

DEVELOPMENT CODE APPLICATION FEES – REFERENCE MATERIAL (Effective 4/1/2016)

Any applications being processed before the Hearings Official (except an appeal) shall pay an additional fee of \$5,000. Any amount not expended by the Hearings Official shall be returned to the applicant. Charges in excess of this additional fee shall be assessed to the applicant.

APPLICATION NAME	FEES			SPECIAL INSTRUCTIONS
	City or UGB Application Fee	Technical Fee	Postage	
<a href="#">Accessory Dwelling Unit</a>	<b>City &amp; UGB: \$772</b>	\$38.60	N/A	Type I
<a href="#">Amendment of Development Code Text</a>	City: \$7,873 UGB: \$11,878	\$393.65 \$593.90	\$565 \$565	Type IV  *Ballot Measure 56 mailing & postage = staff time at hourly rate of \$75.00 plus materials and postage.
<b>Annexation:</b> Annexation to the City of Springfield	<b>UGB Only:</b>			
<b>Annexation Development Issues Meeting</b>	\$554	N/A	} \$565	Required prior to submittal of annexation
<b>Pre-Submittal Meeting</b>	\$553	N/A		
Single family dwellings on LDR property of less than 10,000 square feet.	\$1042	\$52.10		
<1 acre	\$2,278	\$113.90		
1 acre > 5 acres	\$2,913	\$145.65		
5 acres > 10 acres	\$3,888	\$194.40		
10 acres > 25 acres	\$4,906	\$245.30		
25 acres > 50 acres	\$6,089	\$304.45		
50 acres > 100 acres	\$7,009	\$350.45		
100 acres or more	\$9,660	\$483.00		
<b>Comprehensive Planning Fee per acre</b>	<b>UGB Only: \$1,998/acre</b>	5%		Type IV  Type IV  Type IV - Annexation Special District Boundary Adjustments/ Withdrawals fee is 10% of the paid annexation fee (exclusive of postage)  A 5% Technology Fee will apply.
<b>Concurrent Special District Boundary Adjustments and/or Withdrawals, including but not limited to: Park and Recreation Districts; Water Districts; Fire Districts; Library Districts, etc.</b>	<b>UGB Only: 10% of applicable annexation fee regardless of the number of Districts.</b>	5%		
<b>Appeals:</b>				
Appeal of Expedited Land Division	<b>City &amp; UGB: \$334</b>	N/A	N/A	Type III*
Appeal of Type II Director's Decision ORS227.175	<b>City &amp; UGB: \$250</b>	N/A	N/A	Type III*
Appeal of Type III Decision to City Council	City: \$2,468 UGB: \$3,724	N/A	N/A	Type IV  *This fee is established by ORS. 227.175. Council acknowledges Neighborhood Associations shall not be charged a fee for an appeal.
<b>Building Permit Planning Plan Review (SDC 2.1-115)</b>				
Minor	City \$123 UGB \$298	N/A N/A	N/A N/A	
Major	City \$219 UGB \$298	N/A N/A	N/A N/A	
<a href="#">Conceptual Development Plan</a>	City: \$14,540 UGB: \$21,933	\$727.00 \$1,096.65	\$401 \$401	Type III
Conceptual Development Plan Amendment	City: \$5,632 UGB: \$8,497	\$281.60 \$424.85	\$401 \$401	Type III
<b>Department of Motor Vehicle Licensing:</b>				
New	City: \$748 UGB: \$898	\$37.40 \$44.90	N/A N/A	Permit
Renewal	City: \$299 UGB: \$361	\$14.95 \$18.05	N/A N/A	Permit
Determination of Non-Conforming Use Status	City: \$113 UGB: \$170	\$5.65 \$8.50	N/A	Type I
<a href="#">Development Issues Meeting</a>	<b>City &amp; UGB: \$554</b>	N/A	N/A	N/A
<a href="#">Discretionary Use</a>	City: \$4,070 UGB: \$6,139	\$203.50 \$306.95	\$401 \$401	Type III
<a href="#">Drinking Water Protection Overlay District (DWP) (SDC 3.3-200)</a>	City & UGB: \$1,084	\$54.20	N/A	Type I

