

CITY OF MYRTLE CREEK



HANDBOOK OF FEES & CHARGES

ADMINISTRATION

Business License annually	General	\$ 55.00/year pro-rated semi- Late Fee - 5% per month
	Peddler/Solicitor	\$ 50.00 - Annual One Person \$ 20.00 - Each Additional Person
Document or Report Copies		\$ 0.50 each (single sided) \$ 0.75 each (double sided)
Council Packet		\$ 5.00
Liquor License		\$ 20.00
Liquor Offsite License		10.00
Liquor License Renewal		\$ 20.00
Notarize Documents		No Charge to City Residents
CD rom (Audio copies of public meetings)		\$ 10.00
Temporary Trailer Sleeping Permit		\$ 25.00
Charge for checks returned for insufficient funds		\$ 25.00
Derelict Building Registration Fee		\$250.00
Derelict Building Monthly Registration		\$125.00
Derelict Payment Penalty		\$125.00
Lien Search Fee		\$ 25.00
Public Records Request	*minimum charge	\$ 8.00
	*Additional fee when staff and attorney charges are applied	

PLANNING AND COMMUNITY DEVELOPMENT

Annexation

Annexation Fee	\$0	Ord. No. 652
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Land Use and Subdivision Application

Appeal Administrative Decision	½ of Application Fee
Comprehensive Plan Amendment – Map/Text	\$900
Comprehensive Plan Amendment - UGB	\$1200
Conditional Use Permit *	\$450
Lot Line Adjustment	\$200
Land Partition (Administrative)	\$350
Land Partition (Planning Commission)	\$500
Manufactured Home Park Application	\$400.00 + \$20.00/Space
Planned Development	\$750 +20/Unit
Planned Unit Amendment	\$375 +\$10/Unit
Planning Clearance Work Sheet for County Building Permit	\$75
Site Plan Review (Commercial)	\$350
Site Plan Review (Residential)	\$200
Subdivision	\$700+ \$10.00/lot
Subdivision (Final Plat)	\$500
Temporary Use Permit*	\$200
Property Vacation Fee	\$300
Variance (Administrative)*	\$300
Variance (Planning Commission)*	\$400
Zone Change*	\$750

** Application fee may be waived when the request is processed simultaneously with an application carrying a similar or higher fee.*

DEVELOPMENT and CONSTRUCTION PERMITS

Sidewalk Improvement Permit	\$10.00
Curb & Gutter Permit	\$10.00
Sign Permit	\$10.00
Curb cut Permit	\$10.00
Sidewalk Installation Permit	\$10.00
Fence Permit (30" - 72")	No Charge
*Demolition Permit	Actual Cost
Alteration of Historic Structure	No Charge
*Structure Relocation Permit	Actual Cost

*Ordinance No. 474, Section 5, SPECIAL PERMIT FEES

POLICE DEPARTMENT SERVICES

Report Copies \$5.00 for first five pages and .50 for each additional page

Antiabuse/Intoxilizer \$50.00/month

Dog Impound \$20.00 first offense
\$30.00 second offense
\$40.00 third offense
\$50.00 fourth offense & each offense thereafter

Animal Board & Keep \$5.00/day

Dog Disposal \$20.00

Sale of Dog \$15.00

Fingerprinting (non criminal) \$25.00 for first 2(two) cards
\$10.00 for all additional cards after first

two

Bicycle License No Charge

Administrative Fee for Impounded Vehicle \$100.00

Audio Tape Copies & CD's \$10.00 each

SEWER DEPARTMENT SERVICES

Basic Monthly Rate - Residential	\$68.00 per unit
Basic Monthly Rate - Multi-Family	\$68.00 per unit
Basic Monthly Rate - Commercial	\$68.00 +.57 for each additional 100 cu ft of water usage
<u>Irrigation Adjustment – Commercial Resolution # 162</u>	<u>Not to be less than 150% of winter avg</u>
Monthly Rate - Outside City Limits	Double Inside City Limits Rates
New Sewer Connection Fee Inside or Outside City Limits	Materials and labor
System Development Charge	
Single-family home	\$ 2,412.00
Multi-family project, per unit*	\$ 1,737.00
Shopping centers and stores per 1,000 sq ft	\$ 844.00
Hotels/Motels without kitchen, per room	\$ 868.00
Restaurants, per seat	\$ 338.00
Travel trailer park, per space	\$ 1,185.00
Churches, assembly halls, theaters, per seat	\$ 24.00
Offices and warehouses, 1000 sq ft	\$ 121.00
Nursing homes, per resident	\$ 868.00
Hospital, per bed	\$ 2,147.00
Fast food, per employee	\$ 145.00
Building Sewer Permit & Inspection Fee	No Charge
Repair Permit	No Charge
Late Fee/Delinquent Letter	\$ 10.00

*According to Ordinance No. 214, Section 8, a unit is described as each separate store, office, or occupied space or rental on the same premises of every name, nature, and description.

