contract + \$25
Service Certification as provided by City Contractor .....	Administrative Fee	

**Discontinuance of Service:**

Shut Off at Main .....	\$	250.00
Removing Meter .....	\$	15.00
Reconnection of Service Discontinued because of Noncompliance with Rules (during business hours)	\$	20.00
Temporary at Customer's Request		
During working hours .....	\$	20.00
After hours call out .....	\$	100.00
Credit when Customer Control Valve is Installed .....	\$	(20.00)

**Delinquent Accounts:**

Delinquency Charge <i>(added when a delinquency charge has been mailed or delivered to customer)</i> .....	\$	20.00
After hours call out .....	\$	100.00

**Engineering Costs** shall be computed as 10% of total construction cost

**Administrative Costs** shall be computed as 2% of total construction costs, plus engineering

**Materials:** a charge of 20% on all materials will be made for handling and storage of materials by utility

Damage to Lines by Contractors .....		Actual Cost
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Administrative Penalty for failure to obtain a permit before extending service to a separate service unit on same parcel .....	\$	100.00
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Utility Variance .....	\$	50.00
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