



BOARD OF COMMISSIONERS

BOARD OF COUNTY COMMISSIONERS MEETING

9:00 AM, WEDNESDAY, JUNE 14, 2023

Barnes Sawyer Rooms - Deschutes Services Bldg - 1300 NW Wall St – Bend

(541) 388-6570 | www.deschutes.org

AGENDA

MEETING FORMAT: In accordance with Oregon state law, this meeting is open to the public and can be accessed and attended in person or remotely, with the exception of any executive session.

Members of the public may view the meeting in real time via YouTube using this link: <http://bit.ly/3mmlnzy>. To view the meeting via Zoom, see below.

Citizen Input: The public may comment on any topic that is not on the current agenda. Alternatively, comments may be submitted on any topic at any time by emailing citizeninput@deschutes.org or leaving a voice message at 541-385-1734.

When in-person comment from the public is allowed at the meeting, public comment will also be allowed via computer, phone or other virtual means.

Zoom Meeting Information: This meeting may be accessed via Zoom using a phone or computer.

- To join the meeting from a computer, copy and paste this link: bit.ly/3h3oqD.
- To join by phone, call 253-215-8782 and enter webinar ID # 899 4635 9970 followed by the passcode 013510.
- If joining by a browser, use the raise hand icon to indicate you would like to provide public comment, if and when allowed. If using a phone, press *6 to indicate you would like to speak and *9 to unmute yourself when you are called on.



Deschutes County encourages persons with disabilities to participate in all programs and activities. This event/location is accessible to people with disabilities. If you need accommodations to make participation possible, call (541) 388-6572 or email brenda.fritsvold@deschutes.org.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CITIZEN INPUT: Citizen Input may be provided as comment on any topic that is not on the agenda.

***Note:** In addition to the option of providing in-person comments at the meeting, citizen input comments may be emailed to citizeninput@deschutes.org or you may leave a brief voicemail at 541.385.1734.*

CONSENT AGENDA

1. Consideration of Board Signature on Document No 2023-368 for 4Peaks 2024 Outdoor Mass Gathering Permit
2. Consideration of Board Signature on Letter Appointing Nina Dille for service on the Deschutes River Recreation Homesites #6 Special Road District
3. Consideration of Board Signature on Letter of Thanks to Kyle Shortsleeve for service on the Deschutes River Recreation Homesites Special Road District #6

ACTION ITEMS

- [4.](#) **9:10 AM** Public Hearing: Deschutes County FY 2023-24 Budget
- [5.](#) **9:20 AM** Public Hearing: FY 2024 Deschutes County Fee Schedule and consideration of Board adoption

CONVENE AS THE GOVERNING BODY OF THE DESCHUTES COUNTY 9-1-1 SERVICE DISTRICT

- [6.](#) **9:30 AM** Public Hearing: FY 2024 Deschutes County 9-1-1 Service District Fee Schedule and consideration of Board adoption

CONVENE AS THE GOVERNING BODY OF THE COUNTY EXTENSION AND 4H SERVICE DISTRICT

- [7.](#) **9:35 AM** Public Hearing: FY 2024 Deschutes County Extension and 4H Service District Fee Schedule and consideration of Board adoption

CONVENE AS THE GOVERNING BODY OF THE SUNRIVER SERVICE DISTRICT

- [8.](#) **9:40 AM** Public Hearing FY 2024 Sunriver Service District Fee Schedule and consideration of Board adoption

CONVENE AS THE GOVERNING BODY OF THE BLACK BUTTE RANCH SERVICE DISTRICT

- 9. **9:45 AM** Public Hearing: FY 2024 Black Butte Ranch Service District Fee Schedule and consideration of Board adoption

RECONVENE AS THE GOVERNING BODY OF DESCHUTES COUNTY

- 10. **9:50 AM** SunWest Builders Change Order No. 1—North County Campus
- 11. **10:00 AM** Community Development Department Fiscal Year 2023-24 Work Plan

OTHER ITEMS

These can be any items not included on the agenda that the Commissioners wish to discuss as part of the meeting, pursuant to ORS 192.640.

EXECUTIVE SESSION

At any time during the meeting, an executive session could be called to address issues relating to ORS 192.660(2)(e), real property negotiations; ORS 192.660(2)(h), litigation; ORS 192.660(2)(d), labor negotiations; ORS 192.660(2)(b), personnel issues; or other executive session categories.

Executive sessions are closed to the public; however, with few exceptions and under specific guidelines, are open to the media.

- 12. Executive Session under ORS 192.660 (2) (d) Labor Negotiations

ADJOURN



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 14, 2023

SUBJECT: Approval of 4Peaks 2024 Outdoor Mass Gathering Permit

RECOMMENDED MOTION:

Move approval of Board signature of Document No. 2023-368, granting an outdoor mass gathering permit for the 4Peaks 2024 music festival, with conditions.

BACKGROUND AND POLICY IMPLICATIONS:

The Board held deliberations on May 31st for the 4Peaks 2024 Outdoor Mass Gathering permit. The Board approved the permit but requested that the applicant be conditioned to provide information two weeks before the event instead of thirty days. Staff has made the requested changes to conditions of approval #7, #19, #23, #24, and #36.

BUDGET IMPACTS:

None

ATTENDANCE:

Rachel Vickers, Associate Planner

REVIEWED
LEGAL COUNSEL

For Recording Stamp Only

**OUTDOOR MASS GATHERING PERMIT
DESCHUTES COUNTY COMMUNITY DEVELOPMENT DEPARTMENT
BEND, OREGON 541/388-6575**

LOCATION: 21085 KNOTT ROAD, BEND, 97702

OWNER: DM STEVENSON RANCH LLC

TYPE, DATES & TIME OF EVENT: MUSIC FESTIVAL, JUNE 15, 2024 – JUNE 24, 2024, 9:00 AM TO 12:00 AM

OPERATOR: 4 PEAKS PRESENTS, LLC PHONE: 541-350-6474

1. PERMIT BECOMES NULL AND VOID IF EVENT OR GATHERING HAS NOT STARTED ON THE APPROVED DATE.
2. THE APPROVED PERMIT SHALL BE RETAINED ON-SITE UNTIL THE EVENT OR GATHERING IS COMPLETE.
3. BY ACCEPTANCE OF THIS PERMIT, OWNER OPERATOR CONSENT TO ALLOW LAW ENFORCEMENT, PUBLIC HEALTH AND FIRE CONTROL OFFICERS TO COME UPON THE PREMISES FOR WHICH THE PERMIT HAS/HAD BEEN GRANTED FOR THE PURPOSE OF INSPECTION AND ENFORCEMENT OF THE TERMS AND CONDITIONS OF THE PERMIT AS ALLOWED BY DCC 8.16, AND ANY OTHER APPLICABLE LAWS OR ORDINANCES.

FILE NUMBER (247-22-000675-OMG)

The Board of County Commissioners approves the 4 Peaks Presents, LLC application for an Outdoor Mass Gathering permit based upon the attached requirements incorporated by reference herein and subject to the following conditions.

