HERMISTON
OREGON
Where Life is Sweet

Master Fee Schedule

Fees Subject to Change



Adopted by: Resolution No. 2171 on December 14, 2020
Superseded by: Resolution No. 2174 on March 8, 2021
Superseded by: Resolution 2187 on June 10, 2021
Superseded by: Resolution 2202 on December 13, 2021

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Administration & General Fees

Notary Acts	
Certifying a copy of a document	$2.00 per page
For: taking an acknowledgment, a verification upon an oath or affirmation, and witnessing or attesting a signature.	$2.00/notarized signature
For administering an oath or affirmation or taking a deposition (without a signature). And for all other notarial acts not specified in this section.	$1.00 per act
Notary Acts are available at: • Hermiston Police Department, Bob Shannon Safety Center, 330 S. 1st Street • Building Department, 215 E Gladys Ave • City Hall, 235 E Gladys Ave	
Fines & Penalties	
Returned check	$25.00
Collection Agency Processing Fee	$10.00 per item
Miscellaneous Services	
Other Misc. Items and Services	As Established
Prints & Public Records	
Documents & Photocopies up to 11x17 (Does not include other fees)	
Black & White	Single: $0.25 per page Double-Sided: $0.50 per page
Color	Single: $1.00 per page Double-Sided: $2.00 per page
Maps, Nonstandard Documents, etc. Larger than 11x17 (Does not include other fees)	
Black & White	Actual Cost
Color	Actual Cost
Media (Does not include other fees)	
DVD, CD or USB	Actual Cost
Audio & Video Recording, in addition to other fees ("Lengthy Requests" fee waived for the first hour of processing.)	$35.00 per hour- Minimum Charge
Processing Fees (Does not include other fees)	
Lengthy Requests (request over 15 mins to complete) Fee's charged at 15 min increments. Requests less than 15 mins to process may be waived, excluding serial requests.	$35.00 per hour
Attorney Fees	Actual Cost
Please Note: Requestors must pre-pay the estimated cost of request. If the actual charges are less than the pre-payment, then the over- payment shall be refunded.	

Airport

Commercial Activity Fee- Any business operating at the Airport	
Aerial Sprayers	$1,000.00 per year
Non-Aerial Sprayers	$250.00 per year
T-Hangar Rental	
Open Hangars	~~$65.00~~ $100.00 per month
Enclosed T-Hangar #2	$180.00 per month
Enclosed T-Hangar #3	$205.00 per month
Miscellaneous Services	
Air Freight Activity	$284.00 per month
Transient Aircraft Parking	$5.00 per night, after the first two nights.
Tie Downs	As established by agreement
Land & Building Leases- All terms and fees as established by agreement.	

Hermiston Municipal Airport is operated by contract, to: Gorge Aviation
1600 E Airport Way, Hermiston, OR 97838
541-567-3694
https://www.gorgeaviationservices.com/

Animals

Dog Licenses (One-time fee per dog.)	
Altered (spayed or neutered)	$5.00
Unaltered (not spayed or neutered)	$25.00
Service/Assistance dogs- As defined under the ADA	NONE
Please Note: Proof of rabies vaccination, or valid exemption, is required to obtain a license.	
Dog Impoundment & Boarding	
Impoundment- Altered	$25.00
Impoundment- Unaltered	$75.00
Boarding- Excluding the first day of boarding, if impounded after 8:00pm.	$10.00 per day
Please Note: No dog shall be released without proof of or obtaining a license and rabies vaccination.	

All animal services, as specified in this section, are contracted to:
Pet Rescue Humane Society of Eastern Oregon
1844 NW Geer Rd, Hermiston, OR 97838
(541) 564-6222
** Other independent animal services, ie: rabies vaccinations, etc, are also provided by Pet Rescue. **

Aquatic Center

Educational Classes		
Swimming, Diving, Snorkeling, Lifeguard, etc	As established per program	
Public Swim Hours		
Individual Daily Pass		
Infants (0-1yr)	Free	
Child (2-9yrs)	$4.00	
Youth (10-17yrs)	$5.00	
Adult (18+)	$6.00	
Seniors (55+)	$5.00	
Individual Splash Pass- All Season (entrance for all public swim hours)		
Child & Youth (2-17yr)	$60.00	
Adult (18+)	$70.00	
Senior (55+)	$60.00	
Family Splash Pass- All Season: All members must reside in same household (entrance for all public swim hours)		
2 Adults & up-to 4 kids	$170.00	
2 Adults & up-to 6 kids	$210.00	
2 Adults & up-to 8 kids	$250.00	
Aquatic Fitness Classes		
Individual Daily Pass		
Adult (18+)	$6.00	
Seniors (55+)	$5.00	
Individual Splash Pass-Fit: All Season (entrance for all aquatic fitness classes)		
Adult (18+)	$60.00	
Senior (55+)	$50.00	
Family Splash Pass-Fit: All Season- All members must reside in same household (entrance for all aquatic fitness classes)		
Add on to Family Splash Pass	$35.00 per adult	
Aquatic Facility Rentals		
Full Facility Rental: Exclusive use of all pools & picnic shelter.	**Resident**	**Non-Resident**
Friday- Sunday 7:15pm-9:15pm or 9:30pm to 11:30pm Additional hours may be available	$825.00	$1,000.00
Semi-Private Rental: Shared use of all pools with other designated area. Maybe shared with two other parties.	**Resident**	**Non-Resident**
Friday- Sunday 9:30pm to 11:30pm Additional hours may be available	$150.00	$190.00
Picnic Shelter Rental: Use of gazebo and picnic tables during public swim (pool entry fee required)	**Resident**	**Non-Resident**

AQUATIC CENTER		
2-Hour Rental 50 Person Maximum - Group Rates Available	$40.00	$50.00
Additional Amenities		
All-Day Cabana Rental: Semi-Private shaded area with premium lounge chairs. Available during public swim.	Regular Cabana $25.00	Large Cabana $50.00
All Other Amenities	As Established	

Hermiston Aquatic Center
879 W Elm Ave, Hermiston, OR 97838
541-289-7665
541-667-5018 (Off-Season)

Building Department

The final determination of valuation, occupancy, and/or construction type under any of the provisions of this order shall be made by the Building Official.

A. Building Permits

The valuation to be used in computing the building permit and the building plan review fees shall be the total value (rounded up to the nearest dollar) of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment. It also includes the contractor's profit which should not be omitted.

The fees for each permit shall be as set forth in Tables A-1 and A-2. Valuation will be calculated using the City's Building Permit Fee table based on the International Code Council (ICC) Building Valuation Data Table as of April l of the current year, multiplied by the square footage of the structure or as stated by the applicant, whichever is greater. The cost per square foot of carports, decks, 1 & 2 Family Dwelling pole buildings, and covered porches/patios shall be 50% of the valuation indicated for "Private Garages" on the City's valuation table.

Table A-1: Building Permit Fee

- **Residential:** New, Additions, Alterations, Repairs, Accessory Structure, & Fire Systems (Plumbing permit required for potable water fire systems; see Table E-4)
- **Commercial:** New, Alterations, Additions, Repairs, Accessory Structure, Fire Systems, & Medical Gas Systems (based on value of installation costs)
- **Multifamily:** New, Alterations, Additions, Repairs, Accessory Structure, & Fire Systems

Total Valuation	Building Permit Fee
$.00 to $500.00	$63.00 minimum
$500.01to $2,000.00	$63.00 for the first $500.00 plus $1.95 for each additional $100, or fraction thereof, to and including $2,000.00
$2000.01 to $25,000.00	$92.25 for the first $2,000.00 plus $7.80 for each additional $1,000, or fraction thereof, to and including $25,000.00
$25,000.01 to $50,000.00	$271.65 for the first $25,000.00 plus $5.85 for each additional $1,000, or fraction thereof, to and including $50,000 .00
$50,000.01 to $100,000.00	$417.90 for the first $50,000.00 plus $3.90 for each additional $1,000, or fraction thereof, to and including $100,000.00
$100,000.01 and up	$612.90 for the first $100,000.00 plus $3.25 for each additional $1,000, or fraction thereof.