WATER DEPARTMENT SERVICES

Water Deposit	
Inside City Limits	\$125.00
Outside City Limits	\$125.00
Reconnect Fee	\$35.00
Late Fee/Delinquent Letter	\$10.00
Water Rate - Inside City Limits	
3/4" pipe	\$52.00 for first 400 cu ft and \$2.00 for each additional 100 cu ft
<i>[Effective 9/1/2012 RES-12-013: 7/1/2014: \$47.00; 7/1/2015: \$52.00]</i>	
1" pipe	\$53.25 for first 400 cu ft and \$2.00 for each additional 100 cu ft
<i>[Effective 9/1/2012 RES-12-013: 7/1/2014: \$48.25; 7/1/2015: \$53.25]</i>	
1 1/4" - 1 1/2" pipe	\$56.75 for first 400 cu ft and \$2.00 for each additional 100 cu ft
<i>[Effective 9/1/2012 RES-12-013: 7/1/2014: \$51.75; 7/1/2015: \$56.75]</i>	
2" and larger pipe	\$60.25 for first 400 cu ft and \$2.00 for each additional 100 cu ft
<i>[Effective 9/1/2012 RES-12-013: 7/1/2014: \$55.25; 7/1/2015: \$60.25]</i>	
Water Rate - Outside City Limits	Double Inside City Limits Rates
New Water Installation Fee	
Inside or Outside City Limits	Materials and labor
System Development Charge	
5/8" x 3/4" Meter	\$ 6,257.00
1" Meter	\$ 15,643.00
1 - 1 1/2" Meter	\$ 31,235.00
2" Meter	\$ 50,056.00
3" Meter	\$ 100,112.00
4" Meter	\$ 156,425.00
6" Meter	\$ 312,850.00
8" Meter	\$1,251,400.00
Temporary Turn-On Fee	\$ 5.00
Bulk Water	
Under 100 Gallons	\$.20/gallon - minimum charge \$ 5.00
100 Gallons and over	\$.30/100 gallons - minimum charge \$20.00

Park Services

Millsite & Evergreen Park Rentals

Non-Youth Baseball or Softball Tournaments	\$25.00/day/field
Commercial Uses	Determined by the Park Commission
Clean-Up Deposit	\$100.00
Electrical Use Fee	\$10.00/day
Recreational Vehicle Park	\$30.00/space/night
Extra Vehicle	\$2.00/night
Dump Station Fee	\$5.00/discharge
Shower (non-campers)	\$1.00/shower
Tent Camping	\$30.00/space/night
Picnic Shelter & Band Shell	\$100.00 per usage
Non shelter areas	\$30.00 per usage
Evergreen Park Gazebo	\$100.00 per usage
Disc Golf Tournament Fee	\$100.00 plus \$1 per person
Maggie Steinbaugh Park Gazebo	\$100.00 per usage
Field Reservations for Organized Sports Teams	\$5.00/player up to \$10.00/family
Team roster and practice/game times must be submitted at time of payment.	

Groups of over 100 persons and or the exchange of any funds (donations or otherwise) will require a Special Event Permit.

Note: Same clean-up deposit fees for all parks. Camping is not permitted in parks without permission from the City Administrator.

Swimming Pool

<u>ADMISSION</u>	\$ 1.00
LAP SWIM	\$ 2.00/CLASS
ADULT CLASSES	\$ 2.00/CLASS
LESSONS	\$30.00/session
PRIVATE LESSONS	\$12.00 per lesson
SEMI-PRIVATE LESSONS	\$16.00 per lesson
SWIM CLUB SEASONAL	\$60.00 per person

PASSES (RESIDENT)

10 – VISIT PASS FOR SWIMMERS	\$ 10.00
20-VISIT PASS FOR SWIMMERS	\$ 20.00
20-VISIT PASS FOR LAP SWIM/WORKOUT	\$ 35.00
UNLIMITED INDIVIDUAL SEASON PASS (cannot be used by multiple swimmers)	\$ 75.00

Pool Rental Fees \$75.00/hour includes 2 lifeguards; over 50 swimmers requires an additional lifeguard at \$25.00/hour

Community Center

Daily Use	\$100.00/day
Commercial Use	\$125.00/day
Refundable cleaning/damage deposit	\$ 100.00
Youth Groups	\$ 10.00/meeting
Public Health Groups	\$ 10.00/meeting
Non-Profit Groups	\$ 25.00/meeting
For Profit Groups	
6 month lease	\$ 30.00/meeting
1 year lease	\$ 25.00/meeting
City Sponsored Events	No Charge
Alcohol and/or Drug Prevention Groups	No Charge

Note: Other fees and leases may be determined by the City Administrator

PUBLIC WORKS DEPARTMENT SERVICES

Street Sweeper	\$100.00 /hour
Vactor Truck	\$180.00/hour
Bucket Truck	\$80.00/hour
Backhoe	\$90.00/hour
Dump Truck	\$100.00/hour
Tractor with Flail Attachment	\$85.00/hour

- *A 15% administrative fee will be added to the above charges.*

* *All equipment charges include an operator and a minimum charge of one (1) hour.*

AIRPORT DEPARTMENT SERVICES

Landing and Parking	No Charge
Tie Down - Overnight	No Charge for first night
Per Day/space	\$ 3.00/day SEL
Per Month/space	\$ 25.00/month
Ground Lease	
Private	\$0.21/sq ft per year
Commercial	\$0.21/sq ft per year
Auto Parking	
Up to 10 days while flying	No Charge
Per month/vehicle	\$ 10.00
Ag Operations	
Daily Use	\$ 25.00
Aviation related trailer parker	\$50.00 per month
Airport Crew Quarter Space	\$365.00 per month

STREET DEPARTMENT SERVICES

Single Family Residential Unit: 1 unit x \$4.00 = \$4.00 per month

Multi-family Residential Unit: Number of units x \$4.00 = \$ x per month

Commercial/Industrial Unit: Number of units x \$4.00 = \$ x per month