CONDITIONS OF APPROVAL

1. Fourteen days prior to the event, 4 Peaks Presents, LLC (the “operator”), shall obtain and submit to the Community Development Director for approval a Special Events Insurance policy that provides general liability of \$1,000,000 per single claimant and incident and \$2,000,000 for all claimants arising from a single incident. The policies shall name Deschutes County, its officials, agents and employees as an additional insured on the endorsement. The policies shall provide payment of claims within the 180-day period after the scheduled termination of the event.
2. The total number of attendees authorized on-site at any time during the course of the event is 1,999. A 10% variance is allowed meaning that under no circumstances shall the total number of attendees (to include patrons, musicians, vendors, staff, and security) exceed 2,200 total persons at any time during the course of the event.
3. The operator shall keep reasonable counts of persons and vehicles entering the event.

4. The operator shall provide one toilet per every 100 attendees. The operator has contracted with Little Johns to provide the required facilities.
5. Hand washing facilities shall provide running water, adequate soap, and paper towels. The operator has contracted with Little Johns to provide the required facilities.
6. The operator shall provide waste collection and removal. The operator has contracted with Bend Garbage and Recycling to provide waste containers and removal services.
7. Fourteen days prior to the event, the operator shall submit to the Community Development Director and County Health Director, copies of the operator's contracts for sanitation and waste collection and removal.
8. Drinking water shall be provided by Avion Water Supply. The water system shall meet all Drinking Water Program requirements.
9. Food service shall be provided by licensed vendors and restaurateurs. Each food vendor shall apply to the County Health Department for a temporary restaurant license at least one week in advance of the event.
10. The operator shall receive final approval by the Bend Fire Department after inspection no later than June 19, 2024.
11. All fire hydrants, fire sprinkler, and/or standpipe system connections are to remain readily visible, accessible, and unobstructed and shall be accessible with an unobstructed circumferential distance of three feet.
12. Fire and emergency access roads shall have an unobstructed width of not less than 20 feet and a vertical clearance of not less than 13 feet, 6 inches. Barricades shall be approved by the by the County prior to erecting. The emergency access roads shall remain open at all times.
13. Vendors cooking outdoors shall comply with the Bend Fire Department and the City of Bend "Open Cooking Concession Requirements."
14. Non-fixed food concession such as enclosed trailers, buses, and vans shall comply with the Bend Fire Department and the City of Bend "Non-Fixed Food Concession Requirements."
15. All tents, canopies, and temporary structures shall comply with the Bend Fire Department regulations.
16. Campfires, bonfires and other recreational open burning are prohibited.
17. The Outdoor Mass Gathering shall have at least one first aid station staffed by two adult individuals trained in first aid techniques for the duration of the event. The first aid station shall include an Automated External Defibrillator (AED) device with AED device trained staff. Ambulance service shall be provided by Bend Fire Station #303 located at 61080 Country Club Drive, approximately 2 miles from the event site, or the next available responding ambulance unit.
18. If the irrigation pond located on-site is less than 50 percent full one-week prior to the event, the operator shall provide a water truck at the event for fire suppression. The applicant shall ensure that the appropriate firefighting apparatus and equipment for utilizing any available water sources onsite, including the irrigation pond, can and will be provided should they be required. The effectiveness of any provided firefighting apparatus shall be confirmed by the Bend Fire Department.
19. Fourteen days prior to the event, the operator shall submit to the Community Development Director, the names and qualifications for all individuals trained in first aid techniques and AED device trained staff for the duration of the event.
20. Security for the event will be provided by Howard Koff, with clearly marked security officers. Security will be in place at all times during the Outdoor Mass Gathering.
21. The operator shall provide one crowd control person for each 100 persons, expected or reasonably expected to be in attendance at any time during the Outdoor Mass Gathering.
22. Traffic control and crowd protection personnel shall show certification of training or experience acceptable to the County to conduct traffic and or crowd-control duties upon request from the County.
23. Fourteen days prior to the event, the operator shall submit to the County Road Department and Senior Transportation Planner for review and approval a detailed traffic control plan that includes traffic control signs, sign location and spacing plan, traffic control personnel certification, and a site plan drawn to scale illustrating adequate space (75 feet) for stacking of vehicles.

- 24. Fourteen days prior to the event, the operator shall submit to the Community Development Director and County Sheriff, the names and necessary background information for all traffic-control and crowd-control personnel to be utilized during the Outdoor Mass Gathering.
- 25. Operator shall adhere to the proposed site plan that shows the parking area during the course of the event.
- 26. This permit shall be posted in a conspicuous spot on the property during the course of the event.
- 27. The operator and/or property owner will provide access to the premises for inspection purposes by law enforcement, public health, and fire control officers based on the terms and conditions of the permit. If deficiencies are identified following an inspection, the inspector may return as often as needed until the deficiencies are cured. If the deficiencies are not cured or if the County determines that the deficiencies cannot be cured then the operator expressly consents that the County Sheriff is authorized to take any and all necessary actions to terminate the Outdoor Mass Gathering.
- 28. The burden of preserving order to the proposed event shall be with 4 Peaks Presents, LLC at all times.
- 29. All debris will be removed within 72 hours after the event termination. All temporary structures shall be removed within 3 weeks of event termination.
- 30. No person shall be permitted to bring alcohol onto the premises. This shall not apply to the sale and consumption of alcohol from a State of Oregon licensed facility located on the premise.
- 31. No narcotic or illegal/dangerous drug use will be permitted at the premises.
- 32. The operator shall meet the requirements of DCC 8.16.250, Public Safety.
- 33. Parking services will be provided by 4 Peaks Presents, LLC and will include a minimum of six traffic control/parking monitors for each shift.
- 34. The amplified music shall meet the requirements of DCC 8.16.290. A sound level in excess of 70 decibels prior to 10:00 p.m. and in excess of 50 decibels after 10:00 p.m. (as measured upon the A scale of a standard sound level meter on affected property from the property lines) shall constitute a violation of the Deschutes County Code.
- 35. The Outdoor Mass Gathering shall not be conducted, including set-up, placement, storage, staging, removal or similar action of any equipment, materials, structures, vehicles, supplies and so forth, in the unincorporated areas of the County within 1,000 feet of any residence between the hours of 12:01 a.m. and 9:00 a.m. The proposed late night music venue shall end at 12:00 a.m.
- 36. The applicant shall have access to the site no more than three days prior to June 15, 2024 (the first official day of the OMG permit) to accommodate deliveries and site preparation work (which includes removing rocks, brush, and grooming the grounds). Site preparation work shall be conducted between the hours of 9:00 a.m. and 7:00 p.m. and shall not include construction of any temporary structures associated with the Outdoor Mass Gathering. Fourteen days prior to the event, the operator shall submit to the Community Development Director, all dates and specific activities associated with site preparation.

Dated this _____ of _____, 2023

BOARD OF COUNTY COMMISSIONERS

ANTHONY DEBONE, Chair

PATTI ADAIR, Vice Chair

ATTEST:

Recording Secretary

PHIL CHANG, Commissioner



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 14, 2023

SUBJECT: Public Hearing: Deschutes County FY 2023-24 Budget

RECOMMENDED MOTION:

None at this time; action is scheduled for June 21, 2023.

