2020 FEES AND CHARGES

CITY OF GRESHAM

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GreshamOregon.gov

City of Gresham, Oregon

The City of Gresham provides a full range of municipal services to the community including police and fire protection, planning and zoning regulation, building inspection and regulation, water, wastewater, and stormwater management services, street maintenance and improvement, and parks and recreational activities

This Master Fees and Charges booklet consolidates all City of Gresham fees and charges, adopted by Council resolutions, for the various services that the City provides.

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Administrative Fees

Gresham Revised Code (GRC) sections are for reference and are subject to change.

Fees established 7/1/19 by Resolution No. 3357

Nomination Petition or Declaration of Candidacy (GRC 2.08.020)	**Fee**
Filing fee for declaration of candidacy for an elective city position	$ 10.00

Passbook Retainage (GRC 2.80.900)	**Fee**
Set fee for establishing account *Fee also includes eventual closing out of any passbook account. Due 30 days after the date the contract is signed.*	$ 50.00
Variable fee per month *For the estimated life of the account. Based upon the city engineer's estimate on the life of the contract. This is to cover the cost of issuing checks for deposit in the passbook retainage account, periodic reconciliation of the account and other related clerical work. This charge will be adjusted upon closing the account. Due 30 days after the date the contract is signed.*	$ 10.00
Securities in lieu of retention *For additional clerical work and the correspondence necessary to release the assigned securities at the end of the contract. Due 30 days after the date the contract is signed.*	$ 35.00

Fees for Administrative Services (GRC 2.84.030)	**Fee**
Fees for administrative services *When a customer requests a history of his or her utility account, staff must do special research. The fee for this service will be based upon the actual time spent in research and will be charged at the staff member's current hourly rate calculated on salary, fringe benefits, and overhead.*	Actual Cost

Returned Non-Sufficient Funds (NSF) Check (GRC 2.90.010)	**Fee**
Returned NSF payment fee *To recover the cost of processing of non -sufficient funds (NSF) payments*	$ 25.00

Liens	**Fee**
Lien Search (GRC 2.90.010) *$7.00 of this fee shall be placed in a fund to support the addressing review and assignment process.*	$ 30.00
Release of Lien (GRC 2.92.050)	$ 35.00

Late Payment & Collection Costs on Delinquent Receivables (GRC 2.92.010-20)	**Fee**
Late payment charge - per month, compounded monthly	1.50%
Delinquent receivables collection cost *For all delinquent receivables subject to internal or external collections.*	Actual Cost

Demands for Compensation

Gresham Revised Code (GRC) sections are for reference and are subject to change.

Fees established 7/1/19 by Resolution No. 3358

Review of Demands for Compensation Under GRC 2.98	Fee
o Application Fee, per demand (GRC 2.98.040)	$ 2,173.00
o Appraisal	Actual Cost

Appraisal is done under the authority of the manager under GRC section 2.98.050(9). The manager shall provide the owner with an estimate of the appraisal cost. The owner will deposit the amount of such estimate with the city within seven days of mailing of the estimate. After the payment of actual costs, any deposit excess will be refunded to the owner. Any additional appraisal costs in excess of the deposit amount shall be paid by the owner to the city within 10 days of notice.

Review of Demands for Compensation Under GRC 2.99	Fee
Processing fee, per demand (GRC 2.99.060)	Actual Cost

A minimum $5,000 deposit is required. The City shall keep a record of all time, materials and expenditures spent processing the Claim. If the costs involved in processing the Claim do not exceed the deposit, the City shall return the unused portion of the deposit to the Claimant. If the costs of processing the Claim exceed the amount of the deposit, Claimant will receive an invoice for the excess costs, and shall be responsible to reimburse the City for all amounts in excess of the deposit prior to issuance of a final decision by the City on the Claim.

Stormwater
Use Fees

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3359

Stormwater User Charge Calculation (GRC 3.60.015; GRC 3.60.035)		**Fee**
One Drainage Residential Unit (1 DRU) = 2,500 square feet of impervious surface		
Rate per DRU, charged monthly		
o Effective for service period ending on or after 1/1/20	$	12.97
o Effective for service period ending on or after 1/1/21	$	13.88
o Effective for service period ending on or after 1/1/22	$	14.86
Single dwelling units existing as of July 1, 1994 are charged for 1 DRU		1 DRU
New single dwelling units are charged as follows: *(Actual area of the building footprint) * (1.3) + 650 sf. Round to the nearest 100 square feet and convert to a DRU.*		
Measuring the impervious area charge	$	25.00

Reducing Stormwater Charges (GRC 3.60.045)

Single Dwelling Unit and Duplex Credits

o **Quick credit.** Single dwelling unit and duplex customers that are served by on-site mitigation facilities are eligible for a credit equal to 27% of the monthly user charge if the customer certifies the following:

1. No impervious areas, including roofs, walks or driveways, drain, either directly or indirectly, to the street or other elements of the public stormwater system.
2. The on-site mitigation facilities have adequate capacity to retain the net stormwater from a 10 year, 24 hour storm event.
3. No floor or appliance drains are connected to the on-site mitigation facilities.
4. The customer's use of the on-site mitigation facilities meets all city, county, state, and federal water quality requirements.

Quick credits will take effect at the beginning of the billing cycle that the city receives that credit application from the customer, if the application is received at least 30 days prior to the end of the billing cycle. If the city receives the application after that date, the quick credit will start at the beginning of the next billing cycle.

o **Prorated credits**. Single dwelling unit and duplex customers who meet the above criteria for a portion of the impervious area on their property will be eligible for a prorated credit. The prorated credit shall be based on the percentage of impervious area that is served by the on-site mitigation facilities.

On-Site Mitigation Credits (Other Credits)

Credits shall be granted for on-site mitigation facilities that exceed city design requirements providing:

1. The on-site mitigation facilities meet all city, county, state, and federal water quality requirements.
2. The on-site mitigation facilities are built to city public safety standards or the approved equivalent.
3. The customer establishes a maintenance program that will maintain the on-site mitigation facility to its operational capacity.

The following formulas shall be used in calculating the on-site mitigation adjustments for those customers meeting the above requirements:

$$F = \frac{I}{DRU} \times R \qquad C = F \times P \times \left[1 - \frac{Q_D}{Q_P}\right] \qquad AF = F - C$$

F	Monthly user fee for the property without credits
I	Total impervious area on the site in square feet
DRU	2,500 square feet (average amount of impervious area on a residential parcel)
R	Rate per DRU
C	Credit amount subtracted from monthly user fee (F)
P	Maximum credit percentage, 27%
Q_P	Peak runoff rate released from the site for pre-development condition
Q_D	Peak runoff rate from the developed site with improvements in place
AF	Adjusted user fee including credits

The following information must be submitted to the Stormwater Division in order to be eligible for a service charge credit:

1. An approved drainage plan
2. Run-off calculations for pre- and post-development site conditions
3. A complicated stormwater utility user fee credit calculation work sheet
4. A certification of system capacity by a registered civil engineer
5. A completed application including a certification by the customer as to the accuracy of the credit application materials

Once received by the City, the application will be reviewed and if approved, will be reflected in a rate adjustment retroactive to the date the application was received. Where the credit is not approved or requires revisions by the applicant, the City will so notify the customer.

Application Fee	Fee
o Quick credits (single dwelling unit and duplexes)	No Charge
o Prorated credits	No Charge
o On-site mitigation (other credits)	
· Base fee	$ 63.00
· Per DRU, added to base fee	$ 6.00
· Maximum fee	$ 1,129.00

Delinquent User Charge Collection (GRC 3.60.095(3))		Fee
Penalty for sending delinquent notice (per billing)	$	5.00
Late payment charge (per annum, compounded monthly)		9%
Collection fee (% of the total amount due on a stormwater account may be charged to each account as a fee for collecting delinquent stormwater accounts)		20%

Stormwater
Development & Other Related Fees

Gresham Revised Code (GRC) sections are for reference and are subject to change.

Fees established 7/1/19 by Resolution No. 3359.

Stormwater Connection		Fee
Connection fee (each) (GRC 3.30.035)	$	50.00
Charged for a new surface or subsurface connection where one has not previously existed (greenfield, subdivision lot, etc.). Not charged for building remodels, additions or redevelopment.		
Connection system use permit not obtained , % of Stormwater system development charge (GRC 3.30.015(1))		50%

Wastewater
Use Fees

Gresham Revised Code (GRC) sections are for reference and are subject to change.

Fees established 7/1/19 by Resolution No. 3360

Wastewater Monthly Charges (GRC 4.50.010(2)		**Fee**

For all user classes, the user charge shall not be less than the equivalent of that charged for a single residential dwelling unit prorated over the billing period. Wastewater flow charges are based on the winter monthly average flow (October - April of the prior fiscal year and applied monthly).

Effective for service period ending on or after 1/1/2020

o Inflow and infiltration (per service account)	$	5.47
o Billing service charges (per service account) (GRC 4.50.020)	$	4.90
o Residential service charge single-family, duplexes, triplexes, manufactured homes (per dwelling unit)	$	20.55
o General flow and strength charges (per hundred cubic feet, CCF)		
· Residential service only	$	0.61
· Low strength (less than 400 mg/1 combined BOD and SS) *Multi-family, manufactured home park (multi-family), condominium, general commercial, hospitals, car wash, laundries, schools*	$	3.57
· Medium strength (400 - 1,100 mg/ 1 combined BOD and SS) *Taverns, mortuaries, industrial laundries*	$	6.02
· High strength (greater than 1,100 mg/ 1 combined BOD and SS) *Restaurants, bakeries*	$	7.43
o Monitored commercial and industrial volume		
· Flow per 1,000 gallons	$	2.50
· BOD per lb	$	0.52
· SS per lb	$	0.51
o Contract volume (Wood Village and Fairview)		
· Flow per 1,000 gallons	$	0.36
· BOD per lb	$	0.40
· SS per lb	$	0.38
· Depreciation charge per 1,000 gallons of contracted average dry weather flow capacity	$	0.69

Effective for service period ending on or after 1/1/2021

o Inflow and infiltration (per service account)	$	5.69
o Billing service charges (per service account) (GRC 4.50.020)	$	5.10
o Residential service charge single-family, duplexes, triplexes, manufactured homes (per dwelling unit)	$	21.39

- o General flow and strength charges (per hundred cubic feet, CCF)
  - · Residential service only $ 0.63
  - · Low strength (less than 400 mg/1 combined BOD and SS) $ 3.72
    Multi-family, manufactured home park (multi-family), condominium, general commercial, hospitals, car wash, laundries, schools
  - · Medium strength (400 - 1,100 mg/ 1 combined BOD and SS) $ 6.27
    Taverns, mortuaries, industrial laundries
  - · High strength (greater than 1,100 mg/ 1 combined BOD and SS) $ 7.73
    Restaurants, bakeries
- o Monitored commercial and industrial volume
  - · Flow per 1,000 gallons $ 2.60
  - · BOD per lb $ 0.54
  - · SS per lb $ 0.53
- o Contract volume (Wood Village and Fairview)
  - · Flow per 1,000 gallons $ 0.37
  - · BOD per lb $ 0.42
  - · SS per lb $ 0.40
  - · Depreciation charge per 1,000 gallons of contracted average dry weather flow capacity $ 0.72

Effective for service period ending on or after 1/1/2022

- o Inflow and infiltration (per service account) $ 5.93
- o Billing service charges (per service account) (GRC 4.50.020) $ 5.32
- o Residential service charge single-family, duplexes, triplexes, manufactured homes (per dwelling unit) $ 22.31
- o General flow and strength charges (per hundred cubic feet, CCF)
  - · Residential service only $ 0.66
  - · Low strength (less than 400 mg/1 combined BOD and SS) $ 3.88
    Multi-family, manufactured home park (multi-family), condominium, general commercial, hospitals, car wash, laundries, schools
  - · Medium strength (400 - 1,100 mg/ 1 combined BOD and SS) $ 6.54
    Taverns, mortuaries, industrial laundries
  - · High strength (greater than 1,100 mg/ 1 combined BOD and SS) $ 8.06
    Restaurants, bakeries
- o Monitored commercial and industrial volume
  - · Flow per 1,000 gallons $ 2.71
  - · BOD per lb $ 0.56
  - · SS per lb $ 0.55
- o Contract volume (Wood Village and Fairview)
  - · Flow per 1,000 gallons $ 0.39
  - · BOD per lb $ 0.44
  - · SS per lb $ 0.42
  - · Depreciation charge per 1,000 gallons of contracted average dry weather flow capacity $ 0.75

No user class or water usage record established for a customer

Where there is no user class established for a customer, the manager shall evaluate and assign the anticipated user class based on discharge to the system. The manager may evaluate and reassign the appropriate wastewater user class based on actual discharge to the system.

