QUARTERLY REPORT TO COUNCIL

Meeting Date: January 7th, 2026 Prepared by: Michael De Roia

Department: Community Development

Division: Building

Reporting Period: 10/2025-12/2025

CC: City Administrator John Walsh

1. General Operations (Mo./YTD)

- Permits Issued (64/335)
- Inspection Performed (286/1090)
- Plan Reviews (99/260)
- Permit Fee Summary \$57,878.99 (Report Attached)
- Columbia City Services (See Attached Reports)

2. Staffing & Personnel

- The Building Division is staffed with 2.4 FTE's.
- To promote training, continued education and jurisdictional partnerships, the building division joined the Oregon Permit Technicians Association (OPTA) in November. The annual cost of membership is forty dollars.
 - From their website, the OPTA "is dedicated to elevating the standards of professionalism among Permit Technicians across Oregon through enhanced education, training, and unity among jurisdictions.
 - The association serves as a vital forum for the exchange of ideas and information by cultivating relationships among members.
 - Focusing on mentorship, networking, career advancement, and educational opportunities, OPTA is committed to pursuing higher professional and ethical standards, ensuring our members are well-equipped to handle the complexities of our careers."
- In our last report we were working on archiving permits that have been completed and given
 final approval. This project is coming along very well. We have relieved much needed
 space in front permitting office as well as some re-organizing of our archive room to
 maximize its storage capacities.

3. Projects & Initiatives

Projects

LOCAL:

- o Permits:
 - CCMH Substance Disorder, Detox & Crisis Center Construction permits have been issued. Project is currently at the groundwork and utilities phase.
 - 115 N 6th St. Mixed Use Residential and Commercial Building. Project permitting is Ready to Issue.



- Chubb's Chevron Addition and Alterations Addition constructed and in the finishes stage of construction.
- 325 Strand Building shell is still under construction, but the exterior is completed. Additional permitting is required for Occupancies.
- Updated Columbia County Homeland Security Emergency Management Commission (HSEMC) IGA – Our subcommittee is convening in quarter one of 2026 to review changes. If the City chooses to participate in the IGA, the cost to the city as a Level 2 jurisdiction is \$9,844.88.
- Coordinating with Columbia County in create an IGA, for the county to provide Adress, Parcel, and Owner (APO) data updates on a regular schedule for building permit software. City council approved this IGA in October 2025. Along with the routine updating of our APO data, the county has also begun assisting us in resolving some long-standing discrepancies which have historically led to customer and staff frustrations. We are grateful for this partnership.
- Building Permit Fees Beginning to review building division fees to ensure that
 we are recovering program costs and that the burden of development is bore by
 the developer and not the public. Our last significant fee adjustment was in
 2017 and minor adjustment in 2020 when we began ePermitting (added fee type
 but no increases).

• STATE BUILDING CODES DIVISION (BCD):

- 2025 Oregon Structural Specialty Code adoption date 10/1/2025. Chapter 1 (Administration) provisions mandatory 10/1/2025.
 - HB 3395 (2023) required the BCD and the Building Codes Structures Board to consider the inclusion of provisions in the Oregon Structural Specialty Code (OSSC) to allow residential occupancies to be served by a single exit stair. Following review of emerging national codes, consultation with the fire service and local governments, and a series of public workgroup meetings, the board and division approved 2025 OSSC Appendix Q, Single Exit Provisions for Buildings Containing Group R-2 Dwelling Units, for local adoption effective Oct. 1, 2025. Where implemented locally, the provisions of the appendix apply in addition to the remainder of the code, including associated means of egress provisions from Chapter 10.
- Ready build plans Public Meeting and discussion occurred 9/30. The purpose was to provide an open forum and discussion of the creation and use of ready build dwelling plans. The meeting was well attended in person and virtually. The main discussion points included:
 - Expected use of permit-ready dwellings. One of the greatest challenges with creating a plan that is approved for use statewide is accounting for the various geographical conditions that can be found in our state.
 - Types of Dwellings The division currently discussing 3 types of dwellings (3Bd 2Bth; 2Bd 1Bth; 1Bd 1Bth). Narrow lots
 - Hazard Design Criteria This includes various levels of gravity and lateral loading building design requirements throughout the state.