BACKGROUND AND POLICY IMPLICATIONS:

The Budget Committee met May 22-25, 2023 and fulfilled its statutory obligations by approving the FY 2023-24 Proposed Budget for Deschutes County on May 25th (note: agenda materials and videos of the meetings can be accessed here: https://www.deschutes.org/meetings). State statutes require the Board to hold a public hearing on the budget that was approved by the Budget Committee, even if the governing body intends to modify that version of the budget before adopting it. This public hearing will be the first of two, with the second one scheduled on June 21st prior to final Board action on the budget.

Some impacts to the overall budget from decisions made by the Budget Committee on May 25, 2023, were not captured in the motion representing the total budget amount; therefore, amendments to the approved budget are required. The Board has the authority to make changes to the approved budget by up to 10% of expenditures in each fund. Modifications to the General County Reserve Fund as approved exceed 10%; therefore, a public hearing is required for the approved budget and a second public hearing is required to adopt the amended approved budget. The second public hearing and budget adoption will be held on June 21, 2023.

Below is a summary of the adjustments to the approved budget of \$619,098,853, which increases appropriations by \$6,041,975. The total revised budget is \$625,140,828.

- General Fund – District Attorney:
 - Reduce budget by \$89,200. Approved special requests did not impact the overall budget because appropriations were moved from Contingency.
- General County Reserve Fund:
 - Recognize an additional transfer from increased Property Taxes in the

General Fund of \$1,194,642

- Recognize a transfer from the ARPA fund of \$5,022,145
- Recognize PILT transfer of \$393,171

- Road Fund:
 - Reduce PILT transfer by \$393,171.

- Health Fund:
 - Reduce budget by \$85,612. A portion of the approved special requests didn't impact overall budget because appropriations were moved from Contingency.

BUDGET IMPACTS:

Modifications to the FY 2023-24 budget increases the approved budget of \$619,098,853 by \$6,041,975 to \$625,140,828.

ATTENDANCE:

Dan Emerson, Budget & Financial Planning Manager, Finance



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 14, 2023

SUBJECT: Public Hearing: FY 2024 Deschutes County Fee Schedule and consideration of Board adoption

RECOMMENDED MOTION:

First, hold a public hearing on; then consider approval of Resolution No. 2022-024 adopting the FY 2024 Deschutes County Fee Schedule.

BACKGROUND AND POLICY IMPLICATIONS:

Per chapter 4.12 of the Deschutes County Code, "Fees and charges for services shall be reviewed for compatibility with the actual cost of providing service each year, and shall be adjusted and set as of each July 1st."

BUDGET IMPACTS:

The FY 2024 Deschutes County Fee Schedule changes are reflected in the FY 2024 proposed budget.

Two revisions have been made to the fee schedule since the Board reviewed proposed changes on May 17, 2023. As suggested by Legal Counsel, both of the following fees have been updated to reflect Actual Cost of Services (ACS): Room Tax #5: Public Records Request for Active Rental Listing; and Property Tax #8: Delinquent Tax Roll.

ATTENDANCE:

Laura Skundrick, Management Analyst
Dan Emerson, Budget Manager

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Deschutes County - General			
	General fees, unless otherwise noted by department:			
GEN 1	DVD copies	\$ 5.00	per item	
GEN 2	Copy fee (B/W) for public & county employees	\$ 0.25	per page	
GEN 3	Copy fee (color) for public & county employees	\$ 0.35	per page	
GEN 4	Copy fee for documents on disk	\$ 5.00	per disk + ACS	
GEN 5	Fee for e-mail of documents	ACS		
GEN 6	Facsimile transmittal (local number)	\$ 1.00	1st page	
GEN 7	Facsimile transmittal (local number)	ACS		
GEN 8	Returned check processing fee	\$ 30.00		
GEN 9	Search fee for public records request	ACS		
GEN 10	Convenience Fee - Debit Card Processing	\$ 3.00	maximum per transaction	
GEN 11	Notary Services	\$ 10.00	each	
GEN 12	C-PACE Financing Fee	1% of amount financed, minimum of \$2,500 and maximum of \$15,000.		
NEW	After Hours Meeting Room Use		per hour	\$ 65.00
	ACS - Actual cost of services is hourly cost of employee conducting search. Photocopy charges are in addition to this fee.			
	Fee amounts listed in this schedule which are specified or mandated by state or federal rule, regulation, or statute are subject to change without further or additional Board of County Commissioner approval.			
	County Clerk			
	Recording Fees			
	Overpayments of \$10.00 or less shall be deemed part of the original fee and no automatic refund shall be provided. The person originally paying the fee may request a refund of the overpayment within 90 days of payment, otherwise any claim for refund shall be deemed waived. Overpayments of greater than \$10.00 shall automatically be refunded by the county, provided the county has the address of the payer.			
CLK 1	One page instruments - minimum fee	\$ 5.00	per instrument	
CLK 2	Additional pages	\$ 5.00	per page	
	Land Corner Preservation fund (LCP)			
CLK 3	Applies to all instruments <u>except</u> for liens, Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	\$ 10.00	per instrument (note exceptions)	
	Assessment and Taxation (A&T) Fee			
CLK 4	Applies to all instruments <u>except</u> for Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	\$ 10.00	per instrument (note exceptions)	
	Oregon Land Information System (OLIF) Fee			
CLK 5	Applies to all instruments <u>except</u> for Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	\$ 1.00	per instrument (note exceptions)	
	Affordable Housing (AH) Fee			
CLK 6	Applies to all instruments <u>except</u> for Military Discharges (DD 214), Federal documents, County internal document not usually charged a recording fee, documents required under ORS 517.210 to maintain mining claims, warrants issued by Employment Department pursuant to ORS 657.396, 657.642 and 657.646, a certified copy of a judgment, a lien record abstract as described in ORS 18.170, a satisfaction of a judgment, including a judgment noticed by recordation of a lien record abstract, Department of Revenue documents and tax collectors.	\$ 60.00	per instrument (note exceptions)	
CLK 7	Affordable Housing Collection Fee	\$ 1.00	per instrument assessed AH fee	
	GIS Fee			

