



CITY OF COOS BAY JOINT COUNCIL/URA WORK SESSION

August 24, 2021 - 5:30 PM

Council Chambers - 500 Central Avenue, Coos Bay, Oregon

Meeting Live Link/Video

1. Flag Salute
2. Public Comment
 - a. Public Comment Form
3. Review of the City Council and URA Board Upcoming Action Items:
 - a. Discussion Regarding Proposed Flag Policy
 - b. Discussion Regarding Status of Current Library Facility and Process Timelines for Construction of New Library Facility
 - c. Review of Building Improvement Program Grant Request for 657 Newmark Avenue
 - d. Discussion Regarding Consideration of Approval to Amend the City Fee Schedule - Approval Would Require Adoption of Resolution 21-24
4. Adjourn



City of Coos Bay PUBLIC COMMENT FORM

The City of Coos Bay values our citizen's input and participation in our various councils, boards, and commissions. In an effort to encourage access to participation, we have established a process by which the public can provide written comments in advance which allows for potential timely addition to the agenda topics of interest to the public. Each council meeting provides for a public comment period, as well as when a public hearing is held. Public comment is an opportunity to share information or concern with the council. Public comment is limited to three (3) minutes, per individual.

If you wish to provide public comment at an upcoming meeting, please fill out this form and submit to publiccomment@coosbay.org. You may also mail or hand deliver your completed form to 500 Central Avenue, Coos Bay, OR 97420; fax to 541-267-5912; or leave in the drop box at the front doors at City Hall. Completed forms must be received by 1:00 pm the day of the meeting to be added to Public Comment List.

Public Comment Rules:

- Public Comment Form must be completed before speaking.
- Limited to three (3) minutes per speaker.
- Coos Bay residents and business will be given preference for addressing the council during the time allotted for public comment.
- Speakers may not convey/donate their time to another speaker.
- Council cannot engage in question/answer conversations with the speaker.
- Questions/concerns about operations should be handled by city staff during regular business hours.
- The presiding officer has responsibility of enforcement of these rules, and may alter the order of speakers for efficiency.

Name: _____

Address: _____

Phone: _____ Email: _____

I wish to speak to the City Council on the following agenda item/issue:

I have previously addressed the City Council on this issue.

In lieu of speaking, I request the City Recorder to include my written comments into the public record (comment area provided on page two).

By signing below, I acknowledge the above public comment rules. Pursuant to ORS 192.420, this document is considered a public record and disclosure may be required upon request.

SIGNATURE REQUIRED

DATE

[illegible]

**CITY OF COOS BAY
JOINT CITY COUNCIL / URA WORK SESSION**

Agenda Staff Report

This item was previously discussed at on 7/27/2021

| MEETING DATE | AGENDA ITEM NUMBER |
|---------------------|---------------------------|
| August 24, 2021 | 3.a. |

TO: Mayor Benetti and City Councilors

FROM: Rodger Craddock, City Manager

THROUGH:

ISSUE: Discussion Regarding Proposed Flag Policy

SUMMARY:

During the July 27, 2021 work session, the Council reviewed a draft Flag Policy which if adopted would allow the Council to grant permission to display commemorative or ceremonial flags on a city owned flag pole or poles. While there was consensus to adopt a policy, staff needs direction on some specific policy details including but not limited to the following:

- Will a request to display a commemorative or ceremonial flag require a simple majority approval by the Council or a super majority?
- Standard time duration a commemorative or ceremonial flag will be displayed (one week, two weeks, one month, etc.).
- Does the Council want to designate one or two flag poles for the display of approved commemorative or ceremonial flags?
- Once the policy is adopted, will modification of the policy require a simple majority, super majority or unanimous vote?

ACTION REQUESTED:

Provide staff direction on the draft flag policy

BACKGROUND:

Earlier this year, a citizen approached the city requesting to have the Pride flag placed on a city flag pole during the month of June which was recognized as Pride Month. The request was not granted as the City lacked a policy to assist in determining if such requests should be granted and what criteria would be used in assessing what flags would be appropriate to allow and which would not.

Councilor Farmer asked to have the matter scheduled for discussion at a Council work session. The City Attorney was asked to undertake some research and present his findings /

advice at the June 28, 2021 work session, and has since prepared a proposed Flag Policy for Council review. On July 27, 2021, the City Attorney presented his research findings along with a draft flag policy for the Council's consideration.

The proposed policy addresses a key concern by noting that any commemorative or ceremonial flags displayed are being done so in order to express the City's sentiment concerning a particular issue or matter, and as such, the public at large does not have a constitutional right to have their particular flag displayed. The policy also includes a specific time for the display of the flag(s) which can be made more general or for a shorter period of time, with Council direction. Additionally, the draft policy requires two councilors to request the display of a flag, which may also be revised with Council direction.

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- Standard time duration a commemorative or ceremonial flag will be displayed (one week, two weeks, one month, etc.).
- Does the Council want to designate one or two flag poles for the display of approved commemorative or ceremonial flags?
- Once the policy is adopted, will modification of the policy require a simple majority, super majority or unanimous vote?

BUDGET IMPLICATIONS:

Potential budget implications have not been calculated, but there could be costs associated with the installation and removal of flags due to staff time necessary to complete such tasks.

▢ Flag Policy

CITY OF COOS BAY POLICY FOR THE DISPLAY OF FLAGS AT CITY FACILITIES

Section 1: PURPOSE

The purpose of this policy is to establish clear guidelines regarding the display of flags at City facilities.

Section 2: POLICY

2.1 Conformance with Federal and State Regulations. Flags shall be displayed in accordance with federal and state regulations, including, but not limited to Title 4, Chapter 1 of the United States Code, and Oregon Revised Statute section 186.110.

2.2 City Manager Authority. The City Manager is authorized to order the City flag(s) to be lowered to half-staff as listed below. The flag will be lowered as soon as practicable following notification of the death, and will remain lowered until internment or up to two weeks, whichever is shorter.

2.2.1 A City employee killed in the line of duty.

2.2.2 Death of a current or former City Council Member or Mayor.

2.3 Ceremonial or Commemorative Flags.

2.3.1 Non-Public Forum. The City's flagpoles are not intended to be a forum for free expression by the public. Ceremonial or commemorative flags shall be displayed as an expression of the City's official sentiments. A request to display a commemorative or ceremonial flag must be supported by two members of the City Council in order to be placed on a City Council meeting's agenda for consideration by the Council. All requests to display commemorative flags must be listed as a "Regular Item" on the Council agenda. Council must present requests to display a commemorative or ceremonial flag at least sixty (60) days prior to the date requested for display of the flag. A Council resolution authorizing the display of a commemorative or ceremonial flag must be approved by a supermajority vote (five-sevenths) of the City Council.

2.3.2 Commemorative or ceremonial flags may only be displayed for seven days if displayed during the normal City workweek. If the day of commemoration occurs on a weekend or City holiday, the flag will be posted on the last working day before the weekend or holiday, and removed seven days thereafter. The Council may extend the period a commemorative or ceremonial flag may be displayed for up to a total time of one month (maximum of 31 days), by resolution.

2.3.4 The City will not display a commemorative or ceremonial flag based upon the request of a third party, nor will the City use its flagpoles to sponsor the expression of a third party.

2.3.5 Any commemorative or ceremonial flag displayed on a City flagpole, shall be displayed in the last position of honor, in the event that such flag pole is also displaying the flag(s) of the United States, the State of Oregon, and/or the City of Coos Bay.

2.3.6 If the Council Members requesting the display of the commemorative or ceremonial flag also wish a flag ceremony, the latter request must be made at the time of the former request, in accordance with Section 2.3.1. Any such flag ceremony shall consist of (1) publicity on the

City's website and social media accounts, a press release, and audio support (podium with speaker and microphone).

2.4 Implementation of Policy. The Public Works Director, or his designee, is authorized to develop standard operating procedures to implement this Policy.

**CITY OF COOS BAY
JOINT CITY COUNCIL / URA WORK SESSION**

Agenda Staff Report

| MEETING DATE | AGENDA ITEM NUMBER |
|---------------------|---------------------------|
| August 24, 2021 | 3.b. |

TO: URA Chair Kilmer and Board Members

FROM: Nichole Rutherford, Assistant City Manager/Finance Director

THROUGH: Rodger Craddock, City Manager

ISSUE: Discussion Regarding Status of Current Library Facility and Process Timelines for Construction of New Library Facility

SUMMARY:

Staff will provide an update on:

- Status of current Library facility roof, water damage and settling issues requiring immediate attention to preserve remaining viability of facility pending construction of new facility.
- Site development process for the John Topits Park property designated for the future site of the new library facility.
- Timeline for the upcoming May 2022 ballot measure process.

ACTION REQUESTED:

Review and provide direction regarding necessary repairs to the current Library facility.

BACKGROUND:

Staff received an initial bid for the replacement of the current Library facility roof which far exceeded the original estimates anticipated by staff. An additional bid is being sought, as well as requesting value engineering on the initial bid. The ultimate goal is to preserve the viability of the building for several more years while awaiting construction of the new facility to ensure services can be provided to citizens in a safe environment, as well as a healthy and safe work place for Library staff.

BUDGET IMPLICATIONS:

The budget implications are still to be determined for the replacement of the roof, with the construction of the new facility directly impacted by the potential success of passing a general obligation bond measure on the May 2022 ballot.

ATTACHMENT(S):

- ▣ Consultant Team Selection Timeline (draft)
- ▣ Bond Measure Timeline

DRAFT SCHEDULE FOR SELECTING A CONSULTANT TEAM FOR THE NEW LIBRARY

Assumed a start date of August 9, 2021


| TASK | DATE COMPLETE | COMMENTS |
|--|---|--|
| Prepare Draft Request for Qualifications (RFQ) | August 30, 2021 | |
| Form/Recruit Recommendation Committee | August 30, 2021 (this can be done concurrently with preparation of RFQ) | Discuss with RC/JH if they want a recommendation committee to review the SOQs. If yes, who? Library members (Staff, Board, Steering Committee), Council Members, Public Works Staff? |
| Committee to Review and Comment on Draft RFQ | September 6, 2021 | |
| Update Draft RFQ Per Comments | September 13, 2021 | |
| Advertise RFQ | September 16, 2021 | |
| Close RFQ | October 14, 2021 | Per the ORS, we only need to advertise for two weeks. However, in order to entice more submitters, I would recommend 4 weeks. |
| Review Statement of Qualifications (SOQ) | October 25, 2021 | |
| Meet with Recommendation Committee to discuss SOQs and prepare a short list for interviews | Week of October 25, 2021 | We don't have to do interviews, however for such a large project I would recommend that this step be performed. |
| Schedule Interviews | Week of November 1, 2021 | |
| Call References | Week of November 1 | |
| Conduct Interviews | Week of November 8, 2021 | |
| Meet with Committee to select a consultant to recommend to Council | Week of November 15 | |
| Present Recommendation to Council | November 23, 2021 | This is Thanksgiving week. Will a work session be held? |
| Issue Notice of Intent to Award | November 24, 2021 | |
| Finalize Negotiations of Scope and Fee with Consultant | January 10, 2022 | This normally takes about 30 days but because this will occur during the holiday season, it always takes longer. |
| Council Approval | January 18, 2022 | |
| Notice to Proceed | January 19, 2022 | |

EXCERPTS

County, City and District Referral Manual

Published by

Elections Division
255 Capitol St NE, Suite 501
Salem, OR 97310-0722

 503 986 1518
fax 503 373 7414
tty 1 800 735 2900
www.oregonvotes.gov

Adopted by

Oregon Administrative Rule No. 165-014-0005

**Note: 2022 Elections
Calendar not released yet
(as of 08/20/21)**








Secretary of State

Elections Division [Rev. 03/2020](#)






Notice of Local Option Tax Measure or General Obligation Bond

House Bill 2873, which passed at the 2017 Regular Session, requires county elections officials to file with the Secretary of State a copy of the Notice of Measure Election for each local option tax measure or general obligation bond measure placed on the ballot by a municipal corporation.