- How to incorporate options This may include options such as a garage or fire rated construction or dimensional changes due to site specific requirements (e.g setbacks, steep slopes).
- Creating the plans How does the state work with third parties to create the plans.

More information is available https://www.oregon.gov/bcd/permit-services/Pages/permit-ready-plans.aspx

- Continued Education/Training Currently developing 2026 schedule as information becomes available from providers.
 - 2026 OBOA Fall Institute
 - 2026 OPTA Fall Training

4. Upcoming Events & Important Dates

(Provide information on city-related events, meetings, and deadlines relevant to the department.)

- January 7th BCD Residential & Manufactured Structures Board
 - o Review of 2026 Oregon Residential Specialty Code provisions and amendments.
- January 13th HSEMC meeting (Agenda Not Published)

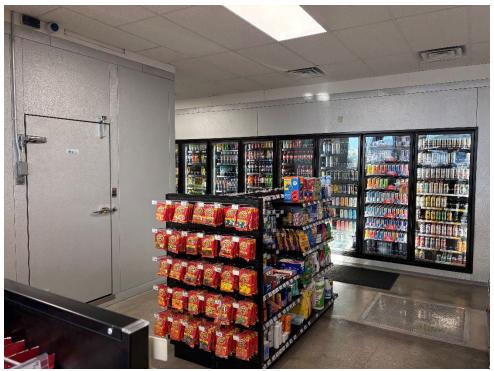
Attachments

Building Reviews Completed Building Data Request Information Columbia City Services Report





Chubbs





Chubbs





ССМН





ССМН





325 Strand





325 Strand

PERMITS ISSUED SUMMARY

Report parameters:

Date start from 10/1/2025 to 12/31/2025 Minimum valuation is \$0.00

Record type	Permits issued	Fees paid	Job value	
Residential Demolition	1	\$279.11	\$0.00	
Commercial Plumbing	4	\$3,811.97	\$19,000.00	
Commercial Alarm or Suppression Systems	5	\$8,078.36	\$453,111.16	
Commercial Revision	1	\$422.82	\$10,000.00	
Residential Mechanical	24	\$2,786.45	\$246,801.00	
Commercial Mechanical	1	\$447.93	\$15,000.00	
Commercial Structural	5	\$122,589.60	\$4,456,778.00	
Commercial Deferred Submittal	2	\$676.64	\$45,000.00	
Residential Revision	1	\$92.58	\$0.00	
Residential Plumbing	13	\$2,047.85	\$57,193.00	
Residential Structural	9	\$6,631.30	\$195,365.00	
Overall summary				
Total	66	\$147,864.61	\$5,498,248.16	

City of St. Helens FOUNDED 1850

Fee Summary by Account

Report run by: Michael De Roia Building Official 503-366-8228 mderoia@sthelensoregon gov

Report options selected:

Start date and time: 10/1/25 12:00 am End date and time: 12/31/25 11:59 pm

Account code: 1
Account id: -AllModule: Building

Account ld: 100-000-20400	
CET - St Helens SD 502 - Com Use CET - St Helens SD 502 - Admin Fee - Com Use	\$9,144.93 \$92.37
100-000-20400 Total:	\$9,237.30
Account ld: 100-000-20700	
State of Oregon Surcharge -Plumb (12% of applicable fees) State of Oregon Surcharge - Mech (12% of applicable fees) State of Oregon Surcharge - Bldg (12% of applicable fees)	\$409.67 \$212.51 \$3,677.49
100-000-20700 Total:	\$4,299.67
Account ld: 100-000-35003	
Inspection for which no fee is specifically indicated - structural Deferred submittal fee Demolition permit fee, total structure Structural building permit fee	\$96.92 \$511.77 \$95.00 \$30,548.67
100-000-35003 Total:	\$31,252.36
Account ld: 100-000-35004	
City Permit Administration Fee	\$2,856.00
100-000-35004 Total:	\$2,856.00