Table A-2: Building Permits - Related Fees

Description	Permit Fee
Building Plan Review Fee	65% of the building permit fee based on Table A-I
Additional Building Plan Review required due to revisions to the construction documents	$80.00 per hour
Fire Life Safety Review on State Allowed Plans	40% of the building permit fee based on Table A-I
Third Party Plan Review	$80.00 per hour
Master Plan Review - 1. Setup fee 2. Initial Plan Review 3. Second & Subsequent Reviews	 1. $ 100.00 2. 65% of the building permit fee based on Table A-I 3. 50% of the initial plan review fee
Deferred Submittals - Plan Review Fee (All building types)	See Customized Permit Services: Table G-2, Deferred Plan Submittal
Investigation Fee	$120.00 per hour (one hour minimum)
Reinspection, extra inspections, special inspections	$75.00 each

Inspections outside of normal business hours	$80.00 per hour (one hour minimum)
Inspections for which no fee is specifically indicated (includes counsel inspections)	$75.00 per hour
Demolition of Structure	$63.00
Solar Photovoltaic Systems installed using the prescriptive path described in section 305.4 of the Oregon Solar Installation Specialty Code (OSISC).	$150 (includes application fee and one inspection) (Does include the plan review fees)
Non-prescriptive Solar Photovoltaic Systems	See Building Permit Fee Table A- I
Structural minimum fee	$63.00

Re-roof Permit
• Residential (required when replacing sheathing or other)
• Commercial
  ○ Simple Replacement
  ○ Complex Replacement
	• Fee based on valuation
	
	• $250.00
	• Fee based on valuation

PERMIT EXTENSION
Reinstating Expired Permits

- ❖ Extensions must be requested prior to the permit expiring.
- ❖ IT IS NOT THE RESPONSIBILITY OF THE CITY OF HERMISTON TO NOTIFY THE PERMIT HOLDER OF EXPIRATION DATES. AS A COURTESY A NOTICE IS SENT OUT PRIOR TO EXPIRATION.

Extension Request	Permit Fee
First Extension Request	No Charge
Second and subsequent requests	$ 60.00 each permit, no surcharge fee
Expired permit less than 6 months past expiration date	$ 60.00 each permit, subject to surcharge fee
Expired permits over 6 months past expiration date	Fees assessed to current fee schedule; new plan review may apply. Subject to surcharge fee.

Residential Structural Fire Suppression Standalone
(Fees based on total square footage of the dwelling unit to be covered by the system)

Total Square Footage	Permit Fee
0 to 2,000 square feet	$150.00
2,001 to 3,600 square feet	$218.00
3,601 to 7,200 square feet	$354.00
Over 7,200 square feet	$488.00

B. Manufactured Dwelling Placement Permits

One single permit fee is assessed. This fee shall include the concrete slab, runners, or foundations when they comply with the prescriptive requirements of the Oregon Manufactured Dwelling and Specialty Code, electrical feeder and plumbing connections and all cross-over connections, site utility connections (water, sewer, storm) up to 30 lineal feet.

Manufactured Dwelling Placement Permit Fee (includes plan review)	$185.00
Manufactured Dwelling & Cabana installation administrative fee	$30.00 (As required by the State)
State Surcharge	As required by the State

C. Camp and Park Permits

The Area Development Fee is to be calculated based on the valuations shown in Table 2 of OAR 918-600-0030 for Manufactured Dwelling/Mobile Home Parks and Table 2 of OAR 918-650-0030 for Recreational Park & Organizational Camp Valuation Table, and then applying the valuation amount to the valuation fee table in the Building Permit Fee Table A-1.

Plan Review Fee	65% of total permit fee
State Surcharge	As required by the State

Building- Manufactured Parks
Formula for Manufactured Dwelling Park Permit and Plan Review Fee

1. Square feet of area being developed ÷ 43,560 (43,560 = 1 acre)
2. Number of spaces ÷ number of acres = Spaces per Acre to use in Table 2-MD
3. Valuation in Table 2 x Number of Spaces = Valuation to apply to Table A-1
4. Plan Review Fee is 65% of the permit fee

Table 2-MD
Mobile Home Park Valuation Table

- **Class A:** Parks contain paved streets, curbs, and sidewalks
- **Class B:** Parks contain paved streets, no curbs, and no sidewalks
- **Class C:** Parks contain no paved streets, no curbs, but have sidewalks on one side of the each street

Please Note: When a park contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total calculation for the park.

Park Class	Space Per Acre								
	4	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**
A	5901	5517	5197	4941	4685	4493	4365	4301	4237
B	5504	5120	4800	4544	4288	4096	3968	3904	3804
C	5312	5028	4608	4352	4269	3904	3776	3712	3648

Table 2-RV
Recreation Park Valuation Table

- **Class A:** Parks & Camps contain paved streets and electric, water and sewer service to each RV or camping site.
- **Class B:** Parks & Camps contain electric, water and sewer service to each RV or camping space, but not have paved streets.
- **Class C:** Parks & Camps contain combination of no more than two services involving electric, water or sewer and do not have paved streets.

Please Note: When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation.

Park/Camp Class	Space Per Acre								
	6	**8**	**10**	**12**	**14**	**16**	**18**	**20**	**22**
A	2637	2470	2320	2189	2074	1978	1907	1849	1798
B	2483	2317	2176	2035	1920	1824	1754	1696	1645
C	1792	1626	1485	1344	1229	1133	1062	1005	954

D. Mechanical Permits

The fees for each permit shall be as set forth in Table D-1, D-2, and D-3.

The valuation used to determine the commercial mechanical permit fee using Table D-1 shall include the value (rounded up to the nearest dollar) of all mechanical materials, equipment, labor, overhead and profit.

Table D-1: Commercial Mechanical Permit Fees

- **Commercial:** New, Alterations, Additions, Repairs, & Accessory Structure
- **Multifamily:** New, Alterations, Additions, Repairs, & Accessory Structure

Total Valuation	Permit Fee
$1 to $5,000.00	$50.00 minimum
$5,000.01 to $10,000.00	$50.00 for the first $5,000.00 plus $0.80 for each additional $100, or fraction thereof, to and including $10,000 .00
$10,000.01 to $100,000.00	$90 for the first $10,000.00 plus $2.00 for each additional $1,000, or fraction thereof, to and including $100,000.00

$100,000.00 and up	$270 for the first$100,000.00 plus $1.00 for each additional $1,000, or fraction thereof

Table D-2: Residential Dwelling Mechanical Permit Fees

- **Residential:** New, Alterations, Additions, Repairs, & Accessory Structure
- **Manufactured Dwellings:** New, Additions, Alterations, Repairs, & Accessory Structure

