

# FEE SCHEDULE

FOR DEPARTMENTS OF



*Effective February 1, 2012*

The following Fee Schedule is based upon fees set by United States Code (USC), Code of Federal Regulations (CFR), Oregon Revised Statute (ORS), uncodified Oregon session laws (OL), Oregon Administrative Rule (OAR), Oregon Building Code (OBC), Oregon Mechanical Specialty Code (OMSC), Lincoln County Code (LCC), and Board of Commissioners Order (BOC).

The department head of each department reserves the right to waive a fee or fees in appropriate circumstances, such as for indigent persons seeking essential governmental services, or for services that are provided to a member of the public, but that also provide a direct benefit to the department.

This Fee Schedule is an attempt to list all fees commonly charged by each department to the public. This schedule does not include interdepartmental charges, interagency charges, franchise fees, or prices for specialized reports and publications. Some omissions may have inadvertently occurred. If an inadvertent omission is discovered, please notify Legal Counsel so the omission can be remedied in the next edition of this Fee Schedule.

*ALL DEPARTMENTS<sup>1</sup>*

Photocopies (8½" x 11" or 14")	ORS 203.035/BOC	\$ .25 per copy
Research time	ORS 203.035/BOC	\$12.50 per ¼ hr <sup>2</sup>
Dishonored checks	ORS 30.701(5)/BOC	\$25
Fax transmissions requested in lieu of mailing	ORS 203.035/ 205.320/BOC	\$2 first page + \$1 add'l page(s)
County Budget Books	ORS 203.035/BOC	\$35.00

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<sup>1</sup> These fees apply to all departments unless otherwise specifically provided in a department's fees.

<sup>2</sup> Per person; rounded to the nearest ¼ hour; minimum charge of one ¼ hour.

*ASSESSOR*

MAP COPIES <sup>3</sup>	ORS 203.035/BOC	
Map (8½" x 11")		\$1 <sup>4</sup>
Map (18" x 21")		\$3
Roll size map (6 square feet and greater)		\$1.00 per sq foot
Map of Addresses		\$4
COMPUTER REPORTS, PRINTOUTS & CD's	ORS 203.035/BOC	
Computer screen print		\$ .25 per screen
Computer appraisal card		\$1 per account
Computer file dump CD		\$65
Basic GIS Research report		\$12.50
Printouts		\$40 per hour (\$15 minimum)
MANUFACTURED STRUCTURE	ORS 446.646	
Ownership document		\$55 per document
Exemption of Manufactured Structure from ownership Documentation (to untitled)		\$55 per application
Trip permit		\$5 per trip permit
MICROFICHE COPIES	ORS 203.035/BOC	
Microfiche paper copies		\$1 per page
Certified roll (real property and mobile homes)		\$145 per set
Certified roll (personal property business or utilities)		\$15 per set
MAILINGS AND CERTIFICATIONS	ORS 203.035/BOC	
Mailing		Cost of postage and mailing container, rounded up to nearest whole dollar amount
True copy certification		\$3.75 per page
ASSESSOR'S MAPS ON CD-ROM	ORS 203.035/BOC	\$28

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<sup>3</sup> The Assessor retains the right to grant a volume discount to customers making a high volume of map copies over an extended period of time.

<sup>4</sup> These maps are free to download from the County's web site.

*CLERK*

CERTIFICATES

Certified copies of documents	ORS 205.320	\$7.75
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COPYING, MAILING & BILLING<sup>5</sup>

Copies (microfilm)	ORS 205.320/BOC	\$ .25 per copy
Copies for veterans seeking GI benefits	ORS 205.320/ 408.430/BOC	free
Audio tape duplication	ORS 205.320/BOC	\$15 per tape
Microfilm reel duplication	ORS 205.320/BOC	\$35 per reel
Election results	ORS 205.320/BOC	\$ .25 per copy
Abstracts	ORS 205.320/BOC	\$ .25 per copy
Mailing	ORS 205.320/BOC	actual cost, with a \$4 minimum
Billing	ORS 205.320/BOC	\$4 minimum
Location fee	ORS 205.320/BOC	\$3.75 per docm't

LICENSES AND PERMITS

Issuance of license (other than below)	ORS 205.320	\$5
Entertainment assembly permit	LCC 4.115	\$100
Junk & Secondhand Dealer license	LCC 4.035	\$15
Declaration of Domestic Partnership – filing – registration		\$60
Certified copy of Declaration of Domestic Partnership		\$7.75
Marriage license-affidavit-issuance-registration	ORS 205.320/106.045	\$60
Certified copy of marriage license	ORS 205.320/BOC	\$7.75
Waiver of marriage waiting period	ORS 205.320/106.077/BOC	\$10
Duplicate marriage license	ORS 205.320/BOC	\$10
OLCC license approval	ORS 471.166/LCC 4.210	\$25

PASSPORTS

Passport and Execution (16 and older)	22 USC 214/22 CFR 51.61	\$135
Passport and Execution (under 16)	22 USC 214/22 CFR 51.61	\$105
Passport Card and Execution (16 and older)	22 USC 214/22 CFR 51.61	\$55
Passport Card and Execution (under 16)	22 USC 214/22 CFR 51.61	\$40
Passport and/or Card – expedited processing	22 USC 214/22 CFR 51.61	\$60

PETITIONS AND APPEALS

Appeal from Engineer (road work permit)	LCC 6.360/BOC	\$50
Special district annexation/withdrawal	ORS 198.775/BOC	\$150+ pub.costs
Special district formation/dissolution	ORS 198.775/BOC	\$300 + pub. costs
Vacate public road	ORS 368.341(4)/ LCC 6.205/BOC	\$500

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<sup>5</sup> Copy fees must be prepaid.

