

CITY OF LOWELL
MASTER FEE SCHEDULE

	Fee	Unit/ Comment
1 General Services		
a. Administrative Services		
1 Notary Services - Per Document, oath or affirmation	10.00	
2 Lien Search Fees - Per Tax Lot	15.00	
3 Returned Check Fee	35.00	
4 Collections Fee - Added to all accounts sent to a collections agent	25% of Account Balance	
5 Public Records - Research Fee, billed in 15 minute increments	See Section 2	
<i>*Any public record requiring more than 15 minutes to produce will be billed a public records research fee at the applicable staff rate outlined in section 2 of this fee schedule billed to the nearest 15 minute increment.</i>		
b. Printing & Copies - All copies including copies for public records		
1 Letter & Legal Size - Black & White, Per Page	0.15	
2 Letter & Legal Size - Color, Per Page	0.50	
3 11 x 17 - Black & White, Per Page	0.50	
4 11 x 17 - Color, Per Page	1.00	
5 Copy of Public Record Request over 11 x 17	Cost plus 10%	
6 Copies of Public Records - CD	10.00	
7 Copies of Public Record - Meetings	10.00	
<i>*Printing costs apply to any printing of emailed documents</i>		
<i>**Public Records Research fees are billed separately - See section 1</i>		
8 Laminating	1.50	Per sheet
2 Staff Time and Equipment		
a. Staff Time		
1 City Administrator	75.00	Per hour
2 Public Works Director	75.00	Per hour
2 Public Works Staff	50.00	Per hour
3 Administrative Staff	55.00	Per hour
4 Library Staff	40.00	Per hour
5 Attorney	Actual Cost	
<i>*Public works hours are billed with a 1 hour minimum</i>		
b. Equipment Time		
1 Vehicles & Rolling Stock	65.00	Per hour
2 Other Equipment (Mowers, Trimmers, Pumps, etc.)	30.00	Per hour
3 Equipment Rented by City Staff	Cost plus 10%	
<i>*Equipment hours are billed with a 1 hour minimum</i>		
3 Municipal Court		
a. Court Fine Payment Plan - Per Citation	25.00	
b. Diversion Fee - Per Offence	150.00	
c. Fine Amounts	See LMC 5.001	
4 Code Enforcement		
a. Animal Licenses	See LMC 5.206	
b. Code Violations	See LMC 5.001	

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a. Membership		
1 Within Municipal City Limits	Free	
2 Outside Municipal City Limits - Annually	Free	
b. Library Cards		
1 First Time - Original Membership - All Members (One Time Fee)	5.00	
2 Replacement Cards - All Members - Per Card	3.00	
c. Fees & Fines		
2 Lost or Damaged Books	Cost plus 10%	
3 Lost or Damaged Electronic Media	Cost plus 10%	
6 Utility Fees and Charges		
a. Utility Deposit		
1 Residential Single Family Dwelling - 3/4" Meter	250.00	
2 Residential Single Family Dwelling - Greater than 3/4" Meter	2 x Average Monthly Bill	
2 Multi-Family Dwelling Units	300.00 + 20.00 Per Unit	
3 Master Metered Residential Parks	300.00 + 20.00 Per Unit	
4 Commercial & Industrial	2 x Average Monthly Bill	
<i>*All billing calculations are based on the individual location history. If no billing history exists, then the deposit shall be 2 times the estimated monthly usage billed at the current rate.</i>		
<i>**All average and estimated billing calculations will be rounded to the nearest \$50 increment</i>		
b. Water Service Connection Fees	Meter Size:	3/4" 1" 2"
1 Water Meter (only)	555.00	805.00 2,155.00
2 Meter Box & Lid (only)	165.00	165.00 780.00
3 Tap (only)	310.00	425.00 610.00
4 Tap & Water Meter	865.00	1,230.00 2,765.00
5 City Constructed, No Street Cut	1,265.00	1,705.00 4,005.00
6 City Constructed, With Street Cut	2,965.00	3,405.00 5,705.00
<i>*All fees for city constructed improvements include up to 25' of service line. If more than 25' of service line is required, materials will be calculated at cost plus 10%</i>		
<i>**Fees for meters larger than 2" will be calculated at cost plus 10%</i>		
c. Sewer Service Connection Fees		
<i>All Sewer Connections are Developer Constructed</i>		
1 Connection Inspection - Tap Required	250.00	
2 Connection Inspection - No Tap Required	Plumbing Permit Required	
3 Sewer Disconnect Inspection	300.00	
d. Fees & Penalties		
1 Payment Plan	25.00	
2 Delinquent Account Fee	10.00	
3 Door Hanger Fee	15.00	
4 Shut off Fee	25.00	
5 Return to Service	50.00	
<i>*All fees & penalties are per occurrence</i>		

