

FY23 Proposed Fee Schedule Changes Table of Contents

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**Deschutes County Fee Schedule Changes
FY 2023**

Item No.	Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation
County Clerk					
NEW	Request for waiver of three day waiting period for marriage license.		10.00	per waiver	Add fee to reflect estimated cost of service
Community Development					
CDD 11	Research/file review supervision	92.00	184.00	per hour/2-hour minimum	Eliminate 2 unit minimum by increasing fee to 1 unit equivalent
CDD 23	Bend Park and Recreations SDC for Accessory Dwelling Unit (ADU)	3,831.00	4,207.00		BMPRD Resolution No. 2022-02, May 3, 2002
CDD 24	Bend Park and Recreations SDC for Multi Family, (0 bedrooms)	3,831.00	4,207.00		
CDD 25	Bend Park and Recreations SDC for Multi Family, (1 bedroom)	4,221.00	4,636.00		
CDD 26	Bend Park and Recreations SDC for Multi Family, (2 bedrooms)	6,845.00	7,517.00		
CDD 27	Bend Park and Recreations SDC for Multi Family, (3 bedrooms)	8,867.00	9,738.00		
CDD 28	Bend Park and Recreations SDC for Hotel/Motel, each unit	6,121.00	6,722.00	per room	
CDD 29	Bend Park and Recreations SDC for Single Family Home (< 500 sq ft)	6,067.00	6,663.00		
CDD 30	Bend Park and Recreations SDC for Single Family Home (500-1,000 sq ft)	6,597.00	7,245.00		
CDD 31	Bend Park and Recreations SDC for Single Family Home (1,000- 1,600 sq ft)	7,661.00	8,414.00		
CDD 32	Bend Park and Recreations SDC for Single Family Home (1,601 - 3,000 sq ft)	8,690.00	9,544.00		
CDD 33	Bend Park and Recreations SDC for Single Family Home (> 3,001 sq ft)	9,719.00	10,673.00		
CDD 34	Bend Park and Recreation SDC for Manufactured/Mobile Home Placement Permit (in a Park)	8,016.00	8,803.00		
CDD 38	Transportation SDCs - base rate	4,757.00	5,080.00	Per peak hour trip	
CDD 39	Transportation SDCs - Single Family Home	3,853.00	4,115.00	Per single family home	6.8% increase based on construction cost index
CDD - Planning Division					
CDPN 1	Administrative determination with notice - Major	1,640.00	1,730.00		5.5% increase to offset inflationary cost and the majority of the difference between operating expenses and revenues.
CDPN 2	Marijuana Production	3,555.00			Removed fee
CDPN 3	Marijuana Processing	3,555.00			Removed fee
CDPN 4	Administrative determination with notice - Minor	1,050.00	1,108.00		5.5% increase to offset inflationary cost and the majority of the difference between operating expenses and revenues.
CDPN 5	Administrative determination - EFU alteration of a dwelling; Historic ADU	547.00	577.00		
CDPN 7	Appeals to Board of Commissioners - Deposit	2,842.00	2,998.00	plus 20% of original fee as deposit against ACS	
NEW	Oregon Liquor and Cannabis Commission License Issuance and Renewal		25.00		
CDPN 10	Conditional Use (template dwelling)	2,984.00	3,148.00		
CDPN 11	Conditional Use (template dwelling proposed in Haner Park, Section 36, Skyline Subdivision, 1st edition and a portion of Squaw Creek Canyon Recreational Estates, 1st edition)	2,089.00	2,204.00		
CDPN 12	Conditional Use (Home Occupation - Type 1 for EFU or F Zone)	1,071.00	1,130.00		
CDPN 13	Conditional Use (Home Occupation - Type 2)	1,433.00	1,512.00		
CDPN 14	Conditional Use (Home Occupation - Type 3)	2,918.00	3,078.00		
CDPN 15	Conditional Use (new destination resort)	16,799.00	17,723.00	or ACS	
CDPN 16	Conditional Use (non-farm dwelling)	3,711.00	3,915.00		
CDPN 17	Conditional Use (non-farm dwelling proposed in Squaw Creek Canyon Recreational Estates, 1st edition and Meadow Crest Acres)	2,598.00	2,741.00		
CDPN 18	Conditional Use (power transmission line and communication tower or pole)	5,093.00	5,373.00	or ACS	
CDPN 19	Conditional Use (P.U.D. or cluster development)	6,176.00	6,516.00		
CDPN 20	Conditional Use (schools with 100 students or more)	4,262.00	4,496.00	or ACS	
CDPN 22	Declaratory Ruling (status determined under Chap. 22.40)	1,612.00	1,701.00		