Vacate or decrease width of county road	ORS 368.341(4)/ LCC 6.210/BOC	\$500
Way of necessity	ORS 376.165/ LCC 6.615/BOC	\$150 + \$1000 bond
<b>RESEARCH</b>		
Records search (fee in addition to research time)	ORS 205.320	\$3.75
Illegible document, preparing copy of	ORS 205.325/BOC	\$3.75 per page
<b>RECORDING</b>		
Basic fee for instruments	ORS 205.320	
* \$11 A&T; \$10 PLCP; \$7 GIS \$15 Housing fund; \$5 recording first page		\$48 <sup>6</sup>
* Additional pages in document		\$5 per page
Additional fees for certain instruments:		
Assignment, release or satisfaction that affect more than one previously recorded instrument	ORS 205.320	\$5 per add'l
Nonstandard instruments <sup>7</sup>	ORS 205.327	\$20
Mining claim labor aff'd (add'l claims)	ORS 517.220	\$ .50 per add'l
Mining claim location notice	ORS 517.030/BOC	\$10
Municipal Assessment Record	ORS 205.320	\$5 per page
Cooperative contract	ORS 62.360	\$5 per page
Cooperative contract, recording names	ORS 62.360	\$ .02 per name
Cooperative contract, member termination	ORS 62.360/BOC	\$1.25
Cooperative contract, member termination list	ORS 62.360	\$ .02 per name
Partition plat	ORS 92.100	\$343 + \$5 per mylar <sup>8</sup>
Subdivision plat (pre-monumented) (i.e., not requiring ORS 92.065 survey)	ORS 92.100/205.350 92.044/BOC	\$643, + \$50 per lot or tract, + \$5 per mylar <sup>9</sup>

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<sup>7</sup> NOTE: "Except as provided in ORS 205.327, a county clerk shall not accept any instrument for recording unless the instrument is printed on sheets of not less than 20-pound opaque bond paper that are not larger than 14 inches long and 8-1/2 inches wide with text printed or written in 8-point type (approximately 1/8 inch) or larger." ORS 205.232. For reference, this footnote is printed in 8-point type (font style "times"). ORS 205.327 imposes an additional fee of \$20 for the recording of "nonstandard" instruments.

<sup>8</sup> This fee includes an amount for recording by the Clerk and for review and approval by the Surveyor and the Board of Commissioners in accordance with ORS chapter 92. This fee does not include the additional fee for review and approval by the Planning Department. If a plat fails to pass review by the Surveyor, and is resubmitted, the Surveyor may charge an additional fee for that additional review.

<sup>9</sup> See footnote 7.

Subdivision plat (post-monumented) (i.e., requiring ORS 92.065 survey)	ORS 92.100/205.350 92.044/BOC	\$3,663, + \$300 per lot or tract, + \$5 per mylar + bond amount set by County Surveyor <sup>10</sup>
Condominium plat	ORS 100.115/ LCC 7.505/BOC	\$893, plus \$50 per unit, + \$5 per mylar
Plat or survey correction affidavit	ORS 92.170/209.255/BOC	\$50
Plat vacation	ORS 271.230/ LCC 7.505/BOC	\$100 <sup>11</sup>
<b>FILINGS</b>		
Instruments filed but not recorded	ORS 205.320	\$5
<b>LISTS OF REGISTERED VOTERS</b>		
On computer paper:		
All precincts	ORS 205.320/BOC	\$100
Per precinct	ORS 205.320/BOC	\$5
On labels:		
All precincts	ORS 205.320/BOC	\$250
Per precinct	ORS 205.320/BOC	\$10
Electronic list <sup>12</sup>	ORS 205.320/BOC	\$30
<b>PRECINCT MAPS</b>		
County or city	ORS 205.320/BOC	\$10 each

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<sup>10</sup> See footnote 7.

<sup>11</sup> This fee includes the Clerk's recording fee and the fee for review by the Surveyor.

<sup>12</sup> E-mail or disc.

*COMMUNICATION TOWERS<sup>13</sup>*

*COMMUNITY CORRECTIONS*

COUNTY WORK CREW

Daily fee	ORS 203.035/BOC	Up to \$550 per day
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*DISTRICT ATTORNEY*

DISCOVERY OR PUBLIC RECORDS REQUEST

Misdemeanor or juvenile case (written documents only)	ORS 135.805 <i>et seq</i> /BOC	\$10, plus \$ .25 per page
Felony case (written documents only)	ORS 135.805 <i>et seq</i> /BOC	\$15, plus \$ .25 per page
Additional fee for duplication of video tape	ORS 135.805 <i>et seq</i> /BOC	\$25
Additional fee for duplication of audio tape	ORS 135.805 <i>et seq</i> /BOC	\$25
Additional fee for duplication of photographs	ORS 135.805 <i>et seq</i> /BOC	\$15 + actual development cost
Additional fee for computer disc	ORS 135.805 <i>et seq</i> /BOC	\$15 per disc

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<sup>13</sup> The tower fees vary according to the type of equipment installed and height on the tower and at the tower site. Contact Lt. Curtis Landers in the Sheriff's Office for fee information.

HEALTH & HUMAN SERVICES<sup>14</sup>

PUBLIC HEALTH DIVISION

Food Service<sup>15</sup>

ORS 624.510/BOC

Restaurant<sup>16\*</sup>

0-15 seats	\$452
16-50 seats	\$497
51-150 seats	\$592
150 or more seats	\$669

\* Pro rata fee for new full service restaurants or change of operator;  
50% of annual fee from October 1<sup>st</sup> to December 31<sup>st</sup>.