APPLICATION NAME	FEES			SPECIAL INSTRUCTIONS
	City or UGB Application Fee	Technical Fee	Postage	
Expedited Land Division (SDC 5.1-145)	See Special Instructions	>>>>	>>>>	Type II - The fee for an Expedited Land Division (ELD) shall be twice the fee calculated for a regular land division plus an appeal fee established in ORS 197.380 to defray costs in the event the decision is appealed. If the decision is not appealed, the appeal fee for ELD shall be refunded. A separate postage fee is required for an ELD.
Final Site Plan Inspection for Occupancy/LUC/Change of Use	<u>City &amp; UGB:</u> \$299	\$14.95	N/A	Permit
<a href="#">Floodplain Development Base Fee</a>	City: \$1,175 UGB: \$1,773	\$58.75 \$88.65	N/A N/A	Type I - A Floodplain permit processed after land use activity is conducted without required City approvals shall be charged an additional fee of \$500 per acre in addition to the regular application fee. The City establishes these fees based on the average cost of providing programmatic service for activities conducted without permits. Floodplain - Subdivision \$212 per lot and partitions and site plans \$425 per acre in addition to the base fee. For development areas >5 acres a \$14,514 deposit is required.
<a href="#">Formal Interpretation:</a>				
Formal Interpretation	City: \$1,881 UGB: \$2,445	\$94.05 \$122.25	\$166 \$166	Type II*
Formal Interpretation Involving Policy	City: \$5,042 UGB: \$7,606	\$252.10 \$380.30	\$565 \$565	Type IV *Ballot Measure 56 mailing & postage = staff time at hourly rate of \$75 plus materials and postage.
<a href="#">Hillside Overlay District (HD)</a>	<u>City &amp; UGB:</u> \$973/acre	5%	\$166	Type II
<a href="#">Historic:</a>				
Demolition of Historic Landmark	City: \$3,691 UGB: \$5,570	\$184.55 \$278.50	\$401 \$401	Type III
Establishment of Historic Landmark Inventory	<u>City &amp; UGB:</u> \$2,043	\$102.15	\$401	Type III
Historic Commission Review Under Type I	City: \$63 UGB: \$166	\$3.15 \$8.30	N/A N/A	Type I
Historic Commission Review Under Type II	City: \$188 UGB: \$497	\$9.40 \$24.85	\$166 \$166	Type II
Hospital Support Overlay District (HS)	<u>City Only:</u> \$3,104 + \$622/acre	5%	\$166	Type II
Land Use Compatibility Statement/Letter	City: \$299 UGB: \$323	\$14.95 \$16.15	N/A N/A	Permit
<a href="#">Manufactured Dwelling Park</a>	City: \$10,492 UGB: \$15,826	\$524.60 \$791.30	\$166 \$166	Type II
<a href="#">Manufactured Dwelling Park Space Line Adjustment</a>	City: \$399 UGB: \$1,057	\$19.95 \$52.85	N/A N/A	Type I
Master Plan:				
<a href="#">Master Plan Approval- Preliminary</a> TYPE II	City: \$14,540 + \$674/acre UGB: \$21,933 + \$674/acre	5% 5%	\$166 \$166	Type II
<a href="#">Master Plan Approval- Preliminary</a> TYPE III	City: \$20,005 + \$674/acre UGB: \$30,115 + \$674/acre	5% 5%	\$401 \$401	Type III
<a href="#">Final Master Plan Approval</a>	See Special Instructions	>>>>	>>>>	Final Master Plan Approval fee is 10% of the paid master plan approval fee (exclusive of postage). A 5% Technology Fee will apply.
<a href="#">Master Plan Modification</a> Type I	City: \$2,798 UGB: \$4,194	\$189.90 \$209.70	N/A N/A	Type I
Type II	City: \$5,632 UGB: \$8,497	\$281.60 \$424.85	\$166 \$166	Type II
Type III	City: \$10,285 UGB: \$15,036	\$514.25 \$751.80	\$401 \$401	Type III

