

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

FOR THE COUNTY OF YAMHILL

SITTING FOR THE TRANSACTION OF COUNTY BUSINESS

In the Matter of an Increase in the Fees Charged for Certain Applications in the Department of Planning and Development, Fee Increases effective July 1, 2025))))) BOARD ORDER 25- 165

THE BOARD OF COMMISSIONERS OF YAMHILL COUNTY, OREGON (Athe Board@) sat for the transaction of county business in formal session on June 12, 2025, commissioners Kit Johnston, Mary Starrett and David “Bubba” King being present.

THE BOARD MAKES THE FOLLOWING FINDINGS:

A. Oregon law and Yamhill County ordinances authorize the Board to set fees for certain county services provided fees authorized by statute are not increased more than once each year. ORS 203.115. No fees charged for applications made to the Planning Division in the Department of Planning and Development have been increased in the past year. The Planning Director has requested fee increases for certain fees in the Planning Division effective July 1, 2025. The Planning Director also requested that the fees established effective July 1, 2025, be automatically increased or decreased each fiscal year based on the change in the consumer price index.

B. On May 8, 2025, in Room 32 of the Yamhill County Courthouse the Board held a duly noticed public meeting to discuss the proposed fee requests. No testimony adverse to the proposed fee increases was received. The Board found the fee increases were justified and voted unanimously to tentatively grant the increases as requested. NOW, THEREFORE,

IT IS HEREBY ORDERED BY THE BOARD as follows:

Section 1. Fee increases on July 1, 2025.

Effective July 1, 2025 the fees for the services identified in Exhibit A are established at the rates set forth in Exhibit A. Exhibit A is incorporated into this Board Order by reference.

Section 2. Annual increases or decreases based on CPI beginning July 1, 2026.

Commencing on July 1, 2026 and on July 1 of each year thereafter until this Board Order is repealed or modified, the specified fees for the services identified in Exhibit A shall be adjusted in a percentage amount equal to the percentage change in the Consumer Price Index for all Urban Consumers, West Region, B/C Index as reported for the twelve month period ending January 1 of the same year.

Section 3. Effective until modified or repealed.

This Board Order shall remain in effect until modified or repealed.

DONE at McMinnville, Oregon on June 12, 2025.

ATTEST:



YAMHILL COUNTY BOARD OF COMMISSIONERS

KERI HINTON

County Clerk

By: Carolina Rook

Deputy Carolina Rook

Kit Johnston

Chair

KIT JOHNSTON

Mary Starrett

Commissioner

MARY STARRETT

APPROVED AS TO FORM:

Christian Boenisch

Christian Boenisch, County Counsel

Not Available for Signature

Commissioner

DAVID "BUBBA" KING

Approved by the Yamhill County Board of

Commissioners on 06/12/2025

via Board Order 25-165

Exhibit A

(see attached)