Limited service restaurant	\$252
Vending units (1-10)	\$31.80
Mobile units/pushcarts (1-10)	\$179
Commissary	\$315
Warehouse	\$126
Bed & breakfast food service	\$198
Benevolent organization restaurant serving needy population	free

Swimming Pools and Spas (late fees; see note 18) ORS 448.100/BOC

First pool or spa	\$318
Each additional pool or spa on the same site	\$212

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<sup>14</sup> The fees for supplies and procedures provided at county health clinics are based upon actual cost, and therefore vary according to cost. ORS 431.415. Behavioral Health fees are determined by an annual cost report; Health fees are based on Relative Value Units and actual supply costs. A sliding fee scale is applied to all charges other than for supplies. The Health & Human Services Department maintains a list of current fees. All fees, including, but not limited to, outstanding reinspection fees, late payment penalty fees, and returned check fees, must be fully paid prior to issuance or renewal of a license.

<sup>15</sup> For full service and limited service restaurants, and bed and breakfast facilities, Oregon law provides that a "license expires annually on December 31." ORS 624.020(2). "To reinstate a license after the December 31 expiration, the applicant must pay a reinstatement fee of \$100 in addition to" the required license fee. ORS 624.020(3). "If the applicant reinstates the license after January 31, the reinstatement fee shall increase by \$100 on the first day of each succeeding month until the license is reinstated." ORS 624.020(3). Payment for license fees must be received in the office of the Public Health Division office by December 31 to avoid a reinstatement fee. Under Oregon law, a license is not transferable between operators or locations, and no refund can be issued for any unused portion of a license. ORS 624.020(9).

For all other licenses, except for travelers accommodations and organizational camps (which are subject to delinquent fees under ORS 446.323), a license that is not renewed on or before the expiration date of the license is delinquent. To be renewed in a timely manner, payment must be received in the Public Health Division office on or before the due date. If the delinquency extends 31 days or more past the expiration date, the licensee shall pay a delinquency fee in addition to the renewal fee. The delinquency fee shall be equal to 50 percent of the license renewal fee and shall be increased by 50 percent of the license renewal fee on the first day of each succeeding month in which the license is not renewed.

For all Public Health Division licenses, a license shall not be issued to an applicant/operator until all fees, including all reinspection fees, reinstatement fees, and other fees due and owing to the Public Health Division for current and expired licenses held by the applicant/operator have been fully paid.

<sup>16</sup> The fees listed in this category **include** the surcharge imposed by the Health Division of the Oregon Department of Human Resources. ORS 624.510(5). The number of seats is determined by procedures established by the county Public Health Division.

Other Food Service Fees		
Re-inspection of "Critical Item" in restaurant (1 <sup>st</sup> re-inspections no charge)		\$75
Reinspection of restaurant following "Failed to Comply" inspection		\$177
Temporary restaurant		
One day event (if paid one week or more before event)		\$57
One day event		\$74
More than one day event (if paid one week or more before event)		\$82
More than one day event		\$96
Saturday market temporary events (must have 6 or more temporary restaurants at same event – ORS 624.025(6)(a))		\$132 per month \$622 annual max
Temporary license to mobile units licensed by another county		\$25
Other Fees:		
Plan review <sup>17</sup>		
Initial construction		
Full service restaurant		\$330
Bed & breakfast		\$99
Commissary		\$165
Warehouse		\$66
Limited service restaurant		\$99
Mobile unit		\$99
Remodeling		
Full service restaurant		\$133
All other facilities		\$66
Food handler training	ORS 624.570(6)/BOC	
Training/certificate		\$10
Duplicate certificate		\$5
Travelers' Accommodations <sup>18</sup>	ORS 446.425/BOC	
Number of rooms, units or spaces:		
1-10		\$80
11-25		\$145
26-50		\$271
51-75		\$389
76-100		\$497
101 and over		\$497, + \$2.70 for each over 100
Organizational Camps	ORS 446.425/BOC	\$125
Daycare/Other Requested Inspections	ORS 418.865/BOC	\$74
Job Corp Quarterly Inspection	ORS 203.035/BOC	\$275

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<sup>17</sup> The fees listed in this category **do not include** the surcharge imposed by the Health Division of the Oregon Department of Human Resources. ORS 624.510(5).

<sup>18</sup> Including bed & breakfast facilities and recreational parks. NOTE: Travelers' Accommodations and Organizational Camps are subject to delinquent license fee payment penalties as provided by ORS 446.323.

*LEGAL COUNSEL*

Time (rounded to nearest quarter hour)	ORS 203.035/BOC	
County Counsel		\$125 per hour
Assistant County Counsel		\$115 per hour
Paralegal		\$60 per hour
Lincoln County Code (LCC) <sup>19</sup>	ORS 203.035/LCC 0.120/BOC	
Printed format (approximately 130 double sided 8½" x 11" pages)		\$25
Computer disc (available in a variety of formats)		\$5
DVD video duplication	ORS 203.035/BOC	\$20 per DVD

*LINCOLN LAND INFORMATION SYSTEM (LIS)*

Time (rounded to nearest quarter hour)	ORS 203.035/BOC	
GIS Manager		\$115 per hour
GIS Analyst		\$95 per hour

*PERSONNEL*

Police Officer Selection Test (POST)	ORS 203.035/BOC	Actual cost
(NOTE: The current actual cost is \$15.00)		
Corrections Officer Selection Test (COST)	ORS 203.035/BOC	Actual cost
(NOTE: The current actual cost is \$24.50)		

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<sup>19</sup> The code is also available on-line at Legal Counsel's web site at [www.co.lincoln.or.us](http://www.co.lincoln.or.us).

