

**City of Keizer**  
**Fees and Charges for Services**  
**As of July 1, 2023**

<i><b>Description</b></i>	<i><b>Amount</b></i>	
<b>General Administration</b>		
Liquor Licenses/Permits		
Original Application	\$	100.00
Change of ownership, location, privilege	\$	75.00
Renewal and temporary applications	\$	35.00
Special license applications	\$	35.00
Parade or Special Event Application Fee	\$	25.00
Electronic Lien Search Fees	\$	31.00
Returned Payment Fee	\$	31.00
Three returned payments within one year	\$	100.00
Public Records, Copies & Postage		
	\$	7.35 after first 15 minutes
Records search (requests taking less than 30 minutes; first 15 minutes no charge)		
Records search (requests taking 30 minutes or more)		Flat fee for records searches taking less than 30 minutes (see above) plus the hourly rate of staff person conducting the research including benefits for any additional time more than 30 minutes
Photocopies		
1-10 pages	\$	0.31 per page
11+ pages (plus \$3.10 for first 10 pages)	\$	0.23 per page
City Recorder certification	\$	7.35
CD/DVD reproduction	\$	18.00 per DVD/CD
Bound documents (10-50 pages)	\$	15.00
Bound documents (50+ pages)	\$	23.00
Pre-printed maps 8.5" x 11"	\$	0.53 per sheet
Pre-printed maps 11" x 17"	\$	7.35 per sheet
Pre-printed maps over 11" x 17"	\$	15.00 per sheet
Custom printed maps 8.5" x 11"	\$	3.05 per sheet
Custom query maps 8.5" x 11"	\$	15.00 per sheet
Custom printed maps over 8.5" x 11"	\$	23.00 per sheet
Custom query maps over 8.5" x 11"	\$	53.00 per sheet
GIS Mapping data files - existing layer	\$	100.00 megabyte or portion
GIS Mapping data files - custom query	\$	150.00 megabyte or portion
Photos (including photo CDs)	\$	15.00 plus cost of duplication

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<b>Description</b>	<b>Amount</b>
<b>Fax Reimbursement Charges (for non-city related business)</b>	
Faxes (based on local rates)	
Long Distance (cover sheet free)	
1st page	\$ 3.05
Each additional page	\$ 1.85
Local (cover sheet free)	
1st page	\$ 1.85
Each additional page	\$ 1.35

**Community Center Rental Fees**

Room	Rate Per Hour	Minimum Use
Large ballroom (up to 9,000 square feet)	\$250/hour*	8 hours
Medium room (up to 3,000 square feet)	\$100/hour*	4 hours
Small room (1,000 square feet)	\$25/hour	3 hours

Tax-exempt, Keizer-based 501(c)(3) organizations may host fundraiser activities using two Medium rooms or the Large ballroom for a base use fee of \$500.00. This fee shall include the use of the facility and amenities. The user will be responsible to pay all fees associated with required staffing. The use under this provision is limited to one event per calendar year per Keizer-based 501(c)(3) organization and is limited to a maximum of twelve hours usage.

\* Keizer residents and Keizer-based 501(c)(3) non-profit organizations are entitled to a 25% discount on the base rates and Government partners are entitled to a 20% discount on base use rates.

**Additional Equipment Use Fee (to be used in conjunction with room rentals):**

Conference Phone	\$ 25.00	
Projector with Screen (2)	\$ 60.00	each
Television with DVD	\$ 50.00	
Stage	\$ 75.00	

**Note: Various deposits, cancelation fees and late fees may apply**

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<b>Description</b>	<b>Amount</b>
<b>Public Safety</b>	
Police impound fees	\$ 62.00
Parking Violation Impound Administrative Fee	\$ 62.00
Police incident report (one copy at no charge to crime victims, excluding traffic accidents) - \$.28 per page over 10 pages	\$ 15.00
Police letter of clearance	\$ 7.35
Police computer scan request	\$ 7.35
Police photos (DVD Disc)	\$ 15.00
Officer Exam Fee	actual cost
Police Officer rate for Special Events	\$ 80.00 per hour
Fingerprints	\$ 31.00
Application fee for discharge of firearm within the City	\$ 10.00
<b>Municipal Court</b>	
Administrative Fee	\$ 42.00
Letters generated by the Judge	\$ 40.00
Collection Files	25% on balance due
Failure to Comply	\$ 16.00
Returned Payment Fee	\$ 25.00
Finance Fee	\$ 52.00
Case Re-Opening Fee	\$ 35.00
Case Re-Scheduling Fee	\$ 25.00
Assignment of Judgement Filing Fee	\$ 5.00