For residential customers where there is no winter water average established the minimum wastewater charge shall include the following components: inflow & infiltration, billing service charge, residential service charge, and the general flow charge based on the city's then-current winter water average per residential dwelling unit. The wastewater user charge may be updated when the actual water usage is established.

For non-residential customers where there is no winter water average established, the location will be charged based on actual water usage, or actual discharge to the system as measured by discharge meter readings, or the residential charge as described above will be used. The wastewater user charge may be updated when actual water usage or wastewater discharge is evaluated.

Delinquent User Charge Collection (GRC 4.50.060(3))	**Fee**
Penalty for sending delinquent notice (per sewer billing)	$ 5.00
Late payment charge (per annum, compounded monthly)	9%
Collection fee (% of the total amount due on a sewer account may be charged to each account as a fee for collecting delinquent stormwater accounts)	20%

Wastewater
Development & Other Related Fees

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3360

Wastewater Connection		**Fee**
Connection fee (each) (GRC 4.10.030)	$	97.00
Charged for a new surface or subsurface connection where one has not previously existed (greenfield, subdivision lot, etc.). Not charged for building remodels, additions or redevelopment.		
Connection system use permit not obtained , % of wastewater system development charge		50%
Dye test inspection (GRC 4.10.070)	$	93.00
Old building sewer testing (deposit required) (GRC 4.20.030)		Actual cost

Increase in Discharge Fee (GRC 4.50.070)	**Fee**	
Increase in discharge fee	$	63.00

Wastewater Pretreatment Fees		**Fee**
Monitoring, inspections, and surveillance procedures (GRC 4.45.040(1))		Actual cost
Industrial waste discharge permit (GRC 4.45.040(2))		
o Significant industrial user		
· New permit	$	1,033.00
· Renewal	$	607.00
· Annual Fee	$	468.00
· Modification requested by permittee*	$	300.00
o Non-significant industrial user		
· New permit	$	500.00
· Renewal	$	250.00
· Annual Fee		None
· Modification requested by permittee*	$	125.00
o Non-significant categorical industrial user		
· New permit	$	500.00
· Renewal	$	250.00
· Annual Fee		None
· Modification requested by permittee*	$	125.00

*****Except there shall be no charge for the modification due to the purchase of additional capacity or changes in company name.

Filing appeals (GRC 4.45.040(3))	$	123.00
Reviewing accidental discharge procedures and construction (GRC 4.45.040(4))		Actual cost
Non-return of preliminary reports or environmental survey (GRC 4.45.040(5))	$	100.00

Industrial pretreatment enforcement response plan – administrative penalties

o First offense		Written notice
o Second offense (total of the following amounts, as applicable)		
· pH, plus	$	125.00
· Per constituent*	$	175.00
· Reporting violations	$	125.00
o Third offense (total of the following amounts, as applicable)		
· pH, plus	$	250.00
· Per constituent*	$	350.00
· Reporting violations	$	250.00
o Fourth offense (total of the following amounts, as applicable)		
· pH, plus	$	500.00
· Per constituent*	$	700.00
· Reporting violations	$	500.00
o Fifth offense** (total of the following amounts, as applicable)		
· pH, plus	$	1,000.00
· Per constituent*	$	1,400.00
· Reporting violations	$	1,000.00
o City recovery of costs (GRC 4.45.260) *For costs Incurred by City for cleaning, repair, or replacement work caused by violation of chapter and discharge.*		Actual cost

* Per constituent that exceeds the daily maximum/monthly average discharge permit limit

** Stoppage of sewer and/or water service if additional capacity is not purchased or if appropriate pretreatment facilities are not scheduled and, thereafter, constructed in a timely fashion as determined by the Agency and as further described herein. Penalty fees continue until permit limits are met.

Water
Use Fees

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3361

Water Consumption Charges (GRC 5.50.010(1))	**Fee**	
Bi-monthly water use charge per hundred cubic feet (ccf)		
Effective for service period ending on or after 1/1/2020		
o Single family residential and dedicated irrigation		
· 0-34 ccf	$	2.77
· 35-54 ccf	$	3.35
· more than 54 ccf	$	4.19
o Duplex & triplex	$	2.77
o Multi-family	$	2.58
o General commercial	$	2.63
o Public and institutional	$	2.98
o Industrial	$	2.67
Effective for service period ending on or after 1/1/2021		
o Single family residential and dedicated irrigation		
· 0-34 ccf	$	2.92
· 35-54 ccf	$	3.53
· more than 54 ccf	$	4.41
o Duplex & triplex	$	2.92
o Multi-family	$	2.72
o General commercial	$	2.77
o Public and institutional	$	3.14
o Industrial	$	2.81
Effective for service period ending on or after 1/1/2022		
o Single family residential and dedicated irrigation		
· 0-34 ccf	$	3.07
· 35-54 ccf	$	3.71
· more than 54 ccf	$	4.63
o Duplex & triplex	$	3.07
o Multi-family	$	2.86
o General commercial	$	2.91
o Public and institutional	$	3.30
o Industrial	$	2.95

Water Service Charge (GRC 5.50.010(2))	**Fee**	
Monthly water service charge based on meter size		
Effective for service period ending on or after 1/1/2020		
o 5/8" x 3/4"	$	19.52

o 3/4"	$	24.55
o 1"	$	34.38
o 1.5"	$	58.99
o 2"	$	88.58
o 3"	$	157.62
o 4"	$	256.16
o 6"	$	502.66
o 8"	$	936.50
o 10"	$	1,455.91
o 12"	$	2,080.20

Effective for service period ending on or after 1/1/2021

o 5/8" x 3/4"	$	20.54
o 3/4"	$	25.84
o 1"	$	36.18
o 1.5"	$	62.09
o 2"	$	93.23
o 3"	$	165.90
o 4"	$	269.61
o 6"	$	529.05
o 8"	$	985.67
o 10"	$	1,532.35
o 12"	$	2,189.41

Effective for service period ending on or after 1/1/2022

o 5/8" x 3/4"	$	21.57
o 3/4"	$	27.13
o 1"	$	37.99
o 1.5"	$	65.19
o 2"	$	97.89
o 3"	$	174.20
o 4"	$	283.09
o 6"	$	555.50
o 8"	$	1,034.95
o 10"	$	1,608.97
o 12"	$	2,298.88

Fire Flow Charge (GRC 5.50.010(3))	**Fee**	

Monthly water service charge based on gallons per minute (gpm)

Effective for service period ending on or after 1/1/2020

o 0-500 gallons per minute	$	2.92
o 501-1,000 gallons per minute	$	5.85
o 1,001-1,500 gallons per minute	$	30.12
o 1,501-2,500 gallons per minute	$	74.51
o 2,501-3,500 gallons per minute	$	168.33
o more than 3,500 gallons per minute	$	206.26

Effective for service period ending on or after 1/1/2021

o 0-500 gallons per minute	$	3.07
o 501-1,000 gallons per minute	$	6.16
o 1,001-1,500 gallons per minute	$	31.70
o 1,501-2,500 gallons per minute	$	78.42
o 2,501-3,500 gallons per minute	$	177.17
o more than 3,500 gallons per minute	$	217.09

Effective for service period ending on or after 1/1/2022

o 0-500 gallons per minute	$	3.22
o 501-1,000 gallons per minute	$	6.47
o 1,001-1,500 gallons per minute	$	33.29
o 1,501-2,500 gallons per minute	$	82.34
o 2,501-3,500 gallons per minute	$	186.03
o more than 3,500 gallons per minute	$	227.94

Water Turn On and Off		**Fee**
Turning off water illegally turned on (GRC 5.45.090(2))		
o Base fee	$	50.00
o Any damages to water meter, waterline, or city equipment, if applicable		Actual Cost
Turning on after normal working hours (GRC 5.50.100)	$	90.00

Delinquent User Charge Collection (GRC 5.50.070(4))		**Fee**
Penalty for sending delinquent notice (per billing)	$	5.00
Late payment charge (per annum, compounded monthly)		9%
Collection fee (% of the total amount due on a water account may be charged to each account as a fee for collecting delinquent stormwater accounts)		20%
Penalty for delivery of red tag notice to turn off water		
o Per account	$	15.00
o Per notice	$	0.50

Discontinuance of Service (GRC 5.45.080)		**Fee**
Discontinuance of service	$	30.00

Water
Development & Other Related Fees

Gresham Revised Code (GRC) sections are for reference and are subject to change.

Fees established 7/1/19 by Resolution No. 3361

Water Connection	**Fee**
Connection fee (each) (GRC 5.10.050) *Charged for a new surface or subsurface connection where one has not previously existed (greenfield, subdivision lot, etc.). Not charged for building remodels, additions or redevelopment.*	$ 138.00
Connection system use permit not obtained , % of water system development charge (GRC 5.10.010)	50%
Connecting metering device not approved by the City (GRC 5.10.020(2))	$ 25.00

Water Service Installation (GRC 5.10.060)	**Fee**
Connect to existing service line	
o 5/8" & 3/4" Meter	$ 190.00
o 1" Meter	$ 251.00
Tap water main & install service waterline up to 18 ft	
o 5/8" & 3/4" Meter	$ 2,000.00
o 1" Meter	$ 2,061.00
Service waterline beyond 18 ft (per foot)	$ 20.00

For three or more installations in which the developer wishes to participate in the cost of installing the waterline, the installation fee shall be actual cost. The installation fee for meters of 1" shall be actual cost.

Water meter testing (GRC 5.20.030(1))	**Fee**
Small meters (3/4” and 1” size)	$ 63.00
Larger meters (1-1/2” and larger), deposit required	Actual Cost

Private Fire Protection System (GRC 5.25.010(3))	**Fee**
Installing private fire protection metering device, and connecting to city water system. Deposit required.	Actual Cost

Fire Hydrants	Fee
Fill station user fee (GRC 5.30.010(2))	
o Base fee (per fill)	$ 50.00
o Plus the highest consumption charge for each hundred cubic feet of water established for single-family and irrigation consumption pursuant to the water use charges.	
Use permit fee (GRC 5.30.020(2))	$ 33.00
Meter rental fee (per month starting when delivered or installed)	$ 63.00
Meter installation fee (3/4" to 3" meter size) (GRC 5.30.020(1))	$ 50.00
Not returning fire hydrant meter (per day) (GRC 5.30.020(3))	$ 15.00
For each day meter is not returned after expiration of the use permit. The fee begins on the fifth working day after the expiration date and is not to exceed the cost of replacing the meter.	
Water consumption rate (GRC 5.30.020(4))	
o The highest consumption charge for each hundred cubic feet of water established for single-family and irrigation consumption pursuant to the Water Consumption Charges.	
Testing fire hydrant flow (per hydrant tested) (GRC 5.30.025)	$ 148.00
Installation and relocation of Fire Hydrant (Deposit Required) (GRC 5.30.030)	Actual Cost

Other Water Services	Fee
Water support services (GRC 5.50.110(1))	Actual Cost
Water facility excavation and potholing (GRC 5.50.110(2))	Actual Cost
Water facility adjustment (GRC 5.50.110(3))	Actual Cost

Cross Connection Control Program	Fee
Inspection of new backflow prevention assembly installation, per installed assembly (GRC 5.55.030(7))	
o 1/2" – 2" assemblies	$ 25.00
o 3" and larger assemblies	$ 150.00
Backflow prevention assembly annual inspection and testing by City at customer's request (per assembly) (GRC 5.55.030(9)(b))	$ 100.00
Monthly cross connection control program fee (per assembly) (GRC 5.55.030(11))	$ 1.00

Temporary use of a backflow prevention assembly (GRC 5.55.035)

- 3/4” & 1” assemblies
  - First 3 days $ 63.00
  - 4 or more days (per day) $ 19.00
  - Minimum deposit $ 63.00
- 2" & 3” assemblies
  - First 3 days $ 99.00
  - 4 or more days (per day) $ 25.00
  - Minimum deposit $ 99.00
- 4" & 6” assemblies
  - Per day fee $ 63.00
  - Installation Fee $ 306.00
  - Minimum deposit $ 369.00

Utility Licenses Except for Wireless Communication Facilities

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/20 by Resolution No. 3394

Franchise and Licensed Utilities (GRC 6.35.040)

The City may elect to bill utilities on a regular basis for permit fees. No deposit will be required unless payment is delinquent.