LAND USE APPLICATION FEE SCHEDULE Effective July 1, 2025	Microfilm Fee	Assessor Surcharge	Planning Surcharge	5% Tech Fee	Land Use Fee	Total Fees
COMPREHENSIVE PLAN						
Map, Policy, Exception, Text or other Amendment (PA)	\$ 20		\$ 30.84		\$4,910	\$ 4,930.00
Plan Amendment Combined with Zone Change (PAZ)	\$ 20		\$ 30.84		\$4,910	\$ 4,930.00
Plan Amendment/Zone Change/Exception	\$ 20		\$ 30.84		\$7,353	\$ 7,373.00
ZONING ORDINANCE / MAP						
Zoning Ordinance or Map Amendments (including PUD) (Z)	\$ 20		\$ 30.84		\$3,727	\$ 3,747.00
Zoning Map Amendments pursuant to YCZO §303.01(1)	\$ 20		\$ 30.84		\$3,727	\$ 3,747.00
CONDITIONAL USE						
New Permit (C, B & B, WRG)	\$ 20		\$ 30.84		\$3,134	\$ 3,154.00
Home Occupation	\$ 20		\$ 30.84		\$1,607	\$ 1,627.00
Conditional Use-Temporary Structure (CTS)			\$ 30.84		\$1,585	\$ 1,585.00
Temporary Structure Renewal (CTR)			\$ 30.84		\$119	\$ 119.00
Minor Adjustments			\$ 30.84		\$467	\$ 467.00
Re-Notice			\$ 30.84		\$365	\$ 365.00
VARIANCE						
New (V)			\$ 30.84		\$1,925	\$ 1,925
Renewal			\$ 30.84		\$467	\$ 467.00
PARTITIONS, SUBDIVISIONS, ADJUSTMENTS						
Subdivisions (S)	\$ 20	\$ 211	\$ 30.84		\$3,794	\$ 4,055.00
Partitions (P)	\$ 20	\$ 202	\$ 30.84		\$2,465	\$ 2,717.00
Lot-line Adjustment (L)- notice required			\$ 30.84		\$583	\$ 583.00
Lot-line Adjustment (L)- notice not required			\$ 30.84		\$583	\$ 583.00
Replat			\$ 30.84		\$742	\$ 742.00
DWELLING APPROVALS						
Farm Dwelling (FD)	\$ 20		\$ 30.84		\$1,654	\$ 1,674.00
Forest Template Dwelling (FT)	\$ 20		\$ 30.84		\$1,654	\$ 1,674.00
Forest Template Re-site			\$ 30.84		\$742	\$ 742.00
Nonfarm Dwelling (NFD)	\$ 20	\$ 143	\$ 30.84		\$2,486	\$ 2,679.00
Lot-of-Record Dwelling (LOR)	\$ 20		\$ 30.84		\$1,654	\$ 1,674.00
Accessory Dwelling Unit (ADU)	\$ 20		\$ 30.84		\$1347	\$ 1,367.00
AGENCY SIGN-OFF						
Agency sign-off (LUCS; DMV renewal; building permit)					\$98	\$ 98.00
OTHER APPLICATIONS						
\$0						
Address Assignment (without Building Permit)			\$ 30.84		\$53	\$ 53.00
Extension			\$ 30.84		\$151	\$ 151.00
Floodplain Development (FP)	\$ 20		\$ 30.84		\$1,607	\$ 1,627.00
Miscellaneous (any other permit or determination involving the exercise of discretion)					\$ 1,370	\$1,370.00
Nonconforming Use – New (NCU)			\$ 30.84		\$1,925	\$ 1,925.00
Nonconforming Use – Renewal			\$ 30.84		\$467	\$ 467.00
Road Name Changes (RN)			\$ 30.84		\$704	\$ 704.00
Sign Permit (SP)			\$ 30.84		\$151	\$ 151.00
Similar Use (SU)			\$ 30.84		\$934	\$ 934.00
EVENTS:						
Expedited single event			\$ 30.84		\$98	\$ 98.00
Single Event (Type A)			\$ 30.84		\$ 360	\$ 360.00
Single Event (Type B)			\$ 30.84		\$ 935	\$ 935.00
Six Events (Type A or B)			\$ 30.84		\$ 935	\$ 935.00
Renewal Six Events (A or B)			\$ 30.84		\$ 343	\$ 343.00

18 Events (Type B)			\$ 30.84		\$1,370	\$ 1,370.00
Renewal 18 Events (Type B)			\$ 30.84		\$550	\$ 550.00
Site Design Review (SDR)			\$ 30.84		\$1,370	\$ 1,370.00
Temporary Storage Permit (TS)			\$ 30.84		\$213	\$ 213.00
APPEALS / HEARINGS						
Initial Hearing Request / Appeal Fee					\$ 250.00	\$ 250.00

MISC. BUILDING AND PLANNING FEES Effective July 1, 2024	Building permit/inspection	Planning/ Land use clearance	Admin			Total Fees
INSPECTIONS						
Replacement Dwelling Inspection and Letter	\$ 89.31	\$ 98.00	\$ 30.84			\$ 187.31
Ground Mount Solar Install Res/Com	\$ 89.31	\$ 98.00	\$ 30.84			\$ 217.31
Cell Tower Installation (New & Modifications)	\$ 89.31	\$ 98.00	\$ 30.84			\$ 217.31
Prescriptive Path Solar	\$ 181.00	\$ 98.00	\$ 30.84		\$ 279.00 + State surcharge	
Non-Prescriptive Path Solar Res/Com	Based on value	\$ 98.00	State surcharge			
Ag Zoning Compliance						\$ 98.00
Code Enforcement Per Hour						\$ 98.00
Extension request						\$ 78.00
Investigation Fee						\$ 104.00
Erosion control – 1/4 to 1/2 acres	\$146.00	\$54.00				\$ 200.00
Erosion control – 1/2 to 3/4 acres	\$346.00	\$54.00			\$ 400.00	
Erosion control – 3/4 to 1 acre	\$546.00	\$54.00				\$ 600.00
MISCELLANEOUS PLANNING						
Oregon Liquor License/Special Events OLCC						\$ 29.00
Admin Processing Fee						\$ 30.00
GIS Maps – Data Files					\$ 66.00	
MAPS & PUBLICATIONS						
8.5 x 11						\$ 1.00
11 x 17						\$ 1.50
18 x 24						\$ 5.00
24 x 36						\$ 8.00
36 x 60						\$ 17.00
Land Division Ordinance Books, ea. (+ \$2 for S&H)						\$ 10.00
Comp. Plan Goals & Policies, ea. (+\$2 S&H)						\$ 10.00
Research Fee						\$ 66.00
Research Fee - with Letter and Map Preparation – per hour					\$66 hr. +98 letter	
COPIES						
Media Recording					\$ 10.00	\$ 10.00
Photocopies, each - 8.5x11						\$ 0.25
- Color						\$ 0.50
- 11x17						\$ 1.00
Fax – 1 st page and each additional					\$ 1.50	\$ 0.25

