

Wasco County Planning Department Fees

Effective September 24, 2014 per County Commissioner Order #14-002

Credit Cards Accepted with Additional Processing Fee

Consolidated Permit Process: For applications requiring more than one type of review, the full fee shall be paid for the primary/most expensive review and 50% for each additional review. Type I fees accompanying Type II-IV reviews will be waived.

Type I - Ministerial	Fee
Address – New or Change	\$125
Land Use Verification Letter (Not Involving Land Use Decision)	\$150
Non-Structural Sign-Off – MNN (e.g., LUCS)	\$90
Structural Without Land Use Application – MNS	\$276
Telecommunications Tower - Collocation	\$1,600

Type II - Administrative	Fee
Conditional Uses	
• Aggregate and Other Subsurface Resources	\$2,500
• Dwelling, Non-Farm	\$1,600
• Farm Ranch Recreation	\$1,600
• Other	\$1,000
• Power Generating Facility (EFSC approval and required review)	\$76/hr
• Power Generating Facility (Commercial)	\$5,000 + \$1,000/tower
• Power Generating Facility (Non-Commercial)	\$1,600 + \$1,000/tower
Extension of Time for Land Use Approval	\$475
Legal Parcel Determination	(\$76/hr if deemed complex project) \$500
LUDO Interpretation or Similar Use Determination	\$76/hr
Major Modification of Approval (notice is required)	\$76/hr
National Scenic Area (NSA)	
• Expedited (Used listed in Section 3.110 of Wasco County NSALUDO)	\$600
• Expedited (Removal or Demolition)	\$300
• Full Review (Fences and Accessory Structures Less Than 500 SQ)	\$1,000
• Full Review	\$1,500
Non-Conforming Use Review (verification, restoration or alteration)	\$600
Partition, Property Line Adjustment, or Replat (not involving public or private roads)	\$2,050
Site Plan Review (parking, loading, and home occupations)	\$600
Subject to Standards	
• Aggregate Overlay Significant Determination	\$600
• Dwelling (Accessory, Large Tract Forest, Lot-of-Record, Primary, Relative)	\$1,300
• EPDs (Environmental Protection Districts)	\$650
• Guest House	\$500
• Other	\$650
• Utility Facilities Necessary for Public Service	\$2,500
Temporary Use Permit	\$700
Temporary Use Permit Renewal (e.g., Medical Hardship Dwelling)	\$400
Variance (Administrative) – Less Than 50% Deviation From Stated Standard	\$700

Type III Action – Planning Commission	Fee
Appeal to Planning Commission: ORS 215.416(11)(b); full refund if upheld	\$250
Mobile Home Park / RV Park	\$2,100
Other Reviews Directed to Planning Commission by Ordinance	\$1,500
Partition, Property Line Adjustment, or Replat (involving public or private roads approvals)	\$2,450
Planned Unit Development – Preliminary/Final Plat Review	\$3,600/\$950
Subdivision – Preliminary/Final Plat Review	\$4,100/\$950
Variance – 50% or Greater Deviation From Stated Standard	\$1,000

Type IV Action – Board of County Commissioners	Fee
Appeal to Board of Commissioners	\$1,200
Comprehensive Plan Amendment	\$1,800
Goal Exception	\$1,700
Zone Change	\$1,700
LUDO Text Amendment	\$1,800
Open Space Lands Tax Assessment	\$900
Road Dedication	\$900
Road Naming/Re-Addressing (full fee + half fee for each address changed); not land use decision	\$200
Subdivision Lot Line Vacation per ORS 368.326	\$1,000

Miscellaneous	Fee
Amendment to Land Use Application Request (after pre-notice; prior to approval)	\$350
Complex Projects – As Determined by Planning Director (See Policy and Process)	\$76/hr
Continuance/Extension Request of Planning Commission or Board Hearings	\$500
LUBA Remand and Review	\$300
Outdoor Mass Gathering	
• Less than 3000 people	\$2,500
• 3,000 or more, or 120 hrs or more	\$4,500
Pre-Application Conference - <i>\$250 of the \$500 applies towards land use application if applied for within 90 days of conference.</i>	\$500
Research / Records Request	\$45/hr
Withdrawal of Application - Refunds	
• Before completeness is determined	75% Total
• After completeness is determined	50% Total
• After Pre-Notice or Notice of Decision is mailed	No Refund
Withdrawal of Appeal After Received	No Refund
Worked Commenced Without Required Land Use Approval	Additional 50% of Total Review Fee
Worked Commenced in NSA Without Required Land Use Approval	Additional 100% of Total Review Fee

Code Compliance	Fee
Administrative Overhead hourly rate	\$50/hr
Appeal to Hearing's Officer	\$500
Continued Non-Compliance	\$50/month
Recordation of Compliance Document	\$61
<i>Other compliance penalty charges exist as established in Compliance Ordinance (WCCNAO)</i>	

FEE SCHEDULE ATTACHMENT - POLICY & PROCESS

- **MNN**: There is no fee for LUCS issued with a building permit.
- **MNS**: Examples include building permits, manufacture home placement permit and agricultural exempt permit applications.