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<i><b>Description</b></i>	<i><b>Amount</b></i>	
<i><b>Parks and Recreation</b></i>		
Park Amenities, excludes Amphitheatre		
2-hour Minimum	\$	42.00
each additional hour	\$	16.00
Park Areas		
2-hour Minimum	\$	105.00
each additional hour	\$	53.00
Sports Field		
2-hour Minimum	\$	84.00
each additional hour	\$	42.00
maximum daily rate	\$	420.00
Amphitheatre		
4-hour Minimum	\$	170.00
each additional hour	\$	42.00
Organized events for profit		
4-hour Minimum	\$	170.00
Park Additional hours	\$	42.00
OR		
10% of ticket sales whichever is greater		
Electrical Power		
Amphitheatre, per day	\$	21.00
Chalmers Jones, per day	\$	21.00
Permit Application Fee	\$	63.00
<i><b>Community Development</b></i>		
Land Use and Sign Permit Fees		
Conditional use	\$	856.00
Floodplain	\$	488.00 (Plus \$18/lot)
Property Line Adjustment	\$	488.00
Variance (Minor, Major or Sign)	\$	856.00
Annexation	\$	2,157.00
Comprehensive Plan Amendment	\$	3,006.00
Master Plan	\$	3,374.00 plus \$46 X number of acres over 4 acres
Master Plan Amendment	\$	2,531.00
Planned unit development/manufactured home park	\$	3,374.00 plus \$46 X number of acres over 4 acres
Zone Change	\$	3,006.00
Zone Change and comprehensive plan amendment	\$	4,110.00
Final Plat Review	\$	434.00

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<b>Description</b>	<b>Amount</b>
Review of transportation impact analysis (TIA)	\$ 795.00
Historical Resource	\$ 181.00
Development Standards Alternative	\$ 856.00
Administrative Action	
Dealers License (New)	\$ 46.00
Dealers License (Renewal)	\$ 18.00
Land Use Compatibility Statement	\$ 46.00
Legal Lot Determination	\$ 434.00
Sign Permits	
0 to 36 square feet	\$ 119.00
36 to 60 square feet	\$ 152.00
61 to 100 square feet	\$ 193.00
101 to 150 square feet	\$ 239.00
Site Plan Review, with Building Permit	
(Commercial)	\$ 284.00
(Industrial)	\$ 384.00
Temporary Use Permit	\$ 66.00
Written Determination	\$ 66.00
Zoning Fees (Building Permit)	20% of Marion County Building Fee
Childcare License Zoning Review	\$ 46.00
Zoning Review (Other than Dealers License and Childcare License)	\$ 46.00
Mobile Food Vendor Premises Permit	\$ 90.00
Sign Permits for Special Occassions - 14 Consecutive Calendar Days	\$ 66.00
Middle Housing Land Devision	
Middle Housing Land Division (up to 3 Lots)	\$ 1,554.00
Middle Housing Land Division (4 or more Lots)	\$ 4,700.00
Appeals	
Appeal of staff decision	\$ 250.00
Appeal of hearings officer/planning commission decision	\$ 440.00

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<i><b>Description</b></i>	<i><b>Amount</b></i>
Land use fees relating to partitions and subdivisions	
Partition	\$ 1,145.00
Expedited Land Division Process (partition)	\$ 1,554.00
Extension Fee (Partition)	\$ 193.00
Subdivision	\$ 3,374.00 plus \$46 X number of acres over 4 acres
Expedited Land Division Process (subdivision)	\$ 4,700.00 plus \$46 X number of acres over 4 acres
Extension Fee (Subdivision)	\$ 771.00
Final Plat Review (partition/subdivision)	\$ 434.00
Cottage cluster partition	\$ 1,145.00
Cottage cluster subdivision	\$ 3,374.00 plus \$46 X number of acres over 4 acres
Review of transportation impact analysis (TIA) (partition, subdivision)	\$ 795.00
Medical marijuana facility permit and annual renewal	
Application fee - non-refundable	\$ 500.00
Registration fee - refundable	\$ 1,500.00
Retail marijuana permit and annual renewal	
Application fee - non-refundable	\$ 500.00
Registration fee - refundable	\$ 1,500.00

A late fee of \$250 will be imposed for renewal applications received less than 30 days prior to the expiration of the annual permit.