**Deschutes County Fee Schedule Changes
FY 2023**

Item No.		Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation	
CDD - Planning Division (continued)							
CDPN	25	Expedited Land Divisions	4,794.00	5,058.00	or ACS	5.5% increase to offset inflationary cost and the majority of the difference between operating expenses and revenues.	
CDPN	26	Extension Request	393.00	415.00			
CDPN	27	Filming Activities	3,476.00	3,667.00			
CDPN	28	Final Plat Review (all plats)	142.00	150.00	plus \$88 -\$92 per lot		
Historic Landmarks Commission Public Hearing and Review:							
CDPN	30	Add historic structure/site to Goal 5 Inventory	1,967.00	2,075.00			
CDPN	31	Appeal of Landmarks Commission Decision to Board	923.00	974.00			
CDPN	32	Exterior alteration - major	437.00	461.00			
CDPN	33	Delete Historic Site/Building from Goal 5 Inventory	1,967.00	2,075.00			
CDPN	34	Demolish a Historic Landmark Structure	1,967.00	2,075.00			
CDPN	35	Moving a Historic Landmark Structure	437.00	461.00			
Historic Administrative Review (Staff)							
CDPN	37	Exterior Alteration - Pilot Butte Canal Historic District	98.00	103.00			
CDPN	38	Exterior alteration - minor	306.00	323.00			
CDPN	39	Improvement Agreement - Modified	1,600.00	1,688.00			
CDPN	40	Improvement Agreement - New	2,666.00	2,813.00			
CDPN	41	Land Use Verification Letter and/or Information Sheet	71.00	250.00		Updated to reflect estimated actual cost service	
CDPN	42	Landscape Management Review (not visible from road or stream)	602.00	635.00		5.5% increase to offset inflationary cost and the majority of the difference between operating expenses and revenues.	
CDPN	43	Landscape Management Review (river)	1,420.00	1,498.00			
CDPN	44	Landscape Management Review (road)	1,011.00	1,067.00			
CDPN	45	Landscape Management Review (property includes river frontage, applies to non-conforming river setbacks)	2,132.00	2,249.00			
CDPN	46	Landscape Management Review (river setback exception)	2,755.00	2,907.00			
CDPN	47	Landscape Management Review (and less than 50 feet from rimrock)	1,962.00	2,070.00			
CDPN	48	Limited Land Use Decision	4,794.00	5,058.00	plus \$27 -\$28 per lot		
Limited Use Permit (Agri-tourism & other events in EFU zone)							
CDPN	49	Type 1 or Renewal of Type 1, 2 or 3	547.00	577.00			
CDPN	50	Type 2	1,071.00	1,130.00			
CDPN	51	Type 3	1,071.00	1,130.00			
CDPN	52	Lot of Record Verification (each proposed lot)	986.00	1,040.00			
CDPN	53	Major Code Change (applicant will be billed for M56 Notice)	12,569.00	13,260.00	plus ACS (Notice)		
CDPN	54	Master Plan (including final master plan for destination resort)	6,263.00	6,607.00			
CDPN	55	Master Plan (ORS 197 - Skyline Forest)	21,861.00	23,063.00			
CDPN	56	Minor code changes	6,313.00	6,660.00			
CDPN	57	Modification of Conditions	1,640.00	1,730.00			
CDPN	58	Modification of Submitted Application	1,050.00	1,108.00			
CDPN	59	No Shooting Zone	3,121.00	3,293.00			
CDPN	60	Noise Ordinance Variance/Permit	1,640.00	1,730.00			
CDPN	61	Non-Conforming Use Alteration (without prior verification)	2,164.00	2,283.00			
CDPN	62	Non-Conforming Use Verification	1,723.00	1,818.00			
CDPN	63	Non-Conforming Use Alteration (with prior verification)	1,723.00	1,818.00			
CDPN	64	Non-Conforming Use Verification (River/Wetland/Flood Plain)	3,189.00	3,364.00			
CDPN	65	Outdoor Mass Gathering	3,121.00	3,293.00			
CDPN	66	Outdoor Mass Gathering Renewal	388.00	409.00			
CDPN	67	Extended Outdoor Mass Gathering	3,121.00	3,293.00			
CDPN	68	Extended Outdoor Mass Gathering Renewal	563.00	594.00			
CDPN	69	Partition	3,476.00	3,667.00	plus \$38 -\$40 per lot		

**Deschutes County Fee Schedule Changes
FY 2023**

Item No.	Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation
CDD - Planning Division (continued)					
	Permit sign-off for other agency (Role change, Land Use Compatibility Statement, DMV, Water Resources, etc.)				
CDPN 70	Land Use	1,640.00	1,730.00		
CDPN 71	LUCS sign off	98.00	103.00		
CDPN 72	Renewal	39.00	41.00		
CDPN 73	Plan Amendment (without goal exception)	6,503.00	6,861.00		
CDPN 74	Plan Amendment (including goal exception/UGB expansion)	9,728.00	10,263.00	or ACS	
CDPN 75	Planning Inspection Fee	820.00	865.00		
CDPN 77	Property Line Adjustment	602.00	635.00		
CDPN 78	Property Line Adjustment with notice	1,050.00	1,108.00		
CDPN 79	Property Line Adjustment (consolidation)	459.00	484.00		
CDPN 80	Reconsideration by Hearing Officer	1,301.00	1,373.00		
CDPN 81	Rimrock Setback Site Plan (within 50 feet of rim outside LM zone)	984.00	1,038.00		
CDPN 82	Road Dedication	1,050.00	1,108.00		
CDPN 83	Road Name Change	984.00	1,038.00		
CDPN 84	Sign Permit	563.00	594.00		
CDPN 85	Sign Permit (change of approved sign)	169.00	178.00		
CDPN 86	Sign Permit with Variance	1,388.00	1,464.00		
CDPN 87	Similar Use Ruling	1,531.00	1,615.00		
	Site Plan:				
CDPN 88	Alteration or Enlargement of 25% or less (in structural area or required parking)** if site conforms with all existing standards	1,050.00	1,108.00		5.5% increase to offset inflationary cost and the majority of the difference between operating expenses and revenues.
CDPN 89	Alteration or Enlargement, 26% to 100% (in structural area or required parking)**	2,509.00	2,647.00		
CDPN 90	Alteration or Enlargement of over 100% (in structural area or required parking)**	3,476.00	3,667.00		
CDPN 91	Change of Use (no change in structural area or required parking) site conforms with all existing standards	1,050.00	1,108.00		
CDPN 92	Site Plan with New Development** (no previous site plan approval)	4,033.00	4,255.00		
	**All new site plans and major and minor alterations are subject to the following additional fees:				
CDPN 93	Per 1,000 sq. feet of structure	55.00	58.00		
CDPN 94	Per developed acre (over 1 acre)	131.00	138.00	over 1 acre	
CDPN 95	Site Plan/Surface Mining	4,728.00	4,988.00		
	Site Plan/Surface Mining Combining Zone (SMIA):				
CDPN 96	1/4 mile from mining site and two dwellings closer	563.00	594.00		
CDPN 97	250 feet to 1/4 mile from mining site	984.00	1,038.00		
CDPN 98	Within 250 feet of mining site or special ESEE standards apply	1,716.00	1,810.00		
CDPN 99	Site Plan/Wildlife Review	1,050.00	1,108.00		
CDPN 100	Partition/subdivision SMIA review	1,094.00	1,154.00		
CDPN 101	Solar Access Permit	881.00	929.00		
CDPN 102	Solar Shade Exemption	1,717.00	1,811.00		
CDPN 103	Solar Variance	1,050.00	1,108.00		
CDPN 104	Special operating permit	2,465.00	2,601.00		
CDPN 105	Subdivision Name Change	1,050.00	1,108.00		
CDPN 106	Subdivision (cemetery)	2,672.00	2,819.00		
CDPN 107	Subdivision Replat	2,766.00	2,918.00	plus \$38 \$40 per lot	
CDPN 108	Subdivision (Tentative Plat)	6,176.00	6,516.00	plus \$45 \$47 per lot	