Utility Licenses		Fee
Application, amendment, renewal and transfer fees		
o Initial application for license (GRC 6.30.070(4))	$	250.00
o Amendment, renewal or transfer of license (GRC 6.30.080(5))	$	250.00
License Fee and Privilege Tax		
o Gas (% of gross revenues)		10%
The portion of the license fee that is greater than the first 5.4% of the gross revenue shall be dedicated by the City to the City's Streetlight Program.		
o Electric (% of gross revenues)		10%
The portion of the license fee that is greater than the first 5.9% of the gross revenue shall be dedicated by the City to the City's Streetlight Program, and, for that portion of the license fee that is greater than the first 3.9% of the gross revenue, the calculation of the license fee shall only include the first 1200 megawatt hours of electrical power consumption of each customer each month.		
o Rockwood Water PUD (% of user fees collected)		5%
o City of Gresham (water, wastewater, stormwater) (% of user fees collected)		
The portion of the license fee that is greater than the first 7% of the gross revenue shall be dedicated by the City to the City's Transportation Program.		
· *Effective January 1, 2020*		10%
o Transmission lines of City of Portland and Lusted Water District		
The manager may impose a transmission line license fee if in the best interest of the City.		
o Telecommunication utility (% of gross revenues as defined by ORS 221.515)		7%
o All other communication service providers (% of gross revenues)		5%
o Transmission line (GRC 6.30.110(1)(b)) (per lineal foot in public right-of-way per year)	$	2.50
A utility that uses the rights-of-way for a transmission line but that line's primary purposes is not to service customers within the city.		

- Privilege tax (GRC 6.30.110(6))

  A utility operating without a license shall pay a privilege tax in the applicable amount for the type of utility described above or, if none are applicable, 5% of gross revenues collected for utility services provided within the City.

Parks & Recreation

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3363

Group Picnic Reservation Fees (GRC 6.10.010)		**Fee**
Group picnic reservation fee, resident		
o Application fee, non-refundable	$	15.00
o Reservation fee, (added to application fee)		
· Group of 2-200	$	15.00
· Group of 101-150	$	30.00
· Group of 151 or more	$	40.00
Group picnic reservation fee, non-resident		Double above fees

Community Garden (GRC 6.10.040)		**Fee**
Garden Plot, annual fee	$	25.00

Reservations for Sports Facilities in City Parks (GRC 6.10.020)		**Fee**
Sports facilities reservation fee		
o Recreational user (per hour)	$	7.00
o Youth organized sport group (per hour)		
· Resident	$	7.00
· Non-resident	$	14.00
o Adult organized sport group (per hour)		
· Resident	$	12.00
· Non-resident	$	18.00
o Tournaments (per hour)	$	18.00
o For profit (per hour)	$	18.00

o There is a 1 hour minimum reservation. An hour may stop or start on the hour or half hour. ○○○○
o Fees are due at the time of reservation for recreational users, tournaments, and for profits.
o Field reservation fees are non-refundable due to weather.
o Cancellations may be made in writing no later than two weeks from the date of the reservation. Refunds or cancellations will be paid within 60 days.

Reservations for Special Events (GRC 6.10.030)		Fee
Reservations for Special Events		
o Application fee (non-refundable)		
· Resident	$	30.00
· Non-resident	$	40.00
o Security deposit (Refundable)	$	250.00
o Organization participant fee, % of event entry fee		5%
o City support staff service fee, per hour, per staff person	$	40.00
o Faciity rental fee (per session)		
· Resident	$	30.00
· Non-resident	$	60.00

Waiver of Reservation Fees for Group Picnic, Sports Facilities, & Special Events (GRC 6.10.010)

The manager may consider a waiver of all or part of the above fees based on these criteria:

1. The applicant provides evidence of financial hardship with the inability to pay, or is a recipient of financial public assistance.
2. The applicant intends to dedicate 100% of the revenue of the event or activities to be held at the city facility for non-profit benefit, or to support community service purposes.
3. The activity or event is planned and/or sponsored by the city, other government entities, or a school
4. The applicant enters into an agreement with the city for the applicant to provide maintenance services in lieu of the fees (only relates to sports facilities).

Vending or Concession Permit (GRC 6.13.030)		Fee
Non-refundable application fee	$	40.00
Refundable security deposit	$	250.00
Vending/concession fee, the greater of either:		
o Flat fee	$	250.00
o % of gross receipt		10%
City support staff service fee, if needed (per hour)	$	40.00
Electrical hookup (per day)		
o 110 Volts	$	10.00
o 220 Volts	$	20.00

Waiver of Vending or Concession Fees (GRC 6.13.030)

The manager may consider a waiver of all or part of the fees based on the following criteria:

1. The applicant intends to dedicate 100% of the concession-generated revenue to a Gresham-based, non-profit organization's benefit, or to support a Gresham community service purpose. The manager may require written proof of benefit such as a letter of intent regarding use of the revenue.

2. The concession generated revenue will benefit a city sponsored or co-sponsored program or activity.

The applicants shall submit their written request with their permit application to the manager at least 30 days prior to the date of the requested use or the request may be denied.

Right of Way Permits and Wireless Communication Facility Licenses

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 5/21/20 by Resolution No. 3393.

Wireless Communication Facility License Fees (GRC 6.30.110)		**Fee**
License Fees for Wireless Communication Facility in the public right-of-way *The license fee shall be deposited into the Transportation Fund.*		
o Small cell facilities as defined by the Federal Communications Commission (annual charge, per site)	$	270.00
o All other wireless communication facilities (annual charge, per site)	$	5,000.00

Right-of-Way Permits & Agreements (GRC 6.35.040)		**Fee**
The City may elect to bill licensed utilities on a regular basis for permit fees. No deposit will be required unless payment is delinquent.		
Sidewalk & Approach Permit (Driveway connection to public right-of-way)	$	118.00
Encroachment Permit		
o Short Term	$	123.00
o Long Term	$	306.00
General Right-of-Way Permit (Street Opening Permit)	$	306.00
Utility Pole Appurtenance Permit *Up to five facilities may be "batched" per Federal Communications Commission for the cost of a single permit.*	$	306.00
Utility Pole Appurtenance Permit, Additional *Cost for each facility above five.*	$	100.00
Utility Pole Attachment Agreement *To allow utility attachments onto a City-owned utility pole.*	$	200.00

Offenses and Health

Gresham Revised Code (GRC) sections are for reference and are subject to change.

Fees established 7/1/19 by Resolution No. 3365

Chicken Permit Fee (GRC 7.17)	**Fee**
Chicken permit fee *Permit period commences on the first day of the month a permit is issued and ends on the first day of the same month two years later.*	$ 50.00

Food and Beverage Carts (GRC 7.50.505)	**Fee**
Food & beverage cart / interim use (inspection, reinspection)	$ 94.00

Towing & Impounding of Vehicles (GRC 8.35)

Gresham Revised Code (GRC) sections are for reference and are subject to change.

Fees established by Resolution No. 3357

Towing & Impounding of Vehicles (GRC 8.35)		Fee
Release fee	$	100.00

Businesses

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/20 by Resolution No. 3397.

General Business License (GRC 9.05.030)		**Fee**
Annual charge		
o Base fee	$	75.00
o Additional per employee fee.	$	3.00
First two employees exempt. As used herein, an owner shall be considered an employee.		
Business license transfer (GRC 9.05.060)	$	15.00
Late penalty fee (GRC 9.05.080)		
o Per account for each 30 days in which the payment is delinquent.	$	5.00
o Per annum on the delinquent amount is charged if greater than monthly fee.		10%

Liquor License Application Review (GRC 9.10.040)		**Fee**
Initial fee	$	100.00
Change to existing license	$	75.00
Renewal fee	$	35.00

Precious Metal and Gem Dealer or Second Hand Dealer Permit (GRC 9.15.035)		**Fee**
One location	$	25.00
Each additional location (in Gresham city limits)	$	25.00
Annual renewal fee for each permit	$	25.00

Auto Dealer Application Endorsement (GRC 9.30.020)		**Fee**
Initial fee	$	33.00
Late penalty fee		
o Per account for each 30 days in which the payment is delinquent.	$	5.00
o Per annum on the delinquent amount is charged if greater than monthly fee.		10%

Social Game License (GRC 9.35.040)		**Fee**
Annual charge	$	25.00
Late penalty fee		
o Per account for each 30 days in which the payment is delinquent.	$	5.00
o Per annum on the delinquent amount is charged if greater than monthly fee.		10%

Amusement Device License (GRC 9.40.020)		Fee
Annual charge per amusement device	$	25.00
Late penalty fee		
o Per account for each 30 days in which the payment is delinquent.	$	5.00
o Per annum on the delinquent amount is charged if greater than monthly fee.		10%

Street and Sidewalk Vendors Permit (GRC 9.45.030)		Fee
Annual fee	$	25.00
Late penalty fee		
o Per account for each 30 days in which the payment is delinquent.	$	5.00
o Per annum on the delinquent amount is charged if greater than monthly fee.		10%

Mobile Home Park License (GRC 9.55.707(2))		Fee
First 10 spaces (1st-10th) (each)	$	10.00
Next 20 spaces (11th-30th) (each)	$	5.00
Next 20 spaces (31st - 50th) (each)	$	2.50
All spaces in excess of 50 spaces (each)	$	1.00
Late penalty fee		
o Per account for each 30 days in which the payment is delinquent.	$	5.00
o Per annum on the delinquent amount is charged if greater than monthly fee.		10%

Transient Lodging and Privilege Tax (GRC 9.60)	Fee
% of gross income collected on transient lodging (GRC 9.60.020)	8%
Delinquent penalty (GRC 9.60.080)	
o % of the amount of tax due	10%
o Second delinquency penalty added to the amount of tax due if not paid within 30 days of first penalty	15%
o See GRC 9.60.080 for additional penalties that may be imposed	

Payday Lender Business Annual Permit Fee (GRC 9.90.030)		Fee
Annual fee (per location)	$	1,500.00

Rental Housing

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 4/1/20 by Resolution No. 3397.

Residential Rental Property License (GRC 9.55)		**Fee**
License (GRC 9.55.060; GRC 9.55.070(1))		
o 1-2 Residential Rental Units (RRU) (per unit/per year)	$	55.00
o Next 3-12 RRU's (per unit/per year)	$	45.00
o Next 13-100 RRU's (per unit/per year)	$	35.00
o Next 101-200 RRU's (per unit/per year)	$	30.00
o Next 201 or more RRU's (per unit/per year)	$	20.00
o Owner occupied dwellings containing:	$	55.00
· one or more sleeping units or rooming		
· units rented, leased or let in exchange		
· for monetary or other compensation		
(All are per dwelling unit/per year)		
Handling fee for transferring residential rental property license for a rental property which has neen sold or transferred (GRC 9.55060(13))	$	14.00
Late penalty fee (GRC 9.55.070(4))		
o Per account for each 30 days in which the payment is delinquent.	$	5.00
o Per annum on the delinquent amount is charged if greater than monthly fee.		10%
Residential rental property inspection (GRC 9.55.070)		
o Residential rental property inspection		No charge
o Tenant inspection consent form (per unit)	$	50.00
A per unit fee to pay for the cost to the city to obtain tenant's consent to inspect the property shall be charged in the event the owner or designated agent fails to take all reasonable steps to secure tenant consent.		
Rescheduling for failure of owner or agent to attend any scheduled inspection (GRC.9.55.070(4))		
o First 1-2 RRUs (per unit)	$	50.00
o Next 3 or more RRUs (per unit)	$	10.00

Short-Term Residential Rentals

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 4/1/20 by Resolution No. 3397.

Short-Term Residential Rentals (GRC 9.56)		Fee
Hosted Homeshare		
o Registration application fee (*fee shall be paid at time of application submittal*)	$	175.00
o Registration renewal (*fee shall be submitted with the renewal application)*	$	175.00
Vacation Home Rental		
o Registration application fee	$	375.00
Fee shall be paid at time of application submittal, includes one City safety inspection and City notification to neighbors.		
o Registration renewal (annual*)*	$	375.00
Fee shall be submitted with the renewal application; includes one City safety inspection and City notification to neighbors.		
o Re-inspection fee (per site visit)	$	125.00
In those instances where a re-inspection is conducted following a notice of violation to determine if a violation(s) as been resolved.		
Late fee for hosted homeshare & vacation home rental		
Short term residential rentals may also be subject to additional enforcement per GRC.		
o First 30 calendar days the registration renewal is delinquenet (per account)	$	125.00
o Second and subsequent 30 calendars the registration renewal is delinquent (per account)	$	250.00

Marijuana Businesses

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3397

Marijuana Businesses (GRC 9.62 & GRC 9.63)		**Fee**
Medical and Recreational Permit		
o Completeness review (non-refundable)	$	260.00
Fee due at the time of application and each time the application is resubmitted until determined to be complete by the manager.		
o Registration application (non-refundable)	$	5,130.00
Fee due after application determines the application to be complete; background check and administrative fee(s) must be also be paid if applicable.		
o Registration renewal application (non-refundable)	$	5,130.00
Shall be submitted with the renewal application; background check and administrative fee(s) must be also be paid if applicable.		
o Registration update	$	260.00
Shall be submitted with each registration update; background check and administrative fee(s) must be also be paid if applicable.		
o Regularly scheduled inspections inside normal business hours		No Charge
o Re-inspection (per site visit)	$	410.00
In those instances where a re-inspection is conducted following a failure to pass the initial registration application inspection or following a notice of violation.		
o Inspections outside of normal business hours when requested by business (per site visit)	$	620.00
o Background check administrative fee (each, after the first 10)	$	110.00
No charge for first 10 background checks, for initial and renewal applications. Review of criminal history reports for each person associated with the marijuana business submitted with the application, renewal application or registration update during the term of the registration.		
Laboratories / Research Facilities Permit		
o Completeness review (non-refundable)		No Charge
o Registration application (non-refundable)	$	520.00
Fee due after application determines the application to be complete; background check and administrative fee(s) must be also be paid if applicable.		
o Registration renewal application (non-refundable)	$	520.00
Shall be submitted with the renewal application; background check and administrative fee(s) must be also be paid if applicable.		
o Registration update	$	260.00
Shall be submitted with each registration update; background check and administrative fee(s) must be also be paid if applicable.		
o Regularly scheduled inspections inside normal business hours		No Charge
o Re-inspection (per site visit)	$	410.00
In those instances where a re-inspection is conducted following a failure to pass the initial registration application inspection or following a notice of violation.		
o Inspections outside of normal business hours when requested by business (per site visit)	$	620.00
o Background check administrative fee		N/A

Tax on Marijuana Businesses (GRC 9.62)	Fee
Levy of Tax - gross taxable sales of a dispensary (medical and recreational)	3%

Building & Housing
Structural

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 10/5/20 by Resolution No. 3405.