- **Fee Waivers**:
 - 1) **Applicability**: A Fee Waiver is applicable to Planning Department fees only. All “Other Departmental Fees” must be paid in full or documentation provided that they have been waived, at the time of application submittal.
 - 2) **Ministerial Sign off with Administrative Review**: If an applicant pays for and receives approval of Type II (Administrative/Discretionary) review, all ministerial sign offs associated with that review shall be waived. This includes Building Permit Application, Manufactured Home Placement Permit Application, Agricultural Exempt Permit Application, Land Use Compatibility Statement, Water Rights Application, and Department of State Lands Permit Application.
 - 3) **Organizations – Type I & Type II**: Organizations that have general Planning Department Fee Waiver for Type I – Ministerial applications include: Wasco County Departments, cities within Wasco County, Special Districts, MCCOG, MCCED, CGCC, NRCS, emergency services and Habitat for Humanity. There will be no Fee Waiver for Type II – Administrative applications.
 - 4) **Individuals**: Any individual may request a Fee Waiver from the Planning Director of any development review or appeal fees. To be granted a waiver (or portion of a fee waiver) an individual must provide documentation of household income at or below 150% of the federal poverty level. To prove a hardship, applicants must provide federal tax returns, pay stubs or annual benefit statements. Assistance will be provided based on the availability of funding. Waivers must be approved and granted by the Planning Director prior to submittal of an application or appeal.
 - 5) **Appeal**: Any organization or individual may appeal the Planning Director’s decision not to grant a Fee Waiver (or portion thereof) to the Board of County Commissioners.

- **Complex Projects**: Complex projects involve more resources of the planning and other county departments due to their complexity and their overall impacts on the community. As such, complex projects may even require the hiring of outside assistance. For these types of large-scale projects that require a great deal of departmental resources to review, the county will require the applicant to sign a memorandum of agreement to compensate the county for actual costs incurred to complete the review and process in a timely manner. The agreement shall include details with regards to deposit and the scheduling of payments. If an applicant refuses to enter into a memorandum of agreement or if the applicant and the county fail to reach an agreement, the application will not be processed.

FEE SCHEDULE ATTACHMENT – ADDITIONAL FEE WAIVER SPECIFICS

As part of a fee waiver request, the planning director can require documentation of income at or below 150% of the federal poverty level (FPL) to prove financial need. 150% of the federal poverty level is a measure frequently used by other agencies nationwide to prove individuals' financial need. This measure can be adjusted for household size. Those at or below 150% of the federal poverty level are in poverty. The percentage of the federal poverty level of an individual's income can be calculated using online calculators (http://www.lccaa.net/eligibility_calculator, <http://www.safetyweb.org/fpl.php>).

Documentation that the County can accept to serve as proof of income includes:

- Tax returns (use the adjusted gross income figure)
- Pay stubs (use two months of them)(calculators are available online)
- Annual benefit statements for social security and other benefits, or cancelled checks from the Social Security Administration.

An alternate method to prove an individual's financial need is to require institutional documentation of receipt of public assistance such as TANF (food stamps), SNAP (food stamps for families), Section 8 housing, Medicaid, etc..

The following chart outlines 150% of the federal poverty level.

2014 Federal Poverty Guidelines - 150% of the Federal Poverty Level (FPL)								
Household Size	1	2	3	4	5	6	7	8
150%	\$17,505	23,595	29,685	35,775	41,865	47,955	54,045	60,135

2014 Federal Poverty Guidelines								
Household Size	1	2	3	4	5	6	7	8
100%	\$11,670	15,730	19,790	23,850	27,910	31,970	36,030	40,090
133%	\$15,521	20,921	26,321	31,721	37,120	42,520	47,920	53,320
150%	\$17,505	23,595	29,685	35,775	41,865	47,955	54,045	60,135
200%	\$23,340	31,460	39,580	47,700	55,820	63,940	72,060	80,180
250%	\$29,175	39,325	49,475	59,625	69,775	79,925	90,075	100,225
300%	\$35,010	47,190	59,370	71,550	83,730	95,910	108,090	120,270
400%	\$46,680	62,920	79,160	95,400	111,640	127,880	144,120	160,360