**Deschutes County Fee Schedule Changes
FY 2023**

Item No.	Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation
CDD - Planning Division (continued)					
Temporary Use:					
CDPN	109 All other	1,050.00	1,108.00		5.5% increase to offset inflationary cost and the majority of the difference between operating expenses and revenues.
CDPN	110 Land Use Permit	1,050.00	1,108.00		
CDPN	111 Manufactured Home Storage	382.00	403.00		
CDPN	112 Medical Hardship	602.00	635.00		
CDPN	113 Medical Hardship EFU or Forest	952.00	1,004.00		
CDPN	114 RV as Residence	382.00	403.00		
CDPN	115 RV Renewal	121.00	128.00		
CDPN	116 Variance	2,951.00	3,113.00		
CDPN	117 Variance Type II (variance from less than 25% of the standards in urban area/less than 10% of standards in the county)	1,716.00	1,810.00		
CDPN	118 Zone Change	6,340.00	6,689.00	plus ACS (notice)	
Adult Parole & Probation					
APP	8 MRT Replacement Work Book Fee	0.00	25.00	per book replacement (first book free)	Update fee to match program agreement
Deschutes County Fair					
Commercial Exhibitors Space					
FAIR	1 Indoor Commercial Space (10' wide x 8' deep)	525.00	550.00	per booth	Increases related to inflationary cost and the majority of the difference between operating expenses and revenues.
FAIR	2 Indoor Commercial Space/Corner (10' wide x 8' deep)	575.00	625.00	per booth	
FAIR	3 Outdoor Commercial Space (10'x10')	475.00	550.00	per booth	
FAIR	4 Outdoor Commercial Space/End or Corner (10'x10')	625.00	650.00	per booth	
FAIR	5 Outdoor Commercial Space/Carnival Area (10'x10')	575.00	650.00	per booth	
FAIR	6 Outdoor Commercial Space/Main Entrance Area & Special Interest Areas (10'x10')	625.00	700.00	per booth	Increased to reflect premium location and increased demand
Fair Admission Rates					
Adult					
FAIR	7 Day	12.00	14.00		Adjust for inflation and market/demand
FAIR	8 Season	22.00	40.00		Product change
Seniors (62+) & Children (6-12)					
FAIR	9 Day	7.00	8.00		Adjust for inflation and market/demand
FAIR	10 Season	13.00	22.00		Product change
Deschutes County - Fair & Expo					
Room / Space Rental (Space only, no equipment)					
F&E	1 Entire Fairgrounds Exclusive	17,500.00	25,000.00	per day	Increase to capture opportunity cost of not renting other buildings, and adjust for actual cost of operation
F&E	2 South Sister Building	1,700.00	1,800.00	per day	
F&E	3 Lava	90.00	100.00	per day	Adjust for inflation and market/demand
F&E	5 Tumalo	80.00	90.00	per day	
F&E	6 Sparks	80.00	90.00	per day	
F&E	7 Middle Sister Building	2,100.00	2,200.00	per day	
F&E	8 East Lake	90.00	100.00	per day	
F&E	10 Elk	80.00	90.00	per day	

**Deschutes County Fee Schedule Changes
FY 2023**

Item No.		Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation
Deschutes County - Fair & Expo (continued)						
F&E	11	Eileen	80.00	90.00	per day	Adjust for inflation and market/demand
F&E	12	Doris	80.00	90.00	per day	
F&E	13	North Sister Building	1,500.00	1,600.00	per day	
F&E	14	Ochoco	90.00	100.00	per day	
F&E	15	Haystack & Odell	155.00	100.00	per day	
F&E	16	Haystack & Odell	80.00	160.00	per day	
F&E	17	Odell	80.00	90.00	per day	
F&E	18	First Interstate Bank Center	3,150.00	3,500.00	per day	Rate increase based on actual operations cost
F&E	20	Juniper - Outdoor Arena	840.00	1,250.00	per day	Adjust for inflation and market/demand
F&E	21	Sagebrush Arena	740.00	1,000.00	per day	
F&E	22	High Desert Activity Center	1,260.00	1,400.00	per day	
		Grass Areas				
F&E	39	Beef Barn Lawn	420.00	500.00	per day	
F&E	40	Buckaroo Lawn	420.00	500.00	per day	
F&E	41	Carnival Lawn	895.00	1,000.00	per day	
F&E	42	Dairy Barn Lawn	315.00	400.00	per day	
F&E	43	Event Center Lawn	475.00	500.00	per day	
Deschutes Expo Center RV Park						
RV	4	RV Site-	35.00		per night + applicable Transient Room Tax	Break out the original fee into two separate fees
NEW		30 Amp RV Site		38.00	per night plus applicable Transient Room Tax	
NEW		50 Amp RV Site		42.00	per night plus applicable Transient Room Tax	
Behavioral Health						
BH	1	Individual and Family Counseling (maximum)	217.00	205.00	per hour	Rate decrease based on Oregon Community Mental Health Programs fee cost of service methodology
BH	2	Group counseling (maximum)	76.00	72.00	per hour	
BH	3	Assessments (maximum, excluding Physician services)	341.00	322.00	per hour	
BH	10	Physician services (maximum)	417.00	414.00	per hour	
BH	11	Psychiatric nurse practitioner (maximum)	318.00	294.00	per hour	
BH	12	Psychiatric nurse (maximum)	243.00	230.00	per hour	
BH	16	Individual Counseling - Adult Community Treatment Program (community based service)	297.00	282.00		
BH	17	Group Counseling - Adult Community Treatment Program (community based service)	104.00	88.00		
BH	18	Service Plan Development - Children's WRAP Program (team based service)	495.00	467.00		
BH	19	Group Counseling, >45 min (maximum, excluding physician services)	132.00	125.00		
BH	20	Crisis Services (maximum, including Physician services)	532.00	528.00	per hour	
Public Health						
New Patient - Office Visit						
HLTH	4	Convenience/Handling Fee (on-line purchase of certificates)	2.6%	2.6%	of transaction amount (Minimum Fee 1.00 1.50)	Change based on new Point & Pay Charges
HLTH	7	Problem focus straightforward	132.00	142.00	per visit	Fees calculated using Oregon Health Authority formula and 7.5% CPI
HLTH	8	Expanded straightforward	228.00	246.00		
HLTH	9	Detailed Low	327.00	352.00		
HLTH	10	Comp Moderate	501.00	539.00		
HLTH	11	Comp High	631.00	679.00		

