



# City of Yamhill

A small taste of Oregon

## City of Yamhill Master Fee Schedule

**Note: (All Fees are subject to change during annual fee update process).**

Description	Fee
<b>Administration-General</b>	
Bound Documents	Actual Cost
Business License Annual Renewal	\$75.00
Business License Initial Application	\$100.00
Business License Past Due	\$10.00 per day up to \$300.00
Business License Transfer or Assign	\$50.00
Color Copy of Zone Map	\$6.00 per map
Copies-Black/White 8 1/2 by 11	\$0.50 per page
Copies-Black/White 8 1/2 by 14	\$0.75 per page
Copies-Black/White 11 by 17	\$1.00 per page
Copies-Color 8 1/2 by 11	\$0.75 per page
Copies-Color 8 1/2 by 14	\$1.15 per page
Copies-Color 11 by 17	\$1.50 per page
Electronic Documents Sent by Email/FTP	UP to 10 MB and 10 files no charges over 10 MB and 10 files \$15.00
Faxes	\$1.00 per page (Any documents faxed become part of public record and must be retained according to Oregon State regulations)
Liquor License Application - New	\$100.00
Liquor License - Change or Ownership	\$75.00
Liquor License - Renewal	\$35.00
Liquor License - Special Event	\$35.00
Maps and Other Nonstandard Sized Docs	Actual Cost
Printed copy of any City Code	\$20.00
Scanned Copies to PDF to 11x17	\$1.50 per page
Scanned Large Copies to PDF	Actual Cost

<b>Municipal Court</b>			
DMV Suspension	\$15.00		
Fail to Appear for Trial Fee	\$35.00		
Fail to Appear for Arraignment Fee	\$10.00		
Returned Check Fee	\$25.00		
State Presumptive Class A	\$440.00		
State Presumptive Class B	\$265.00		
State Presumptive Class C	\$165.00		
State Presumptive Class D	\$115.00		
Traffic School Class A	NA		
Traffic School Class B	\$150.00		
Traffic School Class C	\$100.00		
Traffic School Class D	\$50.00		
Trial Fee	\$35.00		
Court Administrative Fee	\$25.00		
<b>Miscellaneous Permits</b>			
Mailbox Permit	\$25.00		
Right of Way Permit	\$250.00 + Deposit \$200.00 * Total \$450.00 or 5% of Construction Cost within Right-of-Way whichever is greater.		
Temporary Business Permit	\$25.00		
Truck Parking Permit	\$25.00		
Similar/Temporary Use Permit	Base \$50.00 + Deposit \$200.00 * Total \$250.00		
<b>Community Center</b>	\$30.00 for the first two hours. \$5.00 each additional hour past the two hours.		
<b>City Park Area &amp; Special Events</b>	Private Use	Commercial Use	Non-Profit Use*
Bingo Hall	\$50.00	\$75.00	\$0.00
Food Booths	\$50.00	\$75.00	\$0.00
Covered Area	\$40.00	\$75.00	\$0.00
Horseshoe Pit	\$15.00	\$25.00	\$0.00
Volleyball	\$15.00	\$25.00	\$0.00
Sports ball Court	\$15.00	\$25.00	\$0.00

Alcohol Permit	\$35.00	\$350.00	\$35.00
Fencing Charge	\$75.00	\$150.00	\$75.00
Clean Up Fee (1)	\$75.00 (1)	\$150.00 (1)	\$75.00 (1)
Wear & Tear (2)	\$75.00 (2)	\$150.00 (2)	\$75.00 (2)
	(*) = Must provide non-profit ID number. (1) = ½ is refundable with removal of all garbage & no expense incurred by the City for cleanup. (2) = This will be changed for groups over 200.		
<b>Planning</b>			
Pre-Application Conference	Base \$300.00 + Deposit \$500.00 * Total \$800.00		
Grading Permit	100 Cubic Yards = \$100.00 101-1,000 CY = \$100.00 + \$22.00 per 100 CY over 100 CY 1,001-10,000 CY = \$298.00 + \$30.00 per 1,000 CY over 1,000 CY 10,001-100,000 CY = \$568.00 + \$85.00 per 10,000 CY over 10,000 CY		
Traffic Impact Analysis	Base \$1,200.00 + Deposit \$300.00 * Total \$1,500.00		
Outside Water Request	\$500.00		
Adjustment to PUD	Base \$350.00 + Deposit \$0.00 Total \$350.00		
Annexation Application	Base \$325.00 + Deposit \$1,000.00 * Total \$1,325.00		
Annexation, Comprehensive Plan & Comprehensive Map Amendment	Base \$3,000.00 + Deposit \$1,000.00 * Total \$4,000.00		
Appeals Without a Hearing	Base \$250.00 + Deposit \$0.00 Total \$250.00		
Appeals With a Hearing Required	Base \$400.00 + Deposit \$0.00 Total \$400.00		
Building Permit - Compliance Review Fee	\$75.00		
Building Compliance Application	\$100.00		
Code Interpretation	Base \$200.00 + Deposit \$300.00 * Total \$500.00		
Comprehensive Plan Amendment	Base \$2,500.00 + Deposit \$1,000.00 * Total \$3,500.00		