Description	Permit Fee
Air conditioner	$11.00
Air handling unit of up to 10,000 cfm	$9.50
Air handling unit 10,001 cfm and over	$12.50
Appliance or piece of equipment regulated by code but not classified in other appliance categories	$9.50
Appliance vent installation, relocation or replacement not included in an appliance permit	$8.00
Attic/crawl space fans	$8.00
Barbecue	$9.50
Chimney/liner/flue/vent	$9.50
Clothes dryer exhaust	$8.00
Decorative gas fireplace	$9.50
Ductwork, no appliance/fixture	$9.50
Evaporative cooler other than portable	$9.50
Floor furnace, including vent	$11.00
Flue vent for water heater or gas fireplace	$8.00
Furnace - greater than 100,000 BTU	$12.50
Furnace - up to 100,000 BTU	$11.00
Furnace/burner including duct work/vent/liner	$12.50
Gas or wood fireplace/insert	$9.50
Gas fuel piping outlets (four or less connections)	$7.00
Gas fuel piping outlets (more than four)	$5.50
Heat pump	$11.00
Hood served by mechanical exhaust, including ducts for hood	$12.50
Hydronic hot water system	$11.00
Installation or relocation domestic-type incinerator	$12.50
Mini split system	$11.00
Oil tank/gas/diesel generators	$12.50
Pool or spa heater, kiln	$11.00
Range hood/other kitchen equipment	$11.00
Repair, alteration, or addition to mechanical appliance including installation of controls	$11.00
Suspended heater, recessed wall heater, or floor mounted unit heater	$11.00
Ventilation fan connected to single duct	$8.00
Ventilation system not a portion of heating or air-conditioning system authorized by permit	$8.00
Water heater	$9.50
Wood/pellet stove	$9.50
Other heating/cooling	**$9.50**
Other fuel appliance	**$9.50**

Other environment exhaust/ventilation	**$8.00**
Minimum Permit Fee	**$30.00**

Table D-3: Mechanical Permits - Related Fees

Other Inspections	Fee
Mechanical Plan Review - when Required or requested	25% of the permit fee
Additional Mechanical Plan Review required due to revisions to the construction documents	$46.00 per hour
Re-inspection Fee	$46.00 each
Inspections outside of normal business hours	$60.00 per hour (one hour minimum)
Inspections for which no fee is specifically indicated	$60.00 per hour (one hour minimum)
Investigation Fee	$60.00 per hour
General State Surcharge: ORS 455.210	As set by the State of Oregon

E. Plumbing Permits

Table E-1: Plumbing Permit Fees

- **Residential:** New
- **Includes:** No additional fee shall be charged for the first 100 feet of water and sewer lines, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system

Description	Fee
One Bathroom	$210.00
Two Bathrooms	$277.00
Three Bathrooms	$344.00
Each additional Bath/Kitchen	$67.00
Please Note: A "half bath" is equivalent to a single bathroom	
Each additional 100 ft of water, sewer, or storm line or fraction thereof	$22.00 per type
Residential Fire Sprinkler System	See Table E-4

Table E-2: Plumbing Permit Fees

- **Residential:** Additions, Alterations, Re pairs, & Accessory Structure
- **Commercial:** New, Additions, Alterations, Repairs, Accessory Structure, & Fire Systems
- **Multifamily:** New, Additions, Alteration, Repairs, Accessory Structure, & Fire Systems
- **Manufactured Dwellings:** New (utilities beyond 30 ft), Additions, Alterations, Repairs, & Accessory Structure

Site Utilities	Fee/Unit
Sanitary sewer - first 100 feet	$40.00
1. Each additional 100 feet, or fraction thereof	$22.00
Storm sewer including trench drains, leach lines, and drywells - first 100 feet	$40.00
2. Each additional 100 feet, or fraction thereof	$22.00
Water service -first 100 feet	$40.00
3. Each additional 100 feet, or fraction thereof	$22.00

Fixtures or Items	Residential Fee/Unit	Commercial Fee/Unit
Alternate potable water heating system	$20.00	$20.00
Backflow preventer	$40.00	$46.00
Backwater valve	$40.00	$46.00
Catch Basin	$20.00	$20.00

Clothes washer	$20.00	$20.00
Dishwasher	$20.00	$20.00
Drinking fountain	$20.00	$20.00
Ejectors/sump pump	$20.00	$46.00
Expansion tank	$20.00	$46.00
Fixture Cap	$20.00	$20.00
Floor drain/floor sink/hub drain	$20.00	$20.00
Garbage disposal	$20.00	$20.00
Hose bib	$20.00	$20.00
Ice maker	$20.00	$20.00
Interceptor/Grease Trap		$20.00
Primer	$20.00	$20.00
Residential Replacing in-building water supply lines-number of branches: • First floor • Each additional floor	 $70.00 $20.00	
Commercial Replacing in-building water supply lines-number of branches: • First five branches • Each fixture branch over five		 $70.00 $10.00
Roof Drain		$20.00
Sink/basin/lavatory	$20.00	$20.00
Swimming pool piping	$20.00	$20.00
Trench Drain	$20.00	$20.00
Tub/shower/shower pan	$20.00	$20.00
Urinal	$20.00	$20.00
Water closet	$20.00	$20.00
Water heater	$20.00	$20.00
Other- plumbing	$20.00	$46.00
Medical Gas Installations (Plan Review Required)	Based on valuation using Table A-1	
Minimum Permit Fee	**$40.00**	**$60.00**

Table E-3: Plumbing Permit - Related Fees

Other Inspections	Fee
Plumbing Plan Review - When required or requested (Plan review is required for Medical Gas Installations, Fire Suppression Systems, and complex structures as defined by OAR Chapter 918, Division 780)	25% of the permit fee
Additional Plumbing Plan Review required due to revisions to the construction documents	$46.00 per hour
Re-inspection Fee	$46.00 each
Inspections outside of normal Business hours	$60.00 per hour (one hour minimum)
Inspections for which no fee is specifically indicated	$46.00 per hour
Investigation Fee - work done without permits	$60.00 per hour
General State Surcharge: ORS 455.210	As set by the State of Oregon
Sewer Tap Inspection	$50.00

Table E-4: Plumbing Permits - Residential Fire Suppression [1]

- Multipurpose or Continuous Loop Fire Suppression Systems (13D)

- Fees based on total square footage of the dwelling unit to be covered by the system

Total Square Footage	Permit Fee
0 to 2,000 square feet	$87.00
2,001 to 3,600 square feet	$129.00
3,601 to 7,200 square feet	$164.00
Over 7,200 square feet	$200.00
Plumbing plan review	25% of the permit fee

- [1] Stand-alone systems are permitted under separate building permits. However, a plumbing permit for a backflow prevention device (in the event of connectivity to potable water supply) is required.
- Plan review is required on all Residential Fire Suppression Systems.

F. Electrical Permits

Table F-1: Electrical Permit Fees

- **Residential:** New, Additions, Alterations, Repairs, & Accessory Structure
- **Commercial:** New, Alterations, Additions, Repairs, & Accessory Structure
- **Multifamily:** New, Alterations, Additions, Repairs, & Accessory Structure

A. Residential-New, or Multi-Family Dwelling Building - New: Service Included	**Fee/Equipment**
Residential-New	
1. 1,000 square feet or less	$106.00
a. Each additional 500 square feet, or fraction thereof	$19.00
b. Limited energy, for New l & 2 Family Dwelling	$25.00
Please Note: If a limited energy permit is purchased separately from the new building electrical permit, use fee listed in the "Miscellaneous" section.	
Multi-Family Dwelling Building - New: Service Included	
2. Largest unit uses above sq. ft.; each additional unit	50% of largest unit rate
a. Limited Energy	$63.00 per floor
b. Protective Signaling	$63.00 per floor
B. Services or Feeders Installation, Alterations or Relocation (Does not include branch circuits)	
200 amps or less	$79.00
201 amps to 400 amps	$94.00
401 amps to 600 amps	$156.00
601 amps to 1,000 amps	$204.00
Over 1,000 amps or 1,000 volts	$469.00
C. Temporary Services/Feeders Installation, Alteration, or Relocation	
200 amps or less	$63.00
201 amps to 400 amps	$86.00
401 amps to 600 amps	$125.00
601 amps to 1,000 amps	$163.00
Over 1,000 amps or 1,000 volts	$375.00
D. Branch Circuits - New, Alterations or Extension, per Panel	
Feeder for branch circuits **with** above service or feeder fee	
• Each branch circuit	$4.00
Fee for branch circuits **without** service or feeder	
• First branch circuit	$54.00
• Each additional branch circuit	$4.00
E. Miscellaneous (Service or Feeder Not Included)	
Each manufactured or modular dwelling, service and/or feeder	$63.00