2020 Local Elections Calendar

|  District Measures | March 10 | May 19 | September 15 | November 3 |
|--|-------------|-------------|--------------|-------------|
| Last Day for County Elections Official to Publish | | | | |
| → notice of district board election | November 29 | January 30 | June 5 | July 16 |
| Last Day for County, City, or District Governing Body to File with Local Elections Official | | | | |
| → ballot title for publication of notice | December 20 | February 28 | June 26 | August 14 |
| or | | | | |
| → referral text for drafting of ballot title | | | | |
| Last Day for Local Governing Body to File with County Elections Official | | | | |
| → Form SEL 801 Notice of Measure Election - County | January 9 | March 19 | July 16 | September 3 |
|  Form may only be filed upon completion of the ballot title challenge process. | | | | |
| → Form SEL 802 Notice of Measure Election - City | January 9 | March 19 | July 16 | September 3 |
|  Form may only be filed upon completion of the ballot title challenge process. | | | | |
| → Form SEL 803 Notice of Measure Election – District | January 9 | March 19 | July 16 | September 3 |
|  Form may not be filed until after the deadline for the immediately preceding election has passed and only upon completion of the ballot title challenge process. | | | | |
| Last Day to File with County Elections Official | | | | |
| → arguments for inclusion in county voters' pamphlet | January 13 | March 23 | July 20 | September 8 |
|  For resubmitted measures the deadline is the 47 th day before the election; the measure argument filing deadline is the 2 nd business day after the deadline to resubmit the measure, if the county includes the resubmitted measure in the county voters' pamphlet. | | | | |

2021 Local Elections Calendar

|  District Measures | March 9 | May 18 | September 21 | November 2 |
|--|-------------|-------------|--------------|-------------|
| Last Day for County Elections Official to Publish → notice of district board election (ORS 255.075) | December 1 | February 9 | June 8 | July 27 |
| Last Day for County or City Governing Body to File with Local Elections Official → ballot title for publication of notice or → referral text for drafting of ballot title | December 18 | February 26 | July 2 | August 13 |
| Last Day for Local Governing Body to File with County Elections Official → Form SEL 801 Notice of Measure Election - County  Form may only be filed upon completion of the ballot title challenge process. | January 7 | March 18 | July 22 | September 2 |
| → Form SEL 802 Notice of Measure Election - City  Form may only be filed upon completion of the ballot title challenge process. | January 7 | March 18 | July 22 | September 2 |
| → Form SEL 803 Notice of Measure Election – District  Form may not be filed until after the deadline for the immediately preceding election has passed and only upon completion of the ballot title challenge process. | January 7 | March 18 | July 22 | September 2 |
| Last Day to File with County Elections Official → arguments for inclusion in county voters' pamphlet | January 11 | March 22 | July 26 | September 7 |
|  For resubmitted measures the deadline is the 47 th day before the election; the measure argument filing deadline is the 2 nd business day after the deadline to resubmit the measure, if the county includes the resubmitted measure in the county voters' pamphlet. | | | | |

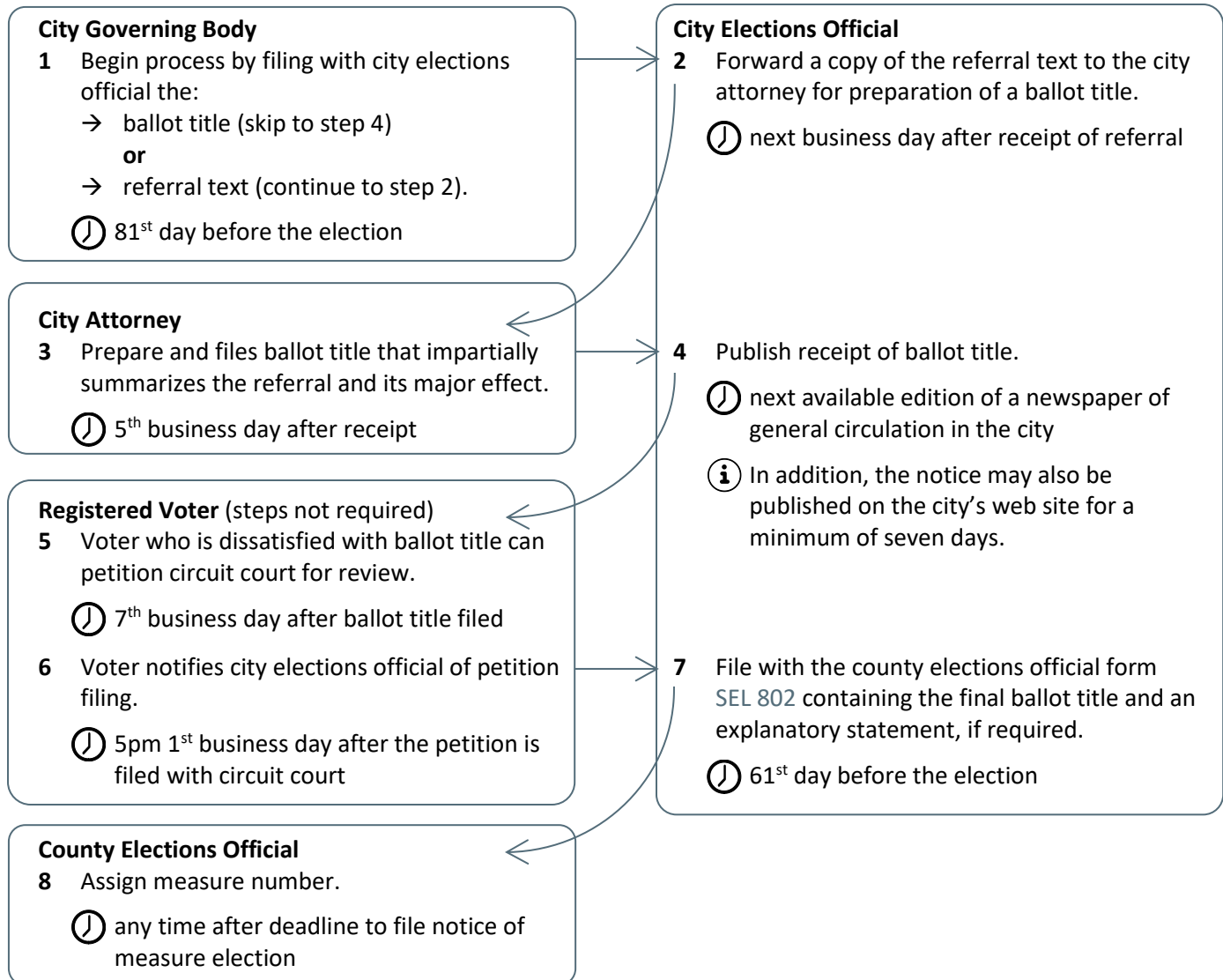
CITY ELECTION OFFICIAL'S NOTATIONS (Nichole Rutherford, City Recorder): The 2022 Local Elections Calendar has not been released yet. Following the timing guidelines above, adjusting for 2022 dates, the 'draft' 2022 Local Elections Calendar would look something like:

Last Day for City Governing Body to File Ballot Title with City Elections Officer **02/25/22**
(81 days prior to election date of May 17, 2022)

Last Day for City Governing Body to File Ballot Title with County Elections Officer **03/17/22**
(61 days prior to election date of May 17, 2022)

To meet these deadlines, recommendation would be for staff to prepare the ballot title and present for Council review at the January 25, 2022 work session, followed by the presentation of Resolution for Adoption calling a measure election to submit to the electors of the city at the February 15, 2022.

City Referral Steps



Competing Measure

If a qualified initiative is filed by the city elections official at a city governing body meeting that occurs on the 90th day before the election and the governing body refers a competing measure, the ballot title process including the challenge period must be completed no later than the 61st day before the election.

City Referral Process



Local charter or ordinance requirements do not supersede ORS 250.035 relating to ballot title format or the statement of measures filed under ORS 254.095.

Once a city governing body adopts a resolution referring a measure for the voters to decide, a ballot title must be drafted. All ballot titles must comply with the requirements in ORS 250.035.

Ballot Title Process

ORS 250.035, 250.275, 250.285, and 250.296

A ballot title is a concise and impartial statement prepared by the city governing body or the city attorney that will be printed on the ballot summarizing the referral and its major effect. Any voter may challenge the ballot title in circuit court and the referral may only appear on the ballot once this process is complete.

1 Preparation

For any referral, the city governing body may:

→ prepare and file a ballot title with the city elections official

or

→ file referral text with the city elections official.



Form [SEL 805 Request for Ballot Title – Preparation or Publication of Notice](#) may be used to file:

→ the text of the referral for drafting of a ballot title

or

→ the ballot title drafted by the governing body or city attorney for publication of notice.

The city elections official will forward a copy of the referral text to the city attorney for preparation of a ballot title. After receiving the referral, the city attorney drafts and files a ballot title with the city elections official.

2 Format

Each ballot title must contain all of the following elements:

→ a caption that does not exceed 10 words describing the subject of the referral;

→ a question that does not exceed 20 words plainly phrasing the main purpose of the referral so that an affirmative response to the question corresponds to a yes vote on the referral; and

→ a summary that does not exceed 175 words describing the major effect of the referral.



Additional ballot title requirements apply to referrals requesting a general obligation bond, a local option tax, or a permanent rate limit.



For further information you may contact the Elections Division, your bond counsel, or the Oregon Department of Revenue, Property Tax Division 800 356 4222.



Forms are available online at www.oregonvotes.gov.

3 Notice

After receiving a ballot title from the city governing body or the city attorney, the city elections official publishes notice in the next available edition of a newspaper of general circulation that any voter may challenge the ballot title. It is advisable to also publish the notice on the city website for a minimum of seven days. The notice must include all of the following:

- a statement that a ballot title has been received and that any voter may file a petition for review of the ballot title;
- the deadline for filing a petition for review of the ballot title with the circuit court; and
- the ballot title provided by the city governing body or city attorney or information on how to obtain a copy.



Notice must be published prior to the deadline to file a petition to review the ballot title.

4 Ballot Title Appeal

Any registered voter who is dissatisfied with the ballot title may petition the circuit court to review the ballot title. If a registered voter files a petition to review a ballot title with the circuit court, the voter must:

- name the city governing body or city attorney as respondent, depending who prepared the ballot title;
- state the reasons why the ballot title is insufficient, not concise or unfair; and
- notify the city elections official in writing that a petition has been filed.



If the notification of the city elections official is not timely filed, the petition to the circuit court may be dismissed.

5 Circuit Court Review

When a petition is filed, the circuit court conducts its review and renders its decision certifying a ballot title meeting the requirements of ORS 250.035. The review of the ballot title by the circuit court shall be the first and final review.



If the Circuit Court certifies a different ballot title, the city elections official forwards the final ballot title to the city official authorized to submit notice of measure election for preparation of form [SEL 802](#).

Explanatory Statement

ORS 251.067, 251.285, 251.345, and OAR 165-022-0040

An explanatory statement is an impartial, simple and understandable statement explaining the measure. The city governing body must prepare and file an explanatory statement of no more than 500 words for a referral **only** if:

- the county is producing a voters' pamphlet
- or
- the referral will appear in the state voters' pamphlet.



Cities are encouraged to adopt and comply with an ordinance that provides a judicial review procedure for an explanatory statement which is contested. If a city measure is to appear in the state voters' pamphlet, a judicial review procedure is required.



Forms are available online at www.oregonvotes.gov.



See the State Voters' Pamphlet Manual available at www.oregonvotes.gov for additional requirements for referrals appearing in the state voters' pamphlet.

Certification of Referral to Ballot

ORS 254.095

The city governing body must certify that the challenge process is complete and file the final ballot title on:



Form SEL 802 Notice of Measure Election – City.



If the county is producing a voters' pamphlet, the county elections official will reject any SEL 802 that is not accompanied by an explanatory statement.

After receiving a city referral, the county elections official assigns a measure number.



Ballot measure numbers will not be repeated. If the measure is later removed from the ballot, the measure number will not be re-used.

Withdrawal of Referral

To withdraw a referral, the city governing body must complete and file with the county elections official:



Form SEL 804 Withdrawal - Notice of Measure Election.



The SEL 804 must be submitted no later than the 61st day before the election.



**CITY OF COOS BAY
JOINT CITY COUNCIL / URA WORK SESSION**

Agenda Staff Report

| MEETING DATE | AGENDA ITEM NUMBER |
|---------------------|---------------------------|
| August 24, 2021 | 3.c. |

TO: URA Chair Kilmer and Board Members

FROM: Carolyn Johnson, Community Development Administrator

THROUGH: Jim Hossley, Public Works and Community Development Director

ISSUE: Review of Building Improvement Program Grant Request for 657 Newmark Avenue

SUMMARY:

The 657 Newmark Building Improvement Grant application proposes the creation of a 19-foot by 60-foot historic mural on the building's west side. Owned and occupied by the Star of Hope, Ms. Joanne L. Moss, with the Community Coalition of Empire (CCE), has been authorized to submit and provide representation for the subject application.

The Star of Hope is located at the southeast corner of Newmark Avenue and South Wall Street, with the westerly frontage facing South Wall street. Because of the project location in the Empire Waterfront Settlement Design Review Area, the applicant has submitted and the City is processing an Architectural Design Review permit.

ACTION REQUESTED:

Review and discuss the application and proposed building improvement project which will be presented at the Agency's September 7, 2021 board meeting, with staff recommending waiver of the three-bid requirement and approval of the requested \$4,000 Building Improvement Program grant subject to approval of the Architectural Design Review Permit.

BACKGROUND:

The Improvement Program currently provides a 50/50 grant (based on the lowest bid) with a maximum award of \$25,000 per fiscal year. The program regulations request three written bids be obtained for the project.

The applicant requests \$4,000 for the proposed project and has provided one bid in the amount of \$8,000. The application indicates the match is comprised of \$2,000 from Star of Hope and \$2,000 from CCE.

The Design Assistance Team (DAT) has reviewed the project and provided positive

comments for consideration as a part of the Architectural Review Permit review.

BUDGET IMPLICATIONS:

\$100,000 has been budgeted for the Building Improvement Program in the Empire area. The \$4,000 grant request is the first grant application submitted this FY 2021/2022.

ATTACHMENT(S):

- ▣ application



City of Coos Bay

Coos Bay Urban Renewal Improvement Program Application

Name of applicant Joanne L Moss (CCE)

Name of business Star of Hope

Address of business storefront or building to be rehabilitated _____

657 Newmark

Coos Bay

Phone number _____ E-mail address _____

Type of business _____ How many years in business _____

Applicant is the ☐ Property Owner ☐ Business Owner ☒ Other Representative

If not owner of property, does applicant have lease: yes ☐ no ☐

If yes, Expiration Date: _____ If no, explain: _____

Property owner or property manager's name (if different from applicant), address and phone number

PROPOSED IMPROVEMENTS

Please describe in detail the proposed improvements to the property.

19' x 60' historic mural on west
side of property (see rendering)

Estimated cost of project \$8000⁰⁰

Proposed start date 8-1-2021

Time line/estimated completion date for project approx 2 months

If this is a time critical project, please state latest date that applicant can be notified of grant funding approval asap.

Brief explanation of factors contributing to the critical timing of this project: _____

Weather factors

The expected processing time from submission of application to final commitment of funds is 4-6 weeks.