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
	County Clerk (continued)					
CLK 8	Applies to all instruments <u>except</u> for liens, Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	\$ 6.00			per instrument (note exceptions)	
	Multiple Transaction Fee					
CLK 9	When recording instruments that describe two or more transactions, each additional transaction will be charged when involving the same property.	\$ 5.00			each additional transaction	
	Additional References					
CLK 10	In addition to and not in lieu of the fees charged for recording the assignment, release or satisfaction of any recorded instrument, \$5 for each additional instrument being assigned, released or satisfied.	\$ 5.00			each additional reference	
	Non-Standard Fee					
CLK 11	Additional fee for non-standard documents.	\$ 20.00			per instrument	
	Examples of fees for a <u>one page</u> document with exceptions noted above					
			Deed Records	Mortgage Records	Lien Records	
	Recording		+ 5.00	+ 5.00	+ 5.00	
	LCP		+ 10.00	+ 10.00	+ 0.00	
	A&T		+ 10.00	+ 10.00	+ 10.00	
	OLIF		+ 1.00	+ 1.00	+ 1.00	
	AH		+ 61.00	+ 61.00	+ 61.00	
	GIS		+ 6.00	+ 6.00	+ 0.00	
	Total		= 93.00	= 93.00	= 77.00	
	Mineral and Mining Record					
CLK 12	Statement of Claim	\$ 32.00			1st page (\$5.00/ea add. claim)	
CLK 13	Notice or Affidavit of Publication of Notice	\$ 32.00				
CLK 14	Affidavit of Assessment Work	\$ 32.00				
CLK 15	Mining Claim Affidavit	\$ 32.00				
CLK 16	Certificate of Ownership - Mineral and Mining Records	\$ 32.00			per certificate	
CLK 17	Dormant Mineral Interest	\$ 32.00			1st page	
CLK 18	Articles of Incorporation (Irrigation, Drainage, Water Supply or Flood Control)	\$ 53.00				
CLK 19	Military Discharge	\$ -				
	Location and Copy Fees					
CLK 20	Location fee	\$ 3.75				
CLK 21	Copies	\$ 0.25			per page	
CLK 22	Certification Fee	\$ 3.75				
CLK 23	Copies for veterans seeking G.I. benefits	\$ -				
CLK 24	Copies of 24 x 18 maps	\$ 1.75			per page	
CLK 25	Copy of BOPTA Audio File, 1st record	\$ 10.00				
CLK 26	Copy of BOPTA Audio File, each additional file	\$ 1.00				
CLK 27	Redaction Fee	\$ 5.00			per instrument	
CLK 28	Microfilm	\$ 20.00			per roll	
CLK 29	Passport Processing Fee	\$ 35.00			each	
	Research Services: Fees @ hourly rate based on ACS. Amounts of less than one hour shall be charged in 1/2 hour increments.					
CLK 30	Staff	\$ 46.00			per hour	
CLK 31	Supervisor	\$ 68.00			per hour	
CLK 32	Recording Access Fee - Images	\$ 605.00			per month	\$ 635.00

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	County Clerk (continued)			
CLK 33	Recording Access Fee - Index - Daily Report/Month	\$ 1,317.00		\$ 1,383.00
CLK 34	Recording Access Fee - Index - Weekly Report/Month	\$ 1,098.00		\$ 1,115.00
CLK 35	Recording Access Fee - Index - Monthly Report/Month	\$ 1,062.00		\$ 1,152.00
	Plats - By Lot / Tracts Size - Price Varies			
CLK 36	20 lots / tracts or less	\$ 50.00	Plus fees CLK 3 - CLK 8	
CLK 37	21 through 29 lots / tracts	\$ 55.00	Plus fees CLK 3 - CLK 8	
CLK 38	30 through 49 lots / tracts	\$ 60.00	Plus fees CLK 3 - CLK 8	
CLK 39	50 through 74 lots / tracts	\$ 65.00	Plus fees CLK 3 - CLK 8	
CLK 40	75 through 100 lots / tracts	\$ 70.00	Plus fees CLK 3 - CLK 8	
CLK 41	over 100 lots / tracts	\$ 70.00	+ \$0.10 per lot / tract over 100 Plus fees CLK 3 - CLK 8	
CLK 42	Partition Plats	\$ 25.00	Plus fees CLK 3 - CLK 8	
	Antique Dealers License			
CLK 43	Initial Fee	\$ 50.00		
CLK 44	Renewal Fee	\$ 25.00		
	Marriage License	\$ 55.00		
CLK 45	Replacement of lost marriage license	\$ 10.00		
CLK 46	Replacement of memento marriage certificate	\$ 3.50		
CLK 47	Amend marriage record	\$ 45.00	each marriage record	
	Solemnizing a Marriage			
CLK 48	During business hours	\$ 117.00		
CLK 49	After business hours	\$ 117.00	+ mileage	
CLK 50	Declaration of Domestic Partnership registration fee	\$ 55.00		
CLK 51	Request for waiver of three day waiting period for marriage license.	\$ 10.00	per waiver	
	Community Development			
CDD 1	Refund request processing	\$ 35.00		
	No refunds if refund amount is less than \$35.00. Other amounts may be deducted from refund for work already performed.			
CDD 2	Address Issuance	\$ 36.75	per dwelling	\$ 38.00
CDD 3	New use with separate address (charged at time of building permit or plot plan review, except revised plot plan review)	\$ 36.75		\$ 38.00
CDD 4	Copy fee	\$ 0.25	per page	
CDD 5	Color-Copy Fee	\$ 1.00	per page	
CDD 6	Coin-copy machine	\$ 0.10	per page	
CDD 7	Plot plan review	\$ 93.75		\$ 107.75
CDD 8	Advanced planning fee (supports long-range planning and regular code updates and review)	0.29%	of bldg valuation	0.34%
CDD 9	Public Information fee (supports public information and assistance in Bend, Redmond and LaPine and allows for consolidated permit processing at one location)	0.30%	of bldg valuation	0.35%
CDD 10	Code compliance fee (supports code enforcement program)	0.25%	of bldg valuation	0.27%
NEW	Code Compliance Court Fine or Fee			ACS