*PLANNING & DEVELOPMENT*

*PLANNING & DEVELOPMENT*

LAND USE PLANNING AND ZONING <sup>20</sup>	ORS 215.110/LCC 1.1220/BOC	
ADMINISTRATIVE ACTIONS:		
Conditional use		\$925
Medical Hardship Dwelling		\$625
Variance		\$825
Nonconforming use		\$775
Partition	ORS 92.100	\$425 <sup>21</sup>
Final Plat		\$215
Floodplain permit		\$200
RV Placement		\$65
Remedial Sand Grading		\$250
Annual Renewal		\$125
Property line adjustment		\$275
Subdivision		\$895+ 30
		per lot over 10 <sup>22</sup>
Final Plat		\$310
Replat		\$435+ 30
		per lot over 10 <sup>23</sup>
Building permit review		\$25 if the valuation is \$21,000 or more the charge is \$65
Manufactured home placement permit review		\$65
On-site sewage disposal review		\$65
Geological Hazard Report Review		\$250
Engineering letter review		\$125
Beach and Dune Hazard Report Review		\$250
Engineering letter review		\$125
Appeal of Division Action	ORS 215.416(11)(b)	\$310
PUBLIC HEARING ACTIONS:		
Conditional use		\$1,975
Variance		\$1,145
Other applications referred by the		Application fee

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<sup>20</sup> For combined applications (applications requiring more than one action), the fee charged is the lesser of: (1) The sum of the individual application fees; or (2) The highest fee plus \$185

<sup>21</sup> This fee does not include the additional fee charged by the Clerk for recording and for review and approval by the Surveyor.

<sup>22</sup> See footnote 19.

<sup>23</sup> See footnote 19.

Director to the Planning Commission	+ \$245
Nonconforming use	\$1,300
Similar use	\$435
Zone change	\$2,400
LUPC	\$2,400
Goal Exception	\$3,300
Planned development	\$2,150 +50 per dwelling unit
Subdivision	\$1,100 + 50 per lot over 10 <sup>24</sup>
Appeal of Commission action	\$435

MISCELLANEOUS:

Land Use Compatibility Statement	\$125
Extension of approval time	\$165
Legal lot verification	\$310
Planning/zoning verification letter	\$95
Replacement dwelling in resource zone	\$150
Pre-application conference	\$310 <sup>25</sup>

OTHER:

Application requiring outside technical review (as determined by Director or Commission)	Actual cost
Duplication of audio tape	\$15 per tape

BUILDING PERMITS

Building - value based

\$1.00 to \$500.00

\$501.00 to \$2,000.00

\$2,001.00 to \$25,000.00

\$25,001.00 to \$50,000.00

\$50,001.00 to \$100,000.00

LCC 3.030/BOC

\$12

\$12 for the first \$500,  
plus \$2 for each  
additional \$100 or fraction thereof,  
to and including \$2,000

\$36 for the first \$2,000,  
plus \$7 for each  
additional \$1,000 or fraction thereof,  
to and including \$25,000

\$195 for the first \$25,000,  
plus \$7.50 for each  
additional \$1,000 or fraction thereof,  
to and including \$50,000

\$330 for the first \$50,000,  
plus \$4 for each

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<sup>24</sup> See footnote 19.

<sup>25</sup> \$100 credit applied to application made within 6 months

	additional \$1,000 or fraction thereof, to and including \$100,000	
\$100,001.00 and up	\$500 for the first \$100,000, plus \$3 for each additional \$1,000 or fraction thereof	
Miscellaneous Fees		
Inspections that are outside the scope of our normal building permit activities		\$50 per hour
Inspection Record Card		\$10
Electrical - type based		
Residential per Unit Service Included		
1,000 sq. ft. or less		\$150
Each additional 500 sq ft or portion thereof		\$25
Limited Energy		\$35
Each manufactured home or modular dwelling service or feeder		\$60
Services or Feeders: Installation, Alteration or Relocation		
200 amps or less		\$75
201 amps to 400 amps		\$85
401 amps to 600 amps		\$135
601 amps to 1,000 amps		\$170
Over 1,000 amps or volts		\$450
Reconnect only		\$60
Temporary Services or Feeders: Installation, Alteration or Relocation		
200 amps or less		\$60
201 amps to 400 amps		\$75
401 amps to 600 amps		\$95
Over 600 amps or 1,000 volts		
see Service or Feeder section above		
Branch Circuits: New, Alteration or Extension per Panel		
a. The fee for branch circuits with purchase of service or feeder fee		
Each branch circuit		\$4
b. The fee for branch circuits without purchase of a service or feeder fee		
First branch circuit		\$55
Each additional branch circuit		\$4
Miscellaneous (Service or Feeder not Included)		
Each pump or irrigation circle		\$60
Each sign or outline lighting		\$60
Signal circuit(s) or a limited energy, panel, alteration or extension		\$60
Each additional inspection over the allowable in any of the above		
Per inspection		\$55
Replacement Electrical Label		\$5
Bulk label (electrical)     ORS 479.855/BOC		\$2 per label

## Plumbing

### 1 & 2 Family Dwellings

A. Per each bathroom (new construction)	\$100
B. Per each 1/2 bath (new construction)	\$50
C. Water Service	\$40
D. Sanitary and storm sewer service	\$40
E. Minor installation (per fixture)	\$25
F. Special equipment DWV alteration	\$55

### Manufactured Dwellings and Prefabricated Structures

A. Connection to existing drain, sewer and water (initial installation)	\$50
B. New sanitary and storm sewer	\$40
C. New water service	\$40