REQUIRED SUBMITTALS

The following items must be submitted with the completed application:

1. Provide three (3) copies of the application, any drawing(s), material/color samples and current photographs showing existing conditions of façade proposed for renovation. Documents and photos may be submitted electronically to derler@coosbay.org.
2. Three (3) detailed, itemized competitive bids from licensed contractors for the proposed work. The grant award is based on the low bid; however, an applicant may use his/her choice of contractor and pay the difference.
3. Evidence of property ownership. A copy of property tax record (available from the county assessor's webpage) may be used. For tenant business applicants, written and signed permission from the property owner is required.
4. Evidence that all city taxes, licenses and fees are current. For taxes, a copy of property tax information from the Assessor's webpage. For licenses, a photocopy of current business license may be submitted.
5. Proof in the form of documentation from the applicant's bank or lending institution demonstrating financial ability to complete the project. This document would be similar to a letter of recommendation from your banker.
6. One copy of a location map (Provided by the City staff).
7. If architectural changes are being made to the façade of a structure in a design review area:
 - a. A site plan drawn to scale indicating property lines, existing and adjacent structures and existing landscaping is required.
 - b. 10 copies of building elevation(s) drawn to scale indicating all existing as well as proposed design and structural changes and building materials and colors. The elevation drawing(s) should also include the size and location on the building of any sign modifications or awning changes.
 - c. If the project is repair/replacement of siding, repair/replacement of existing architectural features, and painting, color digital pictures shall be submitted and a site plan drawing is not required.
 - d. 10 copies of materials and color samples.

NOTE: If required information is not submitted with the application, application will be returned to Applicant for completion prior to review by the Design Review Committee.

The applicant understands that the proposed improvements must be evaluated and approved by the Coos Bay Urban Renewal Agency as well as other local agencies. Certain changes or modifications may be required by these agencies or by the Coos Bay Urban Renewal Agency prior to final approval for funding.

Improvements will be evaluated on the criteria listed in the guideline section of the Urban Renewal Improvement Program.

Grant funds are considered taxable income by the Internal Revenue Service. A W-9 form must be submitted to the City of Coos Bay if grant funds are awarded to the applicant.

The Applicant must sign a grant agreement to maintain the improvements for a minimum of five (5) years.

CERTIFICATION BY APPLICANT

The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a grant, and is true and complete to the best of the Applicant's knowledge and belief.

If the Applicant is not the owner of the property to be rehabilitated, or if the Applicant is an organization rather than an individual, the Applicant certifies that her/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

Verification of any of the information contained in this application may be obtained from any source named herein.

Joanne Hildress
Applicant Signature

7-25-2021
Date

Applicant Signature

Date

Return Application to:

**COOS BAY URBAN RENEWAL AGENCY
Department of Community Development
500 Central Avenue, Coos Bay, OR 97420**



[Sent from Yahoo Mail on Android](#)



**Community Coalition of Empire
mailing address:**

**2001 Union Ave North Bend, OR 97459
541-751-9673**

25 May, 2021

The Community Coalition of Empire (CCE) is facilitating a Partnership with the Star of Hope (SOH), and the Coos Bay Urban Renewal Agency (URA), to place a Mural on the West side of the SOH administrative complex building at 657 Newmark Coos Bay Oregon. This Mural has been one of the goals of the stakeholders in the Empire area for quite some time. CCE and SOH believe that this project along with several other planned improvement projects will help to present the Empire area and the Newmark corridor in the Empire Urban Renewal Agency District (URA) in a more positive light. The purposed design and scale will highlight the positive features of the Empire area for visitors and residents.

CCE and SOH, over the last 24 months, have been working to develop a design and secure an artist to complete this project at a cost of \$8000.00. The current funding support for this project is projected to be \$2,000.00 from each of the Non Profits groups involved and \$4,000.00 from the Urban Renewal Improvement Program.

Mural

From: LouAnn Dewater (louannewater@sohoregon.org)

To: moss_joanne@yahoo.com

Date: Monday, July 26, 2021, 02:55 PM PDT

To whom it may concern,

LouAnn Dewater, Executive Director gave Joanne Moss authority to act as representative for the Mural project to be located on the west end of our 657 Newmark, Coos Bay, Oregon building.

Respectfully,

**LouAnn Dewater
Executive Director
Star of Hope
541-888-8893 wk
541-252-6193 cell
louannewater@sohoregon.org**

CONTRACT FOR SERVICES

Date July 20, 2021

to purchase from CCE + Star of Hope, hereinafter "Purchaser," desire certain service(s) and/or labor ("the Services"). Purchaser and Provider therefore agree as follows:

1. To the extent that the Services provided are construction services, Provider is licensed by the Oregon Construction Contractors Board (the "CCB") and on the date this Contract was signed, the following information is shown in the records of the CCB (if inapplicable, write "n/a" on the first line below and skip to paragraph 2):

Provider's Name Simon

Address 63588 Wallace Rd. Coos Bay, OR 97420

Telephone 541-252-2282 / 541-290-8913 B License No. _____

Provider ☐ has ☐ has not (indicate which) offered a written warranty. If a warranty was offered, Purchaser hereby acknowledges receipt of it and ☐ accepts it ☐ refuses it (indicate which).

If this is a residential structure contract, Provider has attached hereto, or previously provided, the following notices (Purchaser to initial to acknowledge receipt):

----- Notice of Right to a Lien (S-N Form No. 1159)

----- Information Notice to Owner (S-N Form No. 1165)

----- Consumer Protection Notice (S-N Form No. 1327)

----- Notice of Procedure (S-N Form No. 1328)

----- (If a pre-1978 structure) Renovate Right: Important Lead Hazard Information for Families, Child Care Providers and Schools (S-N Publication No. 2019)

----- (If applicable) In addition, if this Contract involves a new residential structure or a zero-lot-line dwelling, Provider has also attached a maintenance notice related to moisture intrusion and water damage.

If this is a contract for construction to a pre-1978 child-occupied facility, Provider has attached hereto, or previously provided, the following notice (Purchaser to initial to acknowledge receipt):

----- Renovate Right: Important Lead Hazard Information for Families, Child Care Providers and Schools (S-N Pub. No. 2019)

2. Provider agrees to furnish Purchaser with the following Services:

approx 19' x 60' postcard type full color mural on west outside wall of the Star of Hope building.
Work to be completed by October 1, 2021. Any change need to be approved by all parties.

3. In connection with providing such Services, Provider will furnish all of the required materials and perform or contract for the performance of all labor necessary to complete the Services in a substantial, timely, and professional manner in conformance with customary industry practices.

4. The purchase price of the Services is \$ 8000⁰⁰ Payment will be due and payable (check one):

☐ When all work has been substantially completed; ☐ Monthly at the rate of \$ _____ per month until this Contract is terminated by one or both parties upon a minimum _____ days notice; ☐ Monthly at the rate of \$ _____ per month for _____ months; ☒ As follows: 1/2 down + balance upon

completion & clean up.
CCE + Star of Hope must be satisfied with quality of workmanship.

5. Should Provider discover that extraordinary materials and/or labor will be required to furnish the Services, Purchaser and Provider will execute an addendum or change order concerning the nature and price of such materials and/or labor, and the cost of the same will be and become a charge over and above the sums mentioned in this Contract.

6. Provider shall be responsible for any claims asserted by any of its employees, suppliers and/or subcontractors arising from providing the Services, or related in any way thereto, including, but not limited to, any claims for wages, subcontract payments, taxes, insurance, personal injury and/or property damage. Unless expressly set forth hereinabove, any permit fees shall be in addition to the purchase price.

7. In the event that an action is brought to enforce, or for the breach of, any of the provisions of this Contract, the prevailing party shall be entitled to recover its reasonable attorney fees, at arbitration and/or trial and on appeal. In addition, the prevailing party will be entitled to recover any and all other costs incurred in such litigation, including the cost of depositions, experts and any other expense, whether or not such expense would ordinarily be allowable under the Oregon Rules of Civil Procedure and/or Oregon Revised Statutes.

8. This Contract may not be assigned by either party without the written consent of the other, which consent will not be unreasonably withheld.

9. If any party to this Contract is other than a natural person, the person signing below on behalf of that party certifies that he or she is duly authorized to enter into this Contract on behalf of that party.

Simon Whiteowl
PROVIDER

Heather Moss CCE V. President
PURCHASER

By Heather Moss CCE V. President
80H CEO

By Joint CC/URA Work Session Meeting August 24, 2021

PUBLISHER'S NOTE: This form is not intended to be used for the construction or substantial remodel of a residential structure including, but not limited to, single family homes, condominiums and multi-unit projects. For such projects, S-N Form No. 144, Builder's Contract (Fixed Price), may be used.

**CITY OF COOS BAY
JOINT CITY COUNCIL / URA WORK SESSION**

Agenda Staff Report

| MEETING DATE | AGENDA ITEM NUMBER |
|---------------------|---------------------------|
| August 24, 2021 | 3.d. |

TO: Mayor Benetti and City Councilors

FROM: Nichole Rutherford, Assistant City Manager/Finance Director

THROUGH: Rodger Craddock, City Manager

ISSUE: Discussion Regarding Consideration of Approval to Amend the City Fee Schedule - Approval Would Require Adoption of Resolution 21-24

SUMMARY:

The City's fee schedule is reviewed regularly for potential increases to fees either based upon a cost analysis of providing services relative to the fee charged or upon annual market factors (Consumer Price Index or Municipal Cost Index, as examples).

ACTION REQUESTED:

Review and discuss the proposed fee changes which will be presented at the September 7, 2021 Council meeting for consideration of adoption of Resolution 21-24 to amend the City's fee schedule.

BACKGROUND:

The proposed revised fee resolution includes changes for fees related to services provided by staff from the Fire Department, Library, and Police Department.

For the Fire Department fee changes proposed, fees were aligned with the 2021 Oregon Fire Service Mobilization Plan and includes revisions to personnel and equipment rates.

The Library Board met on August 18, 2021 to review related fees and approved removal of late fees and revision to the fees for renting the meeting room(s).

The Police Department performed a survey of other agency fees throughout Oregon and has provided the results of that survey for review. The proposed fee changes are related to the costs of producing requested materials such as police reports and audio, video and body cam recordings.

BUDGET IMPLICATIONS:

Budget implications are expected to be minimal, potentially increasing revenues slightly for the General Fund and Library Fund, with the focus on recovery of actual costs to provide the requested service.

ATTACHMENT(S):

- ▣ Resolution 21-24
- ▣ Resolution 21-24 (legislative format)
- ▣ Police Department Fee Survey

City of Coos Bay

Resolution 21-24

A RESOLUTION OF THE CITY OF COOS BAY, COOS COUNTY, OREGON AMENDING CITY FEE SCHEDULE FOR BUSINESS LICENSES, PLANNING/PERMITS FEES, AND GENERAL GOVERNMENT OPERATION FEES.

WHEREAS, the City of Coos Bay adopted Resolution 14-02 on January 21, 2014, which established fees for business licenses, moorage rates, building code fees, public records research and copying fees, planning fees, and other general governmental and facility use charges; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF COOS BAY that fees for the building department shall be revised as follows:

BUSINESS LICENSES (Ordinance 103 / Codified Title 5, Chapter 5.05):

General Retail and Service Businesses

| | |
|--------------------------|-------------------|
| 1 to 5 Employees | \$26.25 per year |
| 6 to 10 Employees | \$52.50 per year |
| 11 to 20 Employees | \$105.00 per year |
| 21 to 30 Employees | \$131.25 per year |
| Over 30 Employees | \$157.50 per year |

Residential, Commercial and Industrial Leaseholds and Tenancies

| | |
|---------------------|---|
| 1 to 5 units | \$15.75 per year |
| 6 to 12 units | \$15.75 per year plus \$2.63 per year per each unit in excess of five |
| Over 12 units | \$36.75 per year plus \$1.58 per year per each unit in excess of twelve |

| | |
|------------------------------|--|
| Auctions | \$52.50 per auction with an annual limit of \$262.50 |
| Auto Wreckers | \$78.75 per year |
| Carnivals and Circuses | \$105 per performance plus a \$500 refundable clean-up deposit |
| Exhibitions | \$10.50 each day |
| Flea Markets | \$26.25 per day plus \$1.05 per table per day |
| General Contractors | \$131.25 per year |
| License Transfers | \$5.25 each |
| Limited Contractors | \$26.25 per year |
| Mobile Home Parks | |
| First space | \$78.75 per year |
| 2 to 15 spaces | Additional \$2.10 per space / per year |
| 16+ spaces | Additional \$1.05 per space / per year |
| Maximum | \$525.00 per year |

| | |
|--------------------------------|--------------------|
| Non-profit Organizations | No Fee |
| Seasonal | \$26.25 per season |

| | |
|-----------------------------------|--|
| Special Contractors | \$78.75 per year |
| Transient Business..... | \$52.50 per year; a Right of Way Use Approval may also be required |
| Transient Merchants..... | \$131.25 per day or \$525.00 per year whichever is less, plus posting of a \$2500 bond for one year |
| Vehicles for Passenger Hire | \$131.25 per year plus \$26.25 per vehicle |
| Entertainment Clubs..... | \$183.75 per year |

MOORAGE (Ordinance 217 / Codified Title 11. Chapter 11.05): Effective March 1, 2014

Moorage fees will be as stated below as of March 1, 2014 with subsequent increases effective with each February moorage billing period of each subsequent year, in an amount equal to the preceding December's Municipal Cost Index (MCI) but not less than zero. No proration of fees will be given for partial months, weeks or days. Each owner or operator shall pay a fee as follows:

Long-Term Moorage Agreements: 30-day minimum, a fee equal to \$4.79 per foot/per each month of long-term moorage.