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Community Development (continued)				
CDD 11	Research/file review supervision	\$ 184.00	per hour	\$ 191.25
CDD 12	Road Access Permit	\$ 78.50		\$ 81.50
CDD 13	Second Road Access Permit	\$ 39.25		\$ 40.50
CDD 14	Three or more Road Access Permits	\$ 19.50	each	\$ 20.25
CDD 15	Consultation by CDD professional staff	ACS		
CDD 16	Consultation by CDD building safety staff	ACS		
CDD 17	Consultation by CDD electrical staff	ACS		
CDD 18	Consultation by CDD code enforcement staff	ACS		
CDD 19	Consultation by CDD environmental onsite staff	ACS		
CDD 20	Consultation by CDD current planning staff	ACS		
CDD 21	Consultation by CDD long range planning staff	ACS		
CDD 22	Collection/administration fee for system development charges	\$ 35.00	per fee collected	\$ 36.50
Policy Regarding Refunds:				
A 75% refund may be made after an application has been received. The 25% withheld covers work associated with the application, including zoning, septic and plot plan review, file creation and staff assignment. An additional percentage will be withheld as each additional phase of the permitting process is completed (i.e. plan review, inspections, staff report preparation). Refunds must be requested within 180 days of application. In every case, the \$35 refund request processing fee will be charged to cover the cost of refund check processing and issuance.				
CDD 23	Bend Park and Recreations SDC for Accessory Dwelling Unit (ADU)	\$ 4,207.00		\$ 4,689.00
CDD 24	Bend Park and Recreations SDC for Multi Family, (0 bedrooms)	\$ 4,207.00		\$ 4,689.00
CDD 25	Bend Park and Recreations SDC for Multi Family, (1 bedroom)	\$ 4,636.00		\$ 5,166.00
CDD 26	Bend Park and Recreations SDC for Multi Family, (2 bedrooms)	\$ 7,517.00		\$ 8,377.00
CDD 27	Bend Park and Recreations SDC for Multi Family, (3 bedrooms)	\$ 9,738.00		\$ 10,852.00
CDD 28	Bend Park and Recreations SDC for Hotel/Motel, each unit	\$ 6,722.00	per room	\$ 7,491.00
CDD 29	Bend Park and Recreations SDC for Single Family Home (< 500 sq ft)	\$ 6,663.00		\$ 7,425.00
CDD 30	Bend Park and Recreations SDC for Single Family Home (500-1,000 sq ft)	\$ 7,245.00		\$ 8,074.00
CDD 31	Bend Park and Recreations SDC for Single Family Home (1,000- 1,600 sq ft)	\$ 8,414.00		\$ 9,376.00
CDD 32	Bend Park and Recreations SDC for Single Family Home (1,601 - 3,000 sq ft)	\$ 9,544.00		\$ 10,635.00
CDD 33	Bend Park and Recreations SDC for Single Family Home (> 3,001 sq ft)	\$ 10,673.00		\$ 11,895.00
CDD 34	Bend Park and Recreation SDC for Manufactured/Mobile Home Placement Permit (in a Park)	\$ 8,803.00		\$ 9,810.00
CDD 35	La Pine Special Sewer District SDC 5/8" meter	\$ 6,663.00		
CDD 36	La Pine Special Sewer District SDC 3/4" meter	\$ 9,995.00		
CDD 37	La Pine Special Sewer District SDC 1" meter	\$ 16,658.00		
CDD 38	Transportation SDCs - base rate	\$ 5,080.00	Per peak hour trip	\$ 5,603.00
CDD 39	Transportation SDCs - Single Family Home	\$ 4,115.00	Per single family home	\$ 4,538.00
CDD 40	System development charge payment plan administrative fee	\$ 300.00		
CDD - Building Safety Division				
CDBS 1	Reproduction printing of electronically submitted plans at customer request	\$ 4.50	per page/sheet	
CDBS 2	Phased or Deferred Projects Phased Project Plan Review Fee – in addition to project plan review fees	\$ 581.50	plus 10% of the total project building permit fee not to exceed \$1,500.00 for each phase or portion of the project	\$ 604.75

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
	CDD - Building Safety Division (continued)					
NEW	Deferred Submittal Plan Review Fee – in addition to project plan review fees				calculated using the value of the deferred portion with a \$250 minimum	65%
	Expedited Review (optional program):					
CDBS	3 Structures require engineer/architect stamped plans	\$ 443.75			in addition to bldg permit fee	\$ 461.50
CDBS	4 All others	\$ 188.75			in addition to bldg permit fee	\$ 196.30
CDBS	5 Special Inspection - inspections that do not fit into the specific type of permits under the building code	\$ 99.00			or ACS	\$ 103.00
CDBS	6 Agricultural building exemption fee	\$ 65.25				\$ 67.75
CDBS	7 Building inspections outside of normal business hours (min charge - two hours)	\$ 107.00			per hour	\$ 111.25
CDBS	8 Re-inspection fee	\$ 93.00			each	\$ 96.75
CDBS	9 Inspections for which no fee is specifically indicated (min charge - ½ hour)	\$ 107.00			per hour	\$ 111.25
CDBS	10 Additional plan review required by changes, addition or revisions to approved plans (min charge - ½ hour)	\$ 107.00			per hour	\$ 111.25
CDBS	11 Demolition permits	\$ 186.50				\$ 194.00
CDBS	12 Consultation fee (min 1 hour)	\$ 93.00			per hour	\$ 96.75
CDBS	13 Temporary certificate of occupancy (commercial)	\$ 550.75			plus \$100 per day over 30 days	\$ 572.75
CDBS	14 Temporary certificate of occupancy (residential)	\$ 155.00				\$ 161.25
CDBS	15 Solar Building Permit - Prescriptive	\$ 105.50				\$ 109.75
NEW	Solar Building Permit - Non-Prescriptive Path System - valuation to include the solar panels, racking, mounting elements, rails and the cost of labor to install. Solar electrical equipment including collector panels and inverters shall be excluded from the Structural Permit valuation.				Fee as per Structural Permit Fee table by valuation	
	New construction and additions shall be calculated using the ICC Building Valuation Data Table current as of April 1st of each year.					
	CDD may charge the average or actual additional cost for ensuring a building, structure or system is in conformance with state building code for work commenced prior to permit issuance.					
	Residential Fire Suppression					
CDBS	16 Residential Sprinklers 0-2000 sq ft, includes plan review, applies to standalone and multipurpose/continuous loop	\$ 1.90			sq.-Ft.-Value-	\$ 200.00
CDBS	17 Residential Sprinklers 2001-3600 sq ft, includes plan review, applies to standalone and multipurpose/continuous loop	\$ 2.60			sq.-Ft.-Value	\$ 250.00
CDBS	18 Residential Sprinklers 3601-7200 sq ft, includes plan review, applies to standalone and multipurpose/continuous loop	\$ 3.20			sq.-Ft.-Value	\$ 325.00
CDBS	19 Residential Sprinklers 7201 sq ft and greater, includes plan review, applies to standalone and multipurpose/continuous loop	\$ 3.70			sq.-Ft.-Value	\$ 410.00
	Commercial Fire Suppression					
NEW	Commercial Fire Suppression				See Structural Permit Fee table by valuation	
CDBS	20 Re-inspection fee: A \$93-\$96.75 re-inspection fee shall be charged for inspections of violations found by the division on or after the second inspection and for inspections requested but which cannot be performed due to inability to get access to work to be inspected.	\$ 93.00				\$ 96.75
	PLAN REVIEW:					
CDBS	21 Approval of additional set of plans	\$ 24.50				\$ 25.50
CDBS	22 Plan check fee	\$ 0.65			bldg permit fee	
CDBS	23 Plan check fee for electrical and mechanical systems of commercial/ residential buildings	\$ 0.25			bldg permit fee	