**Deschutes County Fee Schedule Changes
FY 2023**

Item No.	Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation	
Public Health (continued)						
Established Patient - Office Visit						
HLTH 12	Incident to Minimal	59.00	64.00		Fees calculated using Oregon Health Authority formula and 7.5% CPI	
HLTH 13	Problem focus straightforward	131.00	141.00			
HLTH 14	Expanded problem focused	223.00	240.00			
HLTH 15	Detailed Low	328.00	353.00			
HLTH 16	Comp Moderate	443.00	477.00			
Well Services - New Patient						
HLTH 17	12 - 17 year	415.00	447.00			
HLTH 18	18 - 19 year	402.00	433.00			
HLTH 19	40 - 64 year	469.00	505.00			
HLTH 20	65+ years	469.00	505.00			
Well Services - Established Patient						
HLTH 21	12 - 17 year	355.00	382.00			
HLTH 22	18 - 39 year	364.00	392.00			
HLTH 23	40 - 64 year	388.00	418.00			
HLTH 24	65+ years	388.00	418.00			
STD and HIV Office Visits						
Fees are charged at actual cost of services based on annual cost analysis. Annual cost analysis is on file for review.						
New Patient - Office Visit						
HLTH 25	Problem focus straightforward	132.00	142.00	per visit Sliding Fee Min, 30.00	7.5% CPI increase	
HLTH 26	Expanded straightforward	228.00	246.00	per visit Sliding Fee Min, 30.00		
HLTH 27	Detailed Low	327.00	352.00	per visit Sliding Fee Min, 30.00		
HLTH 28	Comp Moderate	501.00	539.00	per visit Sliding Fee Min, 30.00		
HLTH 29	Comp High	631.00	679.00	per visit Sliding Fee Min, 30.00		
Established Patient - Office Visit						
HLTH 30	Incident to Minimal	59.00	64.00	per visit Sliding Fee Min, 30.00		
HLTH 31	Problem focus straightforward	131.00	141.00	per visit Sliding Fee Min, 30.00		
HLTH 32	Expanded problem focused	223.00	240.00	per visit Sliding Fee Min, 30.00		
HLTH 33	Detailed Low	328.00	353.00	per visit Sliding Fee Min, 30.00		
HLTH 34	Comp Moderate	443.00	477.00	per visit Sliding Fee Min, 30.00		
Targeted Case Management						
HLTH 36	Babies First/CaCoon Targeted Case Management	460.35	460.36	per encounter	FY22 typo correction	
Family Connects						
HLTH 37	Family Connects Visit Family Connects Targeted Case Management	528.00	460.36		Fee title renamed	
NEW	Family Connects Medical Services - pre-in-home visit		242.31		New program fee	
NEW	Family Connects Medical Services - in-home visit		592.81			
Certified Community Health Worker Program						
HLTH 38	Preventive medicine counseling and/or risk factor reduction intervention: 15 minutes	30.75	28.00		9% decrease in fee, set by State of Oregon	
HLTH 39	Preventive medicine counseling and/or risk factor reduction intervention: 30 minutes	50.61	46.00			
HLTH 40	Preventive medicine counseling and/or risk factor reduction intervention: 45 minutes	69.37	64.00			
HLTH 41	Preventive medicine counseling and/or risk factor reduction intervention: 60 minutes	88.54	81.00			

**Deschutes County Fee Schedule Changes
FY 2023**

Item No.	Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation
Public Health (continued)					
Procedures					
HLTH 42	Cervical biopsy	385.00	414.00		7.5% CPI increase
HLTH 43	Biopsy of Uterus Lining	328.00	353.00		
HLTH 44	Diaphragm fit	182.00	196.00		
HLTH 45	Lesion destruction penis cryo	398.00	428.00		
HLTH 46	Lesion destruction vulva any	393.00	423.00		
HLTH 47	IUD insert	218.00	235.00		
HLTH 48	IUD remove	284.00	306.00		
HLTH 49	Contraceptive Capsule Insert (Implanon)	419.00	451.00		
HLTH 50	Contraceptive Capsule Removal (Implanon)	430.00	463.00		
HLTH 51	Contraceptive Capsule Removal and Reinsertion (Implanon)	669.00	720.00		
HLTH 52	Non-genital lesion destruction up to 14	333.00	358.00		
HLTH 53	Non-genital lesion destruction 15 or more	395.00	425.00		
HLTH 54	SBIRT Screening: 15 to 30 minutes	94.00	102.00		
HLTH 55	SBIRT Screening: > 30 minutes	171.00	184.00		
HLTH 56	Administration & Interpretation HRA	20.00	22.00		
HLTH 57	Colposcopy of cervix including upper vagina w/o biopsy	327.00	352.00		
HLTH 58	Colposcopy of cervix including upper vagina w/ biopsy	429.00	462.00		
HLTH 59	Colposcopy of entire vagina w/cervix w/o biopsy	351.00	378.00		
HLTH 60	Colposcopy of entire vagina w/cervix w/ biopsy	471.00	507.00		
HLTH 61	Biopsy of vulva	246.00	265.00		
HLTH 62	Biopsy of vagina	271.00	292.00		
HLTH 63	Endocervical curettage w/o D&C	459.00	494.00		
HLTH 64	Cervical Cryotherapy - simple	342.00	368.00		
HLTH 65	Conization of Cervix, LEEP	331.00	356.00		
HLTH 66	Conization of Cervix w/ Scope, LEEP	803.00	864.00		
Immunizations					
Fees for clients not eligible for the VFC Program are based on the actual cost of the vaccine plus the admin fee.					
HLTH 70	DTAP	29.04	25.11		Average 3% increase, mandated by Department of Human Services
HLTH 71	DTaP / IPV	54.63	53.67		
HLTH 72	HIB	26.23	28.04		
HLTH 73	Polio IPV (Eipv)	33.44	35.08		
HLTH 74	MMR	78.67	87.31		
HLTH 75	MMRV	224.93	250.01		
HLTH 76	Td 7+yrs	34.80	32.25		
HLTH 77	Tdap 11-16 years	37.13	36.02		
HLTH 78	Varicella	135.72	150.97		
HLTH 79	DTAP/HEPB/IPV	72.14	74.19		
HLTH 80	Hep A Peds	27.63	32.26		
HLTH 81	Hep B Ped/adol		50.64		FY22 typo correction