Oregon Structural Specialty Code (OSSC) (GRC Article 10.05)		**Fee**
Building permit fees shall be charged based on the total valuation of work to be performed.		
$1 to $500	$	31.00
$501 to $2,000		
o For first $500	$	31.00
o For each additional $100 or fraction thereof up to and including $2,000	$	3.00
$2,001 to $25,000		
o For first $2,000	$	76.00
o For each additional $1,000 or fraction thereof up to and including $25,000	$	6.00
$25,001 to $50,000		
o For first $25,000	$	214.00
o For each additional $1,000 or fraction thereof up to and including $50,000	$	5.00
$50,001 to $100,000		
o For first $50,000	$	339.00
o For each additional $1,000 or fraction thereof up to and including $100,000	$	4.00
$100,001 and up		
o For first $100,000	$	539.00
o For each additional $1,000 or fraction thereof	$	4.00

Oregon Residential Specialty Code (ORSC) & Multi-Family Residences (GRC Article 10.05)		**Fee**
Building permit fees shall be charged based on the total valuation of work to be performed.		
$1 to $500	$	49.00
$501 to $2,000		
o For first $500	$	49.00
o For each additional $100 or fraction thereof up to and including $2,000	$	4.00
$2,001 to $25,000		
o For first $2,000	$	109.00
o For each additional $1,000 or fraction thereof up to and including $25,000	$	10.00
$25,001 to $50,000		
o For first $25,000	$	339.00
o For each additional $1,000 or fraction thereof up to and including $50,000	$	8.00

$50,001 to $100,000		
o For first $50,000	$	539.00
o For each additional $1,000 or fraction thereof up to and including $100,000	$	6.00
$100,001 and up		
o For first $100,000	$	839.00
o For each additional $1,000 or fraction thereof	$	6.00

Residential Fire Sprinkler System (GRC 10.05)		**Fee**
Residential fire sprinkler permits are based on square footage as indicated in the following table. The permit fee covers the cost of plan review.		
Stand alone / multipurpose or continuous loop		
o 0 – 2,000 square foot	$	200.00
o 2,001 – 3,600 square foot	$	250.00
o 3,601 – 7,200 square foot	$	350.00
o 7,201 square foot and up	$	450.00

Commercial Automatic Fire Sprinkler/Fire Suppression/Fire Alarm System (GRC Article 10.05)		**Fee**
Commercial fire system permit fees shall be charged based on the total valuation of work to be performed.		
$1 to $500	$	63.00
$501 to $2,000		
o For first $500	$	63.00
o For each additional $100 or fraction thereof up to and including $2,000	$	5.00
$2,001 to $25,000		
o For first $2,000	$	138.00
o For each additional $1,000 or fraction thereof up to and including $25,000	$	12.00
$25,001 to $50,000		
o For first $25,000	$	414.00
o For each additional $1,000 or fraction thereof up to and including $50,000	$	10.00
$50,001 to $100,000		
o For first $50,000	$	664.00
o For each additional $1,000 or fraction thereof up to and including $100,000	$	7.00
$100,001 and up		
o For first $100,000	$	1,014.00
o For each additional $1,000 or fraction thereof	$	7.00

Fire life safety plan review fee 40%

The Fire, Life, Safety plan review fee, when applicable, will be charged in addition to plan review.

Grading for OSSC and ORSC (GRC Article 10.05)	**Fee**

Separate permits and fees shall apply to retaining walls or major drainage structures as required elsewhere in the ORSC and ORSC as amended by GRC 10.05.050(2). There shall be no separate charge for standard terrace drains and similar facilities.

When a plan or other data is required to be submitted, a Grading Plan Review Fee shall be paid at the time of submitting plans and specifications for review. A fee for each grading permit shall be paid to the building official.

For excavation and fill on the same site, the fee shall be based on the volume of excavation or fill (in cubic yards), whichever is greater.

Grading plan review fees

o Plan review	$	125.00

Grading permit fees - based on volume of excavation or fill

o 50 to 1, 000 cubic yards	$	150.00
o 1,001 to 10,000 cubic yards	$	250.00
o 10,001 to 100,000 cubic yards	$	350.00
o 100,001 cubic yards or more	$	450.00

Miscellaneous fees for OSSC and ORSC		**Fee**
Demolition of structure	$	50.00
Construction trailer	$	105.00
Wall signs - includes plan review	$	105.00
Pole signs - includes plan review	$	210.00
Pre re-roof Inspection	$	105.00

Plan Review fee for OSSC and ORSC (Article 10.05)	**Fee**
Plan review fee - added to permit fee	65%

For each permit issued, payable at the time of application. The plan review fee shall cover the cost of plan and specification review, plan review processing and recording.

Administrative/plan review Fee - added to the above 50%

Charged when plan reviews are performed by a licensed plan reviewer pursuant to ORS 455.465 (and subsequent statutes).

Additional plan review fee - hourly rate *Required by changes, additions or revisions to approved plans. Minimum charge, one-half hour.*		$125.00
Master plan administrative fee reduction *Plan review fees in this section above will be reduced when an Oregon residential master plan procedure is followed as outlined in the Master Plan Policy attachment in resolution.*		-25%
Reissue Administrative Fee *Plan review fees in this section above will be reduced when an Oregon residential re-issue plan is followed as outlined in the Master Plan Policy attachment in resolution.*		-20%
Site plan review fee - *paid at time of application*		
o Minor (includes single family miscellaneous, remodel and addition)	$	31.00
o Major (single family residence)	$	60.00

Inspection for OSSC and ORSC (GRC 10.05)		**Fee**
Inspections outside of normal business hours - per site visit	$	225.00
Reinspection fee - per inspection *May be assessed whenever additional inspections are required due to, but not limited to, failure to provide access to the equipment, work incomplete and not ready for inspection, failure to have approved plans on the job, deviations from approved plans, etc. In those instances where a reinspection fee has been assessed, no additional inspection of the work will be performed, nor will the Certificate of Occupancy be issued, until required fees are paid.*	$	105.00
Inspections for which no fee is specifically indicated - per hour, minimum charge one-half hour	$	105.00
Requested inspection fee - per visit *Requested inspections that are not part of the regular inspection program will be made as soon as practical after payment to the Building Official of the fee specified.*	$	225.00
Each additional inspection over the allowable number per permit - per inspection	$	105.00

30-Day Temporary Permit or Temporary Certificate of Occupancy (GRC 10.05)		**Fee**
Initial certificate or permit	$	200.00
Each additional extension	$	400.00

Miscellaneous Non-Permit/Inspection Fees for OSSC and ORSC		Fee
Hearing fee, Board of Appeals (all building types)	$	123.00
Certificate of Occupancy (new permit not required)	$	50.00
Deferred submittals - each deferred item *Covers processing and review. The fee is in addition to the plan review fee based on the total project value.*	$	350.00
Phased permits - for each phased portion o Base fee	$	500.00

Investigation fees for OSSC and ORSC (GRC 10.05)		Fee
Except for emergency work, whenever any work has been commenced without first obtaining the permit required by code, a special investigation shall be made before a permit may be issued for such work. The payment of an investigation fee shall not exempt any person from compliance with all other provisions of the code requirements, nor from any penalty prescribed by law.		
Investigation fee - per hour Fee charged at 1/2 hour increments, minimum 1 hour. In addition to the permit fee. Shall be collected whether or not a permit is then or subsequently issued.	$	105.00

Surcharge for OSSC & ORSC (GRC Chapter 10)

In addition to the below permit fee charges, there is imposed the total of all surcharges imposed by the State on the total of the fee authorized by permit fees of Oregon Structural Specialty Code (OSSC) and Oregon Residential Specialty Code (ORSC).

Building & Housing
Mechanical

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 10/5/20 by Resolution No. 3405

Before a permit may be issued for the installation, alteration, renovation or repair of heating and ventilation under the Oregon Residential Specialty Code (ORSC) and the Oregon Mechanical Specialty Code (OMSC), fees shall be collected.

Oregon Residential Specialty Code (GRC Article 10)		**Fee**
For R-3 and Group U occupancies.		
Minimum permit fee	$	105.00
New construction for single family residential dwelling		
o Standard gas installation	$	239.00
o Basic electric installation	$	85.00
Mechanical for one- and two-family dwellings includes, but is not limited to: wood stove, fireplace insert, furnace and its attached add-ons (e.g. cooling coil and air filter), pellet stove, heat pump condenser unit, log lighter, portions of boiler installation not regulated by the State,	$	35.00

Oregon Mechanical Specialty Code (GRC Chapter 10)		**Fee**
Any equipment or system regulated by the Oregon Mechanical Specialty Code and not classified residential shall be charged permit fees based on the total valuation of work to be performed. Replacement of a hot water heater in kind shall not require a heating and ventilation permit when the hot water heater installation is the only work requiring such a permit. Such a permit is covered under the plumbing permit.		
$1 to $1,000, valuation of work	$	38.00
$1,001 to $10,000, Valuation of Work		
o Base fee	$	38.00
o For each $100 over $1,000	$	5.00
$10,001 to $100,000, valuation of work		
o Base fee	$	488.00
o For each $1,000 over $10,000	$	14.00
$100,001 and up, valuation of work		
o Base fee	$	1,748.00
o For each $1,000 over $100,000	$	11.00

Plan Review fees for OMSC (GRC Chapter 10)	**Fee**
Plan review fee - percentage of permit fee	25%
For each permit issued, payable at the time of application. The plan review fee shall cover the cost of plan and specification review, plan review processing and recording.	

Additional plan review fee - hourly rate	$	125.00

Required by changes, additions or revisions to approved plans. Minimum charge, one-half hour.

Plan Review fees for ORSC (GRC Chapter 10)	**Fee**
Administrative/plan teview fee - percentage of permit fee	25%

Plan review fees for OMSC are included in the permit fees. Additional plan review is required for unusual conditions. When plan reviews are performed by a licensed plan reviewer pursuant to ORS 455.465 (and subsequent statutes). For processing and recording the plan review.

Additional plan review fee - hourly rate	$	125.00

Required by changes, additions or revisions to approved plans. Minimum charge, one-half hour.

Inspection for OMSC and ORSC *(GRC Chapter 10)*		**Fee**
Inspections outside of normal business hours - per site visit	$	225.00
Reinspection fee - per inspection	$	105.00

May be assessed whenever additional inspections are required due to, but not limited to, failure to provide access to the equipment, work incomplete and not ready for inspection, failure to have approved plans on the job, deviations from approved plans, etc. In those instances where a reinspection fee has been assessed, no additional inspection of the work will be performed, nor will the Certificate of Occupancy be issued, until required fees are paid.

Inspections for which no fee is specifically indicated - per hour, minimum charge one-half hour	$	105.00
Requested inspection fee - per visit	$	225.00

Requested inspections that are not part of the regular inspection program will be made as soon as practical after payment to the Building Official of the fee specified.

Each additional inspection over the allowable number per permit - per inspection	$	105.00

Investigation fees for OMSC and ORSC (GRC Chapter 10)	**Fee**

Except for emergency work, whenever any work has been commenced without first obtaining the permit required by code, a special investigation shall be made before a permit may be issued for such work. The payment of an investigation fee shall not exempt any person from compliance with all other provisions of the code requirements, nor from any penalty prescribed by law.

An investigation fee - per hour	$	105.00

Fee charged at 1/2 hour increments, minimum 1 hour. In addition to the permit fee. Shall be collected whether or not a permit is then or subsequently issued.