APPLICATION NAME	FEES			SPECIAL INSTRUCTIONS
	City or UGB Application Fee	Technical Fee	Postage	
<b>METRO PLAN AMENDMENT:</b> (acre fee for diagram amendment)				
Type I	City: \$23,131 + \$674/acre UGB: \$34,892 + \$674/acre	5% 5%	\$565 \$565	Type IV
Type II	City: \$11,217 + \$674/acre UGB: \$14,388+ \$674/acre	5% 5%	\$565 \$565	Type IV
<u>Minimum Development Standards</u> Major	<u>City Only:</u> \$1,063	\$53.15	N/A	Type I
<u>Minimum Development Standards</u> Minor	<u>City Only:</u> \$772	\$38.60	N/A	Type I
<u>Non-Conforming Use Expansion/Modification</u>	City: \$4,070 UGB: \$6,139	\$203.50 \$306.95	\$166 \$166	Type II
<b>PARTITIONS:</b>				
Partition - <u>Pre-Submittal Meeting (Tent)</u> <u>Pre-Submittal Meeting (Plat)</u>	City: \$368 UGB: \$553	N/A N/A	N/A N/A	Required prior to submittal of Partition - Tentative Plan and Partition – Plat applications.
<u>Partition - Tentative Plan</u>	City: \$5,180 UGB: \$9,479	\$259.00 \$473.95	\$166 \$166	Type II*
<u>Partition – Plat</u>	<u>City and UGB:</u> \$2,847	\$142.35	N/A	Type I*  *A reconfiguration of lots or a decrease in the number of lots in a platted partition or subdivision shall be charged the tentative replat/replat plat fee for either subdivision or partition as appropriate. An increase in the number of lots in a platted partition or subdivision shall be charged either the partition tentative plan/partition plat or subdivision tentative/ subdivision plat.
<u>Pre-Application Report</u>	<u>City and UGB:</u> \$3,778	N/A	N/A	N/A
Pre-Submittal Meeting	City: \$368 UGB: \$553	N/A N/A	N/A N/A	N/A N/A
<u>Property Line Adjustment</u>	City: \$663 UGB: \$999	\$33.15 \$49.95	N/A N/A	Type I
<u>Property Line Adjustments - Serial</u>	City: \$1,324 UGB: \$1,995	\$66.20 \$99.75	\$166 \$166	Type II
<b>REPLAT:</b>				
<u>Pre-Submittal Meeting - Tentative</u> <u>Pre-Submittal Meeting - Plat</u>	City: \$368 City: \$368	N/A N/A	N/A N/A	Required prior to submittal of Major Replat Tentative Plan and Major Replat Plat applications.
<u>Minor Replat Tentative Plan</u>	City: \$3,315	\$165.70	\$166	Type II
<u>Minor Replat Plat</u>	City: \$1,949	\$97.45	N/A	Type I
<u>Major Replat Tentative Plan</u>	City: \$5,387	\$269.35	\$166	Type II
<u>Major Replat Plat</u>	City: \$1,951	\$97.55	N/A	Type I
<u>Refinement Plan Amendment</u> (acre fee for diagram amendment)	City: \$11,217 + \$674/acre UGB: \$17,259 + \$674/acre	5% 5%	\$565 \$565	Type IV
<b>SITE PLAN REVIEW:</b>				
<u>Pre-Submittal Meeting</u>	City: \$368 UGB: \$553	N/A N/A	N/A N/A	Required prior to submittal of Site Plan Review and Site Plan Review Modification – Major applications.
<u>Site Plan Review</u> <10,000 Sq. ft. impervious surface 10,000 Sq. ft. or greater impervious surface	<u>City and UGB:</u> \$4,489 \$4,489 + \$53/1000sq ft	\$224.65 5%	\$166 \$166	Type II
<u>Site Plan Review Modification – Major</u>	<u>City &amp; UGB:</u> \$4,332	\$216.60	\$166	Type II
<u>Site Plan Review Modification - Minor</u>	City: \$1,319 UGB: \$1,991	\$65.95 \$99.55	N/A N/A	Type I
<u>Final Site Plan Equivalent</u>	<u>City &amp; UGB:</u> \$3,999	\$199.95	N/A	Type I
<u>Final Site Plan Review/Development Agreement</u>	See Special Instructions	>>>>	>>>>	Type I – Final site plan and development agreement fee is 10% of the paid site plan fee (exclusive of postage) A 5% Technology Fee will apply

