

**RESOLUTION NO. 1561
CITY OF PRINEVILLE, OREGON**

**A RESOLUTION ESTABLISHING FEES AND CHARGES FOR THE
CITY OF PRINEVILLE FOR FISCAL YEAR 2023-2024**

The Prineville City Council specifically finds that:

Whereas, various City Ordinances and state statutes allow the City of Prineville (“City”) to establish certain fees by Resolution; and

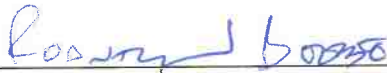
Whereas, the City desires to establish and recover certain City costs from fees and charges levied in providing City services, products, and regulations; and

Whereas, the City Manager has caused review of all City fees and charges and determined the costs of such fees and charges; and

Now, Therefore, the City of Prineville Resolves as follows:

1. That the fee and charge schedule attached as Exhibit A, which is incorporated herein, is hereby adopted with said fees and charges to be effective July 1, 2023 and continue in effect until modified by the Prineville City Council.

Approved by the City Council this 13th day of June, 2023.



Rodney J. Beebe, Mayor

ATTEST:



Lisa Morgan, City Recorder

Rate Schedule FY 23-24			
Exhibit A			
		Base 23-24 Charge	Additional Charges / Comments
1.0	Police		
1.1	Police Personnel Outside Services		
1.1.1	Sergeant	83.00	Per hour
1.1.2	Officer	71.62	Per hour
1.1.3	Reserve Officer	43.20	Per hour
1.1.4	Vehicle	60.50	Per hour
1.2	Copies of Documents / Reports		
1.2.1	Copies of Documents / Reports (Minimum Charge)	15.00	Additional fees may apply
1.2.2	Per Page (After 10 Pages)	0.25	
1.3	Copies of CDs/DVDs/Thumb Drives		
1.3.4	Tow Fees	40.00	Per media type
1.4	Tow Fees		
1.4	Burn Barrel Permits	126.00	Per vehicle, per incident
1.5	Burn Barrel Permits		
1.5	Transient Vendor's License	32.75	Annual permit
1.6	Transient Vendor's License		
1.6.1	Three Day License	35.00	
1.6.2	Thirty Day License	50.00	per 30 consecutive days. Maximum 4 consecutive months
1.7	Social Gaming License		
1.7	Liquor License	205.00	Annual
1.8	Liquor License		
1.8.1	New Application for Permanent License	100.00	
1.8.2	Change of Ownership	75.00	
1.8.3	Annual Renewal of Permanent License	35.00	
1.8.4	Temporary (Event)	100.00	
1.8.5	Renewal of Temporary License (Within 18 months after paying initial temporary license fee)		May be reduced to 35.00 per event under authority and discretion of the Chief of Police or his designee.
1.90	Taxicab License		
1.9.1	Annual License	50.00	
1.9.2	Additional Vehicle	25.00	
1.10	Administrative Research		
		66.15	Per hour (one hour minimum)
2.0	Community Development		
2.1	Sign Permits		
2.1	Site Plan Review - New Residential Buildings	3.00	Per sqft.
2.2	Site Plan Review - New Residential Buildings		
2.2.1	1 - 2 Dwellings / Accessory Dwelling Units (ADU)	158.00	
2.2.2	Multi-family (3 - 4 Dwellings)	463.00	
2.2.3	Manufactured Home in Park	54.00	
2.2.4	Accessory structures & additions	54.00	
2.3	Site Plan Review - New Commercial and Industrial Buildings		
2.3.1	1 - 10,000 sqft.	1,121.00	
2.3.2	10,001 - 20,000 sqft.	1,600.00	
2.3.3	20,001 - 100,000 sqft.	2,719.00	
2.3.4	100,001 sqft. and Over	3,692.00	
2.4	Site Plan Review - Commercial and Industrial		
2.4.1	Minor or No Structural Development	560.00	
2.4.2	Expansion of Existing Use or Building < 25.00%	50.00%	of fee listed above
2.4.3	Change of Use (Existing Building)	163.00	
2.5	Conditional Use Permits - Residential		
2.5.1	1 - 2 Dwellings	281.00	Plus 250.00 if hearing required
2.5.2	Multi-family (5+ Dwellings)	1,922.00	
2.5.3	Manufactured Home Park	4,138.00	
2.5.4	RV Park	2,135.00	
2.5.5	Use Change	547.00	
2.6	Conditional Use Permits - Commercial and Industrial		