Fee Summary by Account

Account ld: 100-000-35005	
Dishwasher	\$106.40
Water closet	\$452.20
Other - plumbing	\$106.40
Water service - Total linear feet	\$317.65
Balance of minimum permit fees - plumbing	\$261.80
Interceptor/grease trap	\$106.40
Single Family Residence - Baths	\$(548.00)
Floor drain/floor sink/hub drain	\$319.20
Storm sewer - Total linear feet	\$63.53
Tub/shower/shower pan	\$399.00
Clothes washer	\$133.00
Ice maker	\$53.20
Garbage disposal	\$53.20
Water heater	\$159.60
Sink/basin/lavatory	\$1,010.80
Sanitary sewer - Total linear feet	\$127.06
Expansion tank	\$79.80
Primer	\$26.60
Urinal	\$26.60
Hose bib	\$159.60

	100-000-35005 Total:	\$3,414.04
Account ld: 100-000-35006		
Air handling unit of up to 10,000 cfm		\$12.39
Flue vent for water heater or gas fireplace		\$9.28
Wood/pellet stove		\$37.17
Ventilation fan connected to single duct		\$18.56
Clothes dryer exhaust		\$9.28
Hood served by mechanical exhaust, including ducts for hood		\$9.28
Balance of minimum permit fees - mechanical		\$1,115.52
Mini split system		\$74.34
Air conditioner		\$61.95
Furnace - up to 100,000 BTU		\$185.85
Heat pump		\$37.17
Other heating/cooling		\$12.39
Commercial mechanical permit (based on mechanical job value)		\$187.78

100-000-35006 Total:

\$1,770.96

Fee Summary by Account

4-000-34008 Total: 95-000-34008 Total: 93-000-22110 Total:	\$19,862.94 \$19,862.94 \$750.00 \$750.00 \$17,567.68 \$17,567.68 \$300.00 \$320.00
5-000-34008 Total:	\$19,862.94 \$750.00 \$750.00 \$17,567.68 \$17,567.68
5-000-34008 Total:	\$19,862.94 \$750.00 \$750.00 \$17,567.68
5-000-34008 Total:	\$19,862.94 \$750.00 \$750.00 \$17,567.68
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4-000-34008 Total:	\$19,862.94
4-000-34008 Total:	
4-000-34008 Total	
	\$19,86∠.94
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1-000-34008 Total:	\$23,375.16
	\$23,375.16
3-711-35020 Total:	\$2,081.68
	\$(15.60)
	\$2,097.28
0-000-35015 Total:	\$632.00
	\$632.00
0-000-35009 Total:	\$16,502.95
	\$61.00
	\$5,679.62 \$61.00
	\$702.24
	\$143.64 \$9,820.89
	\$95.56
	0-000-35009 Total: 0-000-35015 Total: 3-711-35020 Total: 1-000-34008 Total:

Note: This report includes fees paid with ACH, Cash, Check, Credit Card, Credit Card (Other), Fund Transfer, Internal Transfer, Restore Payment and Journal Entry payment methods. Fees paid with Billed, Credit Memo, Fee Waiver, and Write Off payment methods are excluded.



Building Reviews Completed

CITY OF ST. HELENS

265 Strand St. St. Helens,OR 97051 503-397-6272

buildingsafety@sthelensoregon.gov

FAX: 503-397-4016

www.sthelensoregon.gov 10/1/2025-12/31/2025

		Al-Daomi	Bird	Davis	De Roia	Graichen	Hansen	Stirling	Total
Commercial	Additional Review					3			3
	Building Review				15				15
	Infrastructure Review							1	1
	Mechanical Review			1	2				3
	Planning Review					7			7
	Plumbing Review						4		4
	Site Review		1						1
	Total		1	1	17	10	4	1	34
Residential	Building Review				12				12
	Infrastructure Review							5	5

		Al-Daomi	Bird	Davis	De Roia	Graichen	Hansen	Stirling	Total
Residential	Planning Review					9			9
	Site Review	2	5						7
	Total	2	5		12	9		5	33
Total		2	6	1	29	19	4	6	67

PERMITS ISSUED SUMMARY

Report parameters:

Date start from 10/1/2025 to 12/31/2025 Minimum valuation is \$0.00

Record type	Permits issued	Fees paid	Job value	
Residential Demolition	1	\$141.11	\$0.00	
Residential Mechanical	6	\$694.26	\$48,264.00	
Commercial Structural	1	\$942.51	\$39,975.00	
Residential Plumbing	2	\$234.33	\$600.00	
Residential Structural	2	\$367.38	\$1,851.00	
Overall summary Total	12	\$2,379.59	\$90,690.00	



www.columbia-city.org

3rd Party Provider Report

CITY OF COLUMBIA CITY 1840 Second Street PO Box 189

Columbia City,OR 97018 503-397-4010 FAX: 503-366-2870

10/1/2025 00:00:00 - 12/31/2025 23:59:59

bldg@columbia-city.org

		Columbia City	St. Helens	Total
191-25-000046-STR	Local Technology Fee - Columbia City	\$6.43	\$19.29	\$25.72
	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Structural building permit fee	\$123.56	\$370.67	\$494.23
	State of Oregon Surcharge - Bldg (12% of applicable fees)	\$59.31		\$59.31
	Total	\$199.80	\$421.46	\$621.26
191-25-000050-STR	Structural building permit fee	\$23.65	\$70.94	\$94.58
	Structural plan review fee	\$15.37	\$46.11	\$61.48
	Local Technology Fee - Columbia City	\$1.49	\$4.46	\$5.94
	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	State of Oregon Surcharge - Bldg (12% of applicable fees)	\$11.35		\$11.35
	Total	\$62.35	\$153.00	\$215.35
191-25-000051-STR	Structural building permit fee	\$23.65	\$70.94	\$94.58
	Local Technology Fee - Columbia City	\$1.02	\$3.08	\$4.10
	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	State of Oregon Surcharge - Bldg (12% of applicable fees)	\$11.35		\$11.35
	Total	\$46.52	\$105.51	\$152.03
191-25-000052-PLM	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Local Technology Fee - Columbia City	\$0.79	\$2.36	\$3.15
	Balance of minimum permit fees - plumbing	\$9.10	\$27.30	\$36.40
	Backflow preventer	\$6.65	\$19.95	\$26.60
	State of Oregon Surcharge -Plumb (12% of applicable fees)	\$7.56		\$7.56
	Total	\$34.60	\$81.11	\$115.71
191-25-000053-MECH	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Local Technology Fee - Columbia City	\$0.79	\$2.36	\$3.15
	Balance of minimum permit fees - mechanical	\$12.65	\$37.96	\$50.61
	Other fuel appliance	\$3.10	\$9.29	\$12.39
	State of Oregon Surcharge - Mech (12% of applicable fees)	\$7.56		\$7.56

		Columbia City	St. Helens	Total
191-25-000053-MECH	Total	\$34.60	\$81.11	\$115.71
191-25-000054-MECH	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Local Technology Fee - Columbia City	\$0.79	\$2.36	\$3.15
	Balance of minimum permit fees - mechanical	\$9.56	\$28.67	\$38.22
	Air conditioner	\$3.10	\$9.29	\$12.39
	Furnace - up to 100,000 BTU	\$3.10	\$9.29	\$12.39
	State of Oregon Surcharge - Mech (12% of applicable fees)	\$7.56		\$7.56
	Total	\$34.60	\$81.11	\$115.71
191-25-000055-DWL	Structural plan review fee	\$351.53	\$1,054.58	\$1,406.10
	Land Use Plan Review - Residential	\$25.00		\$25.00
	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Total	\$387.03	\$1,086.08	\$1,473.10
191-25-000056-DWL	Structural plan review fee	\$351.53	\$1,054.58	\$1,406.10
	Land Use Plan Review - Residential	\$25.00		\$25.00
	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Total	\$387.03	\$1,086.08	\$1,473.10
191-25-000057-PLM	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Water service - Total linear feet	\$16.38	\$49.15	\$65.53
	State of Oregon Surcharge -Plumb (12% of applicable fees)	\$7.86		\$7.86
	Local Technology Fee - Columbia City	\$0.81	\$2.42	\$3.23
	Total	\$35.55	\$83.07	\$118.62
191-25-000058-DEMO	Demolition permit fee, total structure	\$23.75	\$71.25	\$95.00
	Local Technology Fee - Columbia City	\$1.03	\$3.08	\$4.11
	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Total	\$35.28	\$105.83	\$141.11
191-25-000059-PLM	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Local Technology Fee - Columbia City	\$0.79	\$2.36	\$3.15
	Balance of minimum permit fees - plumbing	\$9.10	\$27.30	\$36.40
	Backflow preventer	\$6.65	\$19.95	\$26.60
	State of Oregon Surcharge -Plumb (12% of applicable fees)	\$7.56		\$7.56
	City Permit Administration Fee	\$-10.50	\$-31.50	\$-42.00
	Backflow preventer	\$-6.65	\$-19.95	\$-26.60