Three percent (3%) tax on the Retail Sale Price of Marijuana Items by Marijuana Retailer in the area subject to the jurisdiction of the city.

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<b>Description</b>	<b>Amount</b>
<b>Public Works</b>	
Application Fee for Public Improvement Reimbursement Districts	\$ 4,315.00
Driveway Permits	\$ 96.00
Sidewalk Alteration, Reconstruction or Repair Permit	\$ 96.00
Planning & Construction Fee	
Sanitary Sewer	
Plan check fee	1/4 or 1% cost of construction - \$1,000.00 minimum
Construction permit	1% cost of construction
Water System	
Plan check fee	1/4 or 1% cost of construction - \$1,000.00 minimum
Construction permit	4% cost of construction
Streets	
Plan check fee	1/4 or 1% cost of construction - \$1,000.00 minimum
Construction permit	2.5% cost of construction
Storm Drainage	
Plan check fee	1/4 or 1% cost of construction - \$1,000.00 minimum
Construction permit	2.5% cost of construction
<b>Water Service Connection Fee</b>	
New subdivision	
5/8" meter	\$ 215.00
3/4" meter	\$ 250.00
1" meter	\$ 415.00
1 1/2" meter and larger	actual cost
Meter upgrade from 5/8" to 3/4"	\$ 96.00
Outside new subdivision	
5/8" meter	\$ 1,165.00
3/4" meter	\$ 1,245.00
1" meter and larger	actual cost

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<i><b>Description</b></i>	<i><b>Amount</b></i>	
<b>System Development Charges (SDCs)</b>		
<b>Park SDCs</b>		
Single family home & duplex fees	\$	2,545.00
Triplex & apartments fees (per unit)	\$	2,490.00
Multi-Unit Senior Housing (10 unit minimum)	\$	1,105.00
Residential Care Housing		no fee
Commercial buildings		no fee
<b>Water SDCs</b>		
5/8" or 3/4"meter	\$	1,430.00
1" meter	\$	3,575.00
1 1/2" meter	\$	7,155.00
2" meter	\$	11,445.00
3" meter	\$	22,895.00
4" meter	\$	35,780.00
6" meter	\$	71,550.00
8" meter	\$	114,485.00
10" meter	\$	164,565.00
<b>Sewer SDCs</b>		
Wastewater treatment facilities on properties with a 3/4" meter or less set by the City of Salem	\$	375.00
<b>Transportation SDCs</b>		
	<b>Keizer UGB</b>	<b>Keizer Station</b>
SDC/Trip	\$ 3,720.00	\$ 1,680.00
Land Use		
Residential (per Dwelling Unit)		
Single Family	\$ 1,880.00	\$ 850.00
Apartment	\$ 1,155.00	\$ 520.00
Residential Condo/Townhouse	\$ 965.00	\$ 435.00
Mobile Home	\$ 1,095.00	\$ 495.00
Hotel/Motel (per Room)		
Hotel	\$ 1,095.00	\$ 495.00
Motel	\$ 875.00	\$ 395.00

