

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 21-04-07-01

IN THE MATTER OF AMENDING CHAPTER
60 OF THE LANE MANUAL TO ESTABLISH
A PERMIT FEE WAIVER PROGRAM
WITHIN THE LAND MANAGEMENT
DIVISION FOR SURVIVORS OF THE
HOLIDAY FARM FIRE

WHEREAS, the historic and tragic Holiday Farm Fire of 2020 destroyed 493 residences in rural Lane County; and

WHEREAS, the Board of County Commissioners desires to encourage and facilitate the timely reconstruction or repair of dwellings and certain other improvements that were damaged or destroyed by the Holiday Farm Fire of 2020 by waiving certain permit fees.

NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. Lane Manual 60.850 is hereby amended by adding subsection 60.850(10), the text of which is depicted in Exhibit A of this Order, which is attached and incorporated by this reference.

ADOPTED this 7th day of April, 2021.



Joe Berney, Chair
Lane County Board of Commissioners

Lane Manual
CHAPTER 60 CONTENTS

PUBLIC USE OF COUNTY FACILITIES AND SERVICES

USE OF FACILITIES

- 60.005 Generally
- 60.006 Policies
- 60.010 Law Library.
- 60.015 Lane County Historical Museum.
- 60.025 County Disposal Sites – Summer Hours of Operation and Holiday Closures.
- 60.026 County Disposal Sites – Winter Hours of Operation.
- 60.030 Hardship Exceptions.
- 60.035 Designated Free Speech Area
- 60.405 Disposal of Unclaimed Personal Property and County-Owned Surplus Property.
- 60.410 Disposal of Museum Deaccessioned Property.

USE OF SERVICES

- 60.605 Public Safety Department Community Service Officers.
- 60.615 Consideration of State Economic Development Requests.
- 60.620 Role of County.
- 60.625 Process for Application Request for County Approval.

FEES

- 60.812 Fees to be Charged by the County Clerk.
- 60.814 Property Instrument Fee.
- 60.815 Park Fees.
- 60.817 Pollution Control and Other Revenue Bonds.
- 60.820 Returned Check or Stop Payment Fee.
- 60.822 Child Support Garnishment Fee.
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- 60.825 Credit Card Service Fee.
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- 60.832 Letter Size Conversion Fee.
- 60.834 Draft Transcribing/Recording Fees.
- 60.838 Parole & Probation Fees.
- 60.839 Department of Public Safety Fees.
- 60.840 Department of Health and Human Services Fees.
- 60.842 Fees for Real Property Compensation Claim Application.
- 60.845 Assessment and Taxation Fees.
- 60.849 Manufactured Home Ownership
- 60.850 Land Management Division/Department of Public Works.
- 60.851 Public Works Department/Land Management Division - Planning.
- 60.852 Public Works Department/Land Management Division-Subsurface Sanitation.
- 60.853 Public Works Department/Land Management Division – Building.
- 60.854 Public Works Department / Vacation And Special Benefit Fees.
- 60.855 Public Works Department Surveyors.
- 60.856 Geographic Information System Fees, GIS Division/Department of Information Services.

At left margin indicates changes
Bold indicates material being added
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**LEGISLATIVE
FORMAT**

Lane Manual
CHAPTER 60 CONTENTS

- 60.857 Public Works Department / Road Maintenance and Engineering Construction Services
- 60.865 Law Library Fees.
- 60.870 Records Search Fee.
- 60.875 Fees for Lane County Solid Waste Services.
- 60.877 Special Transportation Variance Permit Fees.
- 60.879 No Spray Area Permit Reinstatement Fee.
- 60.882 Motion to Set Aside Convictions.
- 60.885 Public Works Lane Events Center Division.
- 60.886 Animal Services Fees.

PUBLIC MEETINGS

- 60.905 Smoking

FOREIGN CITIZENSHIP

- 60.950 Foreign Citizenship

60.849 Manufactured Home Ownership

The following fees are established and chargeable by Lane County in accordance with and ORS 446.646.

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| (1) Transfer of manufactured structure ownership | \$ 70.00 |
| (2) Trip Permit | \$ 5.00 |
| (3) LOIS processing fee..... | \$ 55.00 |
| (4) Tax block removal | \$ 20.00 |
| (5) Special administrative, research, and analysis: | |
| (a) Office Assistant 2/Acct Clerk 2..... | \$ 55.00/hour |
| (b) Sr. Office Assistant | \$ 60.00/hour |
| (c) Engineering Tech..... | \$ 80.00/hour |
| (d) Engineering Analyst | \$ 90.00/hour |

(Revised by Order No. 12-12-11-09, Effective 1.2.13)

60.850 Land Management Division/Department of Public Works.

In addition to the fee schedules established in LM 60.850, 60.851, 60.852, and 60.853, the following policies and applicable charges are established:

(1) Research Fees. In keeping with the provision of LM 2.163, when requests for information with regard to Land Management activities require, in the judgment of the Department Head, or his or her designee, research necessitating the use of staff with specialized or professional expertise, the actual full cost rate of the Land Management staff assigned to provide the required research shall be the hourly rate times 2.5, plus any photocopy charges shall be charged. The department will provide an estimate to the requestor if fees will exceed \$25 and will wait to receive confirmation that the requestor wants the department to proceed with the research. Charges will be computed on quarter-hours.