### RV and Manufactured Dwelling Parks

A. Base fee (includes 5 or less spaces)	\$235
B. 6 to 19 spaces (base fee + cost per space)	\$45
C. 20 or more spaces (base fee + cost per space)	\$35
D. Structures and storm sewer systems (per fixture)	\$25

### Commercial and Industrial

A. 3 or less fixtures	\$70
B. 4 or more fixtures (cost each)	\$25
C. Water service	\$55
D. Building sanitary sewer	\$55
E. Building storm sewer	\$55
F. Additional 100 ft of water, sanitary, storm sewer	\$30
G. Medical gas system base fee	\$230
H. Medical gas system outlet	\$1.25 each
I. Each additional inspection allowable in any of the above	\$55
J. Hourly rate for inspection	\$50 per hour

## Mechanical - type based

For Issuance of Permit	\$50 minimum based on value plus 12% state surcharge
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## Manufactured home permits and inspections - OAR/LCC 3.030/BOC - type based

Permit fee	\$160
Plan check	\$30
Inspections outside of normal business hours	\$15 per hour
Re-inspection fee assessed under Section 305(g)	\$15 each
Inspections for which no fee is specifically indicated (minimum charge of 1/2 hour)	\$15 per hour
Additional plan review required changes, additions, or revisions to approved plans (minimum charge of 1/2 hour)	\$15 per hour

ON-SITE SEWAGE DISPOSAL<sup>26</sup>

ORS 454.745/OAR 340-71-140/  
LCC 2.425/BOC

Site evaluation	\$835
Construction permits	
Standard	\$1,125
Capping fill	\$1,725
Pressure distribution	\$1,725
Sand filter	\$2,000
Alternative treatment technology system	\$2,000
Installation of holding tanks	\$310
Repair permits	
Major	\$750
Minor	\$310
Alteration permits	
Major	\$1,125
Minor	\$310
Renewal permits	
Major	\$595
Minor	\$215
Authorization notice	
Major	\$660
Minor	\$210
Existing system check	\$635
Annual review ATT system	\$80
Annual review holding tank	\$65
Pumper trucks	
First truck	\$200
Each additional truck inspected at the same time	\$100
Building Permit Review	\$25, \$65 if valuation is over 21,000
Manufactured home placement permit review	\$65
Re-inspection	\$125

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<sup>26</sup> The fees listed in this category do not include the surcharge imposed by the Oregon Department of Environmental Quality (DEQ). OAR 340-71-140 (3). The surcharge is currently \$60 for each site evaluation, construction permit and all other activities for which an application is submitted. For combined applications (applications requiring more than one action), use the fee formula provided in footnote 18.

*PUBLIC WORKS*

PARKS DIVISION<sup>27</sup>

Moonshine Park	ORS 275.320/LCC 9.015/BOC	
Day use		\$3 per vehicle
Overnight (for 1 <sup>st</sup> vehicle)		\$15
Overnight (winter rate – Dec-Mar)		\$10
Overnight (for Lincoln County resident over the age of 65) (for 1 <sup>st</sup> vehicle)		\$10
Overnight extra vehicle (per extra vehicle; max. of 3 vehicles per spot)		\$5
Annual day use pass (for open season)		\$20
Group area day use (by reservation)		\$30
Group area camping (by reservation)		\$65
Elk City Park	ORS 275.320/LCC 9.015/BOC	
Overnight (for 1 <sup>st</sup> vehicle)		\$15
Overnight (for Lincoln County resident over the age of 65) (for 1 <sup>st</sup> vehicle)		\$10
Overnight extra vehicle (per extra vehicle; max. of 3 vehicles per spot)		\$5
Morgan Park	ORS 275.320/LCC 9.015/BOC	
Overnight		\$15
Overnight (winter rate – Dec-Mar)		\$10
Overnight extra vehicle (per extra vehicle; max. of 3 vehicles per spot)		\$5

ROAD DIVISION

Vehicle limit variance permit	ORS 818.270	\$8
Utility operations permit	ORS 758.010	\$0
Non-utility operations permit	ORS 368/374/203.035/ LCC 6.310/BOC	\$150
Road approach permit	ORS 368/374/203.035 LCC 6.010/BOC	\$100
"No Spray" permit	ORS 203.035/BOC	\$0
Petition to open public road	ORS 368.081/ LCC 6.410/BOC	\$500
Petition to vacate public road (paid to clerk)	ORS 368.341(4)/ LCC 6.205/BOC	\$500
Petition to vacate or decrease width of county road (paid to clerk)	ORS 368.341(4)/ LCC 6.210/BOC	\$500
Memorial Signs		\$600

DEVILS LAKE EROSION CONTROL

Permit fees	LCC 3.110/BOC	<i>See Uniform Building Code, Chapter 33</i>
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<sup>27</sup> The fees for park usage include all county imposed camping and RV space taxes.