**Deschutes County Fee Schedule Changes
FY 2023**

Item No.		Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation	
Public Health (continued)							
HLTH	82	PCV 13	202.00	209.75		Average 3% increase, mandated by Department of Human Services	
HLTH	83	Rotavirus	117.55	119.89			
HLTH	84	Menveo	109.93	114.30			
Laboratory Processing Specimen							
HLTH	97	Handling fee - Thin Prep with Imager	37.00	43.00		Adjust for actual cost of service	
Diabetes Prevention Program (Medicare)							
HLTH	109	First core session	26.00	35.00		Average 80% increase, fee regulated by The Centers for Medicare and Medicaid Services	
HLTH	110	Core session (4)	51.00	105.00			
HLTH	111	Core session (9)	93.00	175.00			
HLTH	112	Core maintenance session	15.00	70.00			
HLTH	113	Core maintenance session w/ weight loss	62.00	93.00			
HLTH	114	Ongoing maintenance sessions	51.00	52.00			
HLTH	115	5% weight loss	165.00	169.00			
HLTH	116	9% weight loss	26.00	35.00			
HLTH	117	Bridge payment	26.00	35.00			
Public Health - Environmental Health Division							
Full service restaurant seating:							
EH	1	0 - 15	767.00	825.00		7.5% CPI increase	
EH	2	16 - 50	840.00	903.00			
EH	3	51 - 150	1,006.00	1,082.00			
EH	4	151 and over	1,138.00	1,224.00			
EH	5	Commissary	309.00	333.00			
EH	6	Warehouse	247.00	266.00			
EH	7	Limited service	629.00	677.00			
Government Entities - fee is 100% of full service restaurant fees, based on restaurant seating. SB631							
Mobile Unit Annual Operating License per OAR 333-162-0020							
EH	8	Class I	262.00	282.00			
EH	9	Class II	307.00	331.00			
EH	10	Class III	402.00	433.00			
EH	11	Class IV	482.00	519.00			
Temporary Restaurant License							
EH	12	Temporary Benevolent: Must show a valid I.R.S. tax exempt I.D. number to qualify	49.00	53.00	per event		
EH	13	Temporary for Profit	155.00	167.00	per event		
EH	14	Temporary Prior to Event: Temporary Restaurant Applications must be received at least 7 calendar days before the day the event starts.	99.00	107.00	per event		
EH	15	Temporary at Event (operating without a license)	247.00	266.00	per event		
EH	16	Temporary Event - Events with five or more applicants (received 7 calendar days before the event)	86.00	93.00	per event		
Seasonal or Intermittent Temporary Restaurant License							
EH	17	Seasonal/Intermittent Temporary Benevolent: Must show a valid IRS tax exempt ID number to qualify	77.00	83.00			
EH	18	Seven days or more before event start date (for profit)	155.00	167.00			
EH	19	Less than seven days before event start date (for profit)	185.00	199.00			
EH	20	Operational Review (for profit)	104.00	112.00			
EH	22	Re-check fee for Temporary Restaurant	104.00	112.00			

**Deschutes County Fee Schedule Changes
FY 2023**

Item No.	Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation
Health Services - Environmental Health Division (continued)					
School Cafeteria & Kitchens:					
EH	23	School Inspection (production kitchen)	247.00	266.00	
EH	24	School Inspection (satellite branch)	185.00	199.00	
EH	25	Bed and breakfast (food facility)	464.00	499.00	
Vending machines (of potentially hazardous foods):					
EH	26	1 - 10	148.00	160.00	
EH	27	11 - 20	197.00	212.00	
EH	28	21 - 30	247.00	266.00	
EH	29	31 - 40	297.00	320.00	
EH	30	41 - 50	345.00	371.00	
Plan Review-prior to construction					
EH	33	New (restaurant)	618.00	665.00	
EH	34	Remodel (restaurant)	371.00	399.00	
EH	35	School cafeteria plan review	618.00	665.00	
EH	36	Childcare Plan Review	246.00	265.00	
EH	37	Childcare Remodel Plan	93.00	100.00	
EH	38	Commissary/Base of Operation	309.00	333.00	
EH	39	Tourist Facility Plan review	247.00	266.00	
EH	40	Non-profit organization plan review	309.00	333.00	
Mobile Food Unit (review of mobile unit plan prior to construction)					
EH	41	Class I	266.00	286.00	
EH	42	Class II	333.00	358.00	
EH	43	Class III	464.00	499.00	
EH	44	Class IV	493.00	530.00	
Tourist facilities:					
EH	45	Organizational camp or picnic park	167.00	180.00	plus fee for each space
Traveler's accommodation					
EH	46	1-25 units	256.00	276.00	
EH	47	26-50 units	279.00	300.00	
EH	48	51-75 units	303.00	326.00	
EH	49	76-100 units	326.00	351.00	
EH	50	101+ units	326.00	351.00	plus \$3.00/unit over 100
Recreation park					
EH	51	1-25 units	320.00	344.00	
EH	52	26-50 units	421.00	453.00	
EH	53	51-75 units	500.00	538.00	
EH	54	76-100 units	609.00	655.00	
EH	55	101+ units	609.00	655.00	plus \$2.00/unit over 100
Swimming Pools:					
EH	56	License (first public pool, spa, bathhouse)	711.00	765.00	
EH	57	Second pool or spa (same location)	475.00	511.00	
EH	58	Additional pools or spas (same location)	424.00	456.00	
EH	59	Pool plan review fee	568.00	611.00	
EH	60	Pool construction inspections	568.00	611.00	

7.5% CPI increase

**Deschutes County Fee Schedule Changes
FY 2023**

Item No.	Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation
Health Services - Environmental Health Division (continued)					
Miscellaneous:					
EH	62	Children's Service: Foster/Child Care Center Inspection	247.00	266.00	
EH	63	Fee for licensed facility that requires + two re-check inspections / year	185.00	199.00	
EH	64	Miscellaneous Inspection or Plan Review	247.00	266.00	
EH	66	Outdoor Mass Gathering	247.00	266.00	
Legal Counsel					
LGL	5	Attorney/paralegal research fee for public records	200.00	ACS	per hour
LGL	6	Paralegal research fee	100.00		per hour
Road Department					
Engineering					
Road Vacations					
RD	3	Road Vacation without public hearing	500.00	1,000.00	
NEW		Road Vacation with public hearing	0.00	1,600.00	
County Surveyor					
Subdivision plat review (pre-monumented)					
RD	18	Base fee	900.00	deposit plus ACS	
RD	19	Per lot, tract, or parcel	85.00	deposit plus ACS	
Subdivision plat review (post-monumented)					
RD	20	Base fee	1,380.00	deposit plus ACS	
RD	21	Per lot, tract, or parcel	85.00	deposit plus ACS	
Condominium plat review					
RD	22	Base fee	900.00	deposit plus ACS	
RD	23	Per unit	85.00	deposit plus ACS	
Sheriff's Office					
Civil					
SH	1	Service of Civil papers including notice of restitution, directed to not more than two parties at the same address	45.00	50.00	
SH	2	Service of Civil papers for more than two parties at the same address	25.00	28.00	for each party
SH	4	Enforcement of any Writ	80.00	89.00	Some writs may include a service fee. Deposit may be required for specific enforcements. Additional expenses may be charged ACS
SH	8	Sheriff property sale	3.00	4.00	per 100 words Folio Fee Structure
SH	12	Sheriff's Deed	50.00	56.00	
SH	13	Certificate of Sale	50.00	56.00	
SH	14	Copies to Complete Civil Service	3.00	4.00	per folio (100 words)
SH	16	Civil service mileage fee (travel over 75 miles round trip from court to serve civil)	45.00	50.00	
SH	22	Vehicle impound fee (storage)	15.00		per day
SH	23	Vehicle impound yard release fee	100.00		