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
CDBS	24 Plan check fee for plumbing of commercial/ residential bldgs	\$ 0.30	bldg permit fee	
CDBS	25 Plan check fee for fire/life safety/over 4,000 sq ft	\$ 0.40	bldg permit fee	
CDBS	26 Plan check for manufactured dwelling/rec park plan review	\$ 0.65	permit fee	
	The current State of Oregon surcharge is added to all fees in the Building Safety Division. Additional State fees may apply.			
	Total valuation:			
CDBS	27 \$1.00 to \$500.00	\$ 10.25		
CDBS	28 \$501.00 to \$2,000.00	\$ 10.25	first \$500 + \$1.75 for each additional \$100 or fraction thereof, to and including \$2,000	
CDBS	29 \$2,001.00 to \$25,000.00	\$ 36.25	first \$2,000 +\$6.50 for each additional \$1,000 or fraction thereof, to and including \$25,000	\$ 36.50
CDBS	30 \$25,001.00 to \$50,000.00	\$ 187.50	first \$25,000 +\$5.00 for each additional \$1,000 or fraction thereof, to and including \$50,000	\$ 186.00
CDBS	31 \$50,001.00 to \$100,000.00	\$ 312.50	first \$50,000 +\$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000	\$ 311.00
CDBS	32 \$100,001.00 and up	\$ 534.25	first \$100,000 +\$5.50 for each additional \$1,000 or fraction thereof	\$ 536.00
	Plumbing: includes one kitchen, first 100 feet each of site utilities, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system. Half bath counted as whole.			
CDBSPL	1 One and Two Family / 1 bath	\$ 357.00		\$ 371.25
CDBSPL	2 One and Two Family / 2 bath	\$ 459.00		\$ 477.25
CDBSPL	3 One and Two Family / 3 bath	\$ 510.00		\$ 530.50
CDBSPL	4 One and Two Family / 4 bath	\$ 561.00		\$ 583.50
CDBSPL	5 Baths greater than 4 3	\$ 51.00		\$ 53.00
CDBSPL	6 One and two family/solar (when connected with potable water)	\$ 138.25		\$ 143.75
	Residential and U1 plumbing:			
CDBSPL	7 Remodel Minimum Fee	\$ 59.50		\$ 61.75
	Fixtures:			
CDBSPL	8 Kitchen sink	\$ 28.50		\$ 29.50
CDBSPL	9 Water heater	\$ 28.50		\$ 29.50
CDBSPL	10 Disposal	\$ 28.50		\$ 29.50
CDBSPL	11 Water closet	\$ 28.50		\$ 29.50
CDBSPL	12 Basin	\$ 28.50		\$ 29.50
CDBSPL	13 Tub (bathing)	\$ 28.50		\$ 29.50
CDBSPL	14 Shower	\$ 28.50		\$ 29.50

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
CDBSPL 15	Clothes washer	\$ 28.50		\$ 29.50
CDBSPL 16	Laundry tub	\$ 28.50		\$ 29.50
CDBSPL 17	Other Plumbing	\$ 28.50		\$ 29.50
CDBSPL 18	Floor drain	\$ 28.50		\$ 29.50
CDBSPL 19	Backflow Preventer	\$ 28.50		\$ 29.50
CDBSPL 20	Urinal	\$ 28.50		\$ 29.50
CDBSPL 21	Hose bibs	\$ 28.50		\$ 29.50
	Water service/sanitary/storm sewer:			
CDBSPL 22	Water service (first 100 feet or fraction thereof)	\$ 97.75		\$ 101.50
CDBSPL 23	Water service (second 100 ft. or fraction thereof)	\$ 55.50		\$ 57.75
CDBSPL 24	Building sewer (first 100 feet or fraction thereof)	\$ 97.75		\$ 101.50
CDBSPL 25	Building sewer (each additional 100 ft. or fraction thereof)	\$ 55.50		\$ 57.75
CDBSPL 26	Building storm sewer or rain drain (each 100 feet or fraction thereof)	\$ 97.75		\$ 101.50
CDBSPL 27	Storm or rain drain (each additional 100 feet or fraction thereof)	\$ 55.50		\$ 57.75
CDBSPL 28	Alternate potable water heating system (coil, heat pumps, extractor, water treatment equipment, etc.)	\$ 97.75		\$ 101.50
	Manufactured Homes:			
CDBSPL 29	M/H park sewer connection & water distribution system	\$ 97.75	per space	\$ 101.50
CDBSPL 30	Prefabricated structures site inspections (includes site development & connection of the prefabricated structure)	\$ 97.75		\$ 101.50
CDBSPL 31	Special inspections	\$ 107.00	per hour	\$ 111.25
	Commercial Plumbing			
	(all buildings other than R-3 & U-1):			
CDBSPL 32	Minimum Fee	\$ 143.50		\$ 149.25
CDBSPL 33	Fixture fee - commercial	\$ 28.50		\$ 29.50
CDBSPL 34	Backflow prevention device	\$ 28.50		\$ 29.50
CDBSPL 35	Sink-kitchen, bar, laundry	\$ 28.50		\$ 29.50
CDBSPL 36	Lavatory - bathrooms only	\$ 28.50		\$ 29.50
CDBSPL 37	Tub/shower combinations	\$ 28.50		\$ 29.50
CDBSPL 38	Separate shower and tub	\$ 28.50		\$ 29.50
CDBSPL 39	Water closets	\$ 28.50		\$ 29.50
CDBSPL 40	Dishwashers	\$ 28.50		\$ 29.50
CDBSPL 41	Disposal	\$ 28.50		\$ 29.50
CDBSPL 42	Washing machine	\$ 28.50		\$ 29.50
CDBSPL 43	Water heater	\$ 28.50		\$ 29.50
CDBSPL 44	Urinal	\$ 28.50		\$ 29.50
CDBSPL 45	Hose bibs	\$ 28.50		\$ 29.50
CDBSPL 46	Bidet	\$ 28.50		\$ 29.50
CDBSPL 47	Catch Basins	\$ 28.50		\$ 29.50
CDBSPL 48	Drinking fountain	\$ 28.50		\$ 29.50
CDBSPL 49	Receptors	\$ 28.50		\$ 29.50
CDBSPL 50	Interceptors	\$ 28.50		\$ 29.50
CDBSPL 51	Floor drains	\$ 28.50		\$ 29.50
CDBSPL 52	Sewage and sump pump	\$ 28.50		\$ 29.50
CDBSPL 53	Special water connection	\$ 28.50		\$ 29.50