*SHERIFF*

ANIMAL SHELTER DIVISION

	ORS 609.100/BOC	1yr	2yr	3yr
License Fees				
Regular rate:				
Not spayed/neutered		\$35	\$65	\$90
Spayed/neutered		\$5	\$10	\$15
Cat license (voluntary):	ORS 203.035/BOC			
Not spayed/neutered		\$35	\$65	\$90
Spayed/neutered		\$5	\$10	\$15
Lost tag replacement				\$5
Additional fee for late application or renewal of dog license	ORS 203.035/BOC			\$10
Adoption of animal	ORS 203.035/BOC			varies <sup>28</sup>
All other animals				varies <sup>29</sup>
Kennel dog inventory fee (per kennel dog)	ORS 609.100/307.400/ LCC 1.1115(51)/BOC			\$5
Impoundment of dog (first)	ORS 203.035/BOC			\$30
Unaltered				\$50
Impoundment of dog (second)	ORS 203.035/BOC			\$60
Unaltered				\$100
Impoundment of dog (third)	ORS 203.035/BOC			\$90
Unaltered				\$150
Impoundment of dog (fourth or more)	ORS 203.035/BOC			\$120
Unaltered				\$200
Additional impoundment fee (if dog is unlicensed)				\$25
Keeping of impounded dog	ORS 203.035/BOC			\$30 per day
Impoundment of cat	ORS 203.035/BOC			\$15
Keeping of lodged cat	ORS 203.035/BOC			\$15 per day
Impoundment of other animals	ORS 203.035/BOC			\$15
Keeping of other animals	ORS 203.035/BOC			varies <sup>30</sup>
Animal release	ORS 203.025/BOC			
Dogs:           Owner release				\$45
Litter (per puppy)				\$20
Cats:           Owner release				\$30
Litter (per kitten)				\$10
Owner release euthanasia	ORS 203.035/BOC			
Dogs:				\$50

<sup>28</sup> Varied fee depending on adoptability of the animal, such as, breed, age etc.

<sup>29</sup> Varied fee based upon adoptability of animal.

<sup>30</sup> Varied fee based upon cost of food.

Cats: Single		\$25
Cremation	ORS 203.035/BOC	varies <sup>31</sup>
Carrier (with adoption)	ORS 203.035/BOC	\$5
Carrier (without adoption)	ORS 203.035/BOC	\$10
Fees charged to cities for animal control services (cities that do not have a contract with the county for those services)	ORS 203.035/BOC	
Additional boarding fee for quarantine or pending court disposition After 10 days an additional fee of \$25 per night will be assessed Regardless of the disposition of the court case		\$10  \$25
Fees charged for cities that have a contract for animal control services will be assessed an additional fee for pending court disposition after a 10 day period		\$10
Animal Control Officer response (each response)		\$50
Dog Judge hearing		\$300
Impound fees (in addition to all other fees)		
Impoundment of dog		\$175
Additional fee if letter required and mailed/served by Sheriff		\$50
Impoundment of cat		\$50
Keeping of other animals		varies <sup>32</sup>

CIVIL AND RECORDS DIVISION (Individuals may receive a cash discount of \$5 per transaction if payment is made with cash or coins. This discount is not available if payment is made by credit card/money order/cashiers check/other. This discount does not apply to those fees specifically set by state statute.)

FEES SET BY STATE STATUTE (these fees, once paid, are not refundable):

Records Division

License to Carry Concealed Handgun (CHL)	ORS 166.291	\$50 <sup>33</sup>
Renewal of CHL license	ORS 166.291	\$50 <sup>34</sup>
Duplicate CHL (loss/change of address)	ORS 166.291	\$15 <sup>35</sup>

Civil Division

Service of Notice Process	ORS 21.300	\$36 <sup>36</sup>
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<sup>31</sup> Fee will be based upon Pathways cremation services.

<sup>32</sup> Varied fee based upon cost of food, care, and supplies.

<sup>33</sup> Non-refundable fee for background check, per applicant, currently good for 4 years unless denied or revoked. NOTE: This fee does not include the \$15 records check fee imposed by the Oregon State Police (OSP) pursuant to ORS 166.291. The Sheriff will collect the OSP fee and transmit the fee to the OSP at the time fingerprints are transmitted to the OSP.

<sup>34</sup> See footnote 35.

<sup>35</sup> Each loss or address change.

<sup>36</sup> Directed to not more than two parties at the same address. If service is requested for more than two parties at the same address, the fee is \$15 for each party at the same address.

Multiple parties/same court case:		
2 persons/1 address		\$36
2 persons/2 addresses		\$72
3 persons/1 address		\$60
4 persons/1 address		\$80
Delivery of Writ of Garnishment	ORS 18.652	\$25 <sup>37</sup>
Service mileage (when in excess of 75 miles round trip from courthouse)	ORS 21.300	not to exceed \$40
Eviction Enforcement (Writ of Execution of Judgment of Restitution) <sup>38</sup>		
Number of tenants:		
1 or 2/same address	(\$36) + (\$70)	\$106
3/ same address	(\$60) + (\$70)	\$130
4/ same address	(\$80) + (\$70)	\$150
Processing of Dstraint Warrants	ORS 21.300	\$6.25
Copying necessary for service	ORS 21.300	\$3 per folio
Enforcement of Writs (basic fee)	ORS 21.300	\$70 <sup>39</sup>
Prepare and Issue Conveyance of Real Property	ORS 21.300	\$30

FEES AUTHORIZED BY STATE STATUTE AND SET BY COUNTY (these fees reflect the actual estimated costs for performing the service and are refundable if not used):

Records Division

General Records Search	ORS 203.035/BOC	\$20 or \$25 <sup>40</sup>
Review and Sign Federal Firearms Application	ORS 203.035/BOC	\$15 <sup>41</sup>
Copy of Police Report (Rpt Date March-02 or after)	ORS 203.035/BOC	\$20 <sup>42</sup>
Copy of Police Report (Rpt Date Feb-02 or earlier)	ORS 203.035/BOC	\$25 <sup>43</sup>
Copy of audio cassette tape, per hour, 1 hr minimum, (micro/mini to regular)	ORS 203.035/BOC	\$35

<sup>37</sup> For each garnishment delivered.

<sup>38</sup> Please note that "Et Al" or "All other occupants" counts as a party in all actions.

<sup>39</sup> Other Enforcement Process (Writ of Execution), Order of Assistance, Claim and Delivery, etc). Most Enforcement includes standby, postage and advertising fees. Plus see additional fees allowed by statute and imposed by county.