7 Permits

Revised 02/19/2025	Special Events & Public Benefit Permit Application - Non refundable	250.00
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b. Camping Permits			
1	Camping/RV Occupancy Permit - Private Property	35.00	Each
2	Camping/RV Occupancy Permit - Public Property	15.00	Per day
c. Right of Way Permits			
	<i>All Right-of-way Permits are Per Occurrence</i>		
1	Temporary Right-of-way Use - 30 days or less	75.00	
2	Long Term Right-of-way Use - Over 30 days	175.00	
3	Right-of-way License	300.00	
4	Right-of-way Excavation Permit - No Street Cut	500.00	
5	Right-of-way Excavation Permit - Street Cut Required	750.00	
6	Driveway Permit - With or Without Building Permit	500.00	Per apron
7	Plan Review/Inspection for all public & private improvements not covered elsewhere by fees	Cost plus 10%	
8 Land Use & Development Permits	Application		
a. Amendments	Type		
1	Text Amendments	4	1,500.00
2	UGB Expansion Request	4	4,000.00
3	Zone Change/ Map Amendments	4	4,000.00
b. Annexation			
1	Annexation	4	3,500.00
	<i>*Plus actual attorney and election cost if applicable</i>		
c. Appeal			
1	Appeal of Staff Decision to Planning Commission	3	500.00
2	Appeal of Planning Commission Decision to City Council	4	2,500.00
3	Appeal, LUBA Remand Hearing	4	4,000.00
4	Appeal of Civil Penalty	4	500.00
d. Conditional Use			
1	ADU - Accessory Dwelling Unit	3	450.00
2	Bed & Breakfast	3	450.00
2	Cottage Cluster	1	500.00 Plus \$150 per unit
3	Home Occupation - Type I	1	50.00
4	Home Occupation - Type III	3	250.00
5	Manufactured Dwelling Parks	3	750.00 Plus \$150 per unit
6	Multi Family & Residential Care Facilities	3	750.00 Plus \$150 per unit
7	Residential Care Home	3	750.00
8	All Other	3	500.00
e. Fences & Screening			
1	Fence or Perimeter Screening	1	25.00
	<i>*Permit required when not otherwise included with a land use permit.</i>		
f. Land Division			
1	Lot Consolidation	1	350.00
2	Lot Line Adjustment	1	350.00
3	Subdivision/Partition - Tentative Plan	3	2,500.00 Plus \$200 per lot
4	Subdivision/Partition - Minor Modification	1	500.00
5	Subdivision/Partition - Final Plat	1	1,000.00
6	Subdivision/Partition - Replat	3	1,500.00 Plus \$200 per lot
7	Expedited Land Division	2	2,650.00
	<i>*Special Standards fees may apply - see section 8 (j)</i>		
8 Land Use & Development Permits - Continued	Application		
g. Planned Unit Development	Type		
	4	3,500.00	*Plus notice fee

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2	PUD - Planned Unit Development - each addt'l acre	4	500.00	*Plus notice fee
3	PUD - Modification - Minor	1	350.00	*Plus notice fee
4	PUD - Modification - Major	4	750.00	*Plus notice fee
h. Sign Permits				
1	Perimeter Street Sign	1	100.00	
2	Building Sign	1	75.00	
3	Residential Signs for Home Occupation	1	25.00	
4	Replacing Sign facia, no structural changes	1	30.00	
5	Additional Sign, same application	1	25.00	
6	Portable or Temporary Sign	1	30.00	Annually - each
i. Site Plan				
1	Up to 1,000 sq ft	3	500.00	*Plus notice fee
2	1,001 to 5,000 sq ft	3	750.00	*Plus notice fee
3	5,001 to 10,000 sq ft	3	1,275.00	*Plus notice fee
4	More than 10,000 sq ft	3	1,800.00	*Plus notice fee
<i>*Site plan review within the boundary of the Regulating Plan shall be processed as a type 2 application.</i>				
j. Special Standards				
1	Flood Plain/ Flood Hazard Area	1	450.00	
2	Hillside - Any lot containing Slopes of 15% or greater	3	500.00	Per lot
3	Riparian Area Development	3	450.00	
4	Wetlands Development	3	450.00	
<i>*Special Standards fees are additive to other land use application fees</i>				
k. Temporary Use				
1	Temporary Manufactured Dwelling	2	See Section 8 (i) - Site Plan	
2	Temporary Caretaker, Office or Building Space	2	See Section 8 (i) - Site Plan	
3	Temporary Use, Other	3	500.00	Conditional Use
l. Vacation				
1	Easement	4	1,000.00	*Plus notice fee
2	Public Right-of-Way	4	1,500.00	*Plus notice fee
m. Variance				
1	Variance - Minor	3	450.00	
2	Variance - Major	3	750.00	
3	Variance - Floodplain	1	450.00	See Special Standards
n. Miscellaneous Planning Fees				
1	Code Interpretation	1	300.00	
2	Pre-Application Consultation	1	150.00	
2	Pre-Application Conference (Req'd for all type 3 apps)	1	400.00	Per hour
3	Zoning Verification/ LUCS Statement	1	100.00	
4	Non-Conforming Use	1	375.00	
5	Lot of Record Verification	1	500.00	
6	Notice Fee	N/A	250.00	+ Actual cost over base

***Notice fee is additive and applies to all applications requiring neighborhood notifications outlined in section 9.3*

* Notice Fee - Notices required in section 9.3 of the Lowell Land Development Code where permissible uses of a property are required to be mailed to the owner of each lot that may be affected. Includes the actual costs for all labor, supplies and postage.