



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager
Kim McMillan, Community Development Director

FROM: Suzanne Tyler, Building Official

DATE: June 12, 2023

SUBJECT:
Building Division Fee Update

EXECUTIVE SUMMARY:

This presentation is a brief overview of the fees we assess for review, issuance, and inspection of building permits and why staff is requesting a fee increase. Building Divisions in Oregon are funded by the collection of appropriate fees for the plan review and issuance of permits.

The Building Division has been careful with this dedicated fund and have not increased fees since 2005. The Building Division also maintains reserve funds. The Oregon Building Codes Division recommends jurisdictions maintain adequate reserves to help weather fluctuations in building activity. As our expenses have outpaced revenues, we realized the need to increase our fees to cover the cost of services and maintain adequate reserves.

Staff time and current billing rates were considered when reviewing all building fees. Additionally, staff looked at the fees assessed by nearby cities. Some examples of the proposed fee increases are included in the PowerPoint presentation.

ATTACHMENTS:

- Powerpoint Presentation