Reconnect only	$63.00
Pump or irrigation circle	$63.00
Sign or outline lighting	$63.00
Each signal circuit(s) or each limited-energy panel alteration or extension	$50.00
F. Renewable Electrical Energy	
5 kva or less (all renewable types)	$79.00
5.01 to 15.00 kva (all renewable types)	$94.00
15.01 to 25.00 kva (all renewable types)	$156.00
For wind generation systems in excess of25 kva: 1. 25.0 l kva to 50.00 kva 2. 50.01 kva to 100 kva 3. Over 100 kva	 1. $204.00 2. $469.00 3. Use sections B or C, plus D
Base fee for solar generation systems in excess of 25 kva • Add for each additional kva, or fraction thereof over 25. Maximum fee is 100kva (permit fee will not increase beyond the calculation for 100 kva)	$156.00 $6.24

Table F-2: Electrical Permit – Related Fees

Other Inspections	Fee
Electrical Plan Review- When requested or required by OAR Chapter 918, Division 311	25% of the permit fee
Additional Electrical Plan Review required due to revisions to the construction documents	$86 per hour
Re-inspection Fee	$63.00
Inspections outside of normal Business hours	$86.00 per hour (one hour minimum)
Inspections for which no fee **is specifically** indicated	$63.00 per hour
Investigation Fee	$86.00 per hour
Master Permit Inspection Program OAR 918-309-0100 a) Application fee: 1st time only, no charge for renewals b) Inspection fee (includes inspection, report writing and travel time) per hour	 $100.00 $86.00
General State Surcharge: ORS 455.210	As set by the State of Oregon

G. Customized Permit Services

Table G-1: Phased Plan Review

- ❖ Authorizes construction to begin on a portion or portions of a building before the construction documents for the whole building have been submitted.

Service Option	Fee
Phased Plan Review - In addition to: Standard plan review fees	$250.00 application fee per phase, plus 10% of the total building permit fee not to exceed $1,500.00 per phase

Table G-2: Deferred Plans Submittal

- ❖ Portions of a building design are allowed to be submitted separately.
- ❖ Does not apply to deferred permits.

Service Option	Fee
Deferred Plans Submittal - In addition to: the project plan review fee based on total project value	65% of the structural permit fee calculated using the value of the particular deferred portion, or portions of the project, with a minimum fee of $150.00.

H. Code Enforcement

Table H-1: Code Enforcement Fees		
Blowing Dust		
Blowing Dust Control Plan	Plan Review: $100.00	Refundable Deposit: $300.00
Use of a City water truck and operator for the purpose of dust abatement	$200.00 per hour with a 4-hour minimum	
Abatement		
Administrative Overhead Abatement Processing fee	10% of the total abatement cost	

I. Miscellaneous Fees

Table I-1: Miscellaneous Fees

Description	Fee
Sign permit fees	$27.50 for regulated wall-mounted and building-mounted signs. Free-standing signs are subject to Uniform Building Code requirements with varying fees.
Fees for moving buildings	$10.00
Excavation permit fees	$25.00 and shall be doubled if the start of construction occurs prior to application of the permit.
Copy Costs	See "Administration & General Fees" Section under "Prints & Public Records"

Building Department
215 E Gladys Ave, Hermiston, OR 97838
541-667-5025

Business Licenses

Please Note: Individual business licenses fees, as specified below, are for specific business types. The City of Hermiston does not have a general business license as noted below.

Business & Liquor License			
Business License	Not Required		
Liquor License, New	$10.00		
Liquor License, Annual Renewal	$10.00		
Solicitors' License	**3 Months or Less**	**Up-To 6 Months**	**Full Year**
Per License	$10.00	$15.00	$25.00
Each additional solicitor, in excess of one, employed by the same firm.	$10.00 flat fee, regardless of license duration.		
Mobile Vending License			
Full Year Application/Renewal	$500.00*		
90-Day Application/Renewal	$300.00*		
Lunch Trucks	$300.00*		
Event Trucks (one-day)	$25.00		

Please Note: Fees are due at the time of application. If the license is not approved, $100.00 will be retained for administrative costs. (*) Indicates administrative fee charge retained.

Food Pod

The Food Pod is contracted out by the City. For more information, contact the Planning Department below.

Liquor & Solicitors' Licenses are processed at City Hall.
235 E Gladys Ave, Hermiston, OR 97838
541-567-5521

Mobile Vending Licenses are processed by the Planning Department
215 E Gladys Ave, Hermiston, OR 97838
541-667-5010

Community Center

Discounted Rates for Non-Profit Organization may be provided.			
Great Room Rental (Large Meetings & Events) Includes: Janitorial, Kitchen, Stage, Sound System Use, Staff Support, and Tear Down.			
0-99 Guests	$850.00		
100-250 Guests	$1,225.00		
251-350 Guests	$1,500.00		
Set-Up- By Center Staff	$250.00		
Set-Up/Decorating- Day before (during business hours, M-F 8:00am-5:00pm)	$250.00		
Refundable Cleaning/Damage Deposit- Due to Hold Date	$1,000.00		
Security Guards and Insurance			
Security: Security Guards may be required for event rental. The number of guard(s) are dependent on the numbers of guests and length of your event.			
Insurance: Event Liability Insurance of $1 million is required. (Cost varies from $50.00 - $200.00). *Clients responsibility to obtain and show event center proof of insurance. *			
Small Meetings & Events Includes: Janitorial, Set-Up/Tear down & Staff Support	**Hourly**	**Half Day (4 hrs)**	**Full Day (8 hrs)**
Board Room (20 guests max)	$30.00	$75.00	$125.00
Rotary/Altrusa Room (40 guests max)	$50.00	$125.00	$200.00
Great Room (100 guests max)	$75.00	$375.00	$500.00
Refundable Cleaning/Damage Deposit- Due to Hold Date	$100.00		
Additional Amenities			
Coffee & Ice Water (30 guests)	$25.00		
Table Toppers	$3.00 each		
Napkins	$0.25 each		
Table Skirts	$5.00 each		
Table Linens	$4.00 each		

Hermiston Community Center
415 S. Hwy 395, Hermiston, OR 97838
541-667-5018

Court (Municipal)

Jury Fees	
Juror Attendance Fee *_Paid to **Selected** Jurors'_*	Compensation and Mileage (Rate applicable to appearances in justice court)
Juror Attendance Fee *_Paid to **Not-Selected** Jurors'_*	Mileage Only (Rate applicable to appearances in justice court)
Subpoenaed Witnesses Attendance Fee	Compensation and Mileage (Rate applicable to appearances in justice court)
Mileage Fee (to and from place of residence)	Rate applicable to appearances in justice court
Prints & Public Records	
Municipal Court Reports (Does not include other fees)	
Reports including discovery, except court appointments (regardless of page count or electronic format)	$20.00 each- Flat Fee
All other Prints and Public Records Requests	As established in "Administration & General Fees" under "Prints & Public Records"

Hermiston Municipal Court, Bob Shannon Safety Center
330 S. 1st Street, Hermiston, OR 97838
541-567-6610

Eastern Oregon Trade & Event Center (EOTEC)