APPLICATION NAME	FEES			SPECIAL INSTRUCTIONS
	City or UGB Application Fee	Technical Fee	Postage	
<a href="#">Solar Access Guarantee</a>	City: \$830 UGB: \$1,005	\$41.50 \$50.25	\$166 \$166	Type II
Street Name Change	<u>City Only</u> : \$5,042	\$252.10	N/A	N/A
<b>SUBDIVISIONS:</b>	<u>City Only</u> :			
Subdivision <a href="#">Pre-Submittal Meeting (Tent)</a> <a href="#">Pre-Submittal Meeting (Plat)</a>	\$368	N/A	N/A	Required prior to submittal of Subdivision – Tentative Plan and Subdivision – Plat Applications.
<a href="#">Subdivision – LDR – Tentative Plan</a> <2 acres	\$5,867 + \$252/lot	5%	\$166	Type II
2 acres to 5 acres	\$8,305 + \$415/lot	5%	\$166	
5 acres to 10 acres	\$10,985 + \$660/lot	5%	\$166	
10 acres to 20 acres	\$11,589 + \$672/lot	5%	\$166	
Greater than 20 acres	\$12,192 + \$732/lot	5%	\$166	
<a href="#">Subdivision - LDR – Plat</a>	\$811 + \$506/lot & UGB	5%	N/A	Type I
<a href="#">Subdivision – Non LDR - Tentative Plan</a>	\$10,358 + \$622/acre & UGB	5%	\$166 N/A	Type II
<a href="#">Subdivision – Non LDR – Plat</a>	\$4,151 + \$674/acre & UGB	5%		Type I
Temporary Use –				
<a href="#">Emergency Medical Hardship</a>	<u>City &amp; UGB</u> : \$294	\$14.70	\$166	Type II
<a href="#">Manufactured Dwelling – After a Disaster</a>	<u>City &amp; UGB</u> : \$395	\$19.75	N/A	Type I
<a href="#">Time Extension for Certain Improvements</a>	City: \$342 UGB: \$1,110	N/A N/A	N/A N/A	N/A
<a href="#">Tree Felling Permit</a>	<u>City &amp; UGB</u> :			
Base Fee	\$1,048	\$52.40	\$166	Type II - Any Tree Felling processed after land use activity is conducted without required City approvals shall be charged an additional fee of \$200 per tree in addition to the regular application fee. The City establishes these fees based on the average cost of providing programmatic service for activities conducted without permits.
6-10 Trees	\$1,048 + \$53/tree	5%	\$166	
>10 Trees	\$1,048 + \$531/acre	5%	\$166	
Filbert Orchards	Base Fee Only \$1,048	\$52.40	\$166	
Less than five (5) trees	No Charge/Application	N/A	N/A	
Corrective	\$1,048 + \$200 per tree	5%	N/A	
Vacation				
<a href="#">Public Easements</a>	City: \$1,319 UGB: \$1,991	\$65.95 \$99.55	\$166 \$166	Type II
<a href="#">ROW, Subdivision Plat and other public property</a>	City: \$5,042 UGB: \$7,606	\$252.10 \$380.30	\$565 \$565	Type IV
Variance:				
<a href="#">Minor Variance</a> (Up to 30%)	<u>City &amp; UGB</u> : \$2,588	\$129.40	\$166	Type II
<a href="#">Major Variance</a>	City: \$6,751 UGB: \$10,184	\$337.55 \$509.20	\$401 \$401	Type III
<a href="#">Willamette Greenway</a>				
Greenway Setback Line already established	City: \$3,071 UGB: \$6,501	\$153.55 \$325.05	\$401 \$401	Type III
Greenway Setback established w/o development	City & UGB: \$3,071	\$153.55	\$401	Type III
Greenway Setback Line <u>not</u> already established	City: \$6,137 + 622/acre UGB: \$8,779 + 622/acre	5% 5%	\$401 \$401	Type III
<a href="#">Zoning Map Amendment</a>	City: \$5,506 UGB: \$10,797	\$275.30 \$539.85	\$401 \$401	Type III - The Development Services Department will process citizens-initiated zoning map amendments, for properties where the zoning and plan designation are in conflict, three times a year beginning in January. There will be no application fee for applicants who choose to utilize this program; however, a Type III notification fee will be required for each application.
Zoning Verification Letter	City: \$299 UGB: \$323	\$14.95 \$16.15	N/A N/A	

**EXPEDITING PROCESSING FEE:**

*Any request to prioritize and expedite the review of a particular application submittal out of order in which applications are received, shall be approved at the discretion of the Director and shall be charged a non-refundable fee \$11,000 or 3 times the application fee, whichever is greater; where the development area is greater than 10 acres an additional fee of \$550 per acre will be charged.*

This document is based upon the City Council adopted fee schedule. For a copy of the City Council ordinance please contact the Planning Division at (541)726-3753.

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