Short-Term Moorage Agreements: Exceeding seven consecutive calendar days but less than thirty consecutive calendar days, a fee equal to \$2.40 per foot/per each week.

Transient Moorage Agreements: Exceeding 12 hours but less than one week, a fee equal to \$0.60 per foot/per each 24-hour period.

Due Date and Late Fees: Moorage payments shall be payable in advance and before the first of the month for long-term moorage and within twelve (12) hours of mooring for short-term and transient. A late fee of \$26.25 shall be assessed for late payments for each month or part of a month that payments are late.

A late fee shall be assessed for late payments for each month or part of a month that payments are late. An account is past due if the moorage rate, fee or other charge in whole or in part, is not paid in advance and before the first of the month. If the payment is mailed, the date of the postmark shall be considered the date of delivery for determining delinquencies.

Live-Aboard Permits: Each owner and operator desiring to live aboard his/her vessel shall apply for a live-aboard permit with the Public Works Department. Issuance of a permit is contingent upon inspection of the vessel and may be renewed annually. There will not be a fee for the permit. A charge of \$105.00 for non-compliance shall be assessed if an owner or operator proceeds to live-aboard and does not apply for a live-aboard permit.

Finger Docks: All vessels 20' in length and under shall moor at a finger dock.

Reserved Docks: Day-to-day Transient Moorage from May through October; available for short-term and long-term moorage from November through April.

Service Docks: Restricted to temporary docking only.

Docks: All dock space other than finger docks, reserved docks and service docks shall be used to dock vessels greater than 20' feet in length.

Vessels assigned to the dock spaces that are metered for electricity shall pay for their electrical usage based upon the electrical rates used to calculate the total bill for the main electrical meter for the downtown city dock.

PLANNING (Ordinance 93 / Codified Title 17):

Pre-Application Conference\$500
With a \$250 credit for a Type II, III or IV application, if filed with the City within 120 days of City transmittal of the pre-application conference notes.

City use of consulting Hearings Official, Contract Planner, Technical Professional or Legal services at the discretion of the Director, applicant will pay 115 % of the actual costs of professional services, hearing, recording fees, legal fees, filing fees and publishing fees, review of technical reports, peer review and staff contract management.

Appeal to the Planning Commission or City Council.....\$450

The Appellant shall pay 115% of actual costs of public noticing and mailing, hearing (s), recording fees, Consulting Hearing Official, Planner, Technical Professional and legal fees, including filing fees and publishing fees, review of technical reports, consulting services for peer review and City staff contract management.

Type 1 Reviews

New construction or expansion of commercial, industrial, institutional, or multi-unit dwelling development that adds less than 20 percent floor area.\$140

New construction or expansion of nonresidential development up to 5,000 square feet.\$280

New construction or expansion of any residential proposal including certified factory-built home parks, on up to two acres.\$350

Parking lots - New construction or expansion not directly related to a primary use on the site with 20 or fewer new parking spaces.\$140

Minor modification to an originally approved permit for land development or land use that includes minor changes determined by the director not affecting the use, originally approved design, or intent of the reviewing body of the originally approved permit for land development or land use\$140

Architectural Design Review in the Empire Waterfront Settlement, Waterfront Heritage and Hollering Place related to a Type I review\$140

Estuary and shoreland uses and activities permit\$140

Property line adjustment and/or lot consolidation\$210

Development or uses authorized by and not prohibited in the underlying zoning district that the director determines does not result in an appreciable increase in land use activity and intensity nor create a significant adverse impact.....\$140

| | |
|---|---|
| Uses not identified in the CBDC similar to permitted and conditionally permitted identified uses. | \$70/hr. |
| Temporary Use Permit for up to 60 days | \$140 |
| Code interpretation | \$70 |
| Accessory Dwelling unit in a historic district | \$280 |
| Home occupation permit | \$70 |
| Sign permit | \$70 |
| Nonconforming use/structure evaluation | \$70 |
| Variance to Type 1 LU permit for deviation of less than 10% of the numerical standards for setbacks, buffers, building heights, landscaping, lot coverage and lot dimensions, or lot area | \$140 |
| Legal lot determination | \$70/hr. |
| Other Type 1 reviews | \$70/hr. |
| LU Permit time extension | \$70 |
| After-the-fact-permit Type I Permit | 2x the current fee for the required permit. |
| Notification and mailing | \$50 |
| New construction or expansion of existing development of commercial, industrial, institutional, or multi-unit dwelling development that adds 20 percent or more to existing floor area..... | \$280 |
| New construction or expansion of nonresidential development of 5,001 to 20,000 square feet. | \$560 |
| New construction or expansion of residential proposals including certified factory-built home parks, greater than 2 acres to four acres..... | 70/hr. + 700 deposit |
| Parking lots - New construction or expansion not directly related to a primary use on the site with 21 to 50 spaces..... | \$280 |
| Subdivisions up to four acres | \$1,956 + 27/lot |
| Partition of up to four acres | \$560 |
| Planned Unit Development up to four acres | \$1,956 + 27/lot |
| Final Plat review associated with Type II Subdivision or PUC | \$210 |

| | |
|--|--|
| Architectural Design Review in the Empire Waterfront Settlement, Waterfront Heritage and Hollering Place related to a Type II review..... | \$210 |
| Vacation rentals | \$350 |
| Uses not identified in the CBDC similar to permitted and conditionally permitted identified uses. | \$140 |
| Adjustment review for development requiring a Type II permit | \$280 |
| Conditional use permit associated with development requiring a Type II LU permit | \$280 |
| Variance for development requiring a Type II permit | \$280 |
| Major modification defined as a significant departure for the originally approved permit for land development or land use..... | \$280 |
| Cultural resources permit | \$70/hr. with a \$280 deposit |
| Home occupation permit with retail sales and more than one non-resident employee..... | \$140 |
| After-the-fact Type II Permit | 2x the current fee for the required permit |
| Other Type II reviews | \$70/hr. with \$350 deposit |
| Variance to Type II LU permit for deviation of more than 10% of the numerical standards for setbacks, buffers, building heights, landscaping, lot coverage and lot dimensions, or lot area. | \$280 |
| <u>Type III Reviews (Quasi-Judicial)</u> | |
| Notification and mailing | \$100 |
| Nonresidential development greater than 20,001 square feet. | \$420 |
| Residential proposals including and certified factory-built home parks, on four or more acres..... | \$700 |
| Parking lots- New construction or expansion not directly related to a primary use on the site with 51 or more parking spaces..... | \$420 |
| Cultural resources permit related to project requiring a Type III Permit | \$70/hr. with \$280 deposit |
| Architectural Review in the Empire Waterfront Settlement, Waterfront Heritage and Hollering Place Districts related to a Type III LU permit. | \$140 |
| Subdivisions for more than 4 acres | \$1,956 + \$27 per lot |

PUD for more than 4 acres\$1,956 + \$27 per lot

Final Plat review associated with Type III Subdivision or PUD\$210

Conditional Use Permit associated with Type III LU permit\$420

Adjustment Review associated with a Type III LU permit\$420

Variance associated with a Type III LU permit.....\$420

After-the-fact Type III Permit 2x the current fee for the required permit

Other Type 3 Reviews \$70/hr. with \$350 deposit

Type IV Review (Legislative)

Noticing/Mailing.....\$300

115% Consultant Planner costs, includes City costs contract management costs or at Director's discretion, 100% of all staff time and materials for Development Code and Comprehensive Plan amendments for the following Type IV Review actions:

Development Code text and map amendments

Comprehensive plan map and text amendments, including the Estuary Plan and TSP

Urban Growth boundary amendment

Annexations

General Administration

Expedited processing of LU permits Consultant cost + Admin fee (15% of consultant cost)

Continuance requested by applicant or applicant submission of new information requiring additional staff analysis and staff report..... 1/3 original application fee

Continuance requested by applicant or applicant submission of new information requiring additional staff analysis, staff report and re-notice 1/2 original application fee

Written code analysis\$70/hr.

Land Use compatibility statement, zone verification letters or similar information\$70

Staff time research over 15 minutes\$70/hr.

Modification to existing structure interior that not changing use or use intensity\$70

Physical expansion of existing structure by 10 percent or less, occurring in a single expansion over a two-year time period\$70

| | |
|---|------|
| Regular maintenance, repair, and replacement of materials (e.g., roof, siding, awnings, etc.), parking resurfacing and similar maintenance and repair | \$35 |
| Fences | \$35 |
| Change in occupancy from one allowed land use to another allowed land use if a permitted use in the zoning district | \$35 |
| Single-unit dwelling (including certified factory-built home on its own lot) | \$70 |
| Accessory structures that do not require a building permit | \$70 |
| Accessory dwelling units not located in a Historic district | \$70 |
| Public improvements required by city standards or as stipulated by a condition of land use approval (e.g., transportation facilities and improvements, parks, trails, utilities, and similar improvements), except where a condition of approval requires a land use review | \$70 |

**Area Development Permit (ADP)
Recreation Parks (R.V.'s)**

As excerpted from OAR 918-650-0030

This Area Development Fee shall be determined from Table 1 using the valuation for all facilities for which the permit is used. The fees in Table 1 shall be based upon valuation Table 2 for recreation parks or be determined by the applicant with documentation acceptable to the issuing authority. Permit fees shall be paid to the issuing authority before any work begins.

| Table 1 | |
|--------------------------------|---|
| Total Valuation | Fee |
| \$1 to \$500 | \$25.00 |
| \$501 to \$2,000 | \$25.00 for the first \$500, plus \$2.20 for each additional \$100 or fraction thereof, to and including \$2,000 |
| \$2,001 to \$25,000 | \$58.00 for the first \$2,000, plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$25,000 |
| \$25,001 to \$50,000 | \$285.70 for the first \$25,000, plus \$7.15 for each additional \$1,000 or fraction thereof, to and including \$50,000 |
| \$50,001 to \$100,000 | \$464.45 for the first \$50,000, plus \$4.95 for each additional \$1,000 or fraction thereof, to and including \$100,000 |
| \$100,001 to \$500,000 | \$711.95 for the first \$100,000, plus \$3.85 for each additional \$1,000 or fraction thereof, to and including \$500,000 |
| \$500,001 to \$1,000,000 | \$2,251.95 for the first \$500,000, plus \$2.20 for each additional \$1,000 or fraction thereof, to and including \$1,000,000 |

\$1,000,000 and up \$3,351.95 for the first \$1,000,000, plus \$2.20 for each additional \$1,000 or fraction thereof

**Table 2
RECREATION PARK VALUATION TABLE**

| Class of Park/Camp | Spaces per Acre | | | | | | | | |
|-------------------------------|------------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | 6 | 8 | 10 | 12 | 14 | 16 | 18 | 20 | 22 |
| A | 2637 | 2470 | 2320 | 2189 | 2074 | 1978 | 1907 | 1849 | 1798 |
| B | 2483 | 2317 | 2176 | 2035 | 1920 | 1824 | 1754 | 1696 | 1645 |
| C | 1792 | 1626 | 1485 | 1344 | 1229 | 1133 | 1062 | 1005 | 954 |

Class A = park/camp contains* paved streets and electric, water and sewer service to each RV or Camping site

Class B = park/camp contains electric, water & sewer service to each RV or camping space, but not have paved streets

Class C = park/camp contains combination of no more than two services involving electric, water or sewer & do not have paved streets

* When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation.

**Area Development Permit (ADP)
Manufactured Dwelling and Mobile Home Parks**
As excerpted from OAR 918-600-0030

The Area Development Fee shall be determined from Table 1 using the valuation for all facilities for which the permit is used. The fees in Table 1 shall be based upon valuation Table 2 or be determined by the applicant with documentation acceptable to the authority having jurisdiction. Permit fees shall be paid to the authority having jurisdiction before any work begins.

Table 1

| Total Valuation | Fee |
|------------------------------|---|
| \$1 to \$500 | \$25.00 |
| \$501 to \$2,000 | \$25.00 for the first \$500, plus \$2.20 for each additional \$100 or fraction thereof, to and including \$2,000 |
| \$2,001 to \$25,000 | \$58.00 for the first \$2,000, plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$25,000 |
| \$25,001 to \$50,000 | \$285.70 for the first \$25,000, plus \$7.15 for each additional \$1,000 or fraction thereof, to and including \$50,000 |
| \$50,001 to \$100,000 | \$464.45 for the first \$50,000, plus \$4.95 for each additional \$1,000 or fraction thereof, to and including \$100,000 |
| \$100,001 to \$500,000 | \$711.95 for the first \$100,000, plus \$3.85 for each additional \$1,000 or fraction thereof, to and including \$500,000 |

| | |
|--------------------------------|---|
| \$500,001 to \$1,000,000 | \$2,251.95 for the first \$500,000, plus \$2.20 for each additional \$1,000 or fraction thereof, to and including \$1,000,000 |
| \$1,000,000 and up | \$3,351.95 for the first \$1,000,000, plus \$2.20 for each additional \$1,000 or fraction thereof |

Table 2
MOBILE HOME PARK VALUATION TABLE

| Park Class | Spaces per Acre | | | | | | | | |
|---------------|-----------------|------|------|------|------|------|------|------|------|
| | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| A | 5901 | 5517 | 5197 | 4941 | 4685 | 4493 | 4365 | 4301 | 4237 |
| B | 5504 | 5120 | 4800 | 4544 | 4288 | 4096 | 3968 | 3904 | 3804 |
| C | 5312 | 5028 | 4608 | 4352 | 4269 | 3904 | 3776 | 3712 | 3648 |

Class A = parks contain* paved streets curbs & sidewalks

Class B = parks contain paved streets no curbs no sidewalks

Class C = parks contain no paved streets, no curbs but have sidewalks on one side of each street

* When a park contains spaces in more than one class, figure the spaces in each class; then add them together to obtain the total valuation for the park.