Surcharge for OMSC & ORSC (GRC Chapter 10)

In addition to the below permit fee charges, there is imposed the total of all surcharges imposed by the State on the total of the fee authorized by Permit Fees of Oregon Mechanical Specialty Code (OSSC) and Oregon Residential Specialty Code (ORSC).

Building & Housing
Electrical

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3367

Before a permit may be issued for the installation, alteration, renovation or repair of electrical systems under the Oregon Electrical Specialty Code (OESC), fees shall be collected pursuant to GRC 10.10.180.

New Residential Single/Multi-Family Dwelling Unit Electrical Code (GRC Chapter 10)		**Fee**
1,000 square foot or less (4 inspections per permit)	$	188.00
Each additional 500 square foot or fraction thereof	$	39.00
Limited Energy Installation, One or Two Family (2 inspections per permit)	$	39.00
Multi-Family (2 inspections per permit)	$	50.00
Each Manufactured Home/Modular Dwelling Service/Feeder not included in Permit Fees for Manufactured Home Siting Permits (2 inspections per permit)	$	87.00

Services or Feeders Installation, Alteration or Relocation (GRC Chapter 10)		**Fee**
200 amps or less (2 inspections per permit)	$	109.00
201 amps to 400 amps (2 inspections per permit)	$	135.00
401 amps to 600 amps (3 inspections per permit)	$	200.00
601 amps to 1,000 amps (3 inspections per permit)	$	267.00
Over 1,000 amps or volts (4 inspections per permit)	$	530.00
Reconnect only (1 inspection per permit)	$	69.00

Temporary Services or Feeders Installation, Alteration or Relocation (GRC Chapter 10)		**Fee**
200 amps or less (2 inspections per permit)	$	103.00
201 amps to 400 amps (2 inspections per permit)	$	136.00
401 amps to 600 amps (3 inspections per permit)	$	169.00
Over 600 amps or 1,000 volts (4 inspections per permit)	$	198.00

Branch Circuits – New, Alteration or Extension Per Panel (GRC Chapter 10)		Fee
Fee for Branch Circuits with Purchase of Service or Feeder Fee	$	14.00
Fee for Branch Circuits without Purchase of Service or Feeder Fee	$	86.00
Each Additional Branch Circuit	$	14.00

Miscellaneous (Service or Feeder Not Included) (GRC Chapter 10)		Fee
Installation of Single (1) Branch Circuit (1 inspection per permit)	$	50.00
Each Pump or Irrigation Circle (2 inspections per permit)	$	86.00
Each Sign or Outline Lighting	$	103.00
Signal Circuit(s)/Limited Energy Panel, Alteration or Extension (2 inspections per permit)	$	86.00

Master Electrical Permit (GRC Chapter 10)		Fee
One Time Set Up Fee	$	100.00
Minimum Charge for Inspections, per hour *Time spent traveling to and from the site and any associated office time shall be included.*	$	154.00

Minor Label Inspections (GRC Chapter 10)

Minor label inspections shall be conducted in accordance with Oregon Administrative Rules established by the Tri-County Building Industry Services Board. The rate of reimbursement for the inspections is set by the Tri-County Building Industry Services Board.

Plan Review for Oregon Electrical Specialty Code (OESC) (GRC Chapter 10)		Fee
Plan Review Fee - percentage of permit fee *Where an application is made and a plan is required. Payable at the time of application.*		25%
Additional Plan Review Fee - hourly rate *Required by changes, additions or revisions to approved plans. Minimum charge, one-half hour.*	$	125.00

Inspection for OESC *(GRC Chapter 10)*		**Fee**
Inspections outside of normal business hours - per site visit	$	225.00
Reinspection fee - per inspection *May be assessed whenever additional inspections are required due to, but not limited to, failure to provide access to the equipment, work incomplete and not ready for inspection, failure to have approved plans on the job, deviations from approved plans, etc. In those instances where a reinspection fee has been assessed, no additional inspection of the work will be performed, nor will the Certificate of Occupancy be issued, until required fees are paid.*	$	105.00
Inspections for which no fee is specifically indicated - per hour, minimum charge one-half hour	$	105.00
Requested inspection fee - per visit *Requested inspections that are not part of the regular inspection program will be made as soon as practical after payment to the Building Official of the fee specified.*	$	225.00
Each additional inspection over the allowable number per permit - per inspection	$	105.00

Investigation fees for OESC (GRC Chapter 10)		**Fee**
Except for emergency work, whenever any work has been commenced without first obtaining the permit required by code, a special investigation shall be made before a permit may be issued for such work. The payment of an investigation fee shall not exempt any person from compliance with all other provisions of the code requirements, nor from any penalty prescribed by law.		
An investigation fee - per hour *Fee charged at 1/2 hour increments, minimum 1 hour. In addition to the permit fee. Shall be collected whether or not a permit is then or subsequently issued.*	$	105.00

Surcharge for OESC (GRC Chapter 10)

In addition to the below permit fee charges, there is imposed the total of all surcharges imposed by the State on the total of the fee authorized by Permit Fees for Oregon Electrical Specialty Code.

Building & Housing
Plumbing

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 10/5/20 by Resolution No. 3405.

Before a permit may be issued for the installation, alteration, renovation or repair of plumbing or sewerage systems under the Oregon Plumbing Specialty Code (OPSC). Fees charged in this section related to individual buildings or structure systems. Multiple service, private plumbing or sewage disposal systems, including but not limited to planned unit developments, shall be subject to plan review fees as set forth.

Minimum Charge (GRC Chapter 10)		**Fee**
Minimum Permit Fee	$	105.00
Minimum charge for any permit issued pursuant to the Oregon Plumbing Specialty Code (OSPC)		

Plumbing for New Construction for a Single-Family Dwelling (GRC Chapter 10)		**Fee**
One bathroom and one kitchen (each unit)	$	444.00
Two bathrooms and one kitchen (each unit)	$	565.00
Three bathrooms and one kitchen (each unit)	$	724.00
More than three bathrooms and one kitchen, each additional bath or kitchen (each unit)	$	121.00

Plumbing for Existing Dwelling (GRC Chapter 10)		**Fee**
Each unit fixture repair or remodel (per fixture)	$	35.00

Water Service/Sanitary/Storm Sewer (GRC Chapter 10)		**Fee**
Water service, building sewer, building storm sewer, rain drains, footing drains, or fire supply (not in public right-of-way)		
o First 100 feet or fraction thereof excluding residential	$	145.00
o Each additional 100 feet or fraction thereof	$	65.00

Replacement of existing water supply lines within the building (GRC Chapter 10)		**Fee**
Single family dwelling		
o Minimum first floor	$	61.00
o Each additional floor	$	23.00

Medical Gas System (GRC Chapter 10)		Fee
Fees shall be charged based on the total valuation of work to be performed.		
$1 to $500	$	55.00
$501 to $2,000		
o For the first $500	$	55.00
o For each additional $100 or fraction thereof up to an including $2,000	$	7.00
$2,001 to $25,000		
o For the first $2,000	$	148.00
o For each additional $1,000 or fraction thereof up to an including $25,000	$	20.00
$25,001 to $50,000		
o For the first $25,000	$	603.00
o For each additional $1,000 or fraction thereof up to an including $50,000	$	16.00
$50,001 to $100,000		
o For the first $50,000	$	994.00
o For each additional $1,000 or fraction thereof up to an including $100,000	$	11.00
$100,001 and up		
o For the first $100,000	$	1,514.00
o For each additional $1,000 or fraction thereof	$	10.00

Miscellaneous (GRC Chapter 10)		Fee
Exterior fixtures *May include, but are not limited to sewer cap, catch basin, area drain, drywells, leach line, trench drain, manholes, backflow preventer, backwater valve, ejectors, sump, post indicator valves, fire department connections, hydrants, vaults.*	$	75.00
Interior fixtures *May include, but are not limited to water closet, lavatory, tub/shower, sink, bidet, laundry tubs, disposal, dishwasher, clothes washer, water heater, floor/sink drain, through drain, drinking fountain, hose bib, urinal.*	$	35.00
Replacement water heater (includes electrical and/or mechanical fee for all in-kind replacement) (minimum permit fee does not apply)	$	50.00
Backflow preventer/valve for irrigation only (minimum permit fee does not apply)	$	50.00

Plan Review for OPSC (GRC Chapter 10)		**Fee**
Plan Review Fee - percentage of permit fee *Where an application is made and a plan is required. Payable at the time of application.*		25%
Additional Plan Review Fee - hourly rate *Required by changes, additions or revisions to approved plans. Minimum charge, one-half hour.*	$	125.00

Inspection for OPSC *(GRC Chapter 10)*		**Fee**
Inspections outside of normal business hours - per site visit	$	225.00
Reinspection fee - per inspection *May be assessed whenever additional inspections are required due to, but not limited to, failure to provide access to the equipment, work incomplete and not ready for inspection, failure to have approved plans on the job, deviations from approved plans, etc. In those instances where a reinspection fee has been assessed, no additional inspection of the work will be performed, nor will the Certificate of Occupancy be issued, until required fees are paid.*	$	105.00
Inspections for which no fee is specifically indicated - per hour, minimum charge one-half hour	$	105.00
Requested inspection fee - per visit *Requested inspections that are not part of the regular inspection program will be made as soon as practical after payment to the Building Official of the fee specified.*	$	225.00
Each additional inspection over the allowable number per permit - per inspection	$	105.00

Minor Label Inspections (GRC Chapter 10)

Minor label inspections shall be conducted in accordance with Oregon Administrative Rules established by the Tri-County Building Industry Services Board. The rate of reimbursement for the inspections is set by the Tri-County Building Industry Services Board.

Investigation fees for OMSC and ORSC (GRC Chapter 10)		**Fee**
Except for emergency work, whenever any work has been commenced without first obtaining the permit required by code, a special investigation shall be made before a permit may be issued for such work. The payment of an investigation fee shall not exempt any person from compliance with all other provisions of the plumbing code requirements, nor from any penalty prescribed by law.		
An investigation fee - per hour *Fee charged at 1/2 hour increments, minimum 1 hour. In addition to the permit fee. Shall be collected whether or not a permit is then or subsequently issued.*	$	105.00

Surcharge for OPSC (GRC Chapter 10)

In addition to the below permit fee charges, there is imposed the total of all surcharges imposed by the State on the total of the fee authorized by Permit Fees for Oregon Plumbing Specialty Code.

Building & Housing
Manufactured Homes

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 10/5/20 by Resolution No. 3405.

Manufactured Home Siting Permits (GRC Chapter 10)	Fee
Installation and setup of home Includes the concrete slab, runners or foundations when they comply with the prescriptive requirements of the Oregon Manufactured Dwelling and Park Code, electrical feeder, plumbing connections and all cross-over connections.	$ 310.00

Surcharge for Manufactured Home Siting Permits (GRC Chapter 10)

In addition to the above permit fee charges, there is imposed the total of all surcharges imposed by the State on the total of the fee authorized above. Also imposed is an additional state code development, training and maintenance fee per ORS 455.220(2).

Building & Housing
Solar & Wind

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 10/5/20 by Resolution No. 3405.

Permit Fees for Oregon Solar Installation Specialty Code (GRC 10.05.105)

Residential Solar and Residential Wind		**Fee**
5 kva or less (includes 2 inspections)	$	109.00
5.01 to 15 kva (includes 2 inspections)	$	135.00
15.01 to 25 kva (includes 2 inspections)	$	200.00
Structural Attachment – Prescriptive Only (includes 1 inspection)	$	105.00

Commercial Solar		**Fee**
5 kva or less (includes 2 inspections)	$	109.00
5.01 to 15 kva (includes 2 inspections)	$	135.00
15.01 to 25 kva (includes 2 inspections)	$	200.00
25.01 kva to 100 kva (per kva)	$	6.25
100 kva or greater		No additional charge

Commercial Wind		**Fee**
5 kva or less (includes 2 inspections)	$	109.00
5.01 to 15 kva (includes 2 inspections)	$	135.00
15.01 to 25 kva (includes 2 inspections)	$	200.00
25.01 kva to 50 kva (includes 2 inspections)	$	267.00
Systems over 50 kva (includes 2 inspections)	$	530.00

Plan Review for Oregon Solar Installation Specialty Code (GRC Chapter 10)		Fee
Plan Review Fee		
o percentage of the electrical permit fee		25%
o percentage of the structural permit fee		65%
where an application is made and a plan is required. Covers the cost of plan and specification review. Payable at the time of application.		
Additional Plan Review Fee - hourly rate	$	125.00
Required by changes, additions or revisions to approved plans. Minimum charge, one-half hour.		