Yamhill County Department of Planning and Development

ON-SITE SEWAGE DISPOSAL FEES JULY 1, 2025

DESCRIPTION	Fee	Plan Agency	Admin	5% Tech	DEQ	Total
NEW SITE EVALUATIONS:						
RESIDENTIAL						
Site Evaluation - 1st lot	821.78	55.59	30.84	45.41	117.00	1,070.62
Site Evaluation - each add'l	821.78	55.59	30.84	45.41	117.00	1070.62
COMMERCIAL FACILITY SYSTEMS						
For 1st 1,000 gal. projected daily sewage flow	821.78	55.59	30.84	45.41	117.00	1,070.62
For EACH 500 gallons above 1,000 gallons	200.30			10.01		210.31
CONSTRUCTION- INSTALLATION PERMITS:						
Standard On-Site System	915.82	55.59	30.84	50.11	117.00	1,169.36
ALTERNATIVE SYSTEMS						
Alternative Treatment Technologies (ATT)	1,283.83	55.59	30.84	68.51	117.00	1,555.77
Capping Fill	1,373.12	55.59	30.84	72.98	117.00	1,649.53
Disposal Trenches in Saprolite	915.82	55.59	30.84	50.11	117.00	1,169.36
Holding Tanks	1,017.17	55.59	30.84	55.18	117.00	1,275.78
Pressure Distribution	1,297.10	55.59	30.84	69.18	117.00	1,569.71
Recirculating Gravel Filters	1,695.29	55.59	30.84	89.09	117.00	1,987.80
Sand Filter	1,695.29	55.59	30.84	89.09	117.00	1,987.80
Steep Slope System	915.82	55.59	30.84	50.11	117.00	1,169.36
Tile Dewatering	1,233.15	55.59	30.84	65.98	117.00	1,502.56
All Pumps & Siphons	74.81			3.74		78.55
SYSTEMS GREATER THAN 1,000 GPD BUT LESS THAN 2,500 GPD						
For EACH 500 gallon above 1,000 gpd, a maximum of 2,500 gpd	117.04			5.85		122.89
ALTERATIONS						
Major (drainfield or tank and drainfield)	915.82	55.59	30.84	50.11	117.00	1,169.36
Minor (tank and/or tight-line only)	346.30	55.59	30.84	21.64	117.00	571.36
PERMIT RENEWAL: (renewed within 1 year after expiration date by original owner ONLY)						
Field visit required	612.96	55.59	30.84	34.97	117.00	851.36
Field visit not required	161.69	55.59	30.84	12.41	117.00	377.52
REPAIR PERMIT:						
Major (drainfield or tank and drainfield)	491.09	55.59	30.84	28.88	117.00	723.40
Minor (tank and/or tight-line only -	255.80	55.59	30.84	17.11	117.00	476.34
PLAN REVIEW FEE: (Commercial Only)						
1st 1,000 gallons	421.11			21.06		442.16
Over 1,000 - Projected each additional 500 gallons	69.98			3.50		73.48

AUTHORIZATION:						
If field visit is required	568.31	55.59	30.84	32.74	117.00	804.48
If field visit is not required	158.07	55.59	30.84	12.22	117.00	373.72
Temporary or Hardship MH (<i>tank must be pumped every 4 years</i>)	316.13	55.59	30.84	20.13	117.00	539.69
Renewal of Temporary Hardship (<i>tank must be pumped every 4 years</i>)	174.96	55.59	30.84	13.07	117.00	391.46
EXISTING SYSTEM:						
Evaluation	466.96		30.84	24.89	117.00	639.69
ANNUAL EVALUATIONS						
INSPECTIONS						
Alternative Systems (ATT, SandFilters, Recirc. Gravel Filters)	625.02		30.84	32.79		688.66
Holding Tanks	174.96		30.84	10.29		216.09
REPORTS						
Alternative Systems (ATT, Sand Filters, Recirc. Gravel Filters)	90.50			4.52		95.02
Holding Tanks	47.06			2.35		49.41
SEWAGE DISPOSAL SERVICE:						
Pump Truck Inspection - 1st	217.19			10.86		228.05
Pump Truck Inspection - each additional	109.80			5.49		115.29
OTHER FEES						
DEQ Surcharge	117.00			-		117.00
Planning Agency Sign Off	55.59			2.78		58.37
Admin Processing	30.84			1.54		32.38
Inspection - Consult Fee - ADU Inquiry	110.12		30.84	7.05		148.01
Reinspection Fee - Permits	250.97			12.55		263.52
Admin processing and Technology Surcharges will be assessed on all applications and permits.						