2.6.1	1 - 10,000 sqft.		1,495.00	
2.6.2	10,001 - 20,000 sqft.		2,135.00	
2.6.3	20,001 - 100,000 sqft.		3,154.00	
2.6.4	100,001 sqft. and Over		4,425.00	
2.6.5	Expansion of Existing Conditional Use < 25.00%		50.00%	of fee listed above
2.6.6	Change of Use (No New Structures)		725.00	
2.6.7	Hearings Fee for Type I, II, III and IV in Addition to CUP Fee		868.00	
2.7	Other Applications			
2.7.1	Home Occupations		273.00	Plus 250.00 if hearing required
2.7.2	Telecommunications Tower / Co-locate		4,048.00	
2.7.3	Revision / Amendment		Up to 75.00%	of new application fee
2.7.4	Reconsideration		951.00	
2.7.5	Declaratory Ruling		1,188.00	Plus hearings fee if required
2.7.6	Street Renaming		396.00	Plus cost of sign(s)
2.7.7	Measure 49 Claim		2,655.00	Refundable if approved
2.7.8	Miscellaneous Requests		282.00	Plus 250.00 if hearing required
2.7.9	Other Miscellaneous Requests		Charged at actual cost	per hour
2.8	Nonconforming Use Determination			
2.8.1	Administrative		219.00	
2.8.2	Planning Commission		549.00	
2.9	Variance Application			
2.9.1	Major		852.00	
2.9.2	Minor		290.00	Plus 250.00 if hearing required
2.9.3	Riparian Adjustment - Single Family and Duplex Residential		505.00	
2.9.4	Riparian Adjustment - Multi-family and Commercial		725.00	
2.10	Land Partitioning Applications			
2.10.1	Major Partition		3,745.00	
2.10.2	Minor Partition		1,922.00	
2.10.3	Boundary Line Adjustment		707.00	
2.10.4	Lot Consolidation		300.00	
2.10.5	Final B/LA Plat		100.00	60.00 per lot GIS fee (see fee 2.19)
2.10.6	Final Partition Plat		300.00	60.00 per lot GIS fee (see fee 2.19)
2.10.7	Final Lot Consolidation Plat		100.00	60.00 per lot GIS fee (see fee 2.19)
2.11	Subdivisions			
2.11.1	Outline Development Plan (ODP)		3,000.00	Does not include Tentative Plan Review
2.11.2	Planned Unit Development (PUD) 5 Acres or Less		5,837.00	Includes Tentative Plan Review
2.11.3	Planned Unit Development (PUD) Over 5 Acres		10,125.00	Includes Tentative Plan Review
2.11.4	Tentative Plans (Includes ODP & Cluster Developments)		3,005.00	Plus 30.00 per additional lot
2.11.5	Final Plat		874.00	Plus 15.00 per lot & 60.00 per lot GIS fee (see fee 2.19)
2.11.6	Final Plat Extensions		652.00	
2.11.7	Revision / Amendment		40.00%	of new application fee
2.12	Comprehensive Plan Amendment			
2.12.1	Map Amendment and / or UGB Expansion 20 Acres or Less		5,000.00	
2.12.2	Map Amendment and / or UGB Expansion 20 - 80 Acres		7,500.00	
2.12.3	Map Amendment and / or UGB Expansion Over 80 Acres		13,000.00	
2.12.4	Text Amendment (Consistent with Intent of Comprehensive Plan)		6,000.00	
2.13	Zoning Ordinance Amendment			
2.13.1	Ordinance Text Amendment (Major)		5,716.00	
2.13.2	Ordinance Text Amendment (Minor)		2,780.00	
2.13.3	Zoning / Overlay Map Amendment		3,185.00	
2.13.4	Street or Alley Vacation		1,547.00	
2.13.5	Regulating Master Plan (Mixed Use Zone)		6,844.00	
2.14	Appeals			
2.14.1	To Planning Commission		361.00	
2.14.2	To City Council		2,529.00	
2.15	Document Purchase			
2.15.1	Photocopies / Printed Reports / Documents (8.5" x 11" & 11" x 17")		0.51	Per page after first five pages
2.15.2	Large Format Copies (Over 11" x 17")		2.43	Per page
2.15.3	Maps		7.00	Minimum (actual costs)