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<b>Description</b>	<b>Amount</b>	
<b>Transportation SDCs</b>		
Commercial/Industrial (per 1,000 Square Feet)	<b>Keizer UGB</b>	<b>Keizer Station</b>
Athletic Club	\$ 7,535.00	\$ 3,400.00
Automobile Care Center	\$ 4,525.00	\$ 2,045.00
Automobile Parts Sales	\$ 6,340.00	\$ 2,865.00
Bank, Drive-Thru	\$ 45,100.00	\$ 20,370.00
Building Materials and Lumber	\$ 6,015.00	\$ 2,720.00
Business Park	\$ 2,400.00	\$ 1,085.00
Church	\$ 1,225.00	\$ 555.00
Convenience Market	\$ 38,025.00	\$ 17,175.00
Discount Club	\$ 7,180.00	\$ 3,245.00
Discount Supermarket	\$ 15,065.00	\$ 6,805.00
Electronics Superstore	\$ 5,020.00	\$ 2,270.00
Factory Outlet Store	\$ 3,155.00	\$ 1,425.00
Free-Standing Discount Store	\$ 7,810.00	\$ 3,530.00
Free-Standing Discount Superstore	\$ 5,980.00	\$ 2,700.00
Furniture Store	\$ 405.00	\$ 180.00
Garden Center / Nursery	\$ 5,085.00	\$ 2,300.00
Hardware/Paint Store	\$ 6,480.00	\$ 2,930.00
Health Club / Fitness	\$ 10,715.00	\$ 4,840.00
Home Improvement Superstore	\$ 2,370.00	\$ 1,070.00
Hospital	\$ 2,195.00	\$ 990.00
Industrial Heavy	\$ 1,265.00	\$ 570.00
Industrial Park	\$ 160.00	\$ 725.00
Light Industrial	\$ 1,825.00	\$ 825.00
Manufacturing	\$ 1,380.00	\$ 620.00
Mini-Warehouse	\$ 485.00	\$ 220.00
New Car Sales	\$ 3,535.00	\$ 1,595.00
Pharmacy/Drug store (No Drive-Thru)	\$ 7,365.00	\$ 3,325.00
Pharmacy/Drug Store (With Drive-Thru)	\$ 8,175.00	\$ 3,695.00
Restaurant - Fast Food (With Drive-Thru)	\$ 32,225.00	\$ 14,555.00
Restaurant - High Turnover	\$ 11,580.00	\$ 5,230.00
Restaurant - Quality	\$ 7,800.00	\$ 3,525.00
Shopping Center	\$ 4,605.00	\$ 2,080.00

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<b>Transportation SDCs</b>		
Commercial/Industrial (per 1,000 Square Feet)	<b>Keizer UGB</b>	<b>Keizer Station</b>
Specialty Retail	\$ 3,325.00	\$ 1,505.00
Supermarket (Free Standing)	\$ 12,445.00	\$ 5,620.00
Tire Store	\$ 5,560.00	\$ 2,510.00
Tire Superstore	\$ 2,830.00	\$ 1,280.00
Warehousing	\$ 875.00	\$ 395.00
Office Developments (per 1,000 Square Feet)		
General Office (Many Users)	\$ 2,770.00	\$ 1,250.00
Government Office	\$ 2,250.00	\$ 1,015.00
Government Office Complex	\$ 5,320.00	\$ 2,400.00
Medical/Dental Office Bldg.	\$ 6,920.00	\$ 3,125.00
Office Park (Many Buildings)	\$ 2,790.00	\$ 1,260.00
Single-Tenant Office	\$ 3,215.00	\$ 1,455.00
Miscellaneous		
Gas Station with Conv Mkt (per Fueling Station in addition to Convenience Market fee)	\$ 10,950.00	\$ 4,945.00
Gas Station (per Pump)	\$ 14,955.00	\$ 6,755.00
Gas Station (per Hole)	\$ 5,095.00	\$ 2,300.00
Movie Theater with Matinee (per Seat)	\$ 135.00	\$ 60.00
Multi-Plex Theater (per Seat)	\$ 150.00	\$ 65.00
Quick Lubrication (per Servicing Positions)	\$ 5,600.00	\$ 2,530.00
Self-Service Car Wash (per Stall)	\$ 5,980.00	\$ 2,705.00
Soccer Complex (per Field)	\$ 22,300.00	\$ 10,075.00
<b>Water User Fees - bi-monthly charge (includes 5% license fee)</b>	<b>Effective January 2023</b>	<b>Effective January 2024</b>
5/8" or 3/4" meter	\$ 13.18	\$ 13.70
1" meter	\$ 26.78	\$ 27.85
1 1/2" meter	\$ 51.79	\$ 53.86
2" meter	\$ 81.84	\$ 85.11
3" meter	\$ 159.11	\$ 165.47
4" meter	\$ 252.18	\$ 262.27
6" meter	\$ 502.56	\$ 522.66
8" meter	\$ 860.66	\$ 895.09