**Deschutes County Fee Schedule Changes
FY 2023**

Item No.		Description	FY 2022 Fee	Proposed FY 2023 Fee	Unit	Explanation
Sheriff's Office (continued)						
SH	27	Impound vehicle hearing fee (Hearing Officer can waive the fee)	100.00	67.00	per hearing - only if requestor loses appeal	Updated fee to actual cost service
		Corrections				
		Lodging Rate/Other:				
SH	58	All other prisoners	103.00	137.35	per day	Updated fee to actual cost service
SH	78	Diamod anti-diarrhea	1.00		dose	Removed fee
SH	86	Triamcinolone cream	1.00		dose	
SH	88	Valutears (generic of Visine)	4.00		bottle	
Property Tax						
NEW		Tax roll data request for online platforms		75.00	per request	Added service

**Deschutes County Service District Fee Schedule Changes
FY 2023**

Extension 4H County Service District						
NEW		4-H Center meeting room for public	25.00-500.00		various	Added service



To: Board of County Commissioners
From: Peter Gutowsky, Director
Sherri Pinner, Senior Management Analyst
Date: March 31, 2022
RE: CDD Requested Fee Adjustments FY 2022-23

The Community Development Department (CDD) is primarily a fee-supported department. CDD's FY 2022-23 requested budget highlights are based the following foundations:

1. Overall CDD budget increase of 22% from FY 2021-22 adjusted budget reflects personnel and materials and services budgets to maintain current business demands, a slight increase in application volume, specific fee increases and general fund requests. CDD's personnel and materials & services budgets increased due to costs associated with:
 - a. Budgeted step increases and cost of living adjustments;
 - b. Contract budget for Comprehensive Plan Update (\$250K);
 - c. Continued land use appeal process for applications meeting land use requirements;
 - d. Request for two (2) additional staff to improve supervisor to staff ratios;
 - e. Transfer to CDD General Reserve, Building Safety and Electrical Reserves and CDD Capital Improvements Reserve.
2. Assumes FY 2021-22 volume increase will continue and grow up to an additional 3% during FY 2022-23.
3. General Fund Requests:
 - a. Eliminate General Fund (GF) allocation to Current Planning for base operations - \$100,000.
 - b. Continue land use appeal hearings officer process. Contribute \$40K GF for appeals of land use applications that appear to comply with County Code, but are contested and/or may be subject to litigation.
 - c. Comprehensive Plan update - \$100,000. CDD received \$150,000 during FY 2021-22. This plan update is estimated to be a two year project with total cost not to exceed \$250,000.

CDD proposes the following fee changes to its FY 2022-23 fee schedule:

The requested fee increases offset inflationary costs and the majority of the difference between projected operating expenses and revenues, allowing the department to maintain current and anticipated service levels.

1. Current Planning Division – increase land use application fees 5.5% to cover the difference between operating expenses and revenues and to eliminate reliance on County General Funds. This increase will generate an estimated \$59,600 in revenue.

International Code Council increase to building valuation calculation:

The International Code Council (ICC) building valuation table identifies the average construction cost per square foot by type of construction, which is used by building jurisdictions when calculating permit fees. The ICC building valuation table in Accela is updated each April 1st by the State of Oregon and does not change Deschutes County's fee schedule.

Effective April 1, 2022, average construction cost per square foot will increase 15%. This increase is estimated to generate the following revenues during FY 2022-23:

1. Building Safety Division – Development permits and plan review: \$420,000
2. Code Compliance Division - Code Compliance Fee: \$125,000
3. Current Planning Division – Public Information Counter Fee: \$200,000
4. Long Range Planning – Advanced Planning Fee: \$110,000
(City of La Pine and Sisters advanced planning fees remitted monthly.)

CDD proposes to add the following fee for FY 2022-23:

1. CDPN NEW – Oregon Liquor and Cannabis Commission License Issuance and Renewal - \$25
(ORS 471.166 (7))

CDD proposes to eliminate the following fees for FY 2022-23:

1. CDPN 2 – Marijuana Production – no longer eligible
2. CDPN 3 – Marijuana Processing – no longer eligible

CDD proposes the following maintenance items for FY 2022-23:

1. CDD 11 – Research File Review - eliminate 2 unit minimum by increasing the fee to a 1 unit equivalent.
2. Various description enhancements for clarity.

In addition to CDD requested fee revisions and maintenance items, the following fee increases apply to our partner organizations' System Development Charges (SDC's):

- Road Department: Transportation SDC's – est. increase of 6.8% (construction cost index, see attached memo)
- Bend Park and Recreation District: SDC's will be adopted in June 2022. BPRD will notify CDD of adopted fees.
- La Pine Special Sewer District SDC fees will not change.



MEMORANDUM

Date: March 2, 2022
To: Nick Lelack, County Administrator
From: Chris Doty, Road Department Director
RE: **SDC Inflation Adjustment per ENR Construction Cost Index**

Per Resolution 2013-020, the County's Transportation System Development Charge (SDC) is prescribed to be adjusted annually to account for inflation, as follows:

Section 4(G): Unless otherwise adjusted by order of the Board of County Commission, on each succeeding July 1 after 2014, the SDC, consisting of the improvement fee, the reimbursement, if any and the administrative recovery charge shall be adjusted by the annual percentage increase or decrease in the construction cost index, published in the immediately preceding January by the Engineering News Record for the City of Seattle, Washington. The calculation shall use the immediately preceding July 1 and the then-applicable rate per peak hour trip as the starting point.

Per the Engineering News Record, the construction cost index within the Seattle, WA area from January 2021 to January 2022 reports an increase of 6.8%.

In accordance with Resolution 2013-020, the Transportation SDC will increase 6.8% (+\$323) from \$4,757 per peak hour trip to \$5,080 (effective July 1, 2022) with fee component breakdown as follows:

Improvement Fee:	\$4,901
Reimbursement Fee:	\$ 116
<u>Administrative Charge:</u>	<u>\$ 63</u>

Total: \$5,080 (per peak hour trip)

For a single family residential unit, this equates to an SDC of \$4,115 based on the County's local trip generation rate of 0.81 PM peak hour trips per unit.