Inspection for Oregon Solar Installation Specialty Code		Fee
Inspections outside of normal business hours - per site visit	$	225.00
Reinspection fee - per inspection	$	105.00
May be assessed whenever additional inspections are required due to, but not limited to, failure to provide access to the equipment, work incomplete and not ready for inspection, failure to have approved plans on the job, deviations from approved plans, etc. In those instances where a reinspection fee has been assessed, no additional inspection of the work will be performed, nor will the Certificate of Occupancy be issued, until required fees are paid.		
Each additional inspection over the allowable number per permit - per inspection	$	105.00

Investigation for Oregon Solar Installation Specialty Code (GRC Chapter 10)

Except for emergency work, whenever any work has been commenced without first obtaining the permit required by code, a special investigation shall be made before a permit may be issued for such work.

An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by the *Oregon Solar Installation Specialty Code* .

The payment of an investigation fee shall not exempt any person from compliance with all other provisions of the code requirements, nor from any penalty prescribed by law.

Surcharge for Oregon Solar Installation Specialty Code (GRC Chapter 10)

In addition to the above permit fee charges, there is imposed the total of all surcharges imposed by the State on the total of the fee authorized by the *Oregon Solar Installation Specialty Code* .

Building & Housing
Policy for Master Plan

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 10/5/20 by Resolution No. 3405.

Definition:
Master Plan is a 1 & 2 Family Dwelling plan that has been reviewed by the Building Division and all corrections and notes by the plan reviewer have been incorporated by the architect/designer into a Master set of plans. The plans are then assigned a number by the Building Division. The Master Plan must be updated when codes change (a minimum of every three years).

Policy:
A reduced plan review fee will be charged when additional applications are received for 1 & 2 Family Dwelling Master plan review.

Procedure for a Master Plan:
When an original Master Plan is reviewed, all notes and corrections are made, a full plan review fee is charged and a number is assigned to the plan.

1. When an additional permit application is received, using an approved Master Plan, only one set of building plans is required, with two sets of plot plans. A reference number is assigned to the one set of building plans submitted (for tracking purposes) and that plan is checked against the Master Plan.

2. One approved plot plan is attached to the reviewed copy of the "master" building plan. The plan is returned to the applicant, when the building permit is issued, to be kept on the job site.

3. A copy of the approved plot plan for each site is filed with the Master Plan in the Building Division offices.

4. To plan review Master Plan projects, for which a Master Plan has been established, the plan review fee will be 75% of the normal plan review fee.

5. For minor changes to a Master Plan, a fee of $123 per hour (minimum charge 1/2 hour) will be charged for reviewing changes.

6. Definition of a minor change - changes that do not require recalculation of structural members or cause significant changes to load bearing members. An example would be relocation of non-bearing partition or similar features, or minor façade changes when no structural load bearing components require change.

7. Plans including structural changes requiring recalculation of beam/headers or other structural members will not be accepted under the Master Plan program.

Building & Housing
Policy for Re-issue Plan

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 10/5/20 by Resolution No. 3405.

Definition:

Re-issue Plan is a 1 & 2 Family Dwelling plan with monor corrections and notes not incorporated into a "Master" by the architect/designer. The plans (with notes and corrections) are assigned a number by the Building Division. The Re-issue Plans must be updated when codes change (a minimum of every three years).

Policy:
A reduced plan review fee will be charged when additional applications are received for Re-issue 1 & 2 Family Dwelling review.

Procedure for a Re-issue Plan:
When an original Re-issue Plan is reviewed, all notes and corrections are made, a full plan review fee is charged and a number is assigned to the plan.

1. When an additional permit application is received using the same plan, only one set of building plans is required, with two sets of plot plans. A reference number is assigned to the one set of building plans submitted (for tracking purposes) and that plan is checked against the Re-issue Plan.

2. One approved plot plan is attached to the reviewed copy of the building plan. The plan is returned to the applicant, when the building permit is issued, to be kept on the job site.

3. A copy of the approved plot plan for each site is filed with the Re-issue Plan in the Building Division offices.

4. To plan review Re-isusue Plan projects, for which an original plan review has been established, the plan review fee will be 80% of the normal plan review fee.

5. For minor changes to a Re-issue Plan, a fee of $123 per hour (minimum charge 1/2 hour) will be charged for reviewing changes.

6. Definition of a minor change - changes that do not require recalculation of structural members or cause significant changes to load bearing members. An example would be relocation of non-bearing partition or similar features, or minor façade changes when no structural load bearing components require change.

7. Plans including structural changes requiring recalculation of beam/headers or other structural members will not be accepted under the Re-issue Plan program.

Public Safety
Burglary & Robbery Alarms

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3368

Burglary and Robbery Alarm System Fees (GRC Article 10.20)	**Fee**
Burglary alarm permit fee (Commercial and Residential)	$ 32.00
Robbery alarm permit fee (Commercial and Residential)	$ 32.00
Late fee	$ 29.00
o Failure to obtain permit within 30 days of system becoming operative	
o Renewing Burglary/Robbery Alarm Permit more than 30 days past expiration date	
o For non-payment of Excessive False Alarm Fee within 30 days of notice of penalty for excessive false alarm	
Excessive false alarm fees	
o 1st false alarm	$0
o 2nd false alarm	$ 90.00
o 3rd false alarm	$ 119.00
o 4th false alarm	$ 235.00
o 5th and each subsequent false alarm	$ 352.00

Public Safety
Permits

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/2020 by Resolution No. 3411

Permits (GRC Article 10.25)	**Fee**
Where conflicts occur with fees provided in the Oregon Fire Code, as amended, the below fees shall prevail. Fees shall not be applied to schools and registered non-profit organizations.	
Aircraft refueling vehicles, to operate *(OFC Chapter 1, Section 105.6.3)*	$ 125.00
Special places of assembly *(OFC Chapter 1, Section 105.6.36)*	$ 250.00
Special events, to operate (i.e. Farmers Market; trade shows, exhibits) *(OFC Chapter 1, Section 105.6.13)*	$ 250.00
Carnivals and fairs *(OFC Chapter 1 Section 105.6.4)*	$ 250.00
Seasonal Sales *(OFC Chapter 1 Section 105.6.4)* *To operate a seasonal business or selling Christmas trees and other holiday ornaments.*	$ 125.00
Explosives or blasting agents *(OFC Chapter 1, Section 105.6.14)*	$ 250.00
Fireworks	
o Wholesale *(OFC Chapter 1, Section 105.6D)*	$ 315.00
o Fireworks display *(OFC Chapter 1, Section 105.6B)*	$ 250.00
o Retail *(OFC Chapter 1, Section 105.6C)*	$ 125.00
Flammable or Combustible Liquids *(OFC Chapter 1, Section 105.6.16)* *To use or operate, repair or modify a pipeline for the transportation of flammable or combustible liquids*	$ 125.00
To install, alter, remove, abandon, place temporarily out of service or otherwise dispose of flammable or combustible liquid tank. *(OFC, Chapter 1, Section 105.6.16 and Chapter 57, Section 5704.14)*	$ 125.00
Change of flammable or combustible liquid content *To change the type of contents stored in a flammable or combustible liquid tank to a material other than that for which the tank was designed nd constructed. (OFC Chapter 1, Section 1.05.6.16)*	$ 125.00
Fumigation or thermal insecticidal fogging *(OFC Chapter 1, Section 105.6.19)* *To operate a business of fumigation or termal insecticidal fogging and to maintain a room, vault or chamber in which a toxic or flammable fumigant is used.*	$ 125.00

Mall, covered *(OFC Chapter 1, Section 105.6.9)* $ 100.00

- Placing or constructing temporary kiosks, display booths, concession equipment or the like in the mall
- To use as a place of assembly
- To use open-flame or flame-producing devices
- To display any liquid- or gas-fueled powered equipment

Motor vehicle fuel-dispensing stations *(OFC Chapter 1, Section 105.6.31)* $ 125.00

To dispense flammable or combustible liquids, liquefied petroleum gases or compressed natural gas at motor vehicle fuel-dispensing stations

Open burning *(OFC Chapter 1, Section 105.6.32)* $ 125.00

Where burning is conducted on public property or the property of someone other than the permit applicant, the permit applicant shall demonstrate that permission has been obtained by the appropriate government agency; the owner, the owner's authorized agent. When limits for atmospheric conditions or hours restrict burning, such limits shall be designated in the permit restrictions.

Pyrotechnical special effects material (theatrical) *(OFC Chapter 1, Section 105.6.40)* $ 330.00

Radioactive materials $ 330.00

To store or handle at any installation more than 1 microcurie (37,000 becquerel) of radioactive material not contained in a sealed source or more than 1 millicurie (37,000,000 becquerel) of radioactive material in a sealed source or sources, or any amount of radioactive material or which a specific license from the Nuclear Regulatory Commission is required.

Tents and Membrane Structures *(OFC Chapter 1, Section 105.6.47)* $ 125.00

Includes Tents > 200 sq ft, Canopy > 400 sq ft &, Canopy open on all 4 sides > 700 sq ft

May be waived if part of another permit

Public Safety
Inspections

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/20 by Resolution No. 3411

Fire Safety Inspection (GRC 10.25.090)		**Fee**
Ultra Low Hazard *Occupancy classification groups: B or M (less than 800 sq. ft.); R1 (8 units or less with no common areas (OFC Chapter 2, Section 202)*	$	95.00
Low Hazard *Occupancy classification groups: A, B, E, F2, I, or M (less than 12,000 sq.ft), R1, R2, R3, R4, S2, or SR (OFC Chapter 2, Section 202).*	$	125.00
Moderate Hazard *Occupancy classification groups: F1; H4 (less than 3,000 sq. ft), M (over 12,000 sq. ft.), S1, (OFC Chapter 2, Section 202)*	$	492.00
High Hazard *Occupancy classification groups: H (OFC Chapter 2, Section 202)*	$	815.00
Special Inspections *Hood and duct, system issues, etc.*	$	95.00

Reinspections		**Fee**
First Re-Inspection	$	56.00
Second Re-Inspection	$	125.00

Business License Inspection (GRC 10.25.090)		**Fee**
Initial Inspection	$	125.00

Inspection Violations (GRC 10.25.070)		**Fee**
Failure to abate violations after a second re-inspection in the time allowed for nuisance abatement in GRC Article 7.50. *Fee charged monthly for as long as violation continues. After 2 failure to abate violations, civil penalties will be levied.*	$	655.00

Fire Alarm Systems (GRC 10.26.030)		**Fee**
Excessive False Fire Alarms. *Fee charged per occurrence after 2nd false alarm in the year previous to false alarm occurrence.*	$	480.00
Late Fee. *Charged if fine not paid within 30 days from date of notice of fine.*	$	35.00

Public Safety
Miscellaneous Fees

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/20 by Resolution No. 3411

Fire Safety Consultation (GRC 10.25)		**Fee**
Onsite Consultation (per hour, 1 hour minimum) *Onsitte consultation for new construction or design purposes.*	$	125.00
Office Consultation (per hour, 1 hour minimum) *Office consulation to discuss new construction or design purposes.*	$	125.00

Inspection Outside Business Hours		**Fee**
Special request inspection outside business hours (for first two hours or portion thereof)	$	250.00
Each additional hour	$	125.00

State Licensed Facility Inspections (GRC 10.25.090)		**Fee**
24-hour residental home	$	125.00
Adult foster hone	$	125.00
Assisted living facility	$	250.00
Children's residential facility or day treatment facility	$	250.00
Health care facility	$	25.00
Motor vehicle dismantlers (OFC 3401.3 & ORS 822.133(2)(f)	$	815.00

Miscellaneous		**Fee**
Expedited plan review (max of 2 per week)	$	250.00
Fire drill/evcactuation inspection (per hour, 1 hour minimum)	$	125.00
Fire watch (minimum 2 people) (per hour, per person, 2 hour minimum)	$	125.00
Fire see\rvice agency review forms *Access and water supply review.*	$	250.00
Occupant load inspection and/or occupant load sign request (per hour, 1 hour minimum)	$	250.00

Infrastructure

Gresham Revised Code (GRC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3370

System Development Charges - Financing/Deferral (GRC 11.05.090)	Fee
Processing Fee	$ 434.00
Due diligence research	Actual cost
Breakout fee for apportioning financing/deferral balance among newly created lots (per lot)	$ 202.00

Local Improvement District (GRC 11.10)	Fee
Interest Rates and Penalty Fees *(GRC 11.10.190)* *An assessment shall become delinquent 30 days after payment is due. The penalty shall be calculated against the entire delinquent balance until passage of the first foreclosure resolution when actual charges will be levied.*	18% per annum
Breakout fee for apportioning assessment balance among newly created lots (per lot) (GRC 11.10.260)	$ 202.00

Reimbursement District Administration (GRC 11.15)	Fee
Reimbursement District application *The manager shall require a deposit and may require a deposit agreement. After completion of the process any amount due shall be paid to the city and any unused balance of the deposit shall be refunded (GRC 11.15.030).*	Actual cost
Reimbursement Agreement Administration Fee (Per Reimbursement Collected) *To cover bookkeeping and processing costs (GRC 11.15.140)*	$ 63.00
Breakout fee for apportioning reimbursement district charges among newly created lots (per lot) *(GRC 11.15.140)*	$ 202.00

Parks System Development Charges

Gresham Revised Code (GRC) and Gresham Community Development Code (GCDC) sections are for reference and are subject to change.
Fees established 7/6/20 by Resolution No. 3399

Charged per dwelling unit. Rate depends on location, as described below.