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
CDBSPL 54	Storm drain - first 100 feet	\$ 60.75		\$ 63.25
CDBSPL 55	Storm drain - each additional 100 feet	\$ 28.50		\$ 29.50
CDBSPL 56	Swimming pool piping	\$ 93.00		\$ 96.75
CDBSPL 57	Solar	\$ 28.50		\$ 29.50
CDBSPL 58	Plumbing alteration not specified	\$ 28.50		\$ 29.50
CDBSPL 59	Water service - first 100 feet	\$ 97.75		\$ 101.50
CDBSPL 60	Water service (each additional 100 ft)	\$ 55.50		\$ 57.75
CDBSPL 61	Sewer - first 100 feet	\$ 97.75		\$ 101.50
CDBSPL 62	Sewer - each additional 100 feet	\$ 55.50		\$ 57.75
	Medical Gas – fee based on installation costs and system equipment, including but not limited to inlets, outlets, fixtures and appliances			
	Valuation:			
CDBSPL 63	Medical Gas Connection 0 – 25,000 valuation \$0 - \$25,000	\$ 137.00		\$ 142.50
CDBSPL 64	Medical Gas Connection 25,001 – 50,000 valuation \$25,001 - \$50,000	\$ 215.25		\$ 142.50
CDBSPL 65	Medical Gas Connection 50,001 – 100,000 valuation \$50,001 - \$100,000	\$ 254.00		\$ 223.75
CDBSPL 66	Medical Gas Connection over 100,000 valuation \$100,001 and above	\$ 326.25		\$ 336.00
CDBSPL 67	M/H park sewer collection/water distribution system	\$ 93.00	per space	\$ 96.75
CDBSPL 68	Special inspection	\$ 81.50	per hour	\$ 84.75
CDBSPL 69	Alternative potable water heating systems (coils, extractors, heat pumps, etc.)	\$ 59.50		\$ 61.75
CDBSPL 70	M/H Park Installation Connection	\$ 75.00		\$ 78.00
Recreational Vehicle and Manufactured Dwelling Parks				
Inspection Fees-				
Minimum Plumbing Fee:				
CDBSPL 71	Five or fewer spaces	\$ 296.75		\$ 308.75
CDBSPL 72	Six to 19 spaces	\$ 296.75	plus \$51.00 \$53.00 per space	\$ 308.75
CDBSPL 73	Twenty or more spaces	\$ 296.75	plus \$39.00 \$40.50 per space	\$ 742.00
MECHANICAL:				
CDBSM 1	Minimum Fee	\$ 84.50	each	\$ 87.75
CDBSM 2	Installation or relocation of forced-air or gravity-type furnace or burner, including ducts & vents attached to such appliance up to/including 100,000 Btu/h, up to 100,000 cfm air handler	\$ 21.00	each	\$ 21.75
CDBSM 3	Installation or relocation of forced-air or gravity-type furnace or burner, including ducts and vents attached to each appliance over 100,000 Btu/h, over 100,000 cfm air handler	\$ 24.25	each	\$ 25.25
CDBSM 4	Installation or relocation of floor furnace, including vent	\$ 15.75	each	\$ 16.25
CDBSM 5	Installation or relocation of suspended heater, recessed wall heater or floor-mounted heater	\$ 15.75	each	\$ 16.25

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
CDBSM	6	Installation, relocation or replacement of appliance vent installed and not included in an appliance permit	\$ 9.25	each \$ 9.75
CDBSM	7	Repair, alteration or addition to heating appliance, refrigeration, cooling, absorption, or heating/cooling/absorption unit or evaporative cooling system, including installation of controls (Heat Pump)	\$ 21.00	each \$ 21.75
CDBSM	8	Installation or relocation of boiler or compressor to and including three horsepower, or absorption system to and including 100,000 Btu/h	\$ 19.25	each \$ 20.00
CDBSM	9	Installation or relocation of boiler or compressor over three horse power to and including 15-horsepower, or absorption system over 100,000 Btu/h and including 500,000 Btu/h	\$ 29.50	each \$ 30.75
CDBSM	10	Installation or relocation of boiler or compressor over 15-horsepower to and including 30-horsepower, or absorption system over 500,000 Btu/h and including 1,000,000 Btu/h	\$ 29.50	each \$ 30.75
CDBSM	11	Installation/relocation of boiler or compressor over 30-horsepower to including 50-horsepower or for absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h	\$ 41.00	each \$ 42.75
CDBSM	12	Installation or relocation of boiler or refrigeration compressor over 50-horsepower or absorption system over 1,750,000 Btu/h	\$ 74.00	each \$ 77.00
CDBSM	13	Air-handling unit to and including 10,000 cubic feet per minute (cfm), including attached ducts	\$ 11.50	each \$ 12.00
CDBSM	14	Air-handling unit of 10,000 cfm	\$ 21.00	each \$ 21.75
CDBSM	15	Evaporative cooler other than portable	\$ 11.50	each \$ 12.00
CDBSM	16	Ventilation fan connected to single duct	\$ 9.50	each \$ 10.00
CDBSM	17	Ventilation system that is not a portion of any heating or air-conditioning system authorized by a permit	\$ 12.00	each \$ 12.50
CDBSM	18	Installation of hood which is served by mechanical exhaust, including ducts for hood	\$ 12.00	each \$ 12.50
CDBSM	19	Installation/relocation of domestic-type incinerator/woodstove, includes vent	\$ 30.75	each \$ 32.00
CDBSM	20	Installation/relocation of propane or natural gas vented room heaters, gas fired appliance, includes vent	\$ 30.75	each \$ 32.00
CDBSM	21	Appliance or piece of equipment regulated by code but not classified in other appliance categories	\$ 12.00	each \$ 12.50
CDBSM	22	Gas-piping system - one to four outlets	\$ 8.00	\$ 8.25
CDBSM	23	Inspection outside of normal business hours (minimum charge - two hours)	\$ 121.25	per hour \$ 126.00
CDBSM	24	Re-inspection fee	\$ 93.00	each \$ 96.75
CDBSM	25	Inspections for which no fee is specifically indicated (minimum charge - 1/2 hour)	\$ 91.00	per hour / 1/2 hour minimum charge \$ 94.75
CDBSM	26	Additional plan review required by changes, additions or revisions to approved plans (min charge 1/2 hour)	\$ 91.00	per hour / 1/2 hour minimum charge \$ 94.75
CDBSM	27	Installation or relocation of hydronic in-floor heating	\$ 77.00	\$ 80.00
CDBSM	28	Installation or relocation of fuel fired or electrical heat exchanger (to be used in a hydronic heating system)	\$ 29.50	\$ 30.75
CDBSM	29	Mini split system	\$ 40.00	\$ 41.50
CDBSM	30	Heat recovery ventilator system (HRV)	\$ 12.00	\$ 12.50
Commercial Mechanical Permit Fee Table				
Commercial and Multifamily New, Alterations, Additions, Repairs & Accessory Structures				
Total Valuation				
CDBSM	31	\$1 to \$2,000	\$ 76.50	
CDBSM	32	\$2001 to \$25,000	\$ 137.75	first \$2,000 plus 11.50 for each additional \$1,000 or fraction thereof, to and including \$25,000 \$ 76.50

