

City of St. Helens
RESOLUTION NO. 2069

A RESOLUTION TO SET BUILDING DEPARTMENT FEES

WHEREAS, St. Helens Municipal Code Chapter 15.04.200 authorizes the City Council to establish Building Department fees by resolution; and

WHEREAS, the City Council and staff finds it necessary from time to time to review these fees and adjust them accordingly based on state fee methodologies, current estimated and actual costs of materials, staff time, etc.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:

Section 1. The Building Department fees set forth in **Exhibit A**, attached, are hereby adopted.

Section 2. This Resolution supersedes all previous resolutions setting forth Building Department fees.

Section 3. This Resolution is effective April 1, 2026.

Approved and adopted by the City Council on April 1, 2026 by the following vote:

Ayes:

Nays:

Jennifer Massey, Mayor

ATTEST:

Kathy Payne, City Recorder

BUILDING DEPARTMENT FEES
City of St. Helens Fee Schedule
Effective April 2nd, 2026

I. STRUCTURAL PERMIT FEES		NOTES
A. TOTAL VALUATION OF IMPROVEMENT:		ORS 455.020 & 455.210
<p>Residential: Structural permit fee for new construction and additions shall be calculated using the ICC Building Valuation Data Table current as of April 1 of each year, multiplied by the square footage of the dwelling to determine the valuation. Permit fees for an alteration or repair shall be calculated based on the fair market value as approved by the building official.</p> <p>Commercial: Valuation shall be the greater of either: A) The valuation based on the ICC Building Valuation Data Table current as of April 1 of each year, using the occupancy and construction type as determined by the building official, multiplied by the square footage of the structure; or (B) The value as stated by the applicant.</p>		OAR 918-050-0100
Value	Fee	
Minimum Fee	\$117	
\$1 to \$5,000	\$117	
\$5,001 to \$25,000	\$117 for first \$5000 plus \$13 for each additional \$1,000, or fraction thereof, to including \$25,000	
\$25,001 to \$ 50,000	\$377 for the first \$25,000 plus \$10 for each additional \$1,000, or fraction thereof, to and including \$50,000	
\$ 50,001 to \$100,000	\$627 for the first \$50,000 plus \$7 for each additional \$1,000, or fraction thereof, to and including \$100,000	
\$100,001 and up	\$977 for the first \$100,000 plus \$6 for each additional \$1,000, or fraction thereof.	
B. COMMERCIAL FIRE SUPPRESSION SYSTEM:		OAR 918-050-0100
Fee shall be based on value of project.	Use above; I. Structural Fee Chart	
C. RESIDENTIAL STAND ALONE FIRE SUPPRESSION SYSTEM:		OAR 918-050-0140
Fee table below is based on square footage of the structure. This fee covers the cost of normal plan review & inspections.		
0-2000 Square Feet	\$368	
2001-3600 Square Feet	\$397	
3601-7200 Square Feet	\$441	
7201 and greater	\$500	
D. SOLAR STRUCTURAL INSTALLATION PERMIT:		OAR 918-050-0180
Prescriptive installation: Flat fee for installations that comply with the prescriptive path described in section 3111.5.3 of the Oregon Structural Specialty Code. This includes permit review and one inspection.	\$270	OAR918-050-0180
All other installations: Fee based on valuation of structural elements for the; Panels, including Racking, Mounting, Rails & cost of Labor (excluding electrical equipment, collector panels, & inverters). Use the above I. A. Structural Fee chart above. Per 3111.5.3 OSSC	Use above; I. Structural Fee Chart	OAR918-050-0180
E. PHASED CONSTRUCTION: The fee shall be based on the application fee and shall be increased in an amount equal to 10% of the total project building permit fee not to exceed \$1,500 for each phase.	Phasing Application Fee \$165 Plus 10% of the Total Project Building Permit Fee	OAR 918-050-0160
F. DEFERRED SUBMITTAL: The fee is for administration, processing, & reviewing deferred plans shall be an amount equal to 65% of the building permit fee calculated using the value of the particular deferred portion(s) of the project with a minimum fee of \$250. This fee is in addition to the project plan review fee based on total project value.	65% of the value of the particular deferred portion(s) of the project with a minimum fee of \$250	OAR 918-460-0070 OAR 918-480-0030