Parks System Development Charges (GRC 11.05)		Fee
Current City Limits*	$	4,280.00
Pleasant Valley**	$	5,795.00
Springwater***	$	7,431.00

**City limits of Gresham except for the Pleasant Valley and Springwater Plan Districts as they existed on January 1, 2006. Also includes the Kelley Creek Headwaters Plan Area.*

***The Pleasant Valley Plan District as defined by GCDC 4.1400.*

****The Springwater Plan District as defined by GCDC 4.1500.*

Stormwater System Development Charges

Gresham Revised Code (GRC) and Gresham Community Development Code (GCDC) sections are for reference and are subject to change.

Fees established 7/6/20 by Resolution No. 3406

Charged per Drainage Residential Unit. Rate depends on location, as described below.

Stormwater System Development Charges (GRC 11.05)	**Total**	**Improvement**	**Reimbursement**
Current City Limits*	**$ 1,225.00**	$ 523.14	$ 701.86
Pleasant Valley**	**$ 2,055.00**	$ 2,006.28	$ 48.72
Springwater***	**$ 2,123.00**	$ 2,123.00	$0.00

**City limits of Gresham except for the Pleasant Valley and Springwater Plan Districts as they existed on January 1, 2006. Also includes the Kelley Creek Headwaters Plan Area.*

***The Pleasant Valley Plan District as defined by GCDC 4.1400.*

****The Springwater Plan District as defined by GCDC 4.1500.*

Transportation SDC Rate Table

Fees established 7/6/20 by Resolution No. 3407

Existing City*				
Land Use Description	**Improvement SDC Rate**	**Reimbursement SDC Rate**	**Transportation SDC Rate**	**Variable**
Adult Cabaret	$ 159,108	$ 4,082	$ 163,190	per 1,000 sq ft GFA
Bank, with drive-through	$ 34,677	$ 890	$ 35,567	per 1,000 sq ft GFA
Car Wash, Automated	$ 22,848	$ 586	$ 23,434	per 1,000 sq ft GFA
Care Facility	$ 1,429	$ 37	$ 1,466	per Dwelling Unit
Convenience Store	$ 93,833	$ 2,407	$ 96,240	per 1,000 sq ft GFA
Food or Beverage Establishment with Drive-through	$ 55,077	$ 1,413	$ 56,490	per 1,000 sq ft GFA
Fueling Station	$ 8,161	$ 209	$ 8,370	per Vehicle Fueling Position
Hotel / Motel	$ 2,449	$ 63	$ 2,512	per Room
Housing, Attached	$ 2,449	$ 63	$ 2,512	per Dwelling Unit
Housing, Detached	$ 4,080	$ 105	$ 4,185	per Detached Home
Industrial	$ 2,042	$ 52	$ 2,094	per 1,000 sq ft GFA
Marijuana Retailer, Recreational	$ 65,275	$ 1,675	$ 66,950	per 1,000 sq ft GFA
Office	$ 6,122	$ 157	$ 6,279	per 1,000 sq ft GFA
Park / Open Space	$ 10,200	$ 262	$ 10,462	per 1,000 sq ft GFA
Place of Worship	$ 2,246	$ 58	$ 2,304	per 1,000 sq ft GFA
Retail and Services	$ 10,200	$ 262	$ 10,462	per 1,000 sq ft GFA
School, K-12	$ 4,897	$ 126	$ 5,023	per 1,000 sq ft GFA
School, Post-Secondary	$ 10,200	$ 262	$ 10,462	per 1,000 sq ft GFA
Truck Stop	$ 22,032	$ 565	$ 22,597	per 1,000 sq ft GFA
Video Lottery Establishment	$ 54,668	$ 1,403	$ 56,071	per 1,000 sq ft GFA

Pleasant Valley**				
Land Use Description	**Improvement SDC Rate**	**Reimbursement SDC Rate**	**Transportation SDC Rate**	**Variable**
Adult Cabaret	$ 239,505	$ 1,523	$ 241,028	per 1,000 sq ft GFA
Bank, with drive-through	$ 52,201	$ 332	$ 52,533	per 1,000 sq ft GFA
Car Wash, Automated	$ 34,391	$ 219	$ 34,610	per 1,000 sq ft GFA
Care Facility	$ 2,151	$ 14	$ 2,165	per Dwelling Unit
Convenience Store	$ 141,248	$ 898	$ 142,146	per 1,000 sq ft GFA
Food or Beverage Establishment with Drive-through	$ 82,908	$ 527	$ 83,435	per 1,000 sq ft GFA
Fueling Station	$ 12,284	$ 78	$ 12,362	per Vehicle Fueling Position
Hotel / Motel	$ 3,687	$ 23	$ 3,710	per Room
Housing, Attached	$ 3,687	$ 23	$ 3,710	per Dwelling Unit
Housing, Detached	$ 6,143	$ 39	$ 6,182	per Detached Home
Industrial	$ 3,072	$ 20	$ 3,092	per 1,000 sq ft GFA
Marijuana Retailer, Recreational	$ 98,259	$ 625	$ 98,884	per 1,000 sq ft GFA
Office	$ 9,213	$ 59	$ 9,272	per 1,000 sq ft GFA
Park / Open Space	$ 15,355	$ 98	$ 15,453	per 1,000 sq ft GFA
Place of Worship	$ 3,380	$ 21	$ 3,401	per 1,000 sq ft GFA
Retail and Services	$ 15,355	$ 98	$ 15,453	per 1,000 sq ft GFA
School, K-12	$ 7,372	$ 47	$ 7,419	per 1,000 sq ft GFA
School, Post-Secondary	$ 15,355	$ 98	$ 15,453	per 1,000 sq ft GFA
Truck Stop	$ 33,164	$ 211	$ 33,375	per 1,000 sq ft GFA
Video Lottery Establishment	$ 82,293	$ 523	$ 82,816	per 1,000 sq ft GFA

Springwater***				
Land Use Description	Improvement SDC Rate	Reimbursement SDC Rate	Transportation SDC Rate	Variable
Adult Cabaret	$ 278,800	$ 1,380	$ 280,180	per 1,000 sq ft GFA
Bank, with drive-through	$ 60,765	$ 301	$ 61,066	per 1,000 sq ft GFA
Car Wash, Automated	$ 40,034	$ 198	$ 40,232	per 1,000 sq ft GFA
Care Facility	$ 2,503	$ 12	$ 2,515	per Dwelling Unit
Convenience Store	$ 164,421	$ 814	$ 165,235	per 1,000 sq ft GFA
Food or Beverage Establishment with Drive-through	$ 96,508	$ 478	$ 96,986	per 1,000 sq ft GFA
Fueling Station	$ 14,299	$ 71	$ 14,370	per Vehicle Fueling Position
Hotel / Motel	$ 4,292	$ 21	$ 4,313	per Room
Housing, Attached	$ 4,292	$ 21	$ 4,313	per Dwelling Unit
Housing, Detached	$ 7,151	$ 35	$ 7,186	per Detached Home
Industrial	$ 3,576	$ 18	$ 3,594	per 1,000 sq ft GFA
Marijuana Retailer, Recreational	$ 114,381	$ 566	$ 114,947	per 1,000 sq ft GFA
Office	$ 10,725	$ 53	$ 10,778	per 1,000 sq ft GFA
Park / Open Space	$ 17,874	$ 88	$ 17,962	per 1,000 sq ft GFA
Place of Worship	$ 3,934	$ 19	$ 3,953	per 1,000 sq ft GFA
Retail and Services	$ 17,874	$ 88	$ 17,962	per 1,000 sq ft GFA
School, K-12	$ 8,580	$ 42	$ 8,622	per 1,000 sq ft GFA
School, Post-Secondary	$ 17,874	$ 88	$ 17,962	per 1,000 sq ft GFA
Truck Stop	$ 38,605	$ 191	$ 38,796	per 1,000 sq ft GFA
Video Lottery Establishment	$ 95,794	$ 474	$ 96,268	per 1,000 sq ft GFA

*City limits of Gresham except for the Pleasant Valley and Springwater Plan Districts as of January 1, 2006. Also includes the Kelley Creek Headwater's Plan Area.
**The Pleasant Valley Plan Districts as defined by the Gresham Community Development Plan, Volume 3, Section 4.1400.
***The Springwater Plan District as defined by the Gresham Community Development Plan, Volume 3, Section 4.1500.

Wastewater System Development Charges

Gresham Revised Code (GRC) sections are for reference and are subject to change.

Fees established 7/6/20 by Resolution No. 3406

Wastewater System Development Charges (GRC 11.05)	**Total**	**Improvement**	**Reimbursement**
Charged based on Water Meter Size.			
3/4"	**$ 6,432.00**	$ 4,293.77	$ 2,138.23
1"	**$ 10,718.00**	$ 7,154.35	$ 3,563.65
1.5"	**$ 25,723.00**	$ 17,170.30	$ 8,552.70
2"	**$ 40,729.00**	$ 27,186.56	$ 13,542.44
3"	**$ 93,244.00**	$ 62,240.92	$ 31,003.08
4"	**$ 160,763.00**	$ 107,310.92	$ 53,452.08
6"	**$ 342,962.00**	$ 228,930.17	$ 114,031.83
8"	**$ 600,180.00**	$ 400,625.55	$ 199,554.45

Water System Development Charges

Gresham Revised Code (GRC) sections are for reference and are subject to change.

Fees established 7/6/20 by Resolution No. 3406

Water System Development Charges (GRC 11.05)	Total	Improvement	Reimbursement
Charged based on Water Meter Size.			
3/4"	**$ 4,837.00**	$ 2,631.67	$ 2,205.33
1"	**$ 8,060.00**	$ 4,384.86	$ 3,675.14
1.5"	**$ 19,345.00**	$ 10,525.06	$ 8,819.94
2"	**$ 30,627.00**	$ 16,663.64	$ 13,963.36
3"	**$ 70,116.00**	$ 38,148.12	$ 31,967.88
4"	**$ 120,890.00**	$ 65,772.81	$ 55,117.19
6"	**$ 257,897.00**	$ 140,314.79	$ 117,582.21
8"	**$ 451,318.00**	$ 245,549.66	$ 205,768.34

Development

Gresham Community Development Code (GCDC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3375

Development Permit Fees, Multiple Applications (GCDC 2.009)	**Fee**
When two or more applications are submitted at the same time, the appropriate fee for each action shall be charged. When action has been taken which requires permits or approvals under the Community Development Code, and no such permit or approval has been obtained, the applicable fees shall be doubled.	
Accessory Dwellings	$ 1,068.00
Annexation	
o Pre-Application Conference	$ 537.00
o Base Fee	$ 5,907.00
o Expedited	$ 5,708.00
Appeal	
o Appeal of a Type I or Type II Decision	$ 250.00
o Appeal of a Type III Decision	$ 2,307.00
o Appeal by a recognized neighborhood association if following met. 1. The recognized neighborhood association has standing to appeal; 2. The appeal is not being made on behalf of an individual; 3. The decision to appeal was made by a vote of the general membership, of the governing board, or of a land use subcommittee of the neighborhood association in an open meeting as authorized in the association's written by-laws; and 4. The appeal contains the signature of the chairperson or the contact person of the recognized neighborhood association confirming the vote to appeal as required in 3, above.	Waived
Condominium Conversion	$ 1,775.00
o Preliminary	$ 891.00
o Plat	
DMV/FEMA/LUCS/Business License Signoff	$ 90.00
Early Assistance Design Advice	$ 500.00
Future Street Plan	$ 2,662.00
Historic Landmark	
o Alteration/Demolition Review – Type III	$ 3,546.00
o Removal from list – Type I	$ 900.00
o Removal from List - Type II	$ 1,775.00
o Request for designation/status change (at owner's request)	No Charge

Home Occupation	
o New Application	$ 1,333.00
o Renewal – Type I	$ 183.00
o Renewal – Type II	$ 1,687.00
Institutional Master Plan	
o Plan and Final	$ 6,316.00
o Modification	$ 2,659.00
o Limited Review	$ 1,775.00
Land Divisions (Subdivisions and Partitions)	
o Tentative Plan	
· Base Fee	$ 7,088.00
· Per Lot Fee (added fee)	$ 359.00
· Planned unit development (added fee)	$ 10,631.00
· Phased subdivision (added fee)	$ 891.00
· Extension of tentative plan approval	$ 625.00
· Inactive status request	$ 537.00
· Reinstatement request	$ 537.00
o Final Plat	
· Base Fee	$ 1,421.00
· Added Per Lot Fee over 3 lots	$ 94.00
Lot line adjustment/consolidation (Property line adjustment/Consolidation)	
o Preliminary plan	$ 1,421.00
o Final Map	$ 359.00
Non-Conforming Use	
o Establishing	$ 891.00
o Expansion - Type I-SFR	$ 183.00
o Expansion - Type II	$ 1,333.00
Open Space Dedication	$ 449.00
Optional Design Commission Consultation	$ 500.00
50% of fee will be refunded upon submittal of a development permit application.	
Phasing/Staging Request (Other)	$ 891.00
Plan Map Amendment	$ 11,516.00