BUILDING AND CONSTRUCTION (Ordinance 405/ Title 15):

Valuation Table: A structural permit fee for new residential construction and additions shall be calculated using the International Code Council (ICC) Building Valuation Data Table current as of April 1 of each year, multiplied by the square footage of the dwelling to determine the valuation.

Valuation Table: A structural permit fee for new commercial construction and additions shall be calculated using the International Code Council (ICC) Building Valuation Data Table current as of April 1 of each year, multiplied by the square footage of the building to determine the valuation and the contracted value for the actual work with the applicant supplying a copy of said contract to the city. The permit fee shall be based on the highest value of the two methods of calculation.

Building (Based on valuation)

| Total Valuation | Fee |
|-----------------------------|---|
| \$1 to \$2000 | \$77.00 Minimum fee |
| \$2001 to \$25,000 | \$77.00 for the 1st \$2,000 plus \$14.79 for each additional \$1,000 or fraction thereof, to and including \$25,000 |
| \$25,001 to \$50,000 | \$417.17 for the 1st \$25,000 plus \$10.94 for each additional \$1,000 or fraction thereof, to and including \$50,000 |
| \$50,001 to \$100,000 | \$690.67 for the 1st \$50,000 plus \$7.32 for each additional \$1,000 or fraction thereof, to and including \$100,000 |
| \$100,001 and up | \$1,056.67 for the 1st \$100,000 plus \$6.11 for each additional \$1,000 or fraction thereof |

Mechanical Residential (Based on per item)

| | |
|--|---------|
| For installation, relocation, or alteration of each appliance, including vents, ducts, and metal Chimneys..... | \$38.50 |
| For each vent, duct, or metal chimney not included in appliance permit..... | \$11.00 |
| Fuel gas, hazardous or non-hazardous piping system | \$27.50 |
| Other inspections, per hour (1hour minimum) | \$77.00 |
| Minimum permit fee | \$66.00 |

Commercial Mechanical Valuation on Fee Table (based on total bid of labor & materials)

| | |
|-------------------------------|--|
| \$1 to \$2000..... | \$88 minimum |
| \$2001 to \$20,000 | \$88 for the first \$2000 plus \$15.35 for each additional \$1,000 or fraction thereof |
| \$20,001 to \$50,000 | \$364.30 for the first \$20,000 plus \$13.03 for each additional \$1000 or fraction thereof |
| \$50,001 to \$100,000 | \$755.20 for the first \$50,000 plus \$10.95 for each additional \$1,000 or fraction thereof |
| \$100,001 and up | 1302.70 for the first \$100,000 plus 8.64 for each additional \$1,000 or fraction thereof |
| Mechanical Plan Reviews | 65% of fee |

12% State surcharge is applicable for all building and mechanical fees.

Demolition

Demolition (Requires a performance bond equal to the contract amount or requires a signed Demolition Bond Waiver). The demolition fee includes sewer cap fee.

| | |
|--|-----------|
| Residential home or garage | \$110.00 |
| Commercial Building | \$275.00 |
| (Complex commercial building demolition, as determined by the building official or city engineer, which may include multi-story buildings or a contract cost of \$100,000 or more will, in addition to the permit fee, pay a minimum retainage of \$500.00 to be applied against the actual cost of professional services used by the city to review the demolition permit. Retainage is to be increased as the cost of the professional services billed against the retainage exceeds \$500.00. Balance of the retainage will be returned to the applicant at final approval of the demolition work.) | |
| Demolition Bond Waiver, failure to complete work | \$500/day |

Fire Systems

Residential - Flat fee based on square footage of residence. (Per OAR 918-050-0140 schedule)

| | |
|-------------------------------|----------|
| 0-2000 square feet..... | \$165.00 |
| 2001-3600 square feet..... | \$220.00 |
| 3601-7200 square feet..... | \$330.00 |
| 7201 square feet and up | \$440.00 |

Commercial fire systems follow building valuation table (see above)

Manufactured Dwelling Placement

| | |
|--------------------------------------|------------|
| Placement..... | \$310.00** |
| 12% State surcharge..... | \$37.20 |
| State MFG Dwelling & Cabana fee..... | \$30.00 |
| Land use review fee | \$70.00** |

**5% City technology fee assessed on placement & land use fee \$18.25

Solar - Solar installation that complies with prescriptive path per OSISC 305.4..... \$110.00
Solar Structural - nonprescriptive follows building permit fee valuation table (see above)

Other Related Building Fees

| | |
|--|---------------|
| Fire and Life Safety Plan Review | 40% of fee |
| Phased Projects Plan Review | \$250.00 plus |
| 10% of total project permit fee, not to exceed \$1,500 per phase | |

Deferred Submittal Plan Review 65% of the permit fee using the value of the deferred portion with minimum fee of \$200.00 for each deferred submittal item

| | |
|------------------------|-------------|
| Plan Review..... | 65% of fee |
| Investigation fee..... | \$77.00/hr. |

Inspection Fee (minimum one-hour charge)..... \$77.00/hr.

Land Use Review Fee for building permits is 10% of the building permit fee with a minimum Fee of \$70.00

Additional Plan Reviews (after 1st review) \$77.00/hr.

Additional plan review fees by 3rd party, exceeding building plan review and fire & life plan review fees charged by City will be passed along to applicant.

Retail Fireworks Sales \$75.00

Additional plan review required or requested for which no fee is specifically indicated \$77.00/hr.

Sign Permits: Based upon the cost of the contract to perform the work, labor & materials, building permit fee, building plan check fee, land use review fee, fire/life safety as applicable and the state surcharge and applied to the building valuation fee table adopted by the City of Coos Bay.

Temporary Certificate of Occupancy (Residential) \$110.00

Temporary Certificate of Occupancy (Commercial)..... \$275.00

Reinstatement Fee

If less than 6 months since expiration of original permit - 50% of original permit fee plus 12% surcharge.

If more than 6 months, but less than 12 months since expiration of original permit - 100% of original permit fee plus 12% surcharge.

If more than 12 months since expiration of original permit, permit cannot be reinstated and a new permit, and plan review if applicable, will be required.

Technology fee to be applied to all city development fees excluding state surcharge fees and refundable bond deposits.....5%

ENGINEERING & PUBLIC WORKS

Grade/Fill/Excavation (Based on Quantity)

Total Valuation

50 cubic yards or less \$25.58

51 to 100 cubic yards \$64.11

101 to 1,000 cubic yards \$77.07

for the 1st 100 cubic yards plus \$18.07 for each additional 100 cubic yards or fraction, thereof to and including 1,000 cubic yards

1,001 to 10,000 cubic \$239.70

for the 1st 1,000 cubic yards, plus \$15.35 for each additional 1,000 cubic yards or fraction thereof, to and including 10,000 cubic yards

10,001 to 100,000 cubic yards \$377.85

for the 1st 10,000 cubic yards, plus \$49.79 for each additional 10,000 cubic yards or fraction thereof, to and including 100,000 cubic yards

100,001 and up \$825.96

for the 1st 100,000 plus \$4.27 for each additional 1,000 cubic yards or fraction thereof

Fill for landscape work of less than 20 cubic yards is exempt from permit fee

Plan Review 65% of fee

Sewer connection \$145.00

Refundable bond deposit may be required to connect to City system

Floodplain Development Elevation Certificate Review \$115.00

| | |
|--|----------|
| Parking Lot Permits..... | \$190.00 |
| Right of Way Use (e.g. sidewalks, utility work, landscaping, fences, etc.) | \$75.00 |
| Right of Way Vacation..... | \$954 |

Technology fee to be applied to all city development fees excluding
state surcharge fees and refundable bond deposits5%

Other

Advanced Financing of Public Improvement Fee \$453.00

Agreement to pay origination 2% of loan amount or \$250.00
whichever is greater

Engineering and other professional service recovery fees

Technical Professional – Applicant to pay the actual costs of hearing, recording fees, filing fees and publishing fees, review of technical reports and peer review. Applicant will also pay 15% of total Consultant costs as an administrative fee for staff contract management.

Land Use Review Fee for building permits is 10% of the building permit fee-minimum fee
.....\$70.00

Plan Review fee for all other65% of fee

Temporary Use (Regulates placement of RV on site during construction per
Resolution 83-17 and includes inspection fees, and sewer connection fee \$301.80

FIRE

Burn Permit.....No charge

Flammable or Combustible Liquid Storage installation, construction or removal from service
(exception - storage of less than 25 gallons inside, less than 60 gallons outside; Fuel oil used in
connection with oil burning equipment)

Less than 130 gallons \$71.61

Greater than 130 gallons..... \$114.58

Suppression Costs (minimum one hour):

Career Personnel.....Actual cost

Volunteer\$15.73+/hr.

If in excess of 40 hoursTime and a half

Aerial ladder..... \$150.00

Type 1 pumper.....\$100.00

Rescue units\$40.00

Squad vehicles, personnel transportation and support vehicles \$35.00+

PUBLIC RECORDS

A. Compliance. The public records policy shall follow the Oregon Public Records Law as stated

in Oregon Revised Statutes 192.410 - 192.505.

1. Specificity of Request. In order to facilitate the public's access to records in the City's possession, and to avoid unnecessary expenditure of staff time, persons requesting access to public records for inspection or copying, or who submit written requests for copies of public records, shall specify the records requested with particularity, furnishing the dates, subject matter and such other detail as may be necessary to enable City personnel to readily locate the records sought.
 2. Access. The City shall permit inspection and examination of its non-exempt public records during regular business hours in the City's offices. Copies of non-exempt public records maintained in machine readable or electronic form shall be furnished, if available, in the form requested. If not available in the form requested, such records shall be made available in the form in which they are maintained.
 3. Certified Copies. Certified copies of non-exempt public records shall be furnished upon request and receipt of payment therefore.
- B. Fees for Public Records. In order to recover its costs for responding to public records requests, the following fees shall be established:
1. Copy of Public Records: Certified Copies. Copies of public records shall be \$.26 per side for a copy for standard, letter-size copies. Copies may be certified for an additional charge of \$10.50.
 2. Copy of Sound Recordings. Copies of sound recordings of meetings shall be \$26.25 per copy.
 3. Copy of Video Recordings. Copies of video recordings of meetings shall be \$26.25 per copy.
 4. Copy of Police Investigative Report. \$20.00 up to 10 pages. \$1.00 per page thereafter.
 5. Copy of Fire Investigative Report. \$35.
 6. Certified Copy of Police/Fire Report. \$5.25 per page.
 7. Copy of Audio Recording. Copies of audio recordings related to police investigations shall be charged at \$35 per hour of recording.
 8. Copy of Video Recording. Copies of video recordings related to police investigation shall be \$55.00 per hour of recording, plus actual redaction cost (if required).
 9. Copy of Photo CD. \$24.00 per disc.
 10. Copy of Body Cam Footage. Copies of body cam footage related shall be \$55.00 per hour, plus actual redaction cost (if required).
 11. Card Room License Investigation \$42.00 per applicant.
 12. Criminal History Record Check for Non-Profit/Charitable Organization and non-law

enforcement governmental agencies. \$10.50 per applicant.

13. Copies of Maps and Other Nonstandard Documents. Charges for copying maps or other non-standard size documents shall be charged in accordance with the actual costs incurred by the City plus the 5% technology fee. This includes the cost of outside vendors and internal City costs.
14. Research Fees. If a request for records requires City personnel to spend more than 15 minutes searching or reviewing records prior to their review or release for copying, the fee shall be the actual cost to the City, with a minimum charge for one-quarter hour. The City shall estimate the total amount of time required to respond to the records request, and the person making the request shall make payment for the estimated cost of the search and copying in advance. If the actual time and costs are less than estimated, the excess money shall be refunded to the person requesting the records. If the actual costs and time are in excess of the estimated time, the difference shall be paid by the person requesting the records at the time the records are produced.
13. Additional Charges. If a request is of such magnitude and nature that compliance would disrupt the City's normal operation, the City may impose such additional charges as are necessary to reimburse the City for its actual costs of producing the records.
14. Reduced Fee or Free Copies. Whenever it is determined that furnishing copies of the City's public records at a reduced fee or without cost, would be in the public interest because making the record available primarily benefits the general public, the City may so authorize (ORS 192.440(4)).
- C. Authorization Required for Removal of Original Records. At no time shall an original record of the City be removed from the City's files or the place at which the record is regularly maintained, except upon authorization of the City Council of the City of Coos Bay.
- D. On-Site Review of Original Records. If a request to review original records is made, the City shall permit such a review if search fees are paid in advance in accordance with paragraph 86 above. A representative shall be present at any time original records are reviewed, and the charges for standing by while the records are reviewed shall be the same as the charges for searching or reviewing records.
- E. Unauthorized Alteration. Removal or Destruction of Originals. If any person attempts to alter, remove or destroy any City record, the City representative shall immediately terminate such person's review, and notify the attorney for the City.