BMPRD RESOLUTION NO. 2022-02

**A RESOLUTION OF THE BEND PARK AND RECREATION DISTRICT BOARD OF DIRECTORS
ADOPTING A REVISED FEE SCHEDULE FOR SYSTEM DEVELOPMENT CHARGES.**

WHEREAS, June 4, 2019, the Board of Directors (the “Board”) for the Bend Park and Recreation District (the “District”) adopted Ordinance No. 12 – System Development Charges, authorizing the assessment and collection of System Development Charges (“SDCs”) and Resolution No. 422 – Adopt a Methodology for Calculating System Development Charges; and

WHEREAS, Ordinance No. 12 allows the District to establish SDC fees necessary to serve future public park needs of the residents of the District; and

WHEREAS, the terms “Single-family Dwelling,” “Multi-family Dwelling,” “Mobile Home,” “Accessory Dwelling Unit,” “Dormitory,” and “Hotel/Motel” are defined in Ordinance No. 12, and

WHEREAS, the District incurs costs associated with administering the SDC program, including internal administration as well as payments to the City of Bend and Deschutes County to collect the park SDCs on behalf of the District (the “Administrative Costs”); and

NOW, THEREFORE, the Board of Directors hereby resolves as follows:

1. The District’s SDCs and Administrative Costs for the period July 1, 2022 through June 30, 2023 shall be imposed at the full amount allowed under the adopted Methodology, and shall be:

a. Single-family Dwelling Units:	
i. Average fee	\$ 9,738
ii. < 501 square feet	\$ 6,663
iii. 501 – 1,000 square feet	\$ 7,245
iv. 1,001 – 1,600 square feet	\$ 8,414
v. 1,601 – 3,000 square feet	\$ 9,544
vi. > 3,000 square feet	\$ 10,673
b. Multi-family Dwelling Units:	
i. Average fee	\$ 6,622
ii. 0 bedroom	\$ 4,207
iii. 1 bedroom	\$ 4,636
iv. 2 bedrooms	\$ 7,517
v. 3 or more bedrooms	\$ 9,738
c. Mobile Home Unit:	\$ 8,803
d. Accessory Dwelling Unit:	\$ 4,207
e. Dormitory per Person:	\$ 3,895
f. Hotel/Motel Unit:	\$ 6,722

2. This Resolution shall take effect July 1, 2022.

3. Miscellaneous. All pronouns contained in this Resolution, and any variations thereof, will be deemed to refer to the masculine, feminine, or neutral, singular or plural, as the context may require. The singular includes the plural and the plural includes the singular. The word "or" is not exclusive. The words "include," "includes," and "including" are not limiting. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, or portion of this Resolution is for any reason held invalid, unenforceable, or unconstitutional, such invalid, unenforceable, or unconstitutional section, subsection, sentence, clause, or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, or constitutionality of the remaining portion of this Resolution. This Resolution may be corrected by resolution of the board to cure editorial or clerical errors.

ADOPTED by the Board of Directors of the District on this 3rd day of May 2022.



Ariel Méndez, Board Chair

Attest:



Don P. Horton, Executive Director



TO: BOARD OF COUNTY COMMISSIONERS

FROM: GEOFF R HINDS, DIRECTOR, FAIR & EXPO

SUBJECT: FY2023 BUDGET FEE ADJUSTMENTS

CC: DESCHUTES COUNTY BUDGET COMMITTEE

Please allow this memo to outline requested Fee Schedule Changes for Funds 615 and 616 respectively as part of the FY23 Budget. Each of these funds operates as Enterprise funds, and the adjustments are being made to adjust for inflation or market/demand increases. Additionally, each of the requested fee adjustments is fully discretionary expenditures; and will be borne only by those who choose to utilize the services of either Fair & Expo, Fair & Rodeo, or Expo RV Park generally for commercial use.

Fund 615:

F&E 1: Use of Entire Fairgrounds: The Fee for the use of the entire Fairgrounds has not been changed in several years. The use of the entire grounds can preclude the use of any other activity on the grounds and the prior fee was not adequate to cover potential expenses.

F&E18: First Interstate Bank Center: increase in operating costs, as well as market demand for this space

Fund 616:

Fair 5: F&E staff has adjusted the layout of the annual Fair. This Fee reflects a premium location, and to offset the increased demand for this booth space location

Fair 6: F&E staff has adjusted the layout of the annual Fair. This Fee reflects a premium location, and to offset the increased demand for this booth space location

Fair 8: This is a new product for FY23 and provides admission to the annual Fair & Rodeo for all 5 days for an adult ticket. The price for this product is less than 3 days overall Adult admission; a \$26 savings over purchasing individual Adult admission for each day of Fair.

Fair 9: This is a new product for FY23 and provides admission to the annual Fair & Rodeo for all 5 days for a Youth/Senior ticket. The price for this product is less than 3 days overall admission: a \$15 savings over purchasing individual days.

The Fee schedule for other Fees look to be appropriate at this time; although F&E staff does anticipate the need for some additional use fee increases in FY24 due to inflation and additional operating expenses.

Geoff Hinds
Director, Fair & Expo



To: Board of County Commissioners
 Daniel Emerson, Budget Manager

From: Cheryl Smallman, Health Services Business Officer

CC: Erik Kropp, Interim Health Services Director

Date: 4/7/2022

Re: FY 2023 Health Services Fee Changes

Summary of Changes:

Behavioral Health billable rates are decreasing by 4.6% on average. The majority of Public Health fees are mandated by the State and are aligned with the State. All other fees, pursuant to County Code Section 4.12.030, are proposed to receive an annual adjustment commensurate with the consumer price index (CPI).

Summary of Fee Increase (by Program) from FY 2020 through FY 2023¹

Program	2020	2021	2022	2023	
Behavioral Health Fees	7%	2%	2%	-5%	^(V) Actual Cost of Service
Vital Records	0%	2% ^(I)	0%	0%	Fees Mandated by State
Patient Office & Well Service Visits	2%	2%	1%	7%	Actual Cost of Service
Targeted Case Management	0%	31% ^(II)	0%	0%	Fees Mandated by State
Procedures	2%	-3% ^(III)	1%	7%	Actual Cost of Service
Immunizations	3%	11%	3%	3%	Fees Mandated by State
Laboratory Processing Specimen	0%	0%	-31% ^(IV)	0%	Actual Cost of Service
In-House Testing & Injections	0%	0%	0%	0%	Actual Cost of Service
Diabetes Prevention		new	0%	80%	Fees Mandated by State
Environmental Health	3%	0%	1%	7%	

- ^(I) Increase due to new one time applicant verification fee of \$1.25.
- ^(II) State of Oregon fee increase.
- ^(III) Most FY21 procedure fees increased by 2%, however a significant reduction in the actual cost of service to the LEEP procedure resulted in a net decrease.
- ^(IV) Actual cost of laboratory charge decreased from \$54 to \$37.
- ^(V) Increased budgeted vacancy rate from 6% to 10%, resulting in overall decrease in fees.

¹ Percentage is calculated from previous year and rounded to nearest whole number.

Behavioral Health

Health Services utilizes a “unit cost calculator” financial tool to annually set the behavioral health service fees at “Actual Cost of Service”. This tool was created to provide Oregon Community Mental Health Programs with a reliable and standard methodology for calculating unit costs for the services provided. The “outputs” or “fees” recommended by this calculator are used in justifying the amount of service (in dollars) provided by the Behavioral Health division to outside parties. Furthermore, the tool provides a starting point for the direct billing of clients (Health Services Department accommodates *clients with an inability to pay* by applying a sliding fee scale based on an individual’s income in comparison to the Federal Poverty Guidelines).