Please Note: All rentals include: Janitorial, Set-up & Tear Down (Tear Down includes putting away tables and chairs only)			
Great Room Rental (Large Meetings & Events)	**Private/For Profit**		**Non-Profit**
Booking Fee Deposit (cleaning-Damage) Signed agreement- Due to Hold Date.			
If booking more than 6 months in advance: Non-Refundable	$400.00		$400.00
• With alcohol event	$1,000.00		$1,000.00
• Non-alcohol event	$500.00		$200.00
If booking less than 6 months in advance: Refundable	$500.00-$1,000.00		$200.00-$1,000.00
• With alcohol event	$1,000.00		$1,000.00
• Non-alcohol event	$50.00		$200.00
Great Room Use (Includes Standard Stage)	**Full Room**	**Half Room**	
Monday- Thursday	$2,650.00	$1,850.00	$1,500.00
Friday	$3,000.00	$1,850.00	$2,000.00
Saturday	$3,500.00	Not Available	$2,500.00
Sunday	$2,100.00	$1,850.00	$1,800.00
Kitchen Use			
Full	$200.00		$150.00
Fridge and Ice Maker Only	$100.00		$50.00
Day Before Decorating (If Available)			
8:00am to 4:30pm	½ of total rent		½ of total rent
7:00pm to 12:00am	$500.00		$50.00 per hour
Meeting Room Rentals (Small Meetings & Events)	**Private/For Profit**		**Non-Profit**
Booking Fee Deposit (cleaning-Damage) Signed agreement- Due to Hold Date.			
Booking Fee	$50.00		$50.00
• With alcohol event	$1,000.00		$1,000.00
• Non-alcohol event	$500.00		$500.00
Meeting Rooms			
Meeting Rooms 1 OR 2	$200.00		$200.00
Meeting Rooms 1 AND 2 (Combined)	$400.00		$400.00
Meeting Room 3	$200.00		$200.00
Staffing and Insurance			
1 staff member per 100 people- 5 hour minimum charge. Security requirements vary for different events	$40.00 per hour per staff member		
Please Note: Event Liability Insurance of $1 million is required. (Cost varies from $50.00 - $200.00). *Clients responsibility to obtain and show event center proof of insurance. *			
Additional Amenities			
Coffee (per pot, 25 cups)	$25.00		
Table Toppers	$3.00 each		
Napkins	$0.50 each		

EASTERN OREGON TRADE & EVENT CENTER (EOTEC)	
Table Linens	$7.00 each
Kegerator	$100.00
A/V Equipment- Projector, Screen, Microphone, etc	$30.00
Other Venues	
Rodeo Arena	Contact EOTEC for Pricing
Barns	Contact EOTEC for Pricing
Outdoor Grounds	Contact EOTEC for Pricing

All EOTEC Services, as specified in this section, are contracted to: VenuWorks
1705 E. Airport Rd., Hermiston, OR 97838
541-289-9800
https://eotechermiston.com/

Festival Street

Festival Street- Per day Rental	
Festival Street use	$400.00
Please Note: Other fees may apply at a cost recovery basis, include, but not limited to paying a Security Deposit. You will be held financially responsible for any damages, repairs or cleaning of the reserved areas resulting from your use.	
Miscellaneous Rentals	
Event Tent 78' x 40'	$100.00 per event
Tables	$20.00 per table
Extra Garbage Cans	$10.00
Other Rentals & Amenities	As Established

Reservations may be made through: Hermiston Community Center
415 S. Hwy 395, Hermiston, OR 97838
541-667-5018

Franchises

Miscellaneous	
Application and Review Fee	$350.00 Unless otherwise provided in franchise agreement
Registration Fee	
Telecommunications- One Time Only	$50.00
Solid Waste	
Franchise Fee	2.5%
Billing and Collection Services	11%
Small Cell Wireless	
Annual Franchise Fee	$270.00 for each Small Wireless Facility installed or maintained. Will increase 3% every January 1, beginning January 1, 2022.
Interest and Late Fees	Annual rate equal to the greater of 1% per month or the maximum rate allowed by law.
Additional Fees	As established

All Grantees must pay a franchise fee to the City through the duration of its franchise, as follows:

A. For all grantees, except as provided in paragraphs B and C, a fee of 5% of gross revenues paid quarterly, unless otherwise provided in the franchise agreement. Gross revenue is defined in Section 170.04.050 of the Hermiston Municipal Code.

B. The franchise fee for a telecommunication utility shall equal 5% of its gross revenue on exchange access services earned within the boundaries of the City.

C. For limited use telecommunications grantees, a minimum annual fee, payable in advance, of $1,000.00 or $1.00 per linear foot of right-of-way used, whichever sum is greater. This fee will increase annually in July of each year, by multiplying the fee by a fraction, the numerator of which is the CPI Index Figure for the month of March preceding the July in which the fee is to be increased and the denominator of which is the Base CPI Index Figure. As used in this section, "Index" refers to the All Urban Consumers (CPI-U), U.S. City Average, CPI Index published by the Bureau of Labor Statistics of the United States Department of Labor. "Base CPI Index Figure" will refer to the Index number indicated for the month of March, 1998, and the "CPI Index Figure" for any other month will refer to the Index number for that month.

Please Note: Beginning July 1, 2001, the fee will be $1.00 per linear foot. This fee will increase annually by the CPI Index as set forth above. The base CPI will be January of 2001. A limited use telecommunication grantee is defined as one whose franchise limits the amount of linear feet the grantee may occupy, or one who has a franchise as of October, 1998, for the purpose of long-distance telecommunications.

Right-of-Way Permit	
Diminished Pavement Life Fee- For any construction requiring pavement cuts or excavation within a public right-of-way.	The franchise applicant shall acquire a City of Hermiston permit {§94.37(A)} to utilize City right-of- way and meet all fee and construction standards as specified.
Construction Permit Fee	the applicant must pay a permit fee equal to $500.00 or 1/4 of one percent (.25%) of the estimated cost of constructing the telecommunications facilities, whichever is greater; unless otherwise provided in a franchise agreement, prior to issuance of a construction permit for construction within the public right-of-way.

Garbage & Recycling Services

Miscellaneous Services & Fees	
FREE Yard Trimming Permits	
Free residential yard trimming disposal permits are available, upon request, for residential customers in good standing and can be obtained at: City Hall, 235 E Gladys Ave, Hermiston.	
FREE Recycling Centers located in Hermiston	
1. 220 W Harper Road, near Cost Less Carpet	
2. 81144 N. HWY 395, at Sanitary Disposal	
Account Set-Up (non-refundable)	
Garbage (only)	$10.00
Mechanically Emptied Containers	
35-Gallon Cart, Served Weekly	
1. Residential and Commercial Curb	$ 11.20 per month
2. Walk-in Charge	$5.80 per month
3. Senior Citizens on limited income (See Regulation #4)	$9.25 per month
90-Gallon Cart, Served Weekly	
1. Residential Curb	$ 18.80 per month
2. Commercial Curb	$23.00 per month
3. Walk-in Charge	$5.80 per month
Commercial Loose	
1. 1.5- Yard Container, served once a week	$ 77.50 per month
2. 1.5- Yard Container, served each additional weekly pickup	$69.35 per month
3. 2- Yard Container, served once a week	$100.80 per month
4. 2- Yard Container, served each additional weekly pickup	$91.00 per month
5. Commercial Compacted Solid Waste	1.5 times the loose container rate
6. Cardboard Recycling Container	$10.80 per month
Regulations	
1. 1.5- Yard container and larger containers must be placed on a hard level surface in a location that will prevent container run-away.	
2. Containers placement must be easily accessible to truck and collector.	
3. Cart placement must be at curb or roadside.	
4. Senior Citizens requesting the reduced rate must make application to Sanitary Disposal, Inc. and meet the Oregon State Poverty Income Guidelines.	
Manually Emptied Containers	
Containers	
1. One container served weekly	$12.95 per month
2. Each additional container served weekly (1&2 for existing customers only)	$8.85 per month
3. Extra charges per pickup for solid waste not on a regular basis	$2.75 per month
4. Containers are priced at level-full with lid closed and extra	$1.50 per month