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<b>Description</b>	<b>Amount</b>			
Volume rate - \$/ccf (includes 5% license fee)				
Residential	\$	1.70	\$	1.77
Commercial	\$	1.65	\$	1.71
Private Fire Protection (includes 5% license fee)				
4"	\$	36.73	\$	38.20
6"	\$	102.03	\$	106.11
8"	\$	214.26	\$	222.83
10"	\$	367.31	\$	382.00
<b>Miscellaneous Water Service Fees (includes 5% license fee)</b>				
Service fee	\$	25.05	\$	26.06
Shut off processing fee (late fee)	\$	50.09	\$	52.09
After hours fees	\$	125.23	\$	130.24
Tampering fee	\$	50.09	\$	52.09
Removal of meter following third tampering incident		cost + 15%		cost + 15%
<b>Sewer User Fees - includes 5% license fee</b>	<b>Effective January 2023</b>		<b>Effective January 2024</b>	
	<b>Bi-Monthly</b>		<b>Bi-Monthly</b>	
	<b>Fixed Rate</b>	<b>Volume Rate</b>	<b>Fixed Rate</b>	<b>Volume Rate</b>
Sewer Residential				
With consumption	\$	31.90	\$	34.15
Without consumption (based on 10 ccf)	\$	73.69	\$	77.62
New (without history; wastewater volume at 12 CCF)	\$	82.05	\$	86.31
Vacant (wastewater volume at 1 ccf)	\$	36.08	\$	38.49
Low Income Base Charge	\$	8.32	\$	8.95
Sewer Duplex - per unit	\$	35.09	\$	37.57
Sewer Triplex - per unit	\$	38.28	\$	40.97
Sewer Fourplex - per unit	\$	41.48	\$	44.39
Sewer Fiveplex - per unit	\$	44.67	\$	47.80
Add the following fixed rate for each unit over five	\$	3.19	\$	3.42
Sewer Commercial (per account)	\$	50.34	\$	53.99
Sewer Administration Fee - per bill	\$	6.25	\$	6.25
Delinquent Sewer Charges	\$	39.00	\$	39.00
Plus 10% delinquent sewer charges				
Sewer Acreage Fee		actual cost		contact Public Works Department

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<b>Description</b>	<b>Amount</b>	
	<b>Effective January 2020</b>	<b>(NO Increase)</b>
<b>Storm Water Utility Fee (includes 5% license fee) per ESU bi-monthly</b>	\$	16.09
Street Lighting District Assessments		
Administrative fee	\$	4.51
Electricity		actual cost
Franchise tax or Business License Fee - assessed by utility company		
Cable		5% of gross revenue
Natural gas		5% of gross revenue
Electrical		5% of gross revenue
Sanitation		5% of gross revenue
Water		5% of gross revenue
Sewer		5% of gross revenue
Storm Water		5% of gross revenue
Transient Occupancy Tax		6% of taxable rents (less 5% of gross tax for collection fee)
<b>Erosion Control Fees</b>		
	<b>Disturbance Threshold (sqft)</b>	<b>Plan Required</b>
		<b>Fee***</b>
200 -1,999 - Waterway Adjacent Disturbance*		None
2,000 - 9,999		\$ 100.00
10,000 - 19,999		\$ 200.00
20,000 - 43,559		\$ 500.00
43,560 (1 acre) +		\$ 1,000.00
Re-Inspection Fee**		\$ 75.00
<p>*Waterway-Adjacent means the disturbance takes place within 50 feet of any waterway, see ordinance language for details. No fee is assessed on projects until the 2000 sqft threshold is reached.</p> <p>**If additional inspections are required due to improper or inadequate implementation of the plan, re-inspection fees will be assessed.</p> <p>***All permits are subject to an annual renewal requirement.</p>		
Application Fee for Apportionment of Local Improvement Assessments (per Lot)* plus actual publication costs, recording fees and mailing costs	\$	275.00
Demolition Permit Fee for one and two family projects	\$	110.00