PARKING (Ordinance 114 I Codified Title 10. Chapter 10.15):

| | |
|---|---------|
| 1st Offense within 60 days | \$7.35 |
| 2nd Offense within 60 days | \$15.75 |
| 3rd Offense within 60 days | \$26.25 |
| 4th and subsequent offenses within 60 days | \$52.50 |
| Late penalty will be added to any fine remaining Unpaid after 30 days | |

from date of issue\$21.00

UTILITY LICENSE FEES:

As established by the Federal Communications Commission on September 26, 2018 via order #FCC 18-133 and in an effort to support the accelerated wireless broadband (5G) deployment in rural areas, the following fees shall apply:

Non-recurring Utility License fee, including a single up-front application includes up to five Small Wireless Facilities \$500

Each Small Wireless Facility beyond five \$100

\$1,000 non-recurring fee for a new pole (not co-location) intended to support one or more Small Wireless Facilities..... \$1,000

For each Small Wireless Facility per year a recurring fee which includes any possible ROW access fee or fee for attachment to municipally-owned structures in the ROW \$270

CARD TABLE LICENSE AND WORK PERMIT FEES:

Card Table Application Fee/Annual License Fee..... \$75

Work Permit Application Fee/Annual License Fee..... \$50

Card Table Special Event Fee (per event) \$25

MISCELLANEOUS:

Animal Permit (initial application and annual renewal)..... \$52.50

Intrusion Alarm Permit - per permit..... \$36.75

City RV sewer dump station fee per use..... \$7.35

Impound Fee \$105.00

Lien search fee (per property) \$47.25

Copy – Non- Standard Paper Large Printer (per square inch) \$0.06

Dishonored Check Feemaximum as allowed under ORS 30.701

Police Officer Training Reimbursement as allowed in 2009 Senate Bill 971 at actual cost.

Reimbursement or billings (typically for damage to city property) will be comprised of actual costs (estimates where applicable), personnel, vehicle, equipment, tools, technology, and other costs related to reflect the value of the city assets required for the task.

Equipment and Vehicle costs for reimbursement purposes will utilize ODOT and/or FEMA rates as applicable or a City rate.

Interest shall be charged, pursuant to the rate allowed by ORS, on accounts greater than three months past due.

Technology fee of 5% to be applied to all city fees excluding state surcharge fees and refundable bond deposits

Online Payments: The City may utilize the services of online payment vendors to allow customers to make payments which will involve a service fee.

Land Developments: The City may collect fees related to improvements required as a condition of approval for development which shall be roughly proportional to the impact of the development. The review body must make findings in the approval document(s) that indicate the need for the required improvements. Development may not occur until required mitigation is in place or guaranteed, in conformance with the provisions of the applicable code.

Liquor License (subject to the limits of ORS 471.166)

| | |
|---|----------|
| Original (initial) application fee | \$100.00 |
| Change in ownership, location, or privilege | \$75.00 |
| Renewal or temporary..... | \$35.00 |

Scout Cabin

| | |
|---|----------|
| Non-profit organizations or governmental agencies | \$10.50 |
| Private groups, individuals, or other organizations | \$52.50 |
| Damage deposit..... | \$105.00 |

LIBRARY

| | |
|---|--|
| Replacement Library Card | \$1.00 |
| Lost Items | price of the item plus \$5.25 processing fee |
| Copies | |
| Black and white | \$0.20 |
| Color | \$0.25 |
| Fax | \$1.00 per page |
| Room Rental | |
| Cedar Room..... | No Charge |
| Myrtlewood Room (three-hour minimum)..... | \$30.00/hr. |

NOW, THEREFORE, BE IT RESOLVED THAT, the Coos Bay City Council of the City of Coos Bay, Oregon hereby amends the fee schedule.

The foregoing resolution was duly adopted by the City Council of the City of Coos Bay, Coos County, Oregon this 3rd day of August 2021.

Joe Benetti, Mayor

ATTEST: _____
Nichole Rutherford, City Recorder

City of Coos Bay

Resolution 21-24

A RESOLUTION OF THE CITY OF COOS BAY, COOS COUNTY, OREGON AMENDING CITY FEE SCHEDULE FOR BUSINESS LICENSES, PLANNING/PERMITS FEES, AND GENERAL GOVERNMENT OPERATION FEES.

WHEREAS, the City of Coos Bay adopted Resolution 14-02 on January 21, 2014, which established fees for business licenses, moorage rates, building code fees, public records research and copying fees, planning fees, and other general governmental and facility use charges; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF COOS BAY that fees for the building department shall be revised as follows:

BUSINESS LICENSES (Ordinance 103 / Codified Title 5, Chapter 5.05):

General Retail and Service Businesses

| | |
|--------------------------|-------------------|
| 1 to 5 Employees | \$26.25 per year |
| 6 to 10 Employees | \$52.50 per year |
| 11 to 20 Employees | \$105.00 per year |
| 21 to 30 Employees | \$131.25 per year |
| Over 30 Employees | \$157.50 per year |

Residential, Commercial and Industrial Leaseholds and Tenancies

| | |
|---------------------|---|
| 1 to 5 units | \$15.75 per year |
| 6 to 12 units | \$15.75 per year plus \$2.63 per year per each unit in excess of five |
| Over 12 units | \$36.75 per year plus \$1.58 per year per each unit in excess of twelve |

| | |
|------------------------------|--|
| Auctions | \$52.50 per auction with an annual limit of \$262.50 |
| Auto Wreckers | \$78.75 per year |
| Carnivals and Circuses | \$105 per performance plus a \$500 refundable clean-up deposit |
| Exhibitions | \$10.50 each day |
| Flea Markets | \$26.25 per day plus \$1.05 per table per day |
| General Contractors | \$131.25 per year |
| License Transfers | \$5.25 each |
| Limited Contractors | \$26.25 per year |
| Mobile Home Parks | |
| First space | \$78.75 per year |
| 2 to 15 spaces | Additional \$2.10 per space / per year |
| 16+ spaces | Additional \$1.05 per space / per year |
| Maximum | \$525.00 per year |

| | |
|--------------------------------|--------------------|
| Non-profit Organizations | No Fee |
| Seasonal | \$26.25 per season |

| | |
|-----------------------------------|--|
| Special Contractors | \$78.75 per year |
| Transient Business..... | \$52.50 per year; a Right of Way Use Approval may also be required |
| Transient Merchants | \$131.25 per day or \$525.00 per year whichever is less, plus posting of a \$2500 bond for one year |
| Vehicles for Passenger Hire | \$131.25 per year plus \$26.25 per vehicle |
| Entertainment Clubs | \$183.75 per year |

MOORAGE (Ordinance 217 / Codified Title 11. Chapter 11.05): Effective March 1, 2014

Moorage fees will be as stated below as of March 1, 2014 with subsequent increases effective with each February moorage billing period of each subsequent year, in an amount equal to the preceding December's Municipal Cost Index (MCI) but not less than zero. No proration of fees will be given for partial months, weeks or days. Each owner or operator shall pay a fee as follows:

Long-Term Moorage Agreements: 30-day minimum, a fee equal to \$4.79 per foot/per each month of long-term moorage.

Short-Term Moorage Agreements: Exceeding seven consecutive calendar days but less than thirty consecutive calendar days, a fee equal to \$2.40 per foot/per each week.

Transient Moorage Agreements: Exceeding 12 hours but less than one week, a fee equal to \$0.60 per foot/per each 24-hour period.

Due Date and Late Fees: Moorage payments shall be payable in advance and before the first of the month for long-term moorage and within twelve (12) hours of mooring for short-term and transient. A late fee of \$26.25 shall be assessed for late payments for each month or part of a month that payments are late.

A late fee shall be assessed for late payments for each month or part of a month that payments are late. An account is past due if the moorage rate, fee or other charge in whole or in part, is not paid in advance and before the first of the month. If the payment is mailed, the date of the postmark shall be considered the date of delivery for determining delinquencies.

Live-Aboard Permits: Each owner and operator desiring to live aboard his/her vessel shall apply for a live-aboard permit with the Public Works Department. Issuance of a permit is contingent upon inspection of the vessel and may be renewed annually. There will not be a fee for the permit. A charge of \$105.00 for non-compliance shall be assessed if an owner or operator proceeds to live-aboard and does not apply for a live-aboard permit.

Finger Docks: All vessels 20' in length and under shall moor at a finger dock.

Reserved Docks: Day-to-day Transient Moorage from May through October; available for short-term and long-term moorage from November through April.

Service Docks: Restricted to temporary docking only.

Docks: All dock space other than finger docks, reserved docks and service docks shall be used to dock vessels greater than 20' feet in length.

Vessels assigned to the dock spaces that are metered for electricity shall pay for their electrical usage based upon the electrical rates used to calculate the total bill for the main electrical meter for the downtown city dock.

PLANNING (Ordinance 93 / Codified Title 17):

Pre-Application Conference\$500
With a \$250 credit for a Type II, III or IV application, if filed with the City within 120 days of City transmittal of the pre-application conference notes.

City use of consulting Hearings Official, Contract Planner, Technical Professional or Legal services at the discretion of the Director, applicant will pay 115 % of the actual costs of professional services, hearing, recording fees, legal fees, filing fees and publishing fees, review of technical reports, peer review and staff contract management.

Appeal to the Planning Commission or City Council.....\$450

The Appellant shall pay 115% of actual costs of public noticing and mailing, hearing (s), recording fees, Consulting Hearing Official, Planner, Technical Professional and legal fees, including filing fees and publishing fees, review of technical reports, consulting services for peer review and City staff contract management.

Type 1 Reviews

New construction or expansion of commercial, industrial, institutional, or multi-unit dwelling development that adds less than 20 percent floor area.\$140

New construction or expansion of nonresidential development up to 5,000 square feet.\$280

New construction or expansion of any residential proposal including certified factory-built home parks, on up to two acres.\$350

Parking lots - New construction or expansion not directly related to a primary use on the site with 20 or fewer new parking spaces.\$140

Minor modification to an originally approved permit for land development or land use that includes minor changes determined by the director not affecting the use, originally approved design, or intent of the reviewing body of the originally approved permit for land development or land use\$140

Architectural Design Review in the Empire Waterfront Settlement, Waterfront Heritage and Hollering Place related to a Type I review.....\$140

Estuary and shoreland uses and activities permit\$140

Property line adjustment and/or lot consolidation\$210

Development or uses authorized by and not prohibited in the underlying zoning district that the director determines does not result in an appreciable increase in land use activity and intensity nor create a significant adverse impact.....\$140

| | |
|---|---|
| Uses not identified in the CBDC similar to permitted and conditionally permitted identified uses | \$70/hr. |
| Temporary Use Permit for up to 60 days | \$140 |
| Code interpretation | \$70 |
| Accessory Dwelling unit in a historic district | \$280 |
| Home occupation permit | \$70 |
| Sign permit | \$70 |
| Nonconforming use/structure evaluation | \$70 |
| Variance to Type 1 LU permit for deviation of less than 10% of the numerical standards for setbacks, buffers, building heights, landscaping, lot coverage and lot dimensions, or lot area | \$140 |
| Legal lot determination | \$70/hr. |
| Other Type 1 reviews | \$70/hr. |
| LU Permit time extension | \$70 |
| After-the-fact-permit Type I Permit | 2x the current fee for the required permit. |
| Notification and mailing | \$50 |
| New construction or expansion of existing development of commercial, industrial, institutional, or multi-unit dwelling development that adds 20 percent or more to existing floor area | \$280 |
| New construction or expansion of nonresidential development of 5,001 to 20,000 square feet | \$560 |
| New construction or expansion of residential proposals including certified factory-built home parks, greater than 2 acres to four acres. | 70/hr. + 700 deposit |
| Parking lots - New construction or expansion not directly related to a primary use on the site with 21 to 50 spaces | \$280 |
| Subdivisions up to four acres | \$1,956 + 27/lot |
| Partition of up to four acres | \$560 |
| Planned Unit Development up to four acres | \$1,956 + 27/lot |
| Final Plat review associated with Type II Subdivision or PUC | \$210 |

| | |
|--|--|
| Architectural Design Review in the Empire Waterfront Settlement, Waterfront Heritage and Hollering Place related to a Type II review | \$210 |
| Vacation rentals | \$350 |
| Uses not identified in the CBDC similar to permitted and conditionally permitted identified uses | \$140 |
| Adjustment review for development requiring a Type II permit | \$280 |
| Conditional use permit associated with development requiring a Type II LU permit | \$280 |
| Variance for development requiring a Type II permit | \$280 |
| Major modification defined as a significant departure for the originally approved permit for land development or land use | \$280 |
| Cultural resources permit | \$70/hr. with a \$280 deposit |
| Home occupation permit with retail sales and more than one non-resident employee | \$140 |
| After-the-fact Type II Permit | 2x the current fee for the required permit |
| Other Type II reviews | \$70/hr. with \$350 deposit |
| Variance to Type II LU permit for deviation of more than 10% of the numerical standards for setbacks, buffers, building heights, landscaping, lot coverage and lot dimensions, or lot area. | \$280 |
| <u>Type III Reviews (Quasi-Judicial)</u> | |
| Notification and mailing | \$100 |
| Nonresidential development greater than 20,001 square feet | \$420 |
| Residential proposals including and certified factory-built home parks, on four or more acres | \$700 |
| Parking lots- New construction or expansion not directly related to a primary use on the site with 51 or more parking spaces | \$420 |
| Cultural resources permit related to project requiring a Type III Permit | \$70/hr. with \$280 deposit |
| Architectural Review in the Empire Waterfront Settlement, Waterfront Heritage and Hollering Place Districts related to a Type III LU permit | \$140 |
| Subdivisions for more than 4 acres | \$1,956 + \$27 per lot |

| | |
|---|--|
| PUD for more than 4 acres | \$1,956 + \$27 per lot |
| Final Plat review associated with Type III Subdivision or PUD | \$210 |
| Conditional Use Permit associated with Type III LU permit | \$420 |
| Adjustment Review associated with a Type III LU permit | \$420 |
| Variance associated with a Type III LU permit..... | \$420 |
| After-the-fact Type III Permit..... | 2x the current fee for the required permit |
| Other Type 3 Reviews | \$70/hr. with \$350 deposit |
| <u>Type IV Review (Legislative)</u> | |

Noticing/Mailing.....\$300

115% Consultant Planner costs, includes City costs contract management costs or at Director's discretion, 100% of all staff time and materials for Development Code and Comprehensive Plan amendments for the following Type IV Review actions:

Development Code text and map amendments

Comprehensive plan map and text amendments, including the Estuary Plan and TSP

Urban Growth boundary amendment

Annexations

General Administration

Expedited processing of LU permitsConsultant cost + Admin fee (15% of consultant cost)

Continuance requested by applicant or applicant submission of
new information requiring additional staff analysis and staff report 1/3 original application fee

Continuance requested by applicant or applicant submission of
new information requiring additional staff analysis, staff report and
re-notice 1/2 original application fee

Written code analysis\$70/hr.