charges will be made for "over-the-top-bulk"	
Minimum special pickup charges to be arranged between customer and collector	
Regulations	
1. Size 32-Gallon maximum not to exceed 60 pounds in weight when filled and 18 pounds when empty. a. Containers must have lids and handles. b. Containers must be kept clean and in good condition. Plastic liners are recommended.	
2. Container placement must be easily accessible to the driver.	
3. All garbage must be drained of excess liquids and wrapped.	
4. Ashes will be taken ONLY if placed in plastic bag and tied (fire hazard to equipment and transfer station).	
5. Any solid waste around he container will be taken and an extra charge made unless the collector is otherwise notified by the customer.	
6. No hazardous waste will be taken.	
Dropbox	
Service within 7-day period	
1. Delivery Fee	$40.00 for the first box
2. Weighing up to five (5) tons	$56.50 haul fee plus $6.00 per cubic yard or $66.00 per ton, whichever is greater
3. Weighing five (5) tons and greater	$204.00 haul fee plus $36.50 per ton
4. Demurrage charge per box after 7th day	$4.35 per day
Regulations	
1. Dropboxes are priced and can be loaded-level full with a maximum weight of ten (10) tons.	
Compacted Dropbox	
Compactor on call	
1. Weighing up to five (5) tons	$74.25 per hour haul fee plus $6.00 per cubic yard or $66.00 per ton, whichever is greater
2. Weighing five (5) tons and greater	$221.75 haul fee plus $36.50 per ton
Regulations	
1. Maximum weight of ten (10) tons when full.	
Fines & Penalties (not already listed above)	
Disconnection/Reconnection (due to non-payment)	$10.00
Return Service (Did not set-out cart. Same day only)	$15.00
Please Note: Service shall be restored only upon full payment of account, including: any other costs or fines imposed by the City or Sanitary Disposal.	

All solid waste services, as specified in this section, are subcontracted to:
Sanitary Disposal
81144 N. Hwy 395, Hermiston, OR 97838
541-567-8842

Hermiston Energy Services (HES)

Customer Service Policies, Rates, and Associated Fee Manual	
Last adopted/amended:	November 9, 2020 by Resolution No. 2167

All electric services, as specified in this resolution, are contracted to:
Umatilla Electric Cooperative (UEC)
750 W. Elm Ave, Hermiston, OR 97838
541-567-6414
https://www.umatillaelectric.com/

Library

Library Card		
Hermiston Resident: Live in 97838 zip code		Free
Temporary: If you live in the 97838 area and can provide acceptable identification		$8.75 for three months
Non-Resident: If you do not live in the 97838 area, or do not have acceptable identification		$35.00 per year
Replacement Card: lost or stolen		$2.00
Inter-Library Loans (ILL) & Sage Library System (SLS): Patrons may place Inter-library Loan requests for items not found in the Hermiston Public Library. Patrons will be notified of the item(s) arrival and will have seven days to retrieve the item(s).		
Requesting items from SLS- Retrieved item(s)		Free
Searching Fee for Requesting items from ILL- Payable at time of request & is non-refundable, regardless of loan success.		$3.00 Other fees may apply from lending library
Requesting items from ILL and/or SLS- Failed to retrieved item(s)		$5.00, after first notice
Research Services		
All research requests- For example: "Who was X building named after?"	As established in "Administration & General Fees" under "Processing Fees"	
Obituaries from Hermiston Herald	Self Service- Free Staff Completion- As established in "Administration & General Fees" under "Processing Fees"	
Fines & Collections		
Overdue Late fees: for Books, Audiobooks, Magazine, Videos/DVDs, High Demand Items:		$0.20 per item per day $5.00 Maximum fine per item
Overdue Late fees: for special or temporary collections		Cost Varies
Collections: Library accounts of $50.00 or more in arrears, and are more than 60 days past due, will be turned over to collections.		As established in "Administration & General Fees" under "Fines & Penalties"
Damaged Materials		
Repair fee: Items requiring less than one-hour of repair	Charged at $5.00 per 15-minute increments $5.00 minimum charge	
Replacement fee: Items requiring more than one-hour of repair	Actual Cost	
Labels, Bar Codes & Book Pockets: Missing or damaged	$1.00	
Video/Audio Covers	$5.00	
CD/Media Parts	Actual Cost of missing or damaged part(s). When parts cannot be purchased individually, a replacement cost for the entire set will be charged.	
Room Rental for Small Meetings & Events Includes: Tables, Chairs, & Staff Support		
Program Room (73 guests max) Refundable Cleaning/Damage Deposit- Due to Hold Date	$100.00	
Miscellaneous Services		
Printing & Copying – Self Service	$0.10 per page for black and white	$0.50 per page for color
USB Stick, Headphones, etc	Actual Cost	
Other Misc. Items and Services	As Established	

LIBRARY

Hermiston Public Library
235 E Gladys Ave, Hermiston, OR 97838
541-567-2882

Parks and Recreation

Recreation Department		
Recreation Programs & Classes		
Volleyball, Football, Art, Archery, etc	As established per program	
Parks Department		
Park Rental		
EXCLUSIVE USE of entire park or portions of park.	Fees are established for a variety of services on a cost recovery basis which may include tables, garbage cans, staffing, lighting, and other costs to the City. This fee may be waived by the City Manager or designee if the reservation is in conjunction with a community-wide event	
Shelter Rental		
❖ Reservations from April 1st – October 31st.		
❖ Reservations are closed from November 1st- March 31st but can be used for free at a first-come first-serve basis. Tables from the Parks Department are not available to use/rent during these months.		
6-Hour Rental from: 8:00am-2:00pm or 3:00pm-9:00pm Includes the use of 8 tables (4 tables for Rotary Shack)	**Resident** $50.00	**Non-Resident** $75.00
Please Note: Other fees may apply at a cost recovery basis, include, but not limited to paying a Security Deposit. You will be held financially responsible for any damages, repairs or cleaning of the reserved areas resulting from your use.		
Miscellaneous Rentals		
Propane (McKenzie Cook Shack only)	$20.00	
Event Tent 78' x 40'	$100.00 for 4 hours	
Additional Tables	$20.00 per table	
Extra Garbage Can	$10.00	
Other Rentals & Amenities	As Established	

Parks and Recreation Department is located in the Community Center
415 S. Hwy 395, Hermiston, OR 97838
541-667-5018

Planning & Zoning

Accessory Dwelling	
Permit- shall be charged upon application for a building permit for an accessory dwelling.	$200.00
Compliance Reviews	
Civic Drawings	$100.00
Zoning Standards Permit Compliance Review	$25.00
Development Agreement Legal Costs (to prep & review agreements)	$200.00
Site Plan Review- New/Initial	$370.00
Site Plan Review- Expansion	$370.00
Land Use Actions	
Annexation	$700.00
Appeal of Planning Commission Decisions	$375.00
Appeal of Planning Department Decision	$250.00
Comprehensive Plan/Plan Map Amendment	$725.00
Conditional Use	$475.00
Historical Landmark Designation	$475.00
Land Partition, Major	$430.00
Land Patrician, Minor	$230.00
Planned Unit Development	$900.00 + $10.00 per lot
Property Line Adjustment	$100.00
Public Right-of-Way Vacation	$555.00
Subdivision	$900.00 + $10.00 per lot
Subdivision- Replat	$500.00 + $10.00 per lot
Variance	$420.00
Variance- Minor	$225.00
Zone Change	$725.00
Miscellaneous Services	
Zoning Letter and Research Fee	$5.00. If more than 15-mins, charges are as established in "Administration & General Fees" under "Processing Fees"