<u>G. PLAN REVIEW:</u>		OAR 918-050-0110
Plan Review Fee is 65% of Structural Permit Fee (Required at time of application, based on the valuation at time of application. May be adjusted prior to permit issuance)	65% of structural fee	
Additional plan review required by changes, additions or revisions to approved plans (min. 1/2 hr.)	\$100/hour	
Fire/Life/Safety Plan review (if required)	40% of structural fee	
Planning & Engineering Review fees could apply.	(see Planning/Eng. Fees)	
Plan Review Consulting Fees – May be applicable to Complex projects. Complex projects are those that require a registered design professional by ORS 671 and 672 or where requesting Modification or Alternatives to the code.	Hourly Rate (Per Current Service Agreement)	
<u>H. DEMOLITION PERMIT:</u>		
Residential; Flat Fee	\$110	
Commercial; Flat Fee	\$270	
<u>I. INSPECTION & OTHER FEES:</u>		
Inspections required outside normal business hours (min. 2 hr. charge)	\$150/hour	
Temporary Certificate of Occupancy- Valid for 30 Days upon issuance	\$163 Residential / \$276 Commercial	
Reinspection Fee (after 2 same-type failed inspections)	\$150	
Special inspection or Consult – Structural	\$110	
Each additional inspection - above allowable (1 hr. min.)	\$110	
New addition of planning release fee (if planning sig. is required)	See Planning Fee Schedule	
Inspection fee which no fee is specifically indicated	\$110/hour	
Administration Fee	\$45.00/hour (Minimum 1hour)	
Technology Fee	4% (Applied to the permit fee)	
Investigation Fee	\$250.00/hour (Minimum 1hour)	
<u>J. STATE OF OREGON FEES:</u>		ORS 455.210; 455.220
State of Oregon Surcharge Fee: (Subject to increase by State of Oregon, BCD)	Current State Surcharge (12% x Structural fee)	

II. PLUMBING FEE		
A. Residential: plumbing permit fee for new construction includes one kitchen and is based on the number of bathrooms, from one to three, on a graduated scale. An additional set fee shall be assessed for each additional bath or kitchen. Permit fees for an addition, alteration, or repair shall be calculated based on the number of fixtures, appurtenances, and piping, with a set minimum fee.		OAR 918-050-0100
NEW 1 & 2 FAMILY DWELLINGS: includes one kitchen, first 100 feet each of site utilities, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system. Half bath counted as whole.	Fee	
1 Bathroom	\$467	
2 Bathroom	\$564	
3 Bathroom	\$663	
Additional Bathroom or Kitchen (new construction)	\$98 each	
Water service: first 100 feet (new construction excluded)	\$66	
Sanitary & Storm water service; first 100 feet (new construction excluded)	\$66 per service	
Add'l 100' or part thereof; water, sanitary, & storm sewer (no charge for 1st 100' of new construction)	\$36	
Residential Fixture Fee (per fixture)	\$28 per fixture	
Minimum Residential Permit Fee	\$66	
B. COMMERCIAL, INDUSTRIAL & DWELLINGS OTHER THAN 1 & 2 FAMILY:		OAR 918-050-0100
Minimum Fee	\$110	
Fixture Fee	\$30 each	
Water service (first 100 feet)	\$80	
Building sanitary sewer (first 100 feet)	\$80	
Building storm sewer (first 100 feet)	\$80	
Add'l 100' or part thereof (water or sewer)	\$80	
C. RESIDENTIAL MULTIPURPOSE FIRE SUPPRESSION SYSTEM:		OAR 918-050-0140
Permit fees shall each be calculated as separate flat fees based on the square footage of the structure with graduated rates for dwellings. Fees include plan review and inspection.		
0-2000 Square Feet	\$368	
2001-3600 Square Feet	\$397	
3601-7200 Square Feet	\$441	
7201 and greater	\$500	
D. PARKS; RV and MANUFACTURED DWELLING PARKS:		OAR 918-600-0030
1-5 spaces	\$289	
6-19 spaces (\$289 plus cost per spaces)	\$50 per space	
20 or more spaces (\$989 plus cost per spaces)	\$28 per space	
Manufactured Home Utilities (Water, Sanitary & Storm Sewer)	\$66/100ft (per service)	
E. PLUMBING PLAN REVIEW FEE:		OAR 918-780-0040
Plan Review Fee is 30% of Plumbing Permit Fee. (Required at time of application, based on the valuation at time of application. May be adjusted prior to permit issuance)	30% of plumbing fee	
Additional plan review required by changes, additions or revisions to approved plans (min 1/2 hr.)	\$100/hour	

F. MEDICAL GAS PLUMBING PERMIT FEE:		OAR 918-780-0045
Based on value of installation cost, system equipment, inlets, outlet fixtures & appliances.	See structural Fee Schedule IA	
Plan Review Fee is 30% of the Permit Fee	30% of plumbing fee	
G. INSPECTION FEES & MISC. FEES:		
Inspections required outside normal business hours (min. 2 hr. charge)	\$150/hour	
Reinspection Fee (after 2 same-type failed inspections)	\$150/each	
Each additional inspection - above allowable (1 hr. min.)	\$110/hour	
Inspection fee which no fee is specifically indicated	\$110/hour	
Minimum Plumbing Permit Fee	\$66	
Administration Fee	\$45/hour (Minimum 1hour)	
Technology Fee	4% (Applied to the permit fee)	
Investigation Fee	\$250.00/hour (Minimum 1hour)	
H. STATE OF OREGON FEES:		ORS 455.210; 455.220
State of Oregon Surcharge Fee: (Subject to increase by State of Oregon, BCD)	Current State Surcharge (12% x Plumbing fee)	

