

**RESOLUTION No. 23/24-05**  
**City of Dayton, Oregon**

**A Resolution Amending the City of Dayton Fee Schedule to Include Online Payment Processing for Applications Using GOGov Platform for E-Permitting and Other Processes; to Increase Municipal Court Fees Regulated by the State of Oregon; to Establish a Food Truck/Pushcart Permit Fee; to Update Fees for NSF and Stop Payments to Align with Bank Charges; and to Update Fees for Planning Applications and Pre-Application Meeting fees.**

**WHEREAS**, the Dayton City Council adopted the City of Dayton Fee Schedule per Resolution No. 16/17-03; and

**WHEREAS**, HB2415 passed in 2021 and goes into effect January 1, 2025 requires municipalities to support E-Permitting software to allow an online permitting and an online payment process; and

**WHEREAS**, the City deems it necessary and prudent to require fees to process permits, applications, and online payments through the GOGov Platform; and

**WHEREAS**, the Dayton City Council desires to introduce a fee for online payment processing as part of the permit and application process for residents; and

**WHEREAS**, the Dayton Municipal Court was established by the City Council and has jurisdiction to adjudicate all State Motor Vehicle Code Violation which occur within the city limits of Dayton, Oregon; and

**WHEREAS**, ORS 153.021 and ORS 153.020 have restructured their minimum fines and presumptive special zone fines under HB4120 passed in 2022 effective upon passage; and

**WHEREAS**, the City Council desires to revise its existing fee structure to conform with State standards; and

**WHEREAS**, the City of Dayton adopted Ordinance 640 on October 2, 2017 adding Food Trucks/Push Carts to the Dayton Municipal Code; and

**WHEREAS**, the City deems it necessary and prudent to require fees in conjunction with the filing of applications for permits to further ensure the compliance with adopted codes and standards; and

**WHEREAS**, the Dayton City Council desires to include Food Truck/Push Cart Fees in the City of Dayton Fee Schedule; and

**WHEREAS** the City of Dayton is required to levy fees for various miscellaneous services to support its operational needs; and

**WHEREAS**, the City Council desires to revise its existing Misc Fee Schedule to coincide with current NSF and Stop Payments bank rates; and

**WHEREAS**, the City finds it necessary and prudent to require fees reasonably calculated for the submission of Applications and for Pre- Application Meetings; and

**WHEREAS**, the City Council desires to add Planning Application fees and a Pre- Application Meetings fee to offset staff time costs.

**The City of Dayton resolves as follows:**

- 1) **THAT** the City of Dayton Fee Schedule is hereby amended and adopted according to Exhibit A (attached hereto and made a part herein); and
- 2) **THAT** this resolution shall become effective immediately upon adoption.

**ADOPTED** this 6<sup>th</sup> day of November 2023.

**In Favor:** Maguire, Hildebrandt, Mackin, Wildhaber, Marquez

**Opposed:**

**Absent:** Frank, Sandoval-Perez

**Abstained:**

  
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**Trini Marquez, Mayor**

  
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**Date Signed**

**ATTEST:**

  
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**Rocio Vargas, City Recorder**

  
\_\_\_\_\_  
**Date of Enactment**

**Attachment: Exhibit A**

# Exhibit A

Land Use and Planning

## CITY OF DAYTON LAND USE AND PLANNING FEES

Resolution: 2016/17-01 Effective: September 6, 2016 Adopted: September 6, 2016

TYPE OF LAND USE ACTION	APPLICATION FEE
Annexation	\$1500
Appeal from Planning Commission Decision	\$250
Appeal from Administrative Decision	\$250
Boundary/Lot Line Adjustment	\$300
Comprehensive Plan Amendment	\$1,500
Comprehensive Plan or Zoning Ordinance Text Amendment	\$1,500
Conditional Use Permit	\$1,850
Development Agreements	\$700
Historic Landmark Clearance / Building Alteration	\$100
Historic Landmark Notice of Delay	No Fee
Manufactured Home Park	\$4,300
Multiple Applications	100% of most expensive + 50% of all others
Nonconforming Use	\$450
Partition - Major	\$1,300
Partitions - Minor (Administrative)	\$1,250
Planned Development	\$4,000
Planned Development Amendment	\$300
Pre-Application Meeting	<del>No Fee</del> \$500
Reimbursement District	\$1,000
Restricted Development Review	\$500
Sign Permit - Exterior	\$100
Similar or Temporary Use Permit	\$450
Site Plan/Design Review	\$1,200
Subdivision	\$4,000 + \$20 per/lot
Time Extensions	50% of original application cost
Transcripts	Actual costs of time to prepare
Urban Growth Boundary Amendment	\$2,100
Variance - Major	\$700
Variance - Minor (Administrative)	\$350
Zone Change	\$2,000
Type I Applications Not Listed	\$350
Type II Applications Not Listed	\$700

Type III Applications Not Listed	\$1050
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Note: The above fees and deposits are an estimate of the costs to process land use applications. Applicants will be responsible to pay the actual costs associated with processing their application, including but not limited to, time for initial review by staff, costs of required public notices, City Planner review, Engineering and Public Works review and/or inspection and legal services.

