

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

In the Matter of Amending Fee Schedules for Building, Electrical, and Other Miscellaneous Permits under the Building Inspection Program; On-Site Wastewater Program Fees; and Planning Program Fees

ORDER NO. 25-2022

WHEREAS, pursuant to ORS 455.210(3)(a), a municipality may adopt, by ordinance or resolution, fees that are necessary and reasonable to provide for the administration and enforcement of building and specialty codes for which the County has assumed responsibility under ORS 455.148 or 455.150; and

WHEREAS, pursuant to ORS 454.725, Columbia County and the Department of Environmental Quality of the State of Oregon entered into an agreement dated June 26, 1981 for the local evaluation, inspection, and regulation of on-site sewage disposal systems; and

WHEREAS, pursuant to ORS 215.416, a municipality may establish fees for the processing of land use permits that is no more than the actual or average cost of providing that service, provided that the charge for appeals of administrative decisions is no more than \$250.00; and

WHEREAS, on June 20, 1990, the Board of County Commissioners adopted Ordinance No. 90-8, "In the Matter of Adopting Fee Schedules for Services Provided by the Columbia County Building Department" which adopted fee schedules for structural permits, mechanical permits, and plumbing permits provided by the Columbia County Building Department; and

WHEREAS, pursuant to Section 5 of Ordinance No. 90-8, the Board may, by order or resolution, amend the fee schedules as necessary to conform to fee schedules adopted by the Building Codes Agency of the State of Oregon; and

WHEREAS, on June 27, 2018, the Board of County Commissioners adopted Order No. 28-2018, which amended the fee schedules for permits under the Building Inspection Program, On-Site Wastewater Program and Planning Program; and

WHEREAS, on July 14, 2021, the Board of County Commissioners adopted Order No. 16-2021, which amend the fee schedule provided for under Order No 28-2021 to refer to the CPI-U West index and incorporated into the fee schedule the annual average increase in the CPI-U West index for 2019, which was 2.7%, and 2020, which was 1.7%; and

WHEREAS, since the adoption of Order No. 16-2021 the County has experienced a significant increase in the number transaction being paid for by credit card; and

WHEREAS, each transaction paid for by credit card requires the County to pay merchant fees which were not accounted for under the existing fee schedule; and

WHEREAS, the transition to online services which has been brought on by the recent pandemic has also caused the County to incur additional expenses for technology which also were not accounted for under the existing fee schedule; and

WHEREAS, it has been determined that the imposition of a 3% technology fee would be sufficient to fund the merchant fees and technology expenses unaccounted for under the current fee schedule; and

WHEREAS, it has further been determined that additional operational efficiencies would result from the rounding up of fee amounts to the nearest whole dollar amount; and

WHEREAS, a public hearing was scheduled for the Board of County Commissioners to consider the proposed changes, and in accordance with OAR 918-020-0220(1), the County provided a 45-day notice of the proposed fees to the Oregon Department of Consumer and Business Services; and

WHEREAS, notice was also published in *The Chronicle* and mailed to contractors at least two weeks prior to the scheduled public hearing; and

WHEREAS, following a public hearing on May 18, 2022, the Board of County Commissioners requested additional information from staff voted to adopt the proposed fee changes;

WHEREAS, after further review staff recommended a reduction in the proposed Technology Fee from 3% to 2% for Fiscal Year 2022-2023 with a review of the fee to be conducted prior to adoption of the 2023-2024 Budget to determine if a modification to that fee is appropriate.

NOW, THEREFORE, IT IS HEREBY ORDERED as follows:

A. Paragraph 3 of Order No. 28-2018, "In the Matter of Amending Fee Schedules for Building, Electrical, and Other Miscellaneous Permits under the Building Inspection Program; On-Site Wastewater Program Fees; and Planning Program Fees" as amended by ORDER NO. 16-2021 "In the Matter of Amending Fee Schedules for Building, Electrical, and Other Miscellaneous Permits under the Building Inspection Program; On-Site Wastewater Program Fees; and Planning Program Fees" is hereby amended to read, as follows, with new text shown in **bold** and deleted text shown in ~~strikethrough~~:

"3. The above fees shall be adjusted annually, beginning July 1, 2020, based on the annual average CPI-U West (not seasonally adjusted) for the prior calendar year **with the fee amount so calculated then being rounded up to the nearest whole dollar amount.**"

B. Order No. 28-2018, "In the Matter of Amending Fee Schedules for Building, Electrical, and Other Miscellaneous Permits under the Building Inspection Program; On-Site Wastewater Program Fees; and Planning Program Fees" is further amended by adding thereto the following as paragraph 4.

**"4. In addition to the fees provided for under paragraphs 2 and 3 above, a technology fee will be collected equal to two percent (2%) of the total fees charged. If the transaction include fees not provided for under paragraphs 2 and 3 above, those fees shall be exclude from the calculation of the technology fee"**

C. The changes to fees made by this order shall go into effect on July 1, 2022.

DATED this 22, day of June, 2022.

BOARD OF COUNTY COMMISSIONERS FOR  
COLUMBIA COUNTY, OREGON

By:   
Henry Heimuller, Chair

By:   
Casey Garrett, Commissioner

By:   
Margaret Magruder, Commissioner

Approved as to form

By:   
Office of County Counsel