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MISC. BUILDING, PLANNING & SURVEY DEPARTMENT FEES Effective July 1, 2025	Building permit/inspection	Planning/ Land use clearance	Admin Processing	5% Tech Surcharge	Total Fees
INSPECTIONS					
Replacement Dwelling Inspection and Letter	\$95.65	\$100.74	\$30.84	\$11.36	\$238.59
Ground Mount Solar Install Res/Com	\$95.65	\$100.74	\$30.84	\$11.36	\$238.59
Cell Tower Installation (New & Modifications)	\$95.65	\$100.74	\$30.84	\$11.36	\$238.59
Prescriptive Path Solar	\$193.85	\$100.74	\$30.84	\$16.27	\$341.70 + State surcharge
Non-Prescriptive Path Solar Res/Com	Based on value	\$100.74	\$30.84	Based on total w/ value	Total + 12% State surcharge
Ag Zoning Compliance		\$100.74	\$30.84	\$6.66	\$138.16
Demolition permit	\$95.65		\$30.84	\$6.32	132.81
Code Enforcement Per Hour	\$100.74			\$5.04	\$105.78
Permit extension request	\$80.18			\$4.01	\$84.19
Permit Reinstatement – expired permit	\$95.65			\$4.78	\$100.43
Investigation Fee	\$106.91			\$5.35	\$112.26
Erosion control – 1/4 to 1/2 acres	\$156.37	\$100.74	\$30.84	\$14.40	\$302.34
Erosion control – 1/2 to 3/4 acres	\$370.57	\$100.74	\$30.84	\$25.11	\$527.25
Erosion control – 3/4 to 1 acre	\$584.77	\$100.74	\$30.84	\$35.82	\$752.16
Special inspection or consultation – structural per each	\$100.00		\$30.84		\$130.84
MISCELLANEOUS OFFICE					
Oregon Liquor License/Special Events OLCC		29.81		\$1.49	\$31.30
Admin Processing Fee			\$30.84	\$1.54	\$32.38
Return Check			\$30.84		\$30.84
Refund Processing			\$30.84		\$30.84
GIS Maps – Data Files	\$67.85			\$3.39	\$71.24
Research Fee	\$67.85			\$3.39	\$71.24
Research Fee, Letter & Map Prep – per hour	\$67.85	\$100.74		\$8.43	\$177.02
SURVEY FEES					
Effective July 1, 2025	Filing fee		Admin Processing	5% Tech Surcharge	Total Fees
Survey Maps Filing & Review Fee	\$350.00		\$30.84	\$19.04	\$399.88
Each additional page review after 3		\$25.00		\$1.25	\$26.25
Partition Filing & Review Fee	\$450.00		\$30.84	\$24.04	\$504.88
Each additional page review after 3		\$25.00		\$1.25	\$26.25
Subdivision/Condominiums/Cemetery Filing	\$450.00		\$30.84	\$34.04	\$714.88
Each additional page review after 3		\$25.00		\$1.25	\$26.25
Partition/ Subdivision/ Condo/ Cemetery Deposits					\$1500.00
Additional Lot and Tract					\$70.00
Post Monument Pin each					\$150.00
Public road vacation, no hearing	\$400.00		\$30.84	\$21.54	\$452.38
Public road vacation hearing is required	\$1,500.00		\$30.84	\$61.54	\$1292.38
Additional Review / Research - Hourly Rate					\$77.00
Admin Processing					\$30.84
Public Land Corner Preservation - Clerk					\$10.00
GIS Survey Fee			\$1.25	\$25	\$26.25
Survey Plat Marking Fee – Clerk					\$25.00

MAPS & PUBLICATIONS					
8.5 x 11					\$1.00
11 x 17					\$1.50
18 x 24					\$5.00
24 x 36					\$8.00
36 x 60					\$17.00
Land Division Ordinance Books, ea.					\$10.00
Comp. Plan Goals & Policies, ea. (+\$2 S&H)					\$10.00
COPIES					
Media Recording					\$10.00
Photocopies, each - 8.5x11					\$0.25
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