(2) Exceptions. The Director of the Department of Public Works, or his or her designee, may reduce the fee established in LM 60.850, 60.851, 60.852, 60.853, 60.854 and 60.855 when strict adherence to the fee schedule would cause inequity to exist among pending applications, when higher fees result from a staff processing error or when extraordinary circumstances cause strict application of the fee schedule to be inappropriate.

(3) Refunds. All, or a portion, of the fee accompanying an application may be refunded, if the applicant withdraws the application in advance of any field work or substantial staff review. A portion of the application fees may be retained to address the cost of refund processing.

(4) GIS Output (maps, reports, etc.). A \$50 charge will be made for all maps generated from Land Management Division's geographic information systems.

(5) Special Investigation Fees.

(a) Special Investigation. Whenever an individual begins any activity for which a permit is required under Chapters 15 or 16 of the Lane Code without first obtaining the necessary permit, the Lane Management Division will conduct a special investigation before a permit may be issued for such activity.

(b) Fee. A special investigation fee, in addition to the permit fee, must be paid by the permit applicant unless exempted as provided in LM 60.850(2), whether or not a permit is then or subsequently issued. The special investigation fee is \$300. The payment of such investigation fee does not exempt any person from compliance with all other provisions of Lane Code and state law, nor from any penalty prescribed by law.

(c) In addition to investigation fees collected under LM 60.850(5)(b), an additional amount equal to the fees authorized for services under LM 60.852, and the appropriate permit fees listed in table 60.850(5) and the Oregon Structural Specialty Code are due for Lane County services provided to enforce compliance with the regulations covered by those provisions in the event of unauthorized work, unless exempted as provided in LM 60.850(2).

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**LEGISLATIVE
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60.850

Lane Manual

60.850

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Table 60.850(5) Building Code Investigation Fee

| | Single discipline OR only final inspection remaining | Misc. Structure (fence, RAS) | Accessory Structure | Combo Permit -with multiple inspections remaining | Additions <1000 SF | ADU (Guest House) | Additions >500 SF or Change of Occupancy | New building |
|---|--|------------------------------|---------------------|---|--------------------|-------------------|--|--------------|
| Expired Permit (more than 6 months) | \$110.00 | \$110.00 | \$185.00 | \$185.00 | \$185.00 | \$185.00 | \$185.00 | \$185.00 |
| Residential work w/o permits | \$110.00 | \$185.00 | \$265.00 | \$265.00 | \$265.00 | \$530.00 | \$530.00 | \$530.00 |
| Commercial or multi-family work w/o permits | \$110.00 | \$185.00 | \$265.00 | \$265.00 | \$530.00 | \$530.00 | \$530.00 | \$530.00 |
| Commercial work (FLS) w/o permits | \$110.00 | \$185.00 | \$265.00 | \$530.00 | \$530.00 | \$530.00 | \$795.00 | \$795.00 |

(6) Land Management Division Technology Assessment. A 2% surcharge will be added to all Land Management Division permit transactions for technology improvements. The technology assessment is limited to \$100 for any single permit transaction.

(7) Permit Acceleration Fee. A processing fee of 1.5 times the hourly plan review rate will be charged to individuals wishing to accelerate their Land Management Division Building or Planning Program permit processing. This work will be performed on an overtime basis only, and will not impact ordinary processing times. The option is available only when staff is available for overtime assignments. This fee is in addition to the plan review fees authorized in LM 60.853(2), 60.853(4), 60.853(7), and 60.853(8).

(8) Administrative Fee. A 15% administrative fee will be added to all Land Management Division permit transactions.

(9) Long-Range Planning Surcharge. A 13.0% long-range planning surcharge will be added to all Land Management Division permit transactions.

(10) Holiday Farm Fire Permit Fee Waivers. In response to the devastating Holiday Farm Fire of 2020, certain Building, Planning and Sanitation permit fees are waived in order to encourage and facilitate the timely redevelopment of dwellings that were damaged or destroyed by this event. The following requirements apply to the issuance of permit fee waivers:

(a) Upon written request on a form provided by the Land Management Division, fees will not be charged for building and sanitation permits that may be required to reconstruct or repair lawfully established dwellings that were damaged or destroyed by the Holiday Farm Fire of 2020. For the purpose of this section “lawfully established dwelling” means: any dwelling including a manufactured dwelling, duplex or temporary hardship dwelling that was established and used as a primary or secondary residence or rental in compliance with applicable land use and building codes.

(b) When required to enable the repair or replacement of a damaged or destroyed dwelling the following Type 1 planning application fees are waived:

(i) Floodplain Verification (Office)

- (ii) Floodplain Development Permit**
- (iii) Fill or Removal Permit**
- (iv) Riparian Declaration**
- (v) Temporary Hardship Dwelling**
- (vi) Type 1 Legal Lot Determination**

(c) Retroactivity. When requested in writing on a form provided by the Land Management Division, Lane County will process and issue reimbursements for payments already received for any applications qualifying under this section.