Zone Change	Base \$1,500.00 + Deposit \$1,000.00 * Total \$2,500.00
Conditions of Approval Modification	Base \$100.00 + Deposit \$300.00 * Total \$400.00
Contracted Service Provider Fees	Base \$100.00 + Deposit \$300.00 * Total \$400.00
Determination of Legal Lot Fee	Base \$100.00 + Deposit \$150.00 * Total \$250.00
Flood Plain Permit	Base \$300.00 + Deposit \$350.00 * Total \$650.00
Home Occupations-Planning Commission Review	Base \$100.00 + Deposit \$300.00 * Total \$400.00
Home Occupations-Staff Review	Base \$200.00 + Deposit \$0.00 Total \$200.00
Home Occupation Permit	\$100.00
UGB Amendment, Comprehensive Plan & Comprehensive Map Amendment	\$4,000.00 **
Land Use Determination	Base \$100.00 + Deposit \$350.00 * Total \$450.00
Lot Line Adjustment	Base \$350.00 + Deposit \$0.00 Total \$350.00
Major Conditional Use Permit – All Zones	Base \$600.00 + Deposit \$725.00 * Total \$1,325.00
Public Improvement Development Permit	5% of Construction Cost of Public Improvements
Site Design	\$750.00 + Deposit \$750.00 * Total \$1,500.00
Restricted Development Review	\$900.00
Unit Placement Permit	\$150.00
R.V. Placement Permit	\$150.00
Major Site Development Review	Base \$275.00 + Deposit \$725.00 * Total \$1,000.00
Major Variance/Exception	Base \$450.00 + Deposit \$725.00 * Total \$1,175.00
Minor Conditional Use Permit – All Zones or Amendments to Conditional Use	Base \$500.00 + Deposit \$725.00 * Total \$1,225.00
General Construction Application Fee	5% of Actual Construction Cost
Minor Site Development Review	Base \$100.00 + Deposit \$350.00 *

	Total \$450.00
Minor Variance/Exception	Base \$350.00 + Deposit \$500.00 * Total \$850.00
Temporary Mobile/Manufactured Home Placement	Base \$50.00 + Deposit \$0.00 * Total \$50.00
Street/Alley Vacation	Base \$250.00 + Deposit \$1,500.00 * Total \$1,750.00
Non-Conforming Use Determination Planning Commission Review	Base \$600.00 + Deposit \$725.00 * Total \$1,325.00
Non-Conforming Use Determination Staff Review	Base \$200.00 + Deposit \$0.00 * Total \$200.00
Partition	Base \$1,000.00 + Deposit \$725.00 * Total \$1,725.00
Re-Partition	Base \$500.00 + Deposit \$725.00 * Total \$1,225.00
Partition – Preliminary Plat	Base \$500.00 + Deposit \$725.00 *** Total \$1,225.00
Partition – Final Plat	Base \$200.00 + Deposit \$725.00 *** Total \$925.00
Plan Map Amendment	Base \$200.00 + Deposit \$400.00 * Total \$600.00
Tax Amendment	\$1,500.00
Technical Review	\$125.00
Plan Review Fee (Pre-Platted Subdivision and Infill Lots)	Base \$2,500.00 + Deposit \$500.00* Total \$3,000.00
Subdivision Preliminary Plat	Base \$2,990.00 + \$10.00 per lot + Deposit \$725.00 **** Total \$3,715.00
Subdivision Final Plat	Base \$3,500.00 + Deposit \$725.00 **** Total \$4,225.00
Planned Unit Development (PUD) Preliminary Review	Base \$900.00 + Deposit \$1,500.00 * + \$20.00 Per lot
Planned Unit Development (PUD) Final Review	Base \$1,500.00 + Deposit \$1,200.00 * + \$20.00 Per lot
Expedited Land Division per (ORS 197.370) – Addition to Partition, PUD or Subdivision	\$500
Appeals	Base \$250.00 + Deposit \$0.00 Total \$250.00
Pre-Application Conference	Base \$450.00 + Deposit \$350.00 * Total \$800.00
Request for Land Use Approval	Base \$600.00 + Deposit \$50.00 *