2.16 Annexation		328.00		
2.16.1	Petition to Annex			
2.17	Pre-Application Conference	50.00 per hour (after first hour), applicable to application fee		
2.18	Crook County Parks & Recreation SDC Fee			
2.18.1	Single-family	4,340.45		
2.18.2	Multi-family	4,039.03		
2.19	GIS Fee	60.00		
	Note: Parks & Recreation fees are regulated by Crook County and are subject to change.			
	Note: GIS fees are per parcel and are subject to change by Crook County.			
		Base 23-24	Additional Charges / Comments	
		Charge		
3.0	Public Works Review Fees			
3.1	Water System Analysis (Fire Flow)	1,250.00		
3.2	Sewer System Analysis (Capacity)	1,500.00		
3.3	Sidewalk Permit	165.00		
3.4	Utility Street Cut Permit (Base)	200.00		
3.4.1	Per sqft.	3.25		
3.5	Special Permits and Agreements			
3.6	Outside Consultant Review			
		Base 23-24	Additional Charges / Comments	
		Charge		
4.0	System Development Charges (SDC)			
4.1	Transportation SDC Fees			
4.1.1	Single Family Dwelling (One Peak Hour Trip)	5,702.81		May meet 10.00% rule
4.1.2	Per Weekday Peak Hour Trip of Adjacent Street Traffic*	5,702.81		No Transportation SDC charged to accessory dwellings
	* Based on ITE Trip Generation Manual 11th Edition			
4.2	Water SDC Fees			
4.2.1	3/4" Meter (1 EDU) - Maximum 810 gpd	6,047.47		No Water SDC charged to accessory dwellings unless meter added or size increased
4.2.1.1	Water SDC Breakdown - 3/4" Meter			
4.2.1.2	Improvement Fee	5,001.26		82.70%
4.2.1.3	Reimbursement Fee	758.35		12.54%
4.2.1.4	Administration Fee	287.86		4.76%
	Total Water SDC	6,047.47		
4.2.2	1" Meter (1.67 EDU) - Maximum 1,353 gpd	10,099.21		
4.2.3	1.5" Meter (3.33 EDU) - Maximum 2,697 gpd	20,137.96		
4.2.4	2" Meter (5.33 EDU) - Maximum 4,317 gpd	32,232.84		
4.2.5	3" Meter (10 EDU) - Maximum 8,100 gpd	60,474.37		
4.2.6	4" Meter (16.67 EDU) - Maximum 13,503 gpd	100,810.78		
4.2.7	6" Meter (33.33 EDU) - Maximum 26,997 gpd	201,561.06		
4.2.8	8" Meter (53.33 EDU) - Maximum 43,197 gpd	322,509.80		
4.2.9	Per Additional 810 Gallons per Day (gpd) Over Maximum	6,047.47		
4.3	Wastewater SDC Fees			
4.3.1	3/4" Meter (1 EDU) - Maximum 260 gpd	3,092.74		No Wastewater SDC charged to accessory dwellings unless water meter added or size increased
4.3.1.1	Wastewater SDC Breakdown - 3/4" Meter			
4.3.1.2	Improvement Fee	950.40		30.73%
4.3.1.3	Reimbursement Fee	1,995.13		64.51%
4.3.1.4	Administration Fee	147.21		4.76%
	Total Wastewater SDC	3,092.74		
4.3.2	1" Meter (1.67 EDU) - Maximum 434 gpd	5,164.85		
4.3.3	1.5" Meter (3.33 EDU) - Maximum 866 gpd	10,298.77		
4.3.4	2" Meter (5.33 EDU) - Maximum 1,386 gpd	16,484.22		
4.3.5	3" Meter (10 EDU) - Maximum 2,600 gpd	30,927.23		
4.3.6	4" Meter (16.67 EDU) - Maximum 4,334 gpd	51,555.70		
4.3.7	6" Meter (33.33 EDU) - Maximum 8,666 gpd	103,080.45		