<sup>40</sup> Search computer records for all contacts with, all records on, etc. One name search per fee. Lists only of releasable information. If copies then wanted of specific case report, see fee for copy of report. \$20 if 0-2 records found. \$25 minimum for more. This fee includes an amount for standard research time. If the standard research time is exceeded, the research fee that applies to all departments will be charged for the excess research time required.

<sup>41</sup> Fee does not apply to permits that are submitted only for filing.

<sup>42</sup> March 2002 or later - \$20 for other average size reports (up to approximately 10 pages). Longer reports are more, and the cost is evaluated individually.

<sup>43</sup> Feb 2002 or earlier - \$25 for other average size reports (up to approximately 10 pages). Longer reports are more, and the cost is evaluated individually.

Copy of audio cassette tape, per hour, 1/2 hr minimum, (regular to regular)	ORS 203.035/BOC	\$35
Copy of video cassette tape, per hour, 1 hr minimum,	ORS 203.035/BOC	\$35
Copy of ICOP recording, per case, per hr ½ min (already collected in evidence)	ORS 203.035/BOC	\$35+ \$1 for each DVD after 1 <sup>st</sup>
Copy of ICOP recording, per hour, ½ minimum	ORS 203.035/BOC	\$40+ \$1 for each DVD after 1 <sup>st</sup>
Copy of Video/Audio Interview, per hr, ½ min	ORS 203.035/BOC	\$35 + \$1 for each DVD after 1 <sup>st</sup>
Copy of photographs	ORS 203.035/BOC	\$20 or \$40+ Actual development cost <sup>44</sup>
Fingerprints (up to 2 cards per person)	ORS 203.035/BOC	\$25 + \$5 <sup>45</sup>
Arrest and Conviction Expungements	ORS 137.225(1)/	\$100
Vehicle impound administrative fee (per each impounded vehicle)	ORS 203.035/BOC	\$250 <sup>46</sup>
Vehicle impound administrative fee (per each impounded vehicle)	ORS 809.720/BOC	\$125 <sup>46</sup>
Vehicle storage per day, per vehicle (indoor at county impound yard)	BOC	\$35
Vehicle storage per day, per vehicle (outdoor at county impound yard)	BOC	\$25
Alarm Permit Renewal	LCC 7.750/BOC	\$10/ per year <sup>47</sup>
Alarm Permit Application	LCC 7.750/BOC	\$45 <sup>48</sup>

### Civil Division

\* Seizure and/or Sale of Personal Property (under Execution, Attachment or Claim and Delivery) (does not include postage - see postage below):\*\*

Levy upon and inventory property, type list, per hour, per person, 1 hour minimum	ORS 18.930(5)(2)/BOC	\$45- \$50 <sup>49</sup>
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<sup>44</sup> \$20 for digital on CD. \$40 if development requested or required. Fees are for correspondence, search, retrieval and time to arrange delivery and pick up from developer. Actual charges for the developers photograph copies are additional. Large cases may require additional fees for extra time involved.

<sup>45</sup> \$25 for two cards; \$5 for each additional card when done at the same time.

<sup>46</sup> This fee is for administrative costs only and does not include towing and storage charges. The \$250 fee is to be deposited in the County DUII fund pursuant to LCC 2.3000. The \$125 fee is paid to the sheriff and is deposited with other general fund monies received.

<sup>47</sup> If the alarm permit holder fails to renew their permit upon 30 days after expiration, they must pay the \$45 fee for first time applicants and not the \$10 renewal fee.

<sup>48</sup> This fee applies to first time applicants.

<sup>49</sup> Fee varies depending on staff members assigned to inventory. Hourly charge is per deputy or staff member assigned.

Prepare and mail notice of sale, execution and claim of exemption, per hour, 1 hour minimum	ORS 18.930(5)BOC	\$45
Post notice of sale in three public places, per hour, 1/2 hour minimum	ORS 18.930(5)BOC	\$50
Post pre-sale notice (Real Property w/Street Add)	ORS 18.930(5)/BOC	\$50
Conduct sale & prepare documents, per hour, 1 hour minimum	ORS 18.930(5)/BOC	\$45
Secure and maintain keeper of property in custody	ORS 21.300	actual cost
Newspaper publishing	ORS 21.300	actual cost
Other sums compelled to pay or incur	ORS 206.325	actual cost <sup>50</sup>
* Seizure and Sale of Real Property (does not include postage-see postage below):**		
Prepare and file certificate of levy w/court, per hour, 1/2 hour minimum	ORS 18.930(5)/BOC	\$45
File certificate with Book of Deeds & Mortgages (not performed unless requested)	ORS 18.930(5)/BOC	actual cost per page
Prepare notice of sale, mail and send for publication, per hour, 1 hour minimum	ORS 18.930(5)/BOC	\$45 per hour, 1 hour minimum
conduct/postpone sale and prepare documents		
Post pre-sale and after-sale notice (residential only), 1/2 hour minimum	ORS 18.930(5)/BOC	\$50
Newspaper publishing	ORS 21.300	actual cost
**Postage fees for all notices, per notice:		
First class	ORS 18.930(5)/BOC	actual cost
Certified or Registered, with return receipt	ORS 18.930(5)/BOC	actual cost
<b>JAIL DIVISION</b>		
Booking photo	ORS 203.035/BOC	\$20
Health services copayment fees <sup>51</sup>		
Nurse evaluations (Medical Request Form)	ORS 169.150/BOC	\$10 per visit
Prescriptions (new or re-order)	ORS 169.150/BOC	\$10 per blister pack
Prescribed over-the-counter Medications	ORS 169.150/BOC	\$10
Restocking medication fee	ORS 203.035/BOC	\$5
Medical Supplies	ORS 169.150/BOC	Actual cost
Off-site medical/dental	ORS 169.150/BOC	Actual cost
Inmate Work Crew Program	BOC	Up to \$550 per day
National Criminal History Check	ORS 423.497	\$137

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<sup>50</sup> Fees for towing, locksmith, moving, veterinarian, or other specialized service needed depending on the property being seized or levied on.