Planning Department
215 E Gladys Ave, Hermiston, OR 97838
541-667-5010

Police Department

Violations (cannot exceed amount established by state law)	
False certification	Not more than $1,000.00
Class A, B, C, & D Individual Violations	Maximums permitted by State Law
Class, A, B, C & D Corporation Violations	Double the maximum of Individual Violations
Towing and Impoundment	As established by Towing Company
Miscellaneous Services	
Fingerprinting (Livescan Prints only – No ink prints provided)	$20.00
Bicycle Registration (Residents living within city limits only)	Free
Prints & Public Records	
Please Note: Requestors must pre-pay the estimated cost of request. If the actual charges are less than the pre-payment, then the over- payment shall be refunded.	
Documents & Photocopies (Does not include other fees)	
Black & White (up to 11x17)	Single: $0.25 per page Double-Sided: $0.50 per page
Color (up to 11x17)	Single: $1.00 per page Double-Sided: $2.00 per page
Black & White and Color (larger than 11x17)	Actual Cost
Media (Does not include other fees)	
DVD, CD or USB	Actual Cost
Audio & Video Recording, in addition to other "Records Request Processing Fees".	$35.00 per hour- Minimum Charge Fee waived for the first hour of processing
Police Investigation Reports	
Digital Copy- Includes: The initial report and supplemental reports completed at the time of request, along with color full-page photographs.	$20.00
Printed Copy- Includes: The initial report, supplemental reports completed at the time of request, along with color photographs in gallery/thumbnail view.	$20.00, plus $1.00 per full-page color photos
Discovery	
Criminal Offense: Court Appointed Attorney	Free
Criminal Offense: Retained Attorney	$20.00
Violation Offense: Digital Standard Packet	$20.00
Violation Offense: Printed Standard Packet	$20.00 with potential additional "Media" fees
Miscellaneous	
Police CAD (Computer Aided Dispatch) Incident report	$20.00
Citation copy	$5.00
Mugshot copy	$5.00
Address/Name Record Check	$20.00
Mailing Services	Actual Cost
Records Request Processing Fees (Does not include other fees)	

POLICE DEPARTMENT	
Lengthy Requests (request over 15 mins to complete) Fee's charged at 15 min increments. Requests less than 15 mins to process may be waived, excluding serial requests.	$35.00 per hour
Attorney Fees	Actual Cost

Hermiston Police Department, Bob Shannon Safety Center
330 S. 1st Street, Hermiston, OR 97838
541-567-5519 (Business)
541-966-3651 (Dispatch)
541-667-5148 (Anonymous Tip Line)

Public Transit-Taxicab & Bus Services

Taxicab Services	
Cab Fares	
Senior and Disabled Taxi Tickets	$2.50 per ticket
General Public Taxicab Fares	As established by taxicab company
WORC Program	
Hermiston City Senior/Disabled (live and work inside of City limits)	$20.00 (10 one-way trips)
Hermiston City (live and work in City limits)	$25.00 (10 one-way trips)
Hermiston Zip (live or work outside of City limits)	$32.50 (10 one-way trips)
Hermiston Plus (live and work outside of City limits but in Hermiston zip code)	$57.50 (10 one-way trips)
West-End (live and work in Stanfield or Umatilla)	$90.00 (10 one-way trips)
Please Note: Senior & Disabled and WORC Program Participants must sign up and purchase tickets at Hermiston City Hall prior to receiving a ride.	
Taxicab Company	
Operating Certificate (Charged at the time of application)	
Application and Renewal Fee	$50.00
Late Renewal Fee	$100.00
Taxicab Drivers (Charged at the time of application)	
Application/Renewal Fee	$25.00
Late Renewal Fee	$50.00
Bus Services	
HART (Hermiston Area Regional Transit) A fixed route within the city limits of Hermiston with several connections to the Hopper Bus	Free
Hopper A fixed route with connections to: Pendleton, Umatilla, Irrigon, Stanfield, and Echo.	Free

Taxicab Services are contracted to: Umatilla Cab Co.
2430 N. 1st Street, Hermiston, OR 97838
541-567-6055

Bus Services are contracted to:
The Confederated Tribes of the Umatilla Indian Reservation, Kayak Public Transit
46411 Timíne Way, Pendleton, OR 97801
541-276-3165
https://ctuir.org/

Sewer Department

Account Set-Up (non-refundable)

See "Water Department"

Recycled Water Usage Calculations Rates Adjusted: March 1, 2021	**Monthly Base Rate**	**Calculated Monthly Usage Rate (per 1,000 Gallons)**
Residential	$36.39	$3.12
Commercial	$36.39	$3.12

Recycled Water Annual Adjustment: The Monthly Base Rate, and the Calculated Monthly Usage Rate, shall be adjusted each March 1, effective March 1, 2020, by an amount equal to the year to year percentage change in the Engineering News-Record Construction Cost (20-city average) Index as of December of the preceding calendar year.

Monthly Usage Calculation: Calculated Monthly Usage shall be established each March based on the customer's average monthly winter water usage for the most recent December, January, and February time frame.

New Customers: New customers who begin service between:

- February 1 and November 30- shall be billed at an assumed Monthly Usage of 5,000 gallons per month.
- December 1 and January 30- shall be billed at an assumed Monthly Usage of 5,000 gallons per month until a new Calculated Monthly Usage is established using the average of all full months of service received in December through February.

Reduced Utility Rate: For relief of those residents who are experiencing a financial hardship, a Reduced Utility Rate Application may be obtained at City Hall for a reduced monthly charge calculated at 50 percent (of the base rate of their water and recycled (sewer) water bill).

Fines & Penalties	
Late/Delinquent Payments	See "Water Department"
Disconnection/Reconnection (combined fee)	See "Water Department"

Please Note: Service shall be restored only upon full payment of account, including: any other costs incurred by the City and any fines imposed.

Commercial Independent Discharge Users

Commercial independent discharge users must operate and maintain independent wastewater disposal facilities which are currently licensed by the State of Oregon for the disposal of wastewater. During all times when approved and licensed wastewater facilities are operable, the rate for discharge to the public treatment works will be based on the actual metered flow of discharge.

The metered users of the class will provide access to City personnel to read the meter in each billing period. They will also provide an annual calibration and certification of the metering device from an individual certified for such verification.

Industrial Discharge Users

Industrial discharge user rate established per user needs.

Vactor Use (Municipality use only, with prior authorization from City Manager or designee)	
Vactor use	$350.00/hour with the addition of 2 operators at 1.5 hourly wage and full benefits package rate.

Waste Disposal at Plant	
Septic Tank & Portable Toilet Waste Disposal	$0.25/gallon – Minimum of 100 gallons
Recreational Vehicles (RV)	Free

Sewer (Recycled Water) Department
2205 N. First Place, Hermiston, OR 97838
541-567-5272

Street Department

Sidewalk & Driveway Permits	
All sidewalk & driveway improvement permits	$50.00
Street Excavation Permits	
All right-of-Way Cut Permits: 1. Less than 50 lineal feet, and less than 48" in width 2. More than 50 lineal feet, and less than 48" in width 3. More than 50 lineal feet, and more than 48" in width	 1. $50.00 2. $50.00 plus $1.00 per lineal foot 3. $50.00 plus $1.00 per lineal foot and replace at least 8' of paving width with an approved paving machine.
Please Note: Fees shall be doubled if the start of construction occurs prior to application and approval of the permit. The above amounts do not include repairs needed for Right-of-Way cuts.	