4.3.8	8" Meter (53.33 EDU) - Maximum 13,866 gpd	164,934.92	
4.3.9	Per Additional 810 Gallons per Day (gpd) Over Maximum	3,092.74	
		Base 23-24	Additional Charges / Comments
5.0	Water Rates & Fees		
5.1	Residential Rates		
5.1.1	Senior Citizen / Disabled Persons Discount		
5.1.2	Monthly Water Rates (Minimum Charges)		
5.1.2.1	3/4" Meter	20.72	
5.1.2.2	1" Meter	32.65	
5.1.2.3	1.5" Meter	62.24	
5.1.2.4	2" Meter	97.88	
5.1.2.5	3" Meter	181.13	
5.1.2.6	4" Meter	299.99	
5.1.2.7	6" Meter	596.92	
5.1.3	Commodity Charge		
5.1.3.1	3/4" to 6" Meter		
5.1.3.1.1	Tier I	2.32	Per unit (100 cubic feet) of water used from 1 - 25 units
5.1.3.1.2	Tier II	2.54	Per unit (100 cubic feet) of water used from 26 - 37 units
5.1.3.1.3	Tier III	2.89	Per unit (100 cubic feet) of water used 38 units and over
		Base 23-24	Additional Charges / Comments
5.1.4	Suspension Fee		
5.1.4.1	During Business Hours	75.00	
5.1.4.2	Suspension Reconnect After Business Hours (Charged in addition to business hours suspension fee)	25.00	Charged Monday - Friday 3:00pm to 8:00am. All hours on weekends/holidays.
5.1.5	Service Charge		
5.1.5.1	After Business Hours	50.00	
5.1.5.2	After Unauthorized Use	50.00	
		Base 23-24	Additional Charges / Comments
5.2	Commercial & Industrial Rates		
5.2.1	Monthly Water Rates (Minimum Charges)		
5.2.1.1	3/4" Meter	20.72	0 units included
5.2.1.2	1" Meter	32.65	0 units included
5.2.1.3	1.5" Meter	62.24	0 units included
5.2.1.4	2" Meter	97.88	0 units included
5.2.1.5	3" Meter	181.13	0 units included
5.2.1.6	4" Meter	299.99	0 units included
5.2.1.7	6" Meter	596.92	0 units included
5.2.2	Commodity Charge		
5.2.2.1	3/4" to 6" Meter		
5.2.2.1.1	Tier I	2.32	Per unit (100 cubic feet) of water used from 1 - 25 units
5.2.2.1.2	Tier II	2.54	Per unit (100 cubic feet) of water used from 26 - 37 units
5.2.2.1.3	Tier III	2.89	Per unit (100 cubic feet) of water used 38 units and over
		Base 23-24	Additional Charges / Comments
5.2.3	Suspension Fee		
5.2.3.1	During Business Hours	75.00	
5.2.3.2	Suspension Reconnect After Business Hours (Charged in addition to business hours suspension fee)	25.00	Charged Monday - Friday 3:00pm to 8:00am. All hours on weekends/holidays.
5.2.4	Service Charge		
5.2.4.1	After Business Hours	50.00	

5.2.4.2		After Unauthorized Use		50.00	
				Base 23-24 Charge	
5.2.4		Bulk Water Rates			
5.2.4.1		First 24 units		14.67	Per unit (100 cubic feet) used up to 24 units with a half unit monthly minimum
5.2.4.2		Additional		13.16	Per unit (100 cubic feet) used over 24 units
5.2.5		Monthly Standby Fire Protection			
5.2.5.1		2" or Less		21.45	
5.2.5.2		3"		27.37	
5.2.5.3		4"		33.51	
5.2.5.4		6"		44.93	
5.2.5.5		8"		51.75	
5.2.5.6		10" or Above		62.38	
				Base 23-24 Charge	
5.3		Water Connection			
5.3.1		3/4"		841.10	Plus actual cost of meter
5.3.2		1"		959.18	Plus actual cost of meter
5.3.3		1.5"		2,190.56	Plus actual cost of meter
5.3.4		2"		2,639.90	Plus actual cost of meter
5.3.5		3"		4,342.23	Plus actual cost of meter
5.3.6		4"		4,438.72	Plus actual cost of meter
5.3.7		6"		6,257.72	Plus actual cost of meter
5.4		Water Meters			
5.4.1		3/4" Meter		296.96	
5.4.2		1" Meter		432.71	
5.4.3		1.5" Meter		726.28	
5.4.4		2" Meter		872.22	
5.4.5		Larger Sizes			
5.5		Water Account Deposit			
5.6		Meter Test Fee		60.00	
5.7		Delinquent Fee (Late Fee)		85.00	
5.8		Penalty Fee (For Items Sent to Lien)		1.50%	
				10.00%	
					Note: The base charge for water service shall apply at all times whether or not the property is occupied.
				Base 23-24 Charge	
					Additional Charges / Comments
6.0		Sewer Fees and Charges			
6.1		Residential Rates			
6.1.1		Senior Citizen / Disabled Persons Discount		(6.87)	Per month (income must qualify), 12.00% of base fee
6.1.2		Monthly Flat Rate		57.28	Per dwelling unit
6.2		Commercial Rates			
6.2.1		General Service Uses			
6.2.1.1		Monthly Flat Rate		57.28	Per dwelling unit
6.2.2		Large General Service Uses			
6.2.2.1		Flat Rate		57.28	
6.2.2.2		Metered or Estimated Water Usage in Excess of 5 Units per Month		6.82	Per excess unit (100 cubic feet)
6.2.3		Industrial Use			
					To be determined on a case by case basis
6.3		Connection Fee		989.68	
6.4		Sewer Deposit		120.00	
6.5		Delinquent Fee (Late Fee)		5.00	Plus 1.00%
6.6		Penalty Fee (For Items Sent to Lien)		10.00%	
					Note: The base charge for sewer service shall apply at all times whether or not the property is occupied.
				Base 23-24 Charge	
					Additional Charges / Comments

