

City of Woodburn, Oregon: Planning Division Fee Schedule

Land Use Application Type or Planning Service	Fee	Note
<i>Pre-Application Conference or Meeting (PRE)</i>	\$685	Woodburn Development Ordinance (WDO) 4.01.13
<i>Annexation (ANX):</i>		WDO 5.04.01
Annexation - more than 1.00 acre	\$5,130	
Annexation - less than or equal to 1.00 acre	\$2,565	
<i>Appeal, Land Use:</i>		
Appeal to City Council (Type III)	See Note.	\$135 + ½ of original application fee, but maximum total \$2,700.
Appeal to City Council (Type II)	\$250	Maximum \$250 per Oregon Revised Statutes (ORS) 227.175(10)(b) (2019).
<i>Comprehensive Plan Amendment:</i>		WDO 5.04.02
-more than 1.00 acre	\$4,700	
-less than or equal to 1.00 acre	\$4,670	
<i>Conditional Use (CU)</i>	\$5,390	WDO 5.03.01
<i>Design Review (DR):</i>		
Type I	\$685	WDO 5.01.02
Type II or higher: Up to 3,000 square feet (sq ft) total	\$6,115	WDO 5.02.03 or 5.03.02
Type II or higher: More than 3,000 and fewer than 30,000 total sq ft	\$9,490	WDO 5.02.03 or 5.03.02
Type II or higher: 30,000 or more total sq ft	\$19,440	WDO 5.02.03 or 5.03.02
<i>Grading Permit (GRAD)</i>	\$685	WDO 5.01.04
<i>Interpretation [of the WDO], formal (INT)</i>	\$2,640	Plus costs if and as Oregon Ballot Measure 56 (1998), codified in ORS 227.186, is applicable. WDO 1.03.04, 2.01.03, & 4.02.06.
<i>Manufactured Dwelling Park:</i>		
Preliminary Approval	\$4,710	
Final Plan Approval	\$1,625	
<i>Modification of Conditions (MOC)</i>	See Note.	\$135 plus ½ of original fee for related application or consolidated applications. WDO 4.02.07.
<i>Partition (PAR):</i>		
Preliminary Approval (PAR)	\$3,720	WDO 5.02.05
Final Plat Approval (FPAR)	\$1,860	WDO 5.01.06
<i>Phasing Plan (PP)</i>	\$2,145	WDO 5.03.05
<i>Planned Unit Development (PUD):</i>		WDO 3.09
Conceptual Development Plan / Preliminary Design Final Plan / Detailed Development Plan	\$4,480 plus \$1,375	\$55 per lot. WDO 3.09 & 5.03.06. WDO 5.01.07 & 5.03.07
Final Plat Approval	\$3,880	WDO 5.01.06 & 5.01.07
<i>Property Line Adjustment (PLA); Consolidation</i>	\$2,025	WDO 5.01.08
<i>Residential Architectural Standards Substitution</i>	\$540	WDO 5.02.02
<i>Riparian Corridor Wetland Overlay District</i>	\$670	WDO 2.05.05 & 5.01.09
<i>Sign Permit (SIGN):</i>		WDO 3.10
-Permanent: freestanding (includes monument and pole)	\$520	When an applicant applies for multiple signs for a given business, complex, development, landowner, lot, property, or tenant, each and every sign for which a sign permit is required requires fee payment.
-Permanent: other than freestanding (includes wall)	\$115	Same as Note above.
-Temporary	Free	
<i>Specific Conditional Use – Historically or Architecturally Significant Building</i>	\$1,725	WDO 5.03.08
<i>"Street Adjustment" (Adjustment to Street Improvement Requirements; SA):</i>		
Type II	\$4,040	WDO 5.02.04
Type III or higher	\$4,560	WDO 4.01.07 & 5.03.03
<i>Subdivision (SUB):</i>		
Preliminary Approval (SUB)	\$5,665 plus per Note.	\$55 per lot. WDO 5.01.10.
Final Plat Approval (FSUB)	\$3,880	WDO 5.01.06 & ORS 92 (2021)
<i>Telecommunication Facility, Specific Conditional Use</i>	\$3,285	WDO 5.03.11
<i>Temporary Outdoor Marketing and Special Event Permit (TMKT)</i>	\$165	WDO 5.01.12
<i>Variance (VAR):</i>		WDO 5.03.12
-consolidated with another land use application	\$3,285	
-standalone application	\$4,695	
<i>Zone Map Amendment / Zone Change (ZC) (re-zoning)</i>	\$4,615	WDO 5.04.04
<i>Zoning Adjustment (ZA)</i>	\$3,520	WDO 5.02.06