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
CDBSM	33 \$25,001 to \$50,000	\$ 401.50	first \$25,000 plus 9.50 for each additional \$1,000 or fraction thereof, to and including \$50,000	\$ 341.00
CDBSM	34 \$50,001 to \$100,000	\$ 637.50	first \$50,000 plus 6.25 for each additional \$1,000 or fraction thereof up to and including \$100,000	\$ 578.50
CDBSM	35 \$100,001 and up	\$ 953.75	first \$100,000 plus 4.25 for each additional \$1,000 or fraction thereof	\$ 891.00
ELECTRICAL:				
Residential - New 1 & 2 family dwellings single or new multi-family per dwelling unit. Service included.				# of inspections per permit allowed
CDBSE	1 1,000 square feet or less	\$ 264.75	4	\$ 304.50
CDBSE	2 Each additional 500 square feet, or portion thereof	\$ 45.00		\$ 51.75
Multi-family g building containing three or more apartments; Determine fee for the largest unit using the sq. ftg. rates above, additional units are charged at 50%. the square footage of the largest apartment in the building and compute the fee. For each additional apartment in the building, a fee of one-half of the first unit fee must be used.				4
CDBSE	3 Each manufactured home or modular dwelling service or feeder	\$ 123.25	2	\$ 141.75
Service/feeders: installation, alteration or relocation:				
CDBSE	4 200 amps or less	\$ 150.50	2	\$ 173.00
CDBSE	5 201 amps to 400 amps	\$ 183.25	2	\$ 210.75
CDBSE	6 401 amps to 600 amps	\$ 299.25	2	\$ 344.25
CDBSE	7 601 amps to 1000 amps	\$ 373.75	2	\$ 429.75
CDBSE	8 Over 1000 amps or volts	\$ 907.00	2	\$ 1,043.00
CDBSE	9 Reconnect only	\$ 123.00	2	\$ 141.50
Temporary service or feeders - installation, alterations or relocation				
CDBSE	10 200 amps or less	\$ 123.00	2	\$ 141.50
CDBSE	11 201 amps to 400 amps	\$ 168.25	2	\$ 193.50
CDBSE	12 Over 400 401 amps to 600 amps	\$ 223.50	2	\$ 257.00
CDBSE	13 Over 600 amps to 1000 volts - see "service/feeders" (10 branch circuits included) above	\$ 290.00		\$ 333.50
Branch circuits - new, alteration or extension per panel				
Fee for branch circuits with purchase of service or feeder fee				
CDBSE	14 Each branch circuit	\$ 11.75	2	\$ 13.50
Fee for branch circuits without purchase of service or feeder fee				
CDBSE	15 First branch circuit	\$ 115.50	2	\$ 132.75
CDBSE	16 Each additional branch circuit	\$ 11.75	2	\$ 13.50
Miscellaneous (service or feeder not included)				# of inspections per permit allowed
CDBSE	17 Each water or sewage pump or irrigation circle	\$ 123.25	2	\$ 141.75
CDBSE	18 Each sign or outline lighting	\$ 123.25	2	\$ 141.75
CDBSE	19 Signal circuit(s) or a limited energy panel, alteration or extension - commercial use	\$ 123.25	2	\$ 141.75

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
Renewable Energy Systems				
CDBSE 20	5 KVA or less	\$ 145.25	2	\$ 79.00
CDBSE 21	5.01 KVA to 15KVA	\$ 152.00	2	\$ 94.00
CDBSE 22	15.01 KVA to 25 KVA	\$ 159.75	2	\$ 156.00
CDBSE 23	Over 25 KVA	\$ 6.50	2 per KVA / \$7.50 per kva over 25 kva, \$156.00 for first 25 kva – maximum fee at 100 kva	\$ 7.50
Wind Generation Systems				
CDBSE 24	26 KVA to 50 KVA	\$ 181.25		\$ 204.00
CDBSE 25	51 KVA to 100 KVA	\$ 191.50		\$ 469.00
CDBSE 26	Over 100 KVA	\$ 8.60		\$ 9.75
Solar Farms				
CDBSE 27	26 KVA to 50 KVA	\$ 181.25		\$ 204.00
CDBSE 28	51 KVA to 100 KVA	\$ 191.50		\$ 469.00
CDBSE 29	Over 100 KVA	\$ 8.60		\$ 9.75
CDBSE 30	Renewable Electric Energy Plan Review	\$ 0.25	of the permit fee	
Limited energy - residential use				
CDBSE 31	One and two family	\$ 60.50		\$ 69.50
CDBSE 32	Multi-family limited energy and/or protective signaling	\$ 112.50	per floor; 2 inspections allowed per floor	\$ 129.25
CDBSE 33	Each additional inspection over the allowable in any of the above	\$ 75.75	per inspection	\$ 87.00
CDBSE 34	Other inspections not listed above (portal to portal - one hour minimum)	\$ 123.25	per hour	\$ 141.75
CDBSE 35	Bulk-labels	\$ 39.75	-	\$ 45.75
CDBSE 36	Master permit - renewed annually at no additional fee other than required annual inspections.	\$ 100.00		
CDBSE 37	Inspections outside or normal business hours (min charge - two hours)	\$ 123.00	per hour	\$ 141.50
CDBSE 38	Re-inspection fee	\$ 94.25	each	\$ 108.50
CDBSE 39	Inspections for which no fee is specifically indicated (min charge - ½ hour)	\$ 123.25	per hour	\$ 141.75
CDBSE 40	Additional plan review required by changes, additions or revisions to approved plans	\$ 123.25	per hour	\$ 141.75
CDBSE 41	Inspection for code items requiring inspection, but no specific fees are given	\$ 93.25	each item	\$ 107.25
MANUFACTURED DWELLINGS:				
CDBSMF 1	Manufactured dwelling and cabana installation permit	\$ 694.62	per installation + applicable state fee(s)	\$ 798.75
CDBSMF 2	Manufactured dwelling and cabana re-inspection fee	\$ 160.00	per re-inspection	\$ 184.00
NEW	State Cabana Fee			\$ 30.00
New Manufactured Home Park Fee Schedule:				
The Area Development Permit fee 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 – and applying the valuation amount to Table 1 as referenced for each.				
Table 1				
Total valuation:				
CDBSMP 1	\$1.00 to \$500.00	\$ 15.25		

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
	CDD - Building Safety Division (continued)					
CDBSMP 2	\$504.00 to \$2,000.00	\$ 15.25			first \$500 + \$1.75 for each additional \$100 or fraction thereof to and including \$2000	
CDBSMP 3	\$2,004.00 to \$25,000.00	\$ 46.00			first \$2,000 + \$9.25 for each additional \$1,000 or fraction thereof to and including \$25,000	
CDBSMP 4	\$25,004.00 to \$50,000.00	\$ 257.00			first \$25,000 + \$6.75 for each additional \$1,000 or fraction thereof to and including \$50,000	
CDBSMP 5	\$50,004.00 to \$100,000.00	\$ 422.75			first \$50,000 + \$4.75 for each additional \$1,000 or fraction thereof to and including \$100,000	
CDBSMP 6	\$100,004.00 to \$500,000.00	\$ 652.25			first \$100,000 + \$3.75 for each additional \$1,000 or fraction thereof to and including \$500,000	
CDBSMP 7	\$500,004.00 to \$1,000,000.00	\$ 2,080.25			first \$500,000 + \$2.25 for each additional \$1,000 or fraction thereof to and including \$1,000,000	
CDBSMP 8	\$1,000,004.00 and up	\$ 3,610.25			first \$1,000,000 + \$2.25 for each additional \$1,000 or fraction thereof	
CDBSMP 9	Evaluation: Table 2 - spaces per acre					
	Park Class	A	B	C		
	4 or less	\$ 5,901.00	5,504	5,312		
	5	\$ 6,517.00	5,120	6,028		
	6	\$ 5,197.00	4,800	4,608		
	7	\$ 4,941.00	4,544	4,352		
	8	\$ 4,685.00	4,288	4,269		
	9	\$ 4,493.00	4,096	3,904		
	10	\$ 4,365.00	3,968	3,776		
	11	\$ 4,304.00	3,904	3,712		
	12	\$ 4,237.00	3,804	3,648		
	Note:					
	1. Table 2 is based on the 1990 evaluation of Mobile Home Parks published by the Oregon Department of Revenue.					

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	CDD - