

ORDINANCE NO. 1478-23

AN ORDINANCE UPDATING BUILDING INSPECTION PROGRAM FEES FOR THE CITY OF TUALATIN

WHEREAS, Oregon Revised Statutes Section 455.210 requires that local governments adopt all building inspection program fees by ordinance or regulation to establish full cost recovery fees to administer and manage the building program in the City of Tualatin (“City”);

WHEREAS, the City administers and enforces various specialty code programs and established its current fee schedule for this work in 2005;

WHEREAS, the City has identified a need to update fees for its Structural, Mechanical and Plumbing specialty code programs in order to offset the inflationary increase in its building program costs and allow the City to stabilize the funding needed to maintain staffing required to enforce the programs;

WHEREAS, City staff emailed a Notice of Fee Change to the State Building Codes Division (BCD) on May 3, 2023, as required by ORS 455.210;

WHEREAS, the proposed fee schedule update will modernize the currently adopted fee schedule to better align cost recovery and long-term financial goals to keep pace with rising costs; and

WHEREAS, the City has provided the notice for and taken public comment on the proposed fee increase as required by state law.

NOW, THEREFORE, THE CITY OF TUALATIN ORDAINS AS FOLLOWS:

**Section 1.** Findings. The City Council hereby adopts as findings and conclusions the foregoing recitals.

**Section 2.** Order. The fees associated with the City of Tualatin’s administration and enforcement of its Structural, Mechanical and Plumbing programs are hereby updated as set forth in the attached Exhibit A.

**Section 3.** Staff Directive. To reflect adoption of the ordinance, the City Manager or designee is directed to make conforming changes to the City of Tualatin Building Permit forms necessary to incorporate the fees adopted herein.

**Section 4.** This fee schedule will take effect on the thirtieth day after its enactment.

ADOPTED by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2023.

CITY OF TUALATIN, OREGON

BY \_\_\_\_\_  
Mayor

APPROVED AS TO FORM

ATTEST:

BY \_\_\_\_\_  
City Attorney

BY \_\_\_\_\_  
City Recorder

# EXHIBIT A

## ORDINANCE NO. 1478-23

### Proposed Fee Schedule CITY OF TUALATIN

**ONE & TWO FAMILY DWELLINGS, MANUFACTURED HOMES, MULTI-FAMILY, COMMERCIAL,  
AND INDUSTRIAL**

### STRUCTURAL PERMIT FEE SCHEDULE

#### FOR NEW BUILDINGS & ADDITIONS / ALTERATIONS / REMODELS

(See below for determining valuation.)

\$0.00 to \$2,000.00 valuation.....	\$110.00 <del>56.00</del>
\$2,001.00 to \$25,000.00 valuation.....	\$110.00 <del>56.00</del> for the first \$2,000.00 and \$7.00 for each additional \$1,000.00 or fraction thereof.
\$25,000.01 to \$50,000.00 valuation.....	\$271.00 <del>\$216.00</del> for the first \$25,000.00 and \$8.20 <del>\$6.00</del> for each additional \$1,000.00 or fraction thereof.
\$50,001.00 to \$100,000.00 valuation.....	\$476.00 <del>\$375.00</del> for the first \$50,000.00 and \$5.30 <del>\$4.00</del> for each additional \$1,000.00 or fraction thereof.
\$100,001.00 and over valuation.....	\$741.00 <del>\$587.00</del> for the first \$100,000.00 and \$3.75 <del>\$3.00</del> for each additional \$1,000.00 or fraction thereof.

Structural Plan Review Fee..... 70 ~~65~~ percent of building permit fee

Fire and Life Safety Plan Review Fee.....45 percent of building permit fee (on multi-family, commercial & industrial only)

State Surcharge.....12 percent of building permit fee or inspection fee

Technology Fee.....3 percent of building permit fee

Pre-Submittal Fee.....\$100.00

Building Re-evaluation Fee.....Hourly basis, minimum 2 hours

Permit Extension Fee.....\$100.00

Change of Contractor Fee.....\$100.00

Temporary Certificates of Occupancy.....\$300.00/30 days ~~\$100.00/30 days~~

Solar Structural Installation Permits per OAR 918-050-0180:

Prescriptive path (as described in the Oregon Solar Installation Specialty Code, Flat fee that includes plan review):  
All other installations are considered non-prescriptive and shall be based on the valuation of the structural elements for the solar elements for the solar panels, including racking, mounting elements, rails, and the cost of labor to install. The cost of the solar electrical equipment, including collector panels, and inverters shall be excluded from the permit valuation. The valuation shall be applied to the structural permit fee schedule. The standard plan review fee will be added to the permit.

Prescriptive Path – Flat Fee.....\$180.00 ~~\$150.00~~  
 Non-Prescriptive Path.....\$ Use structural permit fee schedule

**Other Inspections and Fees:**

1. Inspections outside of normal business hours (minimum charge – one hour).....\$100.00 ~~\$60.00~~ per hour\*
2. Re-inspection fees assessed under provisions of ORS 455.020 and 455.210.....\$100.00 ~~\$60.00~~
3. Inspection for which no fee is specifically indicated (min. charge – one hour).....\$100.00 ~~\$60.00~~ per hour\*
4. Additional plan review required by changes, additions, or revisions to proposed or approved plans (minimum charge – one hour ~~1/2 hour~~).....\$100.00 ~~\$60.00~~ per hour\*

\*Or total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved. State Surcharge applies.

Phased Projects: There shall be a minimum plan review phasing fee of \$360.00 ~~\$300.00~~ for each separate phased portion of the project. In addition, a plan review phasing fee shall be charged in an amount equal to ten percent of the total project building permit fee calculated in accordance with OAR 918-050-0100 through 0110 not to exceed an additional \$1,500.00 for each phase.

Deferred Submittals: The plan review fee for processing deferred plan submittals shall be an amount equal to 65 percent of the building permit fee calculated in accordance with OAR 918-050-0110 (2) and (3) using the value of the particular deferred portion of the project with a minimum fee of \$360.00 ~~\$300.00~~. This fee is in addition to the project plan review fee based on total project value.

**Building Permit Fee Schedule for Stand-Alone Residential Fire Sprinkler Systems**

Square Footage of Dwelling (Including Garage)	Permit/Plan Review Fee
0 – 2,000 square feet.....	\$240.00 <del>\$120.00</del>
2,001 – 3,600 square feet.....	\$300.00 <del>\$150.00</del>
3,601 – 7,200 square feet.....	\$420.00 <del>\$210.00</del>
Greater than 7,200 square feet.....	\$540.00 <del>\$270.00</del>

**Permit Valuation Methodology:** The Permit Valuation methodology is mandated by the State of Oregon in OAR 918-050-0100. A structural permit fee for new construction and additions shall be calculated using the currently adopted ICC Building Valuation Data Table, using the occupancy and construction type as determined by the building official, multiplied by the square footage of the structure. The square footage of a building, addition, or garage shall be determined from outside exterior wall to outside exterior wall for each level. The valuation used will be the greater of either the above calculated value or the value as stated by the applicant. A structural permit fee for alterations or repair shall be based on the fair market value of the permitted work as determined by the building official and defined below.

**Fair Market Value:** The Fair Market Value to be used in computing the permit fee for alterations and repair shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and other permanent work or equipment, and contractor’s profit.

**Building Permit Fee Schedule for Manufactured Dwellings**

Manufactured Dwelling Placement.....\$400.00

State Administrative (Cabana) Fee.....\$30.00

Manufactured Dwelling Placement – Includes the concrete slab, runners or foundations that are prescriptive, electrical feeder and plumbing connections and all cross-over connections and up to 30 lineal feet of site utilities. Decks, other accessory structures, and foundations that are not prescriptive, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, and new plumbing – may require separate permits. All decks 30” above ground, carports, garages, porches, and patios are based on valuation and may also require separate permits.

ORS 446.176(1) and OAR 918-500-0105 require all local governments providing construction permits or inspections for manufactured dwelling and cabana installations to collect and remit to the Department of Consumer and Business Services a \$30 fee for each installation permit issued. This fee is to be added to manufactured dwelling and cabana installation permits only and should not be added to accessory structures or building, electrical, plumbing, mechanical permits or plan reviews.

Structural, mechanical, and plumbing designated permit fees will be automatically adjusted annually by 5% each July 1<sup>st</sup> through 2028 based on the Engineering News – Record Construction Cost Index (20-city average) published April 1. Valuations will be calculated in accordance with OAR 918-050-0100, with calculated amounts rounded to the nearest whole dollar.

**Proposed Fee Schedule**

**CITY OF TUALATIN**

**ONE & TWO FAMILY DWELLINGS**

**MECHANICAL FEE SCHEDULE**

**FOR NEW & ADDITIONS / ALTERATIONS / REMODELS**

**Heating/Cooling:**

Furnace.....	\$25.00	<del>\$15.00</del>
Air Conditioning .....	\$25.00	<del>\$15.00</del>
Gas Heat Pump .....	\$25.00	<del>\$15.00</del>
Duct Work .....	\$25.00	<del>\$15.00</del>
Hydronic Hot Water System .....	\$25.00	<del>\$15.00</del>
Residential Boiler (radiator or hydronic) .....	\$25.00	<del>\$15.00</del>
Unit Heaters (fuel-type, not electric), in-wall, in-duct, suspended .....	\$25.00	<del>\$15.00</del>
Flue/Vent for any of the above .....	\$25.00	<del>\$15.00</del>

**Other Fuel Appliances:**

Water Heater .....	\$25.00	<del>\$15.00</del>
Gas Fireplace .....	\$50.00	<del>\$15.00</del>
Flue Vent for Water Heater of Gas Fireplace .....	\$25.00	<del>\$15.00</del>
Log Lighter (gas) .....	\$25.00	<del>\$15.00</del>
Wood / Pellet Stove.....	\$25.00	<del>\$15.00</del>
Chimney/Liner/Flue/Vent .....	\$25.00	<del>\$15.00</del>

**Environmental Exhaust and Ventilation:**

Range Hood/Other Kitchen Equipment .....	\$25.00	<del>\$15.00</del>
Clothes Dryer Exhaust .....	\$25.00	<del>\$15.00</del>
Single-Duct Exhaust (bathrooms, toilet compartments, utility rooms) .....	\$25.00	<del>\$15.00</del>
Attic/Crawlspace Fans .....	\$25.00	<del>\$15.00</del>

**Radon Ventilation.....** \$50.00

**Fuel Piping:**

For First Four <b>Outlets</b> .....	\$25.00	<del>\$15.00</del>
For Each Additional <b>Outlets</b> .....	\$15.00	<del>\$7.50</del>
Minimum Permit Fee .....	\$110.00	<del>\$60.00</del>

State Surcharge ..... 12 percent of mechanical permit fee or inspection fee (see below)

Technology Fee ..... 3 percent of mechanical permit fee

Permit Extension Fee..... \$100.00

Change of Contractor Fee..... \$100.00

**Other Inspections and Fees:**

1. Inspections outside of normal business hours (minimum charge – one hour)..... \$75.00 ~~\$60.00~~ per hour\*
2. Reinspection fees assessed under provisions of ORS 455.020 and 455.210.....\$75.00 ~~\$60.00~~
3. Inspection for which no fee is specifically indicated (min. charge – one hour).....\$75.00 ~~\$60.00~~ per hour\*
4. Additional plan review required by changes, additions, or revisions to proposed or approved plans (minimum charge – one hour).....\$75.00 ~~\$60.00~~ per hour\*

\*Or total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved. State surcharge applies.

**Proposed Fee Schedule**  
**CITY OF TUALATIN**  
**MULTI-FAMILY, COMMERCIAL, AND INDUSTRIAL**  
**MECHANICAL FEE SCHEDULE**

**FOR NEW & ADDITIONS / ALTERATIONS / REMODELS**

(See Mechanical Valuation Table to determine valuation.)

\$0.00 to \$500.00 valuation.....	\$110.00 <del>\$60.00</del>
\$501.00 to \$2,000.00 valuation.....	\$110.00 <del>\$45.00</del> for the first \$500.00 and \$4.00 <del>\$7.00</del> for each additional \$100.00 or fraction thereof.
\$2,000.01 to \$25,000.00 valuation.....	\$170.00 <del>\$148.00</del> for the first \$2,000.00 and \$31.00 <del>\$27.00</del> for each additional \$1,000.00 or fraction thereof.
\$25,001.00 to \$50,000.00 valuation.....	\$883.00 <del>\$773.00</del> for the first \$25,000.00 and \$24.00 <del>\$20.00</del> for each additional \$1,000.00 or fraction thereof.
\$50,001.00 to \$100,000.00 valuation.....	\$1,483.00 <del>\$1,283.00</del> for the first \$50,000.00 and \$15.50 <del>\$14.00</del> for each additional \$1,000.00 or fraction thereof.
\$100,001.00 and over valuation.....	\$2,258.00 <del>\$1,963.00</del> for the first \$100,000.00 and \$13.90 <del>\$11.00</del> for each additional \$1,000.00 or fraction thereof.
Minimum Permit Fee .....	\$110.00 <del>\$60.00</del>
Plan Review Fee .....	70 <del>65</del> percent of the mechanical permit fee
Fire and Life Safety Plan Review Fee .....	45 percent of the mechanical permit fee
State Surcharge .....	12 percent of the mechanical permit fee or inspection fees (see below)
<b>Technology Fee .....</b>	<b>3 percent of the mechanical permit fee</b>
<b>Permit Extension Fee.....</b>	<b>\$100.00</b>
<b>Change of Contractor Fee.....</b>	<b>\$100.00</b>
<b>Radon Mitigation.....</b>	<b>\$100.00</b>

**Other Inspections and Fees:**

5. Inspections outside of normal business hours (minimum charge – one hour).....\$100.00 ~~\$60.00~~ per hour\*
6. Reinspection fees.....\$100.00 ~~\$60.00~~ \*
7. Inspection for which no fee is specifically indicated (min. charge – one hour).....\$100.00 ~~\$60.00~~ per hour\*
8. Additional plan review required by changes, additions, or revisions to  
Proposed or approved plans (minimum charge – one hour ~~½ hour~~).....\$100.00 ~~\$60.00~~ per hour\*

\*Or total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved. State surcharge applies.



Structural, mechanical, and plumbing designated permit fees will be automatically adjusted annually by 5% each July 1<sup>st</sup> through July 2028 based on the Engineering News – Record Construction Cost Index (20-city average) published April 1. Valuations will be calculated in accordance with OAR 918-050-0100, with calculated amounts is rounded to the nearest whole dollar.

**Proposed Fee Schedule**

**CITY OF TUALATIN**

**ONE & TWO FAMILY DWELLINGS, MULTI-FAMILY, COMMERCIAL, AND INDUSTRIAL**

**PLUMBING FEE SCHEDULE**

**FOR NEW & ADDITIONS / ALTERATIONS / REMODELS**

**New 1 & 2 Family Dwellings (include 100' for each utility connection):**

SFR (1) Bath .....	\$310.00	<del>240.00</del>
SFR (2) Bath .....	\$390.00	<del>300.00</del>
SFR (3) Bath .....	\$480.00	<del>375.00</del>
Each Additional Bath/Kitchen .....	\$160.00	<del>125.00</del>
<b>Re-pipe SFR.....</b>	<b>\$160.00</b>	

**Site Utilities:**

Catch Basin or Area Drain .....	\$25.00	<del>15.00</del>
Drywell, Leach Line, or Trench Drain .....	\$50.00	<del>15.00</del>
Footing Drain (Each) .....	\$25.00	<del>15.00</del>
Manufactured Home Utilities .....	\$75.00	<del>60.00</del>
Manholes .....	\$25.00	<del>15.00</del>
Rain Drain Connector .....	\$25.00	<del>15.00</del>
Sanitary Sewer (first 100' or fraction thereof) .....	\$75.00	<del>60.00</del>
Sanitary Sewer (additional 100' or fraction thereof) .....	\$60.00	<del>45.00</del>
Storm Sewer (first 100' or fraction thereof) .....	\$75.00	<del>60.00</del>
Storm Sewer (additional 100' or fraction thereof) .....	\$60.00	<del>45.00</del>
Water Service (first 100' or fraction thereof) .....	\$75.00	<del>60.00</del>
Water Service (additional 100' or fraction thereof) .....	\$60.00	<del>45.00</del>

**Fixture or item:**

Absorption Valve .....	\$25.00	<del>15.00</del>
Backflow Preventer .....	\$50.00	<del>15.00</del>
Backwater Valve .....	\$25.00	<del>15.00</del>
Clothes Washer .....	\$25.00	<del>15.00</del>
Dishwasher .....	\$25.00	<del>15.00</del>
Drinking Fountain .....	\$25.00	<del>15.00</del>
Ejectors/Sump .....	\$50.00	<del>15.00</del>

Expansion Tank.....	\$25.00	<del>15.00</del>
Fixture/Sewer Cap .....	\$25.00	<del>15.00</del>
Floor Drain/Floor Sink/Hub Drain .....	\$25.00	<del>15.00</del>
Garbage Disposal .....	\$25.00	<del>15.00</del>
Hose Bib .....	\$25.00	<del>15.00</del>
Ice Maker .....	\$25.00	<del>15.00</del>
Interceptor/Grease Trap .....	\$150.00	<del>15.00</del>
Primer .....	\$25.00	<del>15.00</del>
Roof Drain (commercial) .....	\$25.00	<del>15.00</del>
Sink/Basin/Lavatory .....	\$25.00	<del>15.00</del>
Tub/Shower/Shower Pan .....	\$25.00	<del>15.00</del>
Urinal .....	\$25.00	<del>15.00</del>
Water Closet .....	\$25.00	<del>15.00</del>
Water Heater .....	\$25.00	<del>15.00</del>
Minimum Permit Fee .....	\$120.00	<del>60.00</del>
Plan Review Fee .....	45 <del>25</del> percent of the plumbing permit fee	
State Surcharge .....	12 percent of the plumbing permit fee or inspection fee (see below)	
<b>Technology Fee .....</b>	<b>3 percent of the plumbing permit fee</b>	
<b>Permit Extension Fee.....</b>	<b>\$100.00</b>	
<b>Change of Contractor Fee.....</b>	<b>\$100.00</b>	

**Other Inspections and Fees:**

5. Inspections outside of normal business hours (min. charge – one hour).....\$100.00 ~~60.00~~ per hour\*
6. Re-inspection fees assessed under provisions of ORS 455.020 and 455.210 .....\$100.00 ~~60.00~~
7. Inspection for which no fee is specifically indicated (min. charge – one hour).....\$100.00 ~~60.00~~ per hour\*
8. Additional plan review required by changes, additions, or revisions to proposed or approved plans (min. charge – one hour ~~1/2 hour~~).....\$100.00 ~~60.00~~ per hour\*

\*Or total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved. State surcharge applies.

**Current Fee Schedule  
CITY OF TUALATIN  
COMMERCIAL AND INDUSTRIAL**

**MEDICAL GAS PERMIT FEE SCHEDULE**

Formula.....Value / 1000 x 6.9 + 37.45 = Permit Fee

Minimum Fee.....\$105.00

Plan Review.....65 percent of the medical gas permit fee

Fire and Life Safety Review.....40 percent of the medical gas permit fee

State Surcharge.....12 percent of the medical gas permit fee

Structural, mechanical, and plumbing designated permit fees will be automatically adjusted annually by 5% each July 1<sup>st</sup> through July 2028 based on the Engineering News – Record Construction Cost Index (20-city average) published April 1. Valuations will be calculated in accordance with OAR 918-050-0100, with calculated amounts is rounded to the nearest whole dollar.