The primary inputs to the fee setting formula are budgeted expenditures, FTE count of direct service personnel, type of direct service personnel, and number of hours available for services. Budgeted expenditures, FTE count, and type of direct service personnel are consistent with the FY 2023 Requested Budget. Using the inputs, the model calculates a billable rate for each service provided, by each type of direct service personnel. Billable rates are summarized on the County’s fee schedule by either service provided, or type of direct service personnel.

The update to the unit cost calculator for FY 2023 resulted in an average net decrease to billable rates of 4.6%. The actual range of change experienced amongst the different service types and direct service personnel types ranged from a 0.7% to a 7.6% decrease. The FY 2023 results include 10% budgeted vacancy, which is an increase from previous years at 6%. Specifically, direct-service provider salaries totaled \$10.1 million across 148.5 FTE in FY 2022 whereas salaries totaled \$11.3 million across 163.4 FTE in FY 2023.

Public Health

Public Health fees for **Patient Office Visits** and **Well Service Visits** are calculated based on an actual cost analysis of services performed during FY 2016. The formula for calculating the fees is dictated by the Oregon Health Authority. The FY 2022 fees for Office Visits and Well Services are increased by 7.5% in accordance with County Code Section 4.12.030 (an increase commensurate to the annual change in the CPI).

STD and HIV Patient Office Visits are calculated by actual cost of service as of FY 2021 and are increased by 7.5% commensurate with the annual change in CPI.

Medical Procedures performed by both County staff and visiting physicians are increased by 7.5% commensurate to the annual change in CPI.

Fees for the **Immunizations (incl. Special Programs & Vaccines)** program are mandated by the Department of Human Services and typically adjust on a semi-annual basis. The most recent mandated fees are reflected in the schedule, which represents an average 3% increase.

Targeted Case Management is mandated by the Department of Human Services. A correction of \$0.01 is included in the FY 2023 proposed fees, adjusting the fee from \$460.35 to \$460.36.

Family Connects Oregon is a new program linking parents to nurses, community resources, and families. The program has three fees set by the State of Oregon for in-home visits—incomplete (\$460.36), pre-in-home (\$242.31), and in-home visit (\$592.81).

Certified Community Health Worker Program is allows Perinatal Care Coordination team members who are certified Community Health Workers to bill for care coordination services. Charges are set by the State, and reflect an average 9% decrease.

Laboratory Processing Specimen fees and various handling fees reflect actual charge of services. The Handling fee for Thin Prep with Imager includes a \$6 physician interpretation fee charged to the Reproductive Clinic for complex cases.

Diabetes Prevention fees are regulated by The Centers for Medicare and Medicaid Services. Fees increased an average of 80%.

The **Environmental Health** program is proposing a general increase of 7.5% commensurate to the annual change in CPI. No changes are proposed for certification and training fees.

No change to fees is proposed for **In-House Testing & Injections** or **Vital Records** (mandated by the State of Oregon).



MEMORANDUM

Date: March 11, 2022
To: Chris Doty, Road Department Director
From: Kevin Samuel, County Surveyor
RE: Proposed FY 23 Surveyor's Office Fee Adjustments

The purpose of this memorandum is to outline the Surveyor's Office proposed fee schedule change for FY 23.

The Deschutes County Surveyor's Office collects fees in accordance with ORS 92.100(5). I propose changing our fee schedule for Subdivision Plat and Condominium Plat review to Actual Cost of Services (ACS). DCC 4.12.90B states that any fee designated as Actual Cost of Services shall constitute a deposit against which County staff and consultants shall charge their time spent on each application, petition or service request. We would like to see the base review fee and per lot/unit charges from FY22 become the basis to calculate the initial plat review deposit. This fee schedule structure is also used by Washington County, Clackamas County, Multnomah County, and Marion County.

We are able to review some plats well within the budget of the collected review fee. Unfortunately we are seeing other plats exceed our current review fee budget. We have taken steps to maximize our efficiency with plat checking, including the acceptance of digital CAD files for review, but alas the issue persists. We attribute this issue to the complexity of infill development and an influx of new development teams. I also anticipate changes to our field work on plats due to increased demand for affordable housing, new middle housing requirements, issuance of multiple building permits on new subdivisions prior to plat recordation, etc. Ultimately these upcoming changes will add to the complexity of our plat reviews and as such, reviews will require more time to complete.

I propose that all subdivision and condominium plats be reviewed at Actual Cost of Service (ACS).



MEMORANDUM

Date: March 29, 2022
To: Chris Doty, Road Department Director
From: Cody Smith, County Engineer
Subject: Proposed FY 2023 Engineering Division Fee Adjustments

The Engineering Division of the Deschutes County Road Department is proposing the following fee schedule change for FY 2023:

Road Vacations	Vacation without public hearing -	\$1,000.00
	Vacation with public hearing -	\$1,600.00

Background

The current fee for road vacations is \$500.00. The average actual cost of service for administering a road vacation proceeding in FY 2021 and FY 2022 to date is as follows:

Vacation without public hearing -	\$1,132.56
Vacation with public hearing -	\$1,887.60

Road vacations petitions are received by our office infrequently; approximately two petitions are received and processed per fiscal year. Administering road vacations is a time-consuming process; road vacations that do not require a public hearing typically involve approximately 12 hours of staff time, while road vacations that require a public hearing typically involve approximately 20 hours of staff time. The County Engineer is typically engaged in all of this staff time. This time does not include the additional staff time involved prior to receipt of a road vacation petition to assist potential petitioners with the vacation procedure and to research available records.

An overview of the vacation procedure is attached to this memorandum.

The following is summary of the road vacation fees in other Oregon counties:

Clackamas County	Actual Cost of Service
	Deposit of 120% of estimated cost
Clatsop County	\$1,284.00 Road fee

	\$154.00 Clerk fee
	\$450.00 Surveyor fee
Columbia County	\$1,000.00
Coos County	\$1,983.21 with no public hearing \$2,960.49 with public hearing
Douglas County	Fair Market Value of property \$580.00 minimum with no public hearing, \$3,300.00 minimum with public hearing
Jackson County	\$1,270.00 Road fee \$154.00 Clerk fee \$458.00 Surveyor fee
Lane County	Actual Cost of Service \$3,400.00 deposit with no public hearing \$4,800.00 deposit with public hearing
Multnomah County	Actual Cost of Service \$1,065.00 minimum
Polk County	\$1,000.00 with no public hearing \$1,200.00 with public hearing
Washington County	Actual Cost of Service Deposit of 120% of estimated cost

Justification

The proposed fee change will closer align the Department's fee for administering road vacations with the actual cost of service.