Street Dept. fees are processed by the Building Department

215 E Gladys Ave, Hermiston, OR 97838

541-667-5025

System Development Charges & Connection Permits

A. System Development Charges (SDC's)

Alternative Calculations, Credit's, and Exemptions for SDC's may apply or be requested as set forth in Resolution No. 1841.

Please Note: ORS 223.304(8) allows for periodic adjustments in SDC rates. Therefore, the City shall adjust rates on or about January 1st of each year to account for expected changes in the Acquisition and Development Cost Adjustment as set forth in Resolution No. 1841.

Table A-1: SDC's

- Fees are due and payable upon issuance of a permit for connection
- Park SDC Fees apply to new single residential and multi dwelling service connections only
- Park SDC Fees are not applicable to Commercial Connections

Meter Size	Water	Sewer	Parks
3/4"	$282.00	$225.00	$400.00
1"	$704.00	$563.50	$1,000.00
1 ½"	$1,408.00	$1,127.00	$2,000.00
2"	$2,254.00	$1,802.00	$3,200.00
3"	$4,511.00	$3,602.00	$6,399.00
4"	$7,048.00	$5,628.00	$9,999.00

B. Connection Permits Fees

There is a $25.00 account set-up fee added to each meter installation. This charge is payable at the time of permit purchase. Additional charges may be due subject to water line installation assessment.

Table B-1: Single Residential & Commercial Connection Permit Fees

Meter Size	Water	Single Residential Sewer	Commercial Sewer
3/4"	$900.00	$275.00	$300.00
1"	$1,000.00	$275.00	$300.00
1 ½"	$2,100.00	$275.00	$300.00
2"	$3,100.00	$275.00	$300.00
3"	$4,700.00	$275.00	$300.00
4"	$5,800.00	$275.00	$300.00

Table B-2: Multi-Unit Sewer Connection Permit Fees

- Water Connection fee depends on meter size as indicated in "Table B-1" above.
- Connection permits for assisted living facilities are based on number of living units.

No. of Units	Connection Fee	No. of Units	Connection Fee	No. of Units	Connection Fee
1	$275.00	18	$695.00	35	$900.00
2	$325.00	19	$710.00	36	$910.00

SYSTEM DEVELOPMENT CHARGES & CONNECTION PERMITS

3	$375.00	20	$725.00	37	$920.00
4	$425.00	21	$740.00	38	$930.00
5	$455.00	22	$755.00	39	$940.00
6	$485.00	23	$770.00	40	$950.00
7	$515.00	24	$785.00	41	$960.00
8	$545.00	25	$800.00	42	$970.00
9	$560.00	26	$810.00	43	$980.00
10	$575.00	27	$820.00	44	$990.00
11	$590.00	28	$830.00	45	$1,000.00
12	$605.00	29	$840.00	46	$1,010.00
13	$620.00	30	$850.00	47	$1,020.00
14	$635.00	31	$860.00	48	$1,030.00
15	$650.00	32	$870.00	49	$1,040.00
16	$665.00	33	$880.00	50	$1,050.00
17	$680.00	34	$890.00	51+	**See Below

**Sewer Connection Permit Fee for more than 50 units is $1,050.00 plus $5.00 for each additional unit.

Building Department
215 E Gladys Ave, Hermiston, OR 97838
541-667-5025

Transient Room Tax

Imposed Tax: Rent charged for the sale, service or furnishing of transient lodging defined in Ordinance No. 2236 passed 12/14/2015.	
Imposed Tax Exemptions: Taxes shall not be charged to those listed under "Exemptions" in Ord 2236.	
1 to 6 consecutive days of occupancy by the same person	8%
7 to 30 consecutive days of occupancy by the same person	2.5%
More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month	None
Please Note: Taxes shall exclude the sale of any goods, services and commodities, other than the furnishing of rooms, accommodations, and parking space in recreational vehicle parks.	
Tourism Promotion Assessment Charge	
Hotels	
1 to 30 consecutive days of occupancy by the same person- through 12/31/2030	$2.00 per night rented
More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month- through 12/31/2030	None
1 to 30 consecutive days of occupancy by the same person- effective 01/01/2031	$1.00 per night rented
More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month- effective 01/01/2031	None
Recreational Vehicle Park	
1 to 30 consecutive days of occupancy by the same person	$1.00 per space night rented
More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month	None
Collection of Transient Tax Funds- Shall be paid by the transient to the transient tax collector at the time that rent is paid.	

Collected Each Quarter	Collection Process
Less than $100.00	None.
$100.00 or more	The taxes and charges shall be filed with the Finance Director or designee.

Delinquencies and Interest from Transient Tax Collector	
A. **Original Delinquency-** Imposed on any transient tax collector who has not been granted an extension of time for remittance but pays prior to delinquency established	10% of tax & charges due, in addition to the amount of the tax and charges
B. **Continued Delinquency-** Imposed on any transient tax collector who has not been granted an extension of time for remittance and is more than 30-days past due	25% of tax & charges due, in addition to the amount of the tax and charges
C. **Fraud-** Nonpayment of any remittance due to fraud or intent to evade	25% of tax & charges due, in addition to subsections (A) or (B) of this section
D. **Interest-** In addition to the penalties imposed, any transient tax collector who fails to remit any tax or charge imposed when due	0.5% per month without prorations, exclusive of penalties, until paid

Petition for waiver: Any transient tax collector may petition the City Council for waiver and refund of the penalty or any portion thereof as established in Ord 2236.

Water Department

Account Set-Up (non-refundable)			
Water and/or Sewer, with or without Garbage Services	$25.00		
Water Usage Calculations (per 1,000 gallons) Rates Adjusted: March 1, 2021	**Base Rate**	**0-15,000 Gallons**	**>15,000 Gallons**
Residential	$31.20	$0.52	$3.63
Commercial	$31.20	$0.52	$3.63

Water Usage Annual Adjustment: The Monthly Base Rate, and the Water Usage Rate, shall be adjusted each March 1, effective March 1, 2020, by an amount equal to the year to year percentage change in the Engineering News-Record Construction Cost (20-city average) Index as of December of the preceding calendar year.

Reduced Utility Rate: For relief of those residents who are experiencing a financial hardship, a Reduced Utility Rate Application may be obtained at City Hall for a reduced monthly charge calculated at 50 percent (of the base rate of their water and recycled (sewer) water bill).

Fines & Penalties	
Late/Delinquent Payments- All unpaid bills & charges for water, sewer & garbage services, not paid within 10 days of issuance of statement.	Additional 5% imposed on the gross combined billing
Disconnection/Reconnection (combined fee) due to non-payment and/or failure to comply with water shortage emergency regulations	$20.00
Tampering Act- For any unauthorized alteration or attempted alteration to: A. Reconnect services, once disconnected B. Component(s) or locking mechanism C. Other unauthorized access	$25.00 per occurrence, plus any additional charges for repairs or replacements due to damage(s)

Please Note: Service shall be restored only upon full payment of account, including: any other costs incurred by the City and any fines imposed.

Water Meter Inspection		
Consumer requested inspection & testing of meter	$15.00	
Miscellaneous Services		
Fire Hydrant Meter	$1,400.00 Deposit	Double Water Rate. Charged Monthly

View Water Usage – Eye On Water: As part of our ongoing efforts to improve services to our customers, we offer direct access to view your water usage data. The **EyeOnWater** website and FREE App (available for Android and IOS users) have a variety of available tools to review and analyze your water use. With these tools you are able to view your hourly usage, easy to understand graphs and the ability to establish alerts – including identifying potential water leaks.

To get started go to https://eyeonwater.com or scan the QR Code on the right-hand side of this page. You will need your account number (excluding the decimal points), zip code and a valid email address.

Water Department Services are located at City Hall

235 E Gladys Ave, Hermiston, OR 97838

541-567-5521