Land Use compatibility statement, zone verification letters or similar information \$70

Staff time research over 15 minutes\$70/hr.

Modification to existing structure interior that not changing use or use intensity \$70

Physical expansion of existing structure by 10 percent or less, occurring
in a single expansion over a two-year time period \$70

| | |
|--|------|
| Regular maintenance, repair, and replacement of materials (e.g., roof, siding, awnings, etc.), parking resurfacing and similar maintenance and repair | \$35 |
| Fences | \$35 |
| Change in occupancy from one allowed land use to another allowed land use if a permitted use in the zoning district | \$35 |
| Single-unit dwelling (including certified factory-built home on its own lot) | \$70 |
| Accessory structures that do not require a building permit | \$70 |
| Accessory dwelling units not located in a Historic district | \$70 |
| Public improvements required by city standards or as stipulated by a condition of land use approval (e.g., transportation facilities and improvements, parks, trails, utilities, and similar improvements), except where a condition of approval requires a land use review..... | \$70 |

**Area Development Permit (ADP)
Recreation Parks (R.V.'s)
As excerpted from OAR 918-650-0030**

This Area Development Fee shall be determined from Table 1 using the valuation for all facilities for which the permit is used. The fees in Table 1 shall be based upon valuation Table 2 for recreation parks or be determined by the applicant with documentation acceptable to the issuing authority. Permit fees shall be paid to the issuing authority before any work begins.

| Table 1 | |
|--------------------------------|---|
| Total Valuation | Fee |
| \$1 to \$500 | \$25.00 |
| \$501 to \$2,000 | \$25.00 for the first \$500, plus \$2.20 for each additional \$100 or fraction thereof, to and including \$2,000 |
| \$2,001 to \$25,000 | \$58.00 for the first \$2,000, plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$25,000 |
| \$25,001 to \$50,000 | \$285.70 for the first \$25,000, plus \$7.15 for each additional \$1,000 or fraction thereof, to and including \$50,000 |
| \$50,001 to \$100,000 | \$464.45 for the first \$50,000, plus \$4.95 for each additional \$1,000 or fraction thereof, to and including \$100,000 |
| \$100,001 to \$500,000 | \$711.95 for the first \$100,000, plus \$3.85 for each additional \$1,000 or fraction thereof, to and including \$500,000 |
| \$500,001 to \$1,000,000 | \$2,251.95 for the first \$500,000, plus \$2.20 for each additional \$1,000 or fraction thereof, to and including \$1,000,000 |

\$1,000,000 and up\$3,351.95 for the first \$1,000,000, plus \$2.20 for each additional \$1,000 or fraction thereof

**Table 2
RECREATION PARK VALUATION TABLE**

| Class of Park/Camp | Spaces per Acre | | | | | | | | |
|-------------------------------|------------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | 6 | 8 | 10 | 12 | 14 | 16 | 18 | 20 | 22 |
| A | 2637 | 2470 | 2320 | 2189 | 2074 | 1978 | 1907 | 1849 | 1798 |
| B | 2483 | 2317 | 2176 | 2035 | 1920 | 1824 | 1754 | 1696 | 1645 |
| C | 1792 | 1626 | 1485 | 1344 | 1229 | 1133 | 1062 | 1005 | 954 |

Class A = park/camp contains* paved streets and electric, water and sewer service to each RV or Camping site

Class B = park/camp contains electric, water & sewer service to each RV or camping space, but not have paved streets

Class C = park/camp contains combination of no more than two services involving electric, water or sewer & do not have paved streets

* When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation.

**Area Development Permit (ADP)
Manufactured Dwelling and Mobile Home Parks
As excerpted from OAR 918-600-0030**

The Area Development Fee shall be determined from Table 1 using the valuation for all facilities for which the permit is used. The fees in Table 1 shall be based upon valuation Table 2 or be determined by the applicant with documentation acceptable to the authority having jurisdiction. Permit fees shall be paid to the authority having jurisdiction before any work begins.

Table 1

| Total Valuation | Fee |
|------------------------------|---|
| \$1 to \$500 | \$25.00 |
| \$501 to \$2,000 | \$25.00 for the first \$500, plus \$2.20 for each additional \$100 or fraction thereof, to and including \$2,000 |
| \$2,001 to \$25,000 | \$58.00 for the first \$2,000, plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$25,000 |
| \$25,001 to \$50,000 | \$285.70 for the first \$25,000, plus \$7.15 for each additional \$1,000 or fraction thereof, to and including \$50,000 |
| \$50,001 to \$100,000 | \$464.45 for the first \$50,000, plus \$4.95 for each additional \$1,000 or fraction thereof, to and including \$100,000 |
| \$100,001 to \$500,000 | \$711.95 for the first \$100,000, plus \$3.85 for each additional \$1,000 or fraction thereof, to and including \$500,000 |

\$500,001 to \$1,000,000\$2,251.95 for the first \$500,000, plus \$2.20 for each additional \$1,000 or fraction thereof, to and including \$1,000,000

\$1,000,000 and up\$3,351.95 for the first \$1,000,000, plus \$2.20 for each additional \$1,000 or fraction thereof

Table 2
MOBILE HOME PARK VALUATION TABLE

**Park
Class**

Spaces per Acre

| | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
|----------|----------|----------|----------|----------|----------|----------|-----------|-----------|-----------|
| A | 5901 | 5517 | 5197 | 4941 | 4685 | 4493 | 4365 | 4301 | 4237 |
| B | 5504 | 5120 | 4800 | 4544 | 4288 | 4096 | 3968 | 3904 | 3804 |
| C | 5312 | 5028 | 4608 | 4352 | 4269 | 3904 | 3776 | 3712 | 3648 |

Class A = parks contain* paved streets curbs & sidewalks

Class B = parks contain paved streets no curbs no sidewalks

Class C = parks contain no paved streets, no curbs but have sidewalks on one side of each street

* When a park contains spaces in more than one class, figure the spaces in each class; then add them together to obtain the total valuation for the park.

BUILDING AND CONSTRUCTION (Ordinance 405/ Title 15):

Valuation Table: A structural permit fee for new residential construction and additions shall be calculated using the International Code Council (ICC) Building Valuation Data Table current as of April 1 of each year, multiplied by the square footage of the dwelling to determine the valuation.

Valuation Table: A structural permit fee for new commercial construction and additions shall be calculated using the International Code Council (ICC) Building Valuation Data Table current as of April 1 of each year, multiplied by the square footage of the building to determine the valuation and the contracted value for the actual work with the applicant supplying a copy of said contract to the city. The permit fee shall be based on the highest value of the two methods of calculation.

Building (Based on valuation)

Total Valuation

Fee

\$1 to \$2000 \$77.00 Minimum fee

\$2001 to \$25,000 \$77.00 for the 1st \$2,000 plus \$14.79 for each additional \$1,000 or fraction thereof, to and including \$25,000

\$25,001 to \$50,000 \$417.17 for the 1st \$25,000 plus \$10.94 for each additional \$1,000 or fraction thereof, to and including \$50,000

\$50,001 to \$100,000 \$690.67 for the 1st \$50,000 plus \$7.32 for each additional \$1,000 or fraction thereof, to and including \$100,000

\$100,001 and up \$1,056.67 for the 1st \$100,000 plus \$6.11 for each additional \$1,000 or fraction thereof

Mechanical Residential (Based on per item)

| | |
|---|---------|
| For installation, relocation, or alteration of each appliance, including vents, ducts, and metal Chimneys | \$38.50 |
| For each vent, duct, or metal chimney not included in appliance permit | \$11.00 |
| Fuel gas, hazardous or non-hazardous piping system | \$27.50 |
| Other inspections, per hour (1hour minimum) | \$77.00 |
| Minimum permit fee | \$66.00 |

Commercial Mechanical Valuation on Fee Table (based on total bid of labor & materials)

| | |
|-------------------------------|--|
| \$1 to \$2000 | \$88 minimum |
| \$2001 to \$20,000 | \$88 for the first \$2000 plus \$15.35 for each additional \$1,000 or fraction thereof |
| \$20,001 to \$50,000 | \$364.30 for the first \$20,000 plus \$13.03 for each additional \$1000 or fraction thereof |
| \$50,001 to \$100,000 | \$755.20 for the first \$50,000 plus \$10.95 for each additional \$1,000 or fraction thereof |
| \$100,001 and up | 1302.70 for the first \$100,000 plus 8.64 for each additional \$1,000 or fraction thereof |
| Mechanical Plan Reviews | 65% of fee |

12% State surcharge is applicable for all building and mechanical fees.

Demolition

Demolition (Requires a performance bond equal to the contract amount or requires a signed Demolition Bond Waiver). The demolition fee includes sewer cap fee.

| | |
|--|--|
| Residential home or garage | \$110.00 |
| Commercial Building | \$275.00 (Complex commercial building demolition, as determined by the building official or city engineer, which may include multi-story buildings or a contract cost of \$100,000 or more will, in addition to the permit fee, pay a minimum retainage of \$500.00 to be applied against the actual cost of professional services used by the city to review the demolition permit. Retainage is to be increased as the cost of the professional services billed against the retainage exceeds \$500.00. Balance of the retainage will be returned to the applicant at final approval of the demolition work.) |
| Demolition Bond Waiver, failure to complete work | \$500/day |

Fire Systems

Residential - Flat fee based on square footage of residence. (Per OAR 918-050-0140 schedule)

| | |
|-------------------------------|----------|
| 0-2000 square feet..... | \$165.00 |
| 2001-3600 square feet..... | \$220.00 |
| 3601-7200 square feet..... | \$330.00 |
| 7201 square feet and up | \$440.00 |

Commercial fire systems follow building valuation table (see above)

Manufactured Dwelling Placement

| | |
|---------------------------------------|------------|
| Placement | \$310.00** |
| 12% State surcharge | \$37.20 |
| State MFG Dwelling & Cabana fee | \$30.00 |
| Land use review fee..... | \$70.00** |

**5% City technology fee assessed on placement & land use fee..... \$18.25

Solar - Solar installation that complies with prescriptive path per OSISC 305.4..... \$110.00
Solar Structural - nonprescriptive follows building permit fee valuation table (see above)

Other Related Building Fees

| | |
|--|---|
| Fire and Life Safety Plan Review | 40% of fee |
| Phased Projects Plan Review | \$250.00 plus 10% of total project permit fee, not to exceed \$1,500 per phase |

Deferred Submittal Plan Review 65% of the permit fee using the value of the deferred portion with minimum fee of \$200.00 for each deferred submittal item

| | |
|-------------------------|-------------|
| Plan Review | 65% of fee |
| Investigation fee | \$77.00/hr. |

Inspection Fee (minimum one-hour charge)..... \$77.00/hr.

Land Use Review Fee for building permits is 10% of the building permit fee with a minimum Fee of \$70.00

Additional Plan Reviews (after 1st review)..... \$77.00/hr.

Additional plan review fees by 3rd party, exceeding building plan review and fire & life plan review fees charged by City will be passed along to applicant.

Retail Fireworks Sales \$75.00

Additional plan review required or requested for which no fee is specifically indicated \$77.00/hr.

Sign Permits: Based upon the cost of the contract to perform the work, labor & materials, building permit fee, building plan check fee, land use review fee, fire/life safety as applicable and the state surcharge and applied to the building valuation fee table adopted by the City of Coos Bay.

Temporary Certificate of Occupancy (Residential) \$110.00

Temporary Certificate of Occupancy (Commercial) \$275.00

Reinstatement Fee

If less than 6 months since expiration of original permit - 50% of original permit fee plus 12% surcharge.

If more than 6 months, but less than 12 months since expiration of original permit - 100% of original permit fee plus 12% surcharge.

If more than 12 months since expiration of original permit, permit cannot be reinstated and a new permit, and plan review if applicable, will be required.

Technology fee to be applied to all city development fees excluding state surcharge fees and refundable bond deposits..... 5%

ENGINEERING & PUBLIC WORKS

Grade/Fill/Excavation (Based on Quantity)

Total Valuation

50 cubic yards or less \$25.58

51 to 100 cubic yards \$64.11

101 to 1,000 cubic yards \$77.07

for the 1st 100 cubic yards plus \$18.07 for each additional 100 cubic yards or fraction, thereof to and including 1,000 cubic yards

1,001 to 10,000 cubic \$239.70

for the 1st 1,000 cubic yards, plus \$15.35 for each additional 1,000 cubic yards or fraction thereof, to and including 10,000 cubic yards

10,001 to 100,000 cubic yards..... \$377.85

for the 1st 10,000 cubic yards, plus \$49.79 for each additional 10,000 cubic yards or fraction thereof, to and including 100,000 cubic yards

100,001 and up \$825.96

for the 1st 100,000 plus \$4.27 for each additional 1,000 cubic yards or fraction thereof

Fill for landscape work of less than 20 cubic yards is exempt from permit fee

Plan Review 65% of fee

Sewer connection \$145.00

Refundable bond deposit may be required to connect to City system

Floodplain Development Elevation Certificate Review \$115.00

| | |
|--|----------|
| Parking Lot Permits..... | \$190.00 |
| Right of Way Use (e.g. sidewalks, utility work, landscaping, fences, etc.) | \$75.00 |
| Right of Way Vacation | \$954 |

Technology fee to be applied to all city development fees excluding
state surcharge fees and refundable bond deposits 5%

Other

Advanced Financing of Public Improvement Fee \$453.00

~~Access Driveway/Curb Cut; Fireworks Retail Permit..... \$75.00~~
~~Additional fees and bonding may apply based on the proposed project.~~

Agreement to pay origination 2% of loan amount or \$250.00
whichever is greater

Engineering and other professional service recovery fees

Technical Professional – Applicant to pay the actual costs of hearing, recording fees, filing fees and publishing fees, review of technical reports and peer review. Applicant will also pay 15% of total Consultant costs as an administrative fee for staff contract management.