<sup>51</sup> The copayment fee will be charged for services, and withdrawn from the inmate's jail account. An inmate will not be denied health care services because the inmate does not have money in the inmate's jail account at the time of the health care service request.

*SURVEYOR*

Survey filing	ORS 209.260/BOC	\$75 per page
Preliminary review of survey	ORS 203.035/BOC	\$250 <sup>52</sup> + \$10 per lot, unit or tract
Multiple Review		\$122 per hour
Affidavit to Reestablish Corners	ORS 92.070/BOC	\$50
Copies per page (and small GIS prints)	ORS 203.035/BOC	
	<u>Standard Fee</u> <sup>53</sup>	<u>Volume Fee</u> <sup>54</sup>
	\$1.50	\$ .50
GIS large special requests (at County research time + standard copy fee)		\$12.50 per ¼ hour + \$1.50 copy fee
Certified copies/original copies/to scale copies	ORS 203.035/BOC	\$5 per cert
Digital copy of plat by e-mail	ORS 203.035/BOC	\$5 + \$1.50 per image
Shipping and handling per envelope	ORS 203.035/BOC	\$7.50
Title III (POSLV System)	ORS 203.035/BOC	
Out of project work		\$600 per day
Project work		\$500 per day
 Recording and approval (NOTE: for reference only; fees collected at other departments)		
Public Land Corner Preservation Fund Fee (ORS 205.130(2) instruments) (\$10; collected by Clerk)		
Partition plat (\$343, + \$5 per mylar; collected by Clerk; includes Clerk's recording fee; does not include the Planning fee)		
Subdivision plat (pre-monumented) (\$643, + \$50 per lot or tract, + \$5 per mylar; collected by Clerk; includes Clerk's recording fees; does not include the Planning fee)		
Subdivision plat (post-monumented) (\$3,663, + \$300 per lot or tract, + \$5 per mylar, + bond amount to be set by County Surveyor; collected by Clerk; includes Clerk's recording fees; does not include the Planning fee)		
Condominium plat (\$893, plus \$50 per unit, plus \$5 per mylar; collected by Clerk; includes Clerk's recording fee)		
Plat or survey correction affidavit (\$50; collected by Surveyor's Office; additional fees paid at Clerk's Office)		
Plat vacation (\$100; collected by Clerk)		

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<sup>52</sup> The Surveyor will perform preliminary review of survey plats only upon the request of the submitting developer or surveyor, and only if the Surveyor determines that the Surveyor's Office has sufficient time and resources available to perform the preliminary review. Completion of a preliminary review is not a guarantee that deficiencies will not be found when the final plat is filed.

<sup>53</sup> Standard fees include an amount that reflects research and staff time.

<sup>54</sup> The volume fees are for self-service automated volume accounts.

*TREASURER AND TAX DEPARTMENT*

Duplicate copy of tax statement	ORS 203.035/BOC	\$1
Demand statement (account summary)	ORS 203.035/BOC	\$ .25
Microfiche copies	ORS 203.035/192.440/BOC	\$1 per page
Copy of canceled checks	ORS 203.035/BOC	\$1
Computer receipt copy	ORS 203.035/BOC	\$ .25
Computer reports	ORS 203.035/BOC	\$1 per page
Computer recall reports	ORS 203.035/BOC	\$40 per hour computer time + \$40 per hour staff time (\$15 minimum)
District tax summary report	ORS 203.035/BOC	\$1 per page
Electronic file of delinquent tax accounts	ORS 203.035/BOC	\$100
Garnishment fee	ORS 29.375	\$15
Publication fee foreclosure	ORS 312.110	5% of total tax & interest
Redemption fee foreclosure	ORS 312.120	\$50 or actual cost of lien search if more than \$50
Personal property warrant fee	ORS 311.633	\$82 <sup>55</sup>
Stop payment on a lost paycheck (as reported by County employee)	ORS 203.035/BOC	\$30

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<sup>55</sup> Includes Clerk's \$5 basic recording fee and Clerk's \$5 basic recording fee for release, and Assessment and Taxation (A&T) fee for recording and release.

*TRIAL COURT ADMINISTRATOR (State Courts)*<sup>56</sup>

Additional fee added to filing fee for  
the following domestic relations suits,  
for support of domestic relations  
mediation services: ORS 21.112/BOC

(A) Proceedings for dissolution of marriage, annulment of marriage or separation	\$75
(B) Filiation proceedings under ORS 109.124 to 109.230	\$75
(C) Proceedings to determine custody or support of a child under ORS 109.103	\$75
(D) Proceedings for modifications of orders issued under subparagraphs (A) to (C) of this paragraph	\$75
(E) Proceedings under ORS 107.434 (expedited parenting)	\$75
(F) Responses in the proceedings listed in paragraph (A)	\$37.50
(G) Responses in the proceedings listed in paragraph (B)	\$37.50
(H) Responses in the proceedings listed in paragraph (C)	\$37.50
(I) Responses in the proceedings listed in paragraph (D)	\$37.50
(J) Responses in the proceedings listed in paragraph (E)	\$37.50

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<sup>56</sup> The TCA is not a department of Lincoln County, but is a part of the State of Oregon Judicial Department. With the exception of the single fee provided in this schedule, the TCA's fees are set by state law and the Judicial Department.