Continues next page

Land Use Application Type or Planning Service, cont.	Fee	Note
Addressing Assignment, Street	\$220 plus per Note.	If for two or more lots or tracts, then plus \$4 for each subsequent lot and tract. If for apartment complex of two or more apartment buildings, then plus \$4 for each subsequent apartment building.
Bond or performance guarantee release or status letter	\$50	Applicable to such held by the Planning Division, not any by the Public Works Department.
Civil engineering plan(s) (CEP) review, Planning Division review of Public Works Department permit application materials:		Follows land use final decision (approval). Due upon CEP application to the Public Works Dept. Does not abrogate any fees that the Public Works Department requires through its fee schedule.
-original/1 st submittal	\$350	
-2 nd and successive submittal	\$250	
Drafting of development agreement, intergovernmental agreement (IGA), or memorandum of understanding (MOU)	\$2,500	Development agreement: ORS 94.504 (2007). IGA, MOU: ORS 190.010 (1991).
Exception to when all public improvements are due / delay or deferral of frontage/street improvements	\$4,695	Applicable if developer obtains Public Works Department approval of exception (delay/deferral) through WDO 3.01.02E(1) & (2). Fee serves as exception disincentive.
Expedited Land Use Review:		ORS 197.360-380 (2021)
- Partition (other than middle housing)	\$6,320	
- Subdivision (other than middle housing)	\$9,060	
- Middle Housing Land Division	\$9,060	ORS 197.380 (2021)
Expedited review (for land use review, not building permit review)	\$90 per hour	Distinct from "Expedited Land Use Review" above relating to statute. Subject to staff availability and as allowed by law for use. In addition to application fees based on an hourly rate for overtime.
Fence permit	Free	WDO 2.06.02 & 5.01.03
Home occupation review	Free	WDO 2.07.10
Land Use Compatibility Statement (LUCS) or other jurisdictional permit sign-off	\$100	
Extension of a development decision	\$685	WDO 4.02.05
Site inspection, planning & zoning (P&Z):		Relates particularly to on-site private improvements resulting from building permit and civil/frontage/public/street improvements resulting from CEP approval.
-Original/1 st inspection & 2 nd inspection (re-inspection)	Free	
-3 rd inspection and successive inspection	\$250	
Transportation impact analysis (TIA) review	\$900	Applicable if a proposal requires a TIA per WDO 3.04.05. Recoups cost to City of transportation consultant reviews, recommendations, and public meetings participation.
Zoning confirmation letter / zoning verification letter	\$100	
Planning service 1½ hours or more through meeting by appointment instead of Planning counter unscheduled service	\$90 per hour	Applied per Director discretion.
Planning counter and phone inquiry service	Free	
Printing and copying:		Mimics the Public Works fee schedule printing and copying items. <i>Applicable only if total charge would be \$10 or more.</i>
-Letter / 8½ by 11 inches black and white or grayscale	5¢	per page. (Min. 200 pages to charge.)
-Letter / 8½ by 11 inches color	75¢	per page. (Min. 14 pages to charge.)
-Ledger / 11 by 17 inches	Twice the applicable letter rate	per sheet. (B&W: min. 100 sheets to charge; color: min. 7 sheets to charge)
-Plan size / 24 by 36 inches, or any large map	\$25	per sheet.

Continues next page

Land Use Application Type or Planning Service, cont.	Fee	Note
Significant Tree fees:		WDO 3.06.07D.2 & 6 and 5.01.11
<i>Significant Tree Removal Permit (TREE)</i>	\$220	WDO 5.01.11
Tier 1 (T1):		WDO Table 3.06T
Removal of tree approved for removal, per tree:		
Class S	Free	
Class T	Free	WDO 1.02 “Tree, Significant”
Fee in lieu of mitigation tree, per tree:		
Class S	\$150	
Class T	\$150	WDO 1.02 “Tree, Significant”
Tier 2 (T2):		WDO Table 3.06T
Removal of tree approved for removal, per tree:		
Class S	\$200	
Class T	\$300	WDO 1.02 “Tree, Significant”
Fee in lieu of mitigation tree, per tree:		
Class S	\$150	
Class T	\$150	WDO 1.02 “Tree, Significant”
Tier 3 (T3):		WDO Table 3.06T
Removal of tree approved for removal, per tree:		
Class S	\$400	
Class T	\$600	WDO 1.02 “Tree, Significant”
Fee in lieu of mitigation tree, per tree:		
Class S	\$250	
Class T	\$500	WDO 1.02 “Tree, Significant”
Tier 4 (T4):		WDO Table 3.06T
Removal of tree approved for removal, per tree:		
Class S:		
Multiple-dwelling development	\$600	
Other than multiple-dwelling development	\$1,200	
Class T:		WDO 1.02 “Tree, Significant”
Multiple-dwelling development	Per Note.	\$150 per inch of diameter at breast height (DBH) of removed tree, but capped at \$6,300
Other than multiple-dwelling development	Per Note.	\$150 per inch of diameter at breast height (DBH) of removed tree, but capped at \$12,600
Fee in lieu of mitigation tree, per tree:		
Class S	\$500	
Class T	\$950	WDO 1.02 “Tree, Significant”
Annexation (ANX) context:		WDO 3.06.07J
Removal of tree approved for removal, per tree	Per Note.	Equal to highest removal fee among those for T4.