		Columbia City	St. Helens	Total
191-25-000059-PLM	Balance of minimum permit fees - plumbing	\$-9.10	\$-27.30	\$-36.40
	Local Technology Fee - Columbia City	\$-0.79	\$-2.36	\$-3.15
	State of Oregon Surcharge -Plumb (12% of applicable fees)	\$-7.56		\$-7.56
	Total			\$0.00
191-25-000060-MECH	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Local Technology Fee - Columbia City	\$0.79	\$2.36	\$3.15
	Balance of minimum permit fees - mechanical	\$12.65	\$37.96	\$50.61
	Furnace - up to 100,000 BTU	\$3.10	\$9.29	\$12.39
	State of Oregon Surcharge - Mech (12% of applicable fees)	\$7.56		\$7.56
	Total	\$34.60	\$81.11	\$115.71
191-25-000061-MECH	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Local Technology Fee - Columbia City	\$0.79	\$2.36	\$3.15
	Balance of minimum permit fees - mechanical	\$12.65	\$37.96	\$50.61
	Chimney/liner/flue/vent	\$3.10	\$9.29	\$12.39
	State of Oregon Surcharge - Mech (12% of applicable fees)	\$7.56		\$7.56
	Balance of minimum permit fees - mechanical	\$-12.65	\$-37.96	\$-50.61
	Chimney/liner/flue/vent	\$-3.10	\$-9.29	\$-12.39
	Furnace - up to 100,000 BTU	\$3.10	\$9.29	\$12.39
	Range hood/other kitchen equipment	\$2.32	\$6.96	\$9.28
	Balance of minimum permit fees - mechanical	\$10.33	\$31.00	\$41.33
	Total	\$34.60	\$81.11	\$115.71
191-25-000062-MECH	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Local Technology Fee - Columbia City	\$0.79	\$2.36	\$3.15
	Balance of minimum permit fees - mechanical	\$12.65	\$37.96	\$50.61
	Furnace - up to 100,000 BTU	\$3.10	\$9.29	\$12.39
	State of Oregon Surcharge - Mech (12% of applicable fees)	\$7.56		\$7.56
	Total	\$34.60	\$81.11	\$115.71
191-25-000063-STR	Structural plan review fee	\$95.18	\$285.54	\$380.72
	Total	\$95.18	\$285.54	\$380.72
191-25-000064-MECH	City Permit Administration Fee	\$10.50	\$31.50	\$42.00
	Local Technology Fee - Columbia City	\$0.79	\$2.36	\$3.15
	Balance of minimum permit fees - mechanical	\$9.56	\$28.67	\$38.22

		Columbia City	St. Helens	Total
191-25-000064-MECH	Air conditioner	\$3.10	\$9.29	\$12.39
	Furnace - up to 100,000 BTU	\$3.10	\$9.29	\$12.39
	State of Oregon Surcharge - Mech (12% of applicable fees)	\$7.56		\$7.56
	Total	\$34.60	\$81.11	\$115.71
Total for All Records		\$1,490.91	\$3,894.35	\$5,385.26

12/31/2025



Building Reviews Completed

CITY OF COLUMBIA CITY

1840 Second Street PO Box 189 Columbia City,OR 97018

503-397-4010 FAX: 503-366-2870

www.columbia-city.org 10/1/2025-12/31/2025 bldg@columbia-city.org

		De Roia	Johnson	Scott	Total	
Commercial	Building Review	1			1	Ĺ
	Fire Review		1		1	L
	Total	1	1		2	2
Residential	Building Review	2			2	2
	Planning Review			1	1	1
	Total	2		1	3	3
Total		3	1	1	5	5