III. MECHANICAL PERMIT		
A. RESIDENTIAL: Unless otherwise noted, fees apply to both gas & electric appliances, including piping.		OAR 918-050-0100
Air conditioner	\$14	
Air handling unit of up to 10,000 cfm	\$14	
Air handling unit 10,001 cfm and over	\$14	
Appliance vent installation, relocation or replacement not included in an appliance permit	\$14	
Attic/crawl space fans	\$14	
Barbecue	\$14	
Chimney/liner/flue/vent	\$14	
Clothes dryer exhaust	\$14	
Decorative gas fireplace	\$14	
Ductwork – no appliance/fixture	\$14	
Evaporative cooler other than portable	\$14	
Floor furnace, including vent	\$14	
Flue vent for water heater or gas fireplace	\$14	
Furnace - greater than 100,000 BTU	\$14	
Furnace - up to 100,000 BTU	\$14	
Furnace/burner including duct work/vent/liner	\$14	
Gas or wood fireplace/insert	\$14	
Gas fuel piping outlets	First outlet \$14 Each additional outlet \$2	
Heat pump	\$14	
Hood served by mechanical exhaust, including ducts for hood	\$14	
Hydronic hot water system	\$14	
Installation or relocation domestic-type incinerator	\$14	
Mini split system	\$14	
Oil tank/gas/diesel generators	\$14	
Pool or spa heater, kiln	\$14	
Radon mitigation	\$14	
Range hood/other kitchen equipment	\$14	
Suspended heater, recessed wall heater, or floor mounted unit heater	\$14	
Ventilation fan connected to single duct	\$14	
Ventilation system not a portion of heating or air-conditioning system authorized by permit	\$14	
Water heater	\$14	
Wood/pellet stove	\$14	
Other heating/cooling	\$14	
Other fuel appliance	\$14	
Other environment exhaust/ventilation	\$14	
Minimum Mechanical Permit Fee	\$66	
B. COMMERCIAL, INDUSTRIAL & MULTI-FAMILY RESIDENTIAL:		OAR 918-050-0100
\$1.00 to \$7,000	\$110 (Minimum Fee)	
\$7,001 to \$25,000	\$110 for the first \$7,000, plus \$11 for each additional \$1,000, or fraction thereof, to and including \$25,000.	
\$25,001 to \$50,000	\$308 for the first \$25,000, plus \$8 for each additional \$1,000, or fraction thereof, to and including \$50,000.	
\$50,001 to \$100,000	\$508 for the first \$50,000, plus \$7 for each additional \$1,000, or fraction thereof, to and including \$100,000.	
\$100,001 and up	\$858 for the first \$100,000, plus \$6 for each additional \$1,000, or fraction thereof.	

C. PLAN REVIEW FEE:		OAR 918-050-0110
Plan Review Fee is 65% of Mechanical Permit Fee. (Required at time of application, based on the valuation at time of application. May be adjusted prior to permit issuance)	65% of mechanical fee	
Additional plan review required by changes, additions or revision to approved plans (minimum 1/2 hr.)	\$100 per hour	
D. INSPECTION FEES & MISC. FEES:		
Inspections required outside normal business hours (min. 2 hr. charge)	\$150/hour	
Reinspection Fee (after 2 same-type-failed inspections)	\$150/each	
Each additional inspection - above allowable (1 hr. min.)	\$110/hour	
Inspection fee which no fee is specifically indicated	\$110/hour	
Administration Fee	\$45/hour (Minimum 1hour)	
Technology Fee	4% (Applied to the permit fee)	
Investigation Fee	\$250.00/hour (Minimum 1hour)	
E. STATE OF OREGON FEES:		ORS 455.210; 455.220
State of Oregon Surcharge Fee: (Subject to increase by State of Oregon, BCD)	Current State Surcharge (12% x Mechanical fee)	