Land Use Review Fee for building permits is 10% of the building permit fee-minimum fee
..... \$70.00

Plan Review fee for all other 65% of fee

Temporary Use (Regulates placement of RV on site during construction per
Resolution 83-17 and includes inspection fees, and sewer connection fee..... \$301.80

FIRE

Burn Permit No charge

Flammable or Combustible Liquid Storage installation, construction or removal from service
(exception - storage of less than 25 gallons inside, less than 60 gallons outside; Fuel oil used in
connection with oil burning equipment)

Less than 130 gallons \$71.61

Greater than 130 gallons..... \$114.58

Suppression Costs (minimum one hour):

Career ~~firefighter~~ Personnel Actual cost

Volunteer ~~\$15.00~~ \$15.73 +/hr.

If in excess of 40 hours ~~\$22.50~~ + /hr. Time and a half

Aerial ladder ~~\$158.50~~ \$150.00

Type 1 pumper ~~\$105.00~~ \$100.00

Rescue units ~~\$42.00~~ \$40.00

Squad vehicles, personnel transportation and support vehicles \$35.00+

PUBLIC RECORDS

A. Compliance. The public records policy shall follow the Oregon Public Records Law as stated in Oregon Revised Statutes 192.410 - 192.505.

1. Specificity of Request. In order to facilitate the public's access to records in the City's possession, and to avoid unnecessary expenditure of staff time, persons requesting access to public records for inspection or copying, or who submit written requests for copies of public records, shall specify the records requested with particularity, furnishing the dates, subject matter and such other detail as may be necessary to enable City personnel to readily locate the records sought.
2. Access. The City shall permit inspection and examination of its non-exempt public records during regular business hours in the City's offices. Copies of non-exempt public records maintained in machine readable or electronic form shall be furnished, if available, in the form requested. If not available in the form requested, such records shall be made available in the form in which they are maintained.
3. Certified Copies. Certified copies of non-exempt public records shall be furnished upon request and receipt of payment therefore.

B. Fees for Public Records. In order to recover its costs for responding to public records requests, the following fees shall be established:

1. Copy of Public Records: Certified Copies. Copies of public records shall be \$.26 per side for a copy for standard, letter-size copies. Copies may be certified for an additional charge of \$10.50.
2. Copy of Sound Recordings. Copies of sound recordings of meetings shall be \$26.25 per copy.
3. Copy of Video Recordings. Copies of video recordings of meetings shall be \$26.25 per copy.
4. Copy of Police/Fire Investigative Report. ~~\$10.50~~\$20.00 up to 10 pages. ~~.26~~\$1.00 cents per page thereafter.

5. Copy of Fire Investigative Report. \$35.

5-6. Certified Copy of Police/Fire Report. \$5.25 per page.

6-7. Copy of Audio Recording. Minimum charge of \$15.75 (to be billed at rate of \$26.25 per hour) Copies of audio recordings related to police investigations shall be charged at \$35 per hour of recording.

7-8. Copy of Video Recording. Copies of video recordings related to police investigation shall be \$26.25 per copy \$55.00 per hour of recording, plus actual redaction cost (if required).

9. Copy of Photo CD. \$10.50 \$24.00 per disc.

~~8-10.~~ Copy of Body Cam Footage. Copies of body cam footage related shall be \$55.00 per hour, plus actual redaction cost (if required).

~~9-11.~~ Card Room License Investigation \$42.00 per applicant.

~~10-12.~~ Criminal History Record Check for Non-Profit/Charitable Organization and non-law enforcement governmental agencies. \$10.50 per applicant.

~~11-13.~~ Copies of Maps and Other Nonstandard Documents. Charges for copying maps or other non-standard size documents shall be charged in accordance with the actual costs incurred by the City plus the 5% technology fee. This includes the cost of outside vendors and internal City costs.

~~12-14.~~ Research Fees. If a request for records requires City personnel to spend more than 15 minutes searching or reviewing records prior to their review or release for copying, the fee shall be the actual cost to the City, with a minimum charge for one-quarter hour. The City shall estimate the total amount of time required to respond to the records request, and the person making the request shall make payment for the estimated cost of the search and copying in advance. If the actual time and costs are less than estimated, the excess money shall be refunded to the person requesting the records. If the actual costs and time are in excess of the estimated time, the difference shall be paid by the person requesting the records at the time the records are produced.

13. Additional Charges. If a request is of such magnitude and nature that compliance would disrupt the City's normal operation, the City may impose such additional charges as are necessary to reimburse the City for its actual costs of producing the records.

14. Reduced Fee or Free Copies. Whenever it is determined that furnishing copies of the City's public records at a reduced fee or without cost, would be in the public interest because making the record available primarily benefits the general public, the City may so authorize (ORS 192.440(4)).

C. Authorization Required for Removal of Original Records. At no time shall an original record of the City be removed from the City's files or the place at which the record is regularly maintained, except upon authorization of the City Council of the City of Coos Bay.

D. On-Site Review of Original Records. If a request to review original records is made, the City shall permit such a review if search fees are paid in advance in accordance with paragraph 86 above. A representative shall be present at any time original records are reviewed, and the charges for standing by while the records are reviewed shall be the same as the charges for searching or reviewing records.

E. Unauthorized Alteration. Removal or Destruction of Originals. If any person attempts to alter, remove or destroy any City record, the City representative shall immediately terminate such person's review, and notify the attorney for the City.

PARKING (Ordinance 114 I Codified Title 10. Chapter 10.15):

1st Offense within 60 days \$7.35

2nd Offense within 60 days..... \$15.75

| | |
|---|---------|
| 3rd Offense within 60 days | \$26.25 |
| 4th and subsequent offenses within 60 days | \$52.50 |
| Late penalty will be added to any fine remaining Unpaid after 30 days from date of issue | \$21.00 |

UTILITY LICENSE FEES:

As established by the Federal Communications Commission on September 26, 2018 via order #FCC 18-133 and in an effort to support the accelerated wireless broadband (5G) deployment in rural areas, the following fees shall apply:

| | |
|---|---------|
| Non-recurring Utility License fee, including a single up-front application includes up to five Small Wireless Facilities | \$500 |
| Each Small Wireless Facility beyond five | \$100 |
| \$1,000 non-recurring fee for a new pole (not co-location) intended to support one or more Small Wireless Facilities | \$1,000 |
| For each Small Wireless Facility per year a recurring fee which includes any possible ROW access fee or fee for attachment to municipally-owned structures in the ROW | \$270 |

CARD TABLE LICENSE AND WORK PERMIT FEES:

| | |
|---|------|
| Card Table Application Fee/Annual License Fee..... | \$75 |
| Work Permit Application Fee/Annual License Fee..... | \$50 |
| Card Table Special Event Fee (per event)..... | \$25 |

MISCELLANEOUS:

| | |
|---|-------------------------------------|
| Animal Permit (initial application and annual renewal)..... | \$52.50 |
| Intrusion Alarm Permit - per permit | \$36.75 |
| City RV sewer dump station fee per use | \$7.35 |
| Impound Fee | \$105.00 |
| Lien search fee (per property) | \$47.25 |
| Copy – Non- Standard Paper Large Printer (per square inch) | \$0.06 |
| Dishonored Check Fee | maximum as allowed under ORS 30.701 |
| Police Officer Training Reimbursement as allowed in 2009 Senate Bill 971 at actual cost. | |
| Reimbursement or billings (typically for damage to city property) will be comprised of actual costs | |

(estimates where applicable), personnel, vehicle, equipment, tools, technology, and other costs related to reflect the value of the city assets required for the task.

Equipment and Vehicle costs for reimbursement purposes will utilize ODOT and/or FEMA rates as applicable or a City rate.

Interest shall be charged, pursuant to the rate allowed by ORS, on accounts greater than three months past due.

Technology fee of 5% to be applied to all city fees excluding state surcharge fees and refundable bond deposits

Online Payments: The City may utilize the services of online payment vendors to allow customers to make payments which will involve a service fee.

Land Developments: The City may collect fees related to improvements required as a condition of approval for development which shall be roughly proportional to the impact of the development. The review body must make findings in the approval document(s) that indicate the need for the required improvements. Development may not occur until required mitigation is in place or guaranteed, in conformance with the provisions of the applicable code.

Liquor License (subject to the limits of ORS 471.166)

Original (initial) application fee \$100.00

Change in ownership, location, or privilege \$75.00

Renewal or temporary \$35.00

Scout Cabin

Non-profit organizations or governmental agencies \$10.50

Private groups, individuals, or other organizations \$52.50

Damage deposit \$105.00

LIBRARY

Replacement Library Card \$1.00

Late Fees per Day

DVD's \$1.00

All Other Materials \$0.15

Lost Items price of the item plus \$5.25 processing fee

Copies

Black and white \$0.20

Color \$0.25

Fax \$1.00 per page

First page \$2.00

| | | |
|--|--|--|
| | Additional page (each) | \$1.00 |
| | Room Rental | |
| | Cedar Room | No Charge |
| | Myrtlewood Room (three-hour minimum) | \$26.25 <u>\$30.00</u> /hr. |

NOW, THEREFORE, BE IT RESOLVED THAT, the Coos Bay City Council of the City of Coos Bay, Oregon hereby amends the fee schedule.

The foregoing resolution was duly adopted by the City Council of the City of Coos Bay, Coos County, Oregon this 3rd day of August 2021.

Joe Benetti, Mayor

ATTEST: _____
Nichole Rutherford, City Recorder

**Police Fee Comparison
August 2021**

| | Report Copies | Audio | Video | CD of Photos | Body Cam Footage |
|------------------------|--|---|--|--|--|
| Coos Bay Police | \$10.50 up to 10 pages, \$0.26 each add'l **** Proposed **** \$20.00 up to 10 pages, \$1.00 each add'l page. | \$15.75 minimum, \$26.25/hr ****Proposed **** \$ 35 per hour | \$26.25 per copy **** Proposed **** \$ 55.00 per hour plus actual redaction cost if required | \$10.50 **** Proposed **** \$24.00 per disk. | Newly available/ new fee **** Proposed **** \$55.00 per hour, plus actual redaction cost if required. |
| Morrow County | \$15 | \$20 | \$35 | \$20 | |
| Hermiston Police* | \$20 digital/\$20 +\$1 per full page of color photos | \$35 per hour* | \$35 per hour* | | |
| Portland Police | \$30 up to 10 pages, \$2 each add'l | \$50 min. /actual employee cost | \$50 min./ actual employee cost | \$24 | |
| Lincoln County SO | \$15/\$25 if report older than 2002 | | \$20 | \$20 | actual cost |
| Forest Grove PD | \$18.25 + \$0.20/ page over 10 | \$26 per disc | \$26 per disc (up to 30 photos per disc) | | \$95.50 first 10 mins.; \$79.60 each add'l 10 mins |
| Redmond PD | \$20 | | \$30 per disc + staff time | \$30 per disc + staff time | \$30 per disc + staff time (add'l \$30 per hour if video must be redacted) |
| Grants Pass PD | \$10 up to 20 pages, \$0.25 each additional | | \$85 per CD plus staff time | \$20 per CD | min. \$85 + \$42.50 for each 1/2 hr increment req'd to process |
| Stayton PD | \$20/\$30/\$50 (under 25/25-50/over 50) | \$15 | \$15 | \$10 | |

| | Report Copies | Audio | Video | CD of Photos | Body Cam Footage |
|---------------------|---|---|--------------|---------------------|---------------------------|
| Salem PD | \$20 | \$30 | staff time | staff time | |
| CQPD | \$10 up to 15 pages, \$0.50 each add'l | | \$20 | \$20 | |
| NBPD | \$20 up to 10 pages, \$1 each add'l page | \$25 | \$25 | | |
| CCSO | \$20 | \$60 | | \$25 | |
| Curry County SO | \$15 | | | \$15 | |
| Douglas County SO | \$8 up to 6 pages, \$0.25 each add'l page | \$30 1st hour, \$25 each add'l | | \$15 | Requires subpoena |
| Brookings PD | \$10 | | | | actual costs + staff time |
| Deschutes County SO | \$20 up to 8 pages, \$1 each add'l page | | | \$15 | |
| Eugene PD | \$10 up to 10 pages, \$1 each add'l page | 911 audio-\$60 min. per call/Radio Traffic \$300 min. | | | |
| Lane County SO | \$20/\$30/\$50 (under 24 pages/25-49/50-100) | \$45/ hr | \$45 | \$45 | |

* reports include initial & supplemental reports included at time of request, along with color photographs in gallery/thumbnail view.
If obtaining the report digitally photos are full sized. Audio/Video \$35/ hr minimum charge, fee waived for the first hour of processing.