Extension	Total \$650.00
Sign Permit-Commercial / Industrial Zones-Staff Review	\$100.00
Sign Permit-Non-Commercial / Industrial Zones-Staff Review	\$100.00
Similar Use Determination	Base \$600.00 + Deposit \$300.00 * Total \$900.00
Site Plan Review	Base \$600.00 + Deposit \$0.00 * Total \$600.00
Street Vacation	Base \$325.00 + Deposit \$1,000.00 * Total \$1,325.00
Subdivision	Base \$1,000.00 + Deposit \$1,500.00 * + \$200.00 Per lot
Lien Search	Base \$25.00 + Deposit \$0.00 * Total \$25.00
Vacation Rental Dwelling-Staff Review	Base \$100.00 + Deposit \$250.00 * Total \$350.00
Vacation	Base \$1,000.00 + Deposit \$0.00 * Total \$1,000.00
Police	
Chief of Police Review for Security	\$100.00
Towed Vehicle Administrative Fee	\$100.00
Initial Police Report Request	\$20.00 up to 20 pages/\$0.50 each additional B&W page. \$0.75 each additional Color page. (non-refundable even if no record exists. Additional research may apply).
Officer Notes	\$10.00 per record.
Audio/Visual Reproductions	\$50.00 minimum/actual employee cost after first hour.
Department Policies	\$5.00 for each policy copied
Other Documents	\$40.00 minimum search fee/actual employee cost after first hour.
Links	Free
Address/Name Record Check	\$15.00 each
Fingerprint Cards	\$10.00 each
<b>Public Records Request</b>	
Public Records Request Digital File	\$15.00 per CD \$20.00 per DVD \$8.00 per 8GB USB Flash Drive \$10.00 per 16-32GB USB Flash Drive \$18.00 per 64GB USB Flash Drive \$32.00 per 128GB USB Flash Drive

Research Fee-City Staff	\$40.00 minimum search fee/actual employee cost after first hour
Supervised Records Inspection	\$45.00 per inspection/actual employee cost after first hour
Research Fee – Contracted Service Provider	Assessed at provider’s contracted hourly rate.
Documents Fee	Per-page fee may apply (See Administration-General for paper copy fees).
Postage	Actual Cost
<b>SDC System Development Charges</b>	
<b>All System Development Charges and Hook-Up Fees MUST be paid prior to City Approval by Check or Money Order made payable to the City of Yamhill.</b>	
Water System Development Charge SDC	\$6,955.00 Per Service
Sewer System Development Charge SDC	\$4,140.00 Per Service
Park System Development Charge SDC	\$3,585.00 Per Service
Street System Development Charge SDC	\$2,287.00 Per Service
Storm Water System Development SDC	\$1,907.00 Per Service
Transportation System Development Charge SDC	\$4,210.00 Per Service
Water Utility Connection Fee	\$650.00 Per Service
Sewer Utility Connection Fee	\$200.00 Per Service
Sewer Inspection	\$154.00 Per Service
Sidewalk Deposit	\$370.00 Per Service
Total SDC’s	\$24,088.00 w/connection fees Based on the installation of a 5/8-1” meter. Charges vary depending on meter size and property use. Please contact Yamhill City Hall for complete details on fees.
<b>Utility Billing</b>	
Annual Backflow Device Inspection Fee	\$40.00 Assessed to Water/Sewer Utility billing in February of each year
Hydrant Hook Up	\$340.00 deposit (\$90.00 non-refundable) Monthly usage charge of \$62.58 Consumption charge of \$5.69 per 100cf
Late Fee on Utility Accounts	\$5.00

Meter Lock-Disconnection/Reconnection	\$45.00
Meter Tampering Fee	\$300.00 *Additional fees may apply
Returned Check Fee	\$25.00
Returned Check Fee on Late Utility Accounts	\$55.00
Sewer Utility	\$78.96 base rate
Shut Off Notice Fee	\$10.00
Unauthorized Connection Fee	\$300.00 *Additional fees may apply
Water Utility (Inside City Limits)	\$73.28 base rate up to 4,000 gallons of use \$5.66/1000 gallons after initial 4,000 gallons
Water Utility (Outside City Limits)	\$88.70 base rate up to 4,000 gallons of use \$6.84 per 1000 gallons after initial 4,000 gallons
Residential Water/Sewer Deposit	\$146.56 Water/ \$157.92 Sewer; Total Deposit \$304.48
Rural Water Deposit	\$177.40 Total Deposit
<p>The City departments are authorized to charge the responsible party for personnel, equipment, vehicles, materials, supplies and overhead for services provided by the City of Yamhill to repair or maintain city utility lines, mains, service lines, water meters, water meter boxes or other utility property that has been destroyed or damaged. Base rate is based on the installation of a 5/8-1” Meter. Base rate charges increase with meter size. Contact Yamhill City Hall for more information. (503) 662-3511</p>	
<p>* Deposits are used to defray any additional unplanned costs to the City. Costs beyond the initial deposit will be absorbed by the City. If the City does not use the full deposit amount, then it will refund 75% of the remainder.</p>	
<p>*A Deposit of \$500.00, for the professional services of the City Attorney and City Engineer, shall be required in addition to this application fee. Fees provides two (2) hours of Engineering Services, prior to any additional professional services fees.</p>	
<p>**A Deposit of \$1,000.00, for the professional services of the City Attorney and City Engineer, shall be required in addition to this application fee. Fees provides four (4) hours of Engineering Services, prior to any additional professional services fees.</p>	
<p>***Application fee provides two (2) hours of Engineering Services, prior to any additional professional services fees.</p>	
<p>****Application fee provides four (4) hours of Engineering Services, prior to any additional professional services fees.</p>	