Pre-Application Conference	
o Voluntary (Minor)	$ 537.00
o Required (Major)	$ 1,509.00
o Follow Up (must be same site and applicant)	50% of original fee
Project Management Fee	
· Base Fee	$ 8,848.00
· Plus added Negotiated Hourly Rate	Hourly Rate
Request to Research Records - Deposit in the amount of estimated fees required prior to commencing work	
o Administrative/clerical staff, hourly rate	$ 74.00
o Professional staff, hourly rate	$ 183.00
Resubmittal fee	
o After first incomplete application	$ 537.00
o After second incomplete application	$ 1,068.00
o Other	$ 359.00
o Re-notification Fee	$ 891.00
o Public Hearing Reschedule	$ 1,775.00
Signs, Change to non-conforming exceptional sign	$ 3,546.00
Site Design Review	
o A	$ 359.00
o B	$ 998.00
o C	$ 1,775.00
o D & E	
· Base Fee	$ 8,858.00
· Plus multiplier of project value to $5,000,000	0.0055
· Plus multiplier of project value over $5,000,000	0.0013
o Extension of Approval	$ 625.00
Special Purpose Districts	
For review of any Purpose and Special Pleasant Valley and Springwater ESRA District reports	
o Base Fee	$ 1,775.00
o Deposit for consultant reports	$ 5,318.00
Special Purpose District Adjustments	
o Type I – Habitat Conservation Area & Flood Plain	$ 891.00
o Type II – Habitat Conservation Area & Open Space	$ 1,421.00
o Type III -Revision of district boundary	$ 4,431.00
Special Use Review	
o Type II	$ 2,838.00
o Type III	$ 6,203.00

Temporary Health Hardship Permits[1]		
o Initial permit	$	803.00
o Renewal	$	271.00
Trees		
o Tree Fund Fee	$	300.00
o Removal Permit		
· Base Fee	$	1,775.00
· Deposit for consultant	$	3,546.00
o Significant Trees		No Fee
Including Appeal of Designation, Major Pruning, Removal and Adjustments to Save Trees		
Traffic Report Submittal		
· Base Fee	$	2,015.00
· Deposit for consultant (if applicable)	$	3,546.00
Use Permits[1]		
o Initial Permit, temporary or intermittent use Type I	$	425.00
o Permit Renewal, temporary or intermittent use Type I	$	213.00
o Food and beverage cart - Type I	$	750.00
o Food and beverage cart - Type II	$	1,110.00
o Interim use – Type I	$	750.00
o Interim use – Type II	$	1,110.00
Vacation, Street, Plat, or Other	$	3,546.00
Variance		
o Minor – Type II	$	1,103.00
o Major – Type III	$	5,318.00
o Yard setback	$	713.00
o Modification of regulations	$	1,463.00
Written Interpretation/Land Use District or Other	$	271.00
Site Inspection Fee	$	271.00
Per visit, to determine compliance with conditions of approval.		
Unlisted Development Permits and Procedures for any development permit, action, or procedure not specifically listed		
o Type I	$	998.00
o Type II	$	1,775.00
o Type III	$	5,318.00

[1] *Fee Waiver for Temporary or Intermittent Use Permits: The manager may waive the fee for a temporary or intermittent use permit when the applicant is a charitable organization. Charitable organization is defined as:*

a. A corporation or community chest, fund, or foundation organized and operated exclusively for religious, charitable, scientific, testing for public safety, literary or educational purposes, or for the prevention of cruelty to children or animals, of which no part of the net earnings inures to the benefit of a private shareholder or individual, no substantial part of the activities is carrying on propaganda or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office, including the publishing or distribution of statements.

b. Civic leagues or organizations not organized for profit, but operated exclusively for the promotion of social welfare, and the net earnings of which are devoted exclusively to charitable, educational or recreational purposes.

Building Permit Review for Compliance with GCDC		**Fee**
Building Permit for Conformance with Previous Land Use Approval (Check Conditions of Approval)	$	1,775.00
Building Permit Review without Previous Land Use Approval	$	359.00
Planning Inspection	$	271.00
Sign Permit, per elevation	$	94.00

Public Facilities

Gresham Community Development Code (GCDC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3375

Administration, Plan Review and Inspections (GCDC 2.0009)		**Fee**
Administration, Plan Review & Inspection Review		Actual Cost
The manager shall require a deposit and may require a deposit agreement. After completion of the project any amount due shall be paid to the City and any unused balance of the deposit shall be refunded. An additional deposit is required for water installation and traffic signal installation.		
Limited Review of a Building Permit	$	359.00
Staff time expected to be less than 3 hours, charged in lieu of actual cost		

Erosion Control Fees (GCDC 9.05)		**Fee**
Single family/duplex (plan review/compliance inspections)	$	243.00
All others 1 acre or less (plan review/compliance inspections)	$	633.00
For each additional acre or portion thereof	$	115.00
Extra Inspections (for inspections required due to non-compliance with Erosion Control Plan)		Actual Cost

Street Lights and Street Signs (GCDC Appendix 5.407)		**Fee**
Street Lights		Actual Cost
A deposit in the amount of estimated actual costs required prior to public facilities plan review approval.		
Street Signs		
o Local street		
· Initial Sign & Post (per sign)	$	359.00
· Secondary signage on existing post (per sign)	$	110.00
o Collector & Arterial Streets		
· Initial Sign & Post (per sign)	$	550.00
· Secondary signage on existing post (per sign)	$	110.00

In Lieu of Fee for Undergrounding of Utilities (GCDC A5.510)		**Fee**
Total of all applicable fees listed below.		
Trenching (assume one trench) (per lineal foot)	$	36.00
Electric Utility		
o Class 1 (per utility line & per lineal foot)	$	77.00
o Class 2 (per utility line & per lineal foot)	$	173.00
Communications Utility		
o Class 1 (per utility line & per lineal foot)	$	24.00
o Class 2 (per utility line & per lineal foot)	$	29.00

Addressing

Gresham Community Development Code (GCDC) sections are for reference and are subject to change.
Fees established 7/1/19 by Resolution No. 3375

Street Naming and Addressing (Numbering) and Review (GCDC 2.009 & Appendix 13)	**Fee**
For review, assignment, and notification of new addresses.	
Division/Subdivision Street Names	
o Base Fee	$ 63.00
o Per Lot	$ 10.00
Dwelling Address, 1 – 3 units (per address)	$ 50.00
Dwelling Address, 3 or more units	
o Base Fee, per address	$ 75.00
o Per unit number for first 50 units	$ 10.00
o Per unit number over 50	$ 6.00
Commercial Address	
o Base Fee, per address or range assigned	$ 75.00
o Per tenant address or unit number thereafter.	$ 50.00
Requested Change of Address (per address)	$ 245.00
Miscellaneous Review of Address (per address)	$ 20.00
For commercial tenant improvement, commercial addition, demolition, and temporary construction, office, or sales trailer permits – does not include a new address or additional addresses needed due to new current construction.	

Public Records Request

Customer History of Utility Account (GRC 2.84.020)	Fee
Research Fees	Actual Cost

Police & Fire Records (GAR 6.20.070)	Fee

Police & Fire Department charges for reports and photographs are greater than other departments because of the significant amount of staff time required to screen the materials and blank out those parts which are not authorized for release. The General Public Records Fee applies to other types of records from these departments.

Reports		
o Accident report, all fire reports (first 10 pages)	$	10.00
o Other police reports (first 10 pages)	$	10.00
o Each additional page over 10	$	1.00
Photographs		
o Printed		
· Service Charge	$	5.00
· Cost of duplication		Actual Cost
o CD	$	5.00
Background Checks		
o Local background check (per name)	$	5.00
o Letters relating to local background (per name)	$	5.00
CAD call printouts (per page)	$	1.00

General Public Records Fee Schedule (GAR 6.20.060)	Fee

For all departments (except for Police & Fire as noted above) the following schedule applies. One sheet copied on two sides constitutes two pages.

Copies of Standard Public Records		
o 8.5 x 11 (per page, per side)	$	0.25
o 8.5 x 14 (per page, per side)	$	0.25
o 11 x 17 (per page, per side)	$	0.50
o Color copies (per page up to 11x17)	$	1.50

Electronic Records (Data or Audio)

o Audio cassette recordings	$ 5.00
o CD/DVD (readily available)	$ 5.00
o VHS tape	$5 plus actual employee costs plus overhead
· Base Fee	$ 5.00
· Additonal charge	Actual Cost
o Audio cassette recordings	$ 15.00
o Microfiche/Microfilm per page	$ 0.35

City of Gresham Map

(see Special Publications section for Community Development Plan Map)

o A Size 8.5 x 11	
· Black and White	$ 1.00
· Color	$ 2.00
o B Size 11 x 17	
· Black and White	$ 1.00
· Color	$ 2.00
o C Size 18 x 24	
· Black and White	$ 4.00
· Color	$ 8.00
o D Size 24 x 36	
· Black and White	$ 5.50
· Color	$ 10.50
o E Size 36 x 48	
· Black and White	$ 8.00
· Color	$ 12.00
o Digitized Aerial Quarter Section Map	
· Printed	$ 200.00
· E-mailed	No Charge

Special Publications

o Gresham Revised Code (GRC)	
· Hard copy book and contents	$ 100.00
· Annual Subscription	$ 75.00
o City Charter	$ 5.00
o City Budget (non-resident fee)	
· Printed	$ 25.00
· E-mailed	$ 5.00
o City CAFR (non-resident fee)	
· Printed	$ 25.00
· E-mailed	$ 5.00

- Public Works Standards packet
  (Design Standards, Standard Construction Specifications, Construction Specifications, and Standard Drawings)
  - Printed $ 75.00
  - CD $ 25.00
  - Postage Actual Cost

- Comprehensive Plan, Volumes I-IV
  - Printed (per volume) $ 20.00
  - CD (per volume) $ 15.00
- Community Development Plan Map (zoning & other land use maps)
  - Black and White $ 8.00
  - Color $ 25.00
- Certified Copies (additional fee for copy costs) $ 5.00
- Business License Listing
  - New $ 10.00
  - Comprehensive $ 25.00

Large documents that contain color copies or are taken to a commercial copy business. Actual Cost

Postage	**Fee**
Postage ($5.00 minimum)	Actual Cost

Research Fees; Supplemental Labor Fees (GAR 6.20.060)	**Fee**

Standard per-page copy fees include staff time to retrieve and photocopy records. However, if a request requires additional staff time, research, or attorney review, additional labor fees will be charged based on the schedule below.

Research Fees
- Level 1 request: up to 30 minutes (plus copy costs) No Charge
- Level 2 request: 30 min to 2 hours (per hour, plus copy costs) $ 35.00
- Level 3 request: over 2 hours Actual Cost

Use of City Facilities

Fees for Use of Conference Rooms (GAR 7.05.040)		Fee
Basic fees are for cost recovery of heating or cooling (utilities), building maintenance and security expenses generated by use of the facilities outside of regular business hours (8 a.m. to 5 p.m. Monday through Friday).		
City Hall		
o Regular business hours		No charge
o Outside regular business hours (per hour)	$	70.00
o Outside regular business hours if an official City meeting is taking place elsewhere in the building (per hour)	$	35.00
Council Chambers or Council Conference Room		
o Regular business hours		No charge
o Outside regular business hours if hired security guard not required (per hour)	$	20.00
o Outside regular business hours if hired security guard is retained for the duration (per hour)	$	40.00
Additional fees are applicable to any conference room facility in either building.		
o Set up fee for multiple or unusual room configuration (per hour) *Contact person must notify the City on the unusual room configuration 'Application for Building Use' form or at least 24 hours in advance of room use.*	$	25.00
o Equipment charge (per hour) *For use of television, portable microphone system, VCR, or other audio-visual equipment.*	$	25.00
o Extra maintenance fee (per hour) *For extra maintenance required as a result of room use.*	$	50.00

There are no basic fees for the use of any of the conference rooms by the City of Gresham or City sub-units, or groups conducting business for the City (official City meetings) and no basic fees for the use of the Council Chambers or Council Conference Room by the Gresham Barlow School District.

Fees for Use of Other Facilities (GAR 7.05.045)		Fee
Application Fee (per event) *The application fee is subject to waiver by the Manager. The Manager may elect to charge an additional deposit for clean up and repairs.*	$	30.00