IV. MANUFACTURED DWELLINGS		
A. MANUFACTURED DWELLING PLACEMENT PERMIT:		OAR 918-050-0130
Manufactured Dwelling Placement Fee:	\$540 (per Dwelling)	
Separate Permit(s) required for decks, other accessory structures, and foundation that do not comply with the prescriptive requirements of the Oregon Manufactured Dwelling Code, utility connections beyond 30 lineal feet, new plumbing, alterations and other such items.	(See Structural, Plumbing, and Mechanical Fees)	
Planning & Engineering Review fees could apply.		
B. INSPECTION FEES & MISC. FEES:		
Inspections required outside normal business hours (min. 2 hr. charge)	\$150/hour	
Reinspection Fee (after 2 same-type-failed inspections)	\$150/each	
Each additional inspection - above allowable (1 hr. min.)	\$110/hour	
Inspection fee which no fee is specifically indicated	\$110/hour	
Administration Fee	\$45/hour (Minimum 1hour)	
Technology Fee	4% (Applied to the permit fee)	
Investigation Fee	\$250.00/hour (Minimum 1hour)	
C. STATE OF OREGON FEES:		ORS 455.210; 455.220
Manufactured Dwelling State Fee	Currently \$30.00	
State of Oregon Surcharge Fee: (Subject to increase by State of Oregon, BCD)	Current State Surcharge (12% x Permit fee)	
V. MANUFACTURED DWELLING/RV PARKS		
Construction Permit Fee. The construction permit fee shall be as established by the municipality administering the manufactured dwelling or mobile home park program and shall be paid to the authority having jurisdiction prior to beginning construction. Valuation of construction cost shall be based on ICC Building Valuation Data Table current as of April 1 of each year with construction type of VB and Occupancy Type U (1/2 Rate).		OAR 918-600-0030; 918-650-0030
Construction Permit Fee	See Structural Schedule 1A	
Area Development Fee. The area development fee shall be determined from Table 1-MD using the valuation for all facilities for which the permit is issued. The fees in Table 1-MD shall be based on valuation Table 2-MD or be determined by the applicant with documentation acceptable to the authority having jurisdiction. Permit fees shall be paid to the authority having jurisdiction before any work begins.		
Area Development Fee	Table 1	
Plan Review Fee is 65% of ADP Fee	65% of structural fee	
Inspections required outside normal business hours (min. 2 hr. charge)	\$150/hour	
Reinspection Fee (after 2 same-type-failed inspections)	\$150/each	
Each additional inspection - above allowable (1 hr. min.)	\$110/hour	
Inspection fee which no fee is specifically indicated	\$110/hour	
Administration Fee	\$45/hour (Minimum 1hour)	
Technology Fee	4% (Applied to the permit fee)	
Investigation Fee	\$250.00/hour (Minimum 1hour)	
VI. MISCELLANEOUS FEES		
A. Administration Fee; outside of issuing building permits (min. 1 hr. then 1/2 hour fraction thereafter)	\$45/hour	
B. Records Request	Time & Materials	
C. Refund Policy	Refund request must be greater than \$75, or no refund can be issued.	
D. Minimum Fee for all types of permits, if not previously indicated.	\$110	
E. Planning & Engineering Reviews could apply.	See Planning/Engineering Fee Schedule	
F. Plan Review Consulting Fees – May be applicable to Complex projects. Complex projects are those that required a registered design professional by ORS 671 and 672 or where requesting Modification or Alternatives to the code	Hourly Rate (Per Current Service Agreement)	

VII. GRADE & FILL PERMIT

A. PLAN REVIEW FEE: (Required at time of application, based on the valuation at time of application. May be adjusted prior to permit issuance)		SHMC 15.04.110. 15.04.200
Plan Review Fee:	65% of the fill and grade permit fee	
B. PERMIT FEES:		SHMC 15.04.110. 15.04.200
1 to 100 cubic yards	\$110	
101 to 1,000 cubic yards	\$110 for the first 100 cubic yards, plus \$25 for each additional 100 cubic yards or fraction thereof	
1,001 to 10,000 cubic yards	\$335 for the first 1,000 cubic yards, plus \$20 for each additional 1,000 cubic yards thereof	
10,001 to 100,000	\$515 for the first 10,000 cubic yards, plus \$92 for each additional 10,000 cubic yards thereof	
100,001 cubic yard or more	\$1,343 for the first 100,000 cubic yards, plus \$50 for each additional 10,000 cubic yards or fraction thereof	
C. INSPECTION FEES & MISC. FEES:		
Inspections required outside normal business hours (min. 2 hr. charge)	\$150/hour	
Reinspection Fee (after 2 same-type-failed inspections)	\$150/each	
Each additional inspection - above allowable (1 hr. min.)	\$110/hour	
Inspection fee which no fee is specifically indicated	\$110/hour	
Administration Fee	\$45/hour (Minimum 1hour)	
Technology Fee (Applicable upon the date that ePermitting system is implemented)	4% (Applied to the permit fee)	
Investigation Fee	\$250.00/hour (Minimum 1hour)	