(d) Waivers and reimbursements will be provided only to the original owner of the property at the time it was destroyed or to a relative of the original owner if ownership of the property has been transferred to the relative. For the purposes of this section “relative” means: grandparent, step grandparent, grandchild, step grandchild, parent, stepparent, child, stepchild, sibling, step sibling, aunt, uncle, niece, nephew or first cousin.

(e) Waivers and reimbursements will not be provided for any other structures or uses not described in LM 60.850 (10) (a) or (b) including but not limited to: detached garages, shops, barns, pole buildings, utility sheds, agricultural buildings, commercial buildings, public facilities, pre-application conferences and other land use applications.

(f) Fee waivers and reimbursements qualifying under this section will be available for applications submitted on or before September 8, 2025, unless otherwise terminated or extended by the Board of Commissioners.

(Revised by Order No. 99-6-15-1; Effective 7.1.99; 04-11-23-5, 11.23.04; 06-2-8-7, 7.1.06; 07-6-20-7, 7.1.07; 08-5-14-13, 7.1.08; 10-2-24-5, 4.1.10; 11-12-14-10, 1.1.12; 16-08-23-03, 8.23.16; 19-06-18-09, 8.5.19)

60.851 Public Works Department/Land Management Division - Planning.

This section establishes fees for County services as listed.

For the purposes of this subsection:

- BCC means the Board of Commissioners.
- HO means the Hearings Officer.
- PC means the Planning Commission.
- PD means the Planning Director.
- BO means the Building Official.

(1) Reproductions.

| | | |
|---|----|--------|
| LC Chapter 10 (Zoning)..... | \$ | 75.00 |
| LC Chapter 13 (Land Divisions)..... | \$ | 35.00 |
| LC Chapter 14 (Procedure)..... | \$ | 35.00 |
| LC Chapter 16 (Development)..... | \$ | 75.00 |
| Rural Plan Policies..... | \$ | 35.00 |
| CD with Requested Information | \$ | 40.00 |
| Scanning Fee (per page)..... | \$ | .15 |
| 8.5 x 11 Black and White (per page) | \$ | .25 |
| 8.5 x 11 Color (per page) | \$ | 1.00 |
| 11 x 17 Black and White (per page) | \$ | .50 |
| 11 x 17 Color (per page)..... | \$ | 2.00 |
| Draft Transcribing/Recording Fee | LM | 60.834 |
| Request for Information..... | LM | 2.163 |
| RCP Maps Hard Copy | \$ | 150.00 |
| RCP Maps Microfiche | \$ | 75.00 |

Lane Manual
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Lane Manual
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When research occurs to provide a party with a copy of their tax payment check
 \$ 10.00 each

(13) Returned Check Fees.

The Department of Assessment and Taxation shall collect a fee from the maker of any check to Lane County, which is returned for non-payable funds in the maker's checking account.

..... \$ 15.00 per check

(14) Farm Deferral Reapplication Fee.

Upon reapplication for a Farm Deferral, a fee of \$1.00 per \$1,000 of real market value, with a minimum fee of \$10 and a maximum fee of \$250.00.

(15) Property Tax Exemption Applications – Filing Fee..... \$ 100.00 per application

(16) Property Tax Exemption for Special Organizations – Late Filing Fee.

Any statement filed after December 31 of the assessment year for which the exemption is first desired, must be accompanied by a late fee of the greater of \$200, or one-tenth of one percent of the real market value of the property to which the statement pertains, as determined for the assessment year by the assessor for this purpose (per ORS 307.162(2)).

(17) Veteran's Exemption – Late Filing Fee

Exemption applications received after the April 10 deadline of each year shall still be able to secure the exemption, if still qualified, by making application therefore to the county assessor not later than May 1 of the current year, accompanied by a late-filing fee (per ORS 307.260(b)). . \$

10.00

(18) Regional Land Information Data (RLID) Extracts

For commercial customers, an up-to-date listing of Lane County property information updated and extracted quarterly (4 per year). \$ 450.00 per anum

One-time extract of Lane County information..... \$ 115.00 each time

(19) Special Assessment Application – Filing Fee..... .. \$ 100 per application

(Revised by Order No. 01-9-5-12, Effective 9.5.01; 03-11-12-8, 11.12.03; 07-5-23-1, 7.1.07; 12-12-11-09, 1.2.13; 15-02-03-01, 02.03.15)

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| Request for Information..... | LM | 2.163 |
| RCP Maps Hard Copy | \$ | 150.00 |
| RCP Maps Microfiche | \$ | 75.00 |

(2) Chapter 13 - Land Division.

| | | |
|--|----|------------|
| Tentative Partition Plan Type II Review..... | \$ | 3,180.00 |
| Final Partition Plan Type I Review..... | \$ | 1,590.00 |
| Removal of Plat Notice Type I Review | \$ | 320.00 |
| Tentative Subdivision Plan Type II | \$ | 4,420.00 |
| Plus | \$ | 210.00/lot |