## MUNICIPAL CODE COMPLIANCE PENALTIES SCHEDULE

Resolution 2013/14-2 Adopted October 7, 2013

DAYTON MUNICIPAL CODE SECTION 2.50	Fine Amount
Unclassified Misdemeanor	\$500
Class A Violation	\$500
Class B Violation	\$250
Class C Violation	\$100
Land Use & Planning Code Violation	\$500
Unless otherwise stated any Violation of the Municipal Code is a Class C Violation	\$100
2.12 - Failure to Supervise a Child	\$1,000

## DAYTON MUNICIPAL COURT VIOLATIONS BUREAU

### Fine Assessment Schedule:

Resolution 2011/12-15 Adopted February 13, 2012 Effective February 13, 2012

Violation Class	Presumptive Fine Amount	Special Zone Presumptive Fine Amount	Minimum Fine Amount	Maximum Fine Amount
Class A	\$440.00	<del>\$870.00</del> \$875.00	<del>\$220.00</del> \$225.00	\$2,000.00
Class B	\$265.00	<del>\$520.00</del> \$525.00	<del>\$130.00</del> \$135.00	\$1,000.00
Class C	\$165.00	<del>\$320.00</del> \$325.00	<del>\$80.00</del> \$85.00	\$500.00
Class D	\$115.00	<del>\$220.00</del> \$225.00	<del>\$60.00</del> \$65.00	\$250.00

## MISC FEES

Type of Charge	Current Fee	Resolution/ Code	Adopted
Photocopy Charges - Black & White	\$.25 per/page	2010/11-07	08/16/10
Photocopy Charges - Color	\$.50 per/page	2010/11-07	08/16/13
NSF Check & Stop Payment Check Fee	<del>\$25.00</del> \$36.00	Policy	
Records Request Research Fees			
Staff Research Time - First Hour	\$60.00	2021/22-06	08/02/21
Staff Research Time - Additional 15 minutes increments	\$15.00		
Record Request - Provide 16 GB USB Thumb Drive	\$10.00	2021/22-06	08/02/21
Records Request - Provide CD	\$5.00 per/disk	2010/11-07	08/16/13
Credit/Debit Card Fee	No Charge	2008/09-15	09/02/08
Notary Services - Residents (inside city limits)	No Charge	2011/12-02	07/05/11
Notary Services - Non-Residents	\$10.00 Per notary act	2011/12/02	07/05/11
Lien Search Fee	No Charge	n/a	n/a

Ferry Street Newsletter Advertisement Fee Schedule			
Color Copy:	Cost	Resolution	Adopted
Full Page - 7 x 9.5 inches	\$250.00	2020/21-20	06/21/21
Half Page - 7 x 4.6 or 3.33 x 9.5 inches	\$125.00	2020/21-20	06/21/21
Quarter Page - 4.6 x 3.33 or 3.33 x 4.6 inches	\$75.00	2020/21-20	06/21/21
1/8 page or Milestone Announcement - 2.3 x 1.67 inches	\$25.00	2020/21-20	06/21/21
Black & White Copy:	Cost	Resolution	Adopted
Full Page - 7 x 9.5 inches	\$75.00	2020/21-20	06/21/21
Half Page - 7 x 4.6 or 3.33 x 9.5 inches	\$40.00	2020/21-20	06/21/21
Quarter Page - 4.6 x 3.33 or 3.33 x 4.6 inches	\$30.00	2020/21-20	06/21/21
1/8 page or Milestone Announcement - 2.3 x 1.67 inches	\$15.00	2020/21-20	06/21/21

Resolution 2022/23-21

Adopted June 20, 2023

Effective October 1, 2023

Vendor Participation Fees	Cost	
Courthouse Square Park Event	\$25.00 per event day	Includes annual City of Dayton Business registration for the State of Oregon registered businesses
Electric	\$5.00 per event day	
Community Center Event	\$25.00	Includes annual City of Dayton Business registration for the State of Oregon registered businesses
Electric	\$5.00 per event day	

- Exemption for Public Safety Agencies (Fire, Police, etc.)
- Excludes Breakfast with Santa and Bazaar as this event is only one day for 4-5 hours.

Online Permits/Applications	Cost	
Online payment processing for GOGov applications	\$3.00 + 3% of application total	Voluntary fee to complete payment in online application/permitting software through GOGov platform

Food Truck Permit	Cost	
Trucks and push carts	\$25.00 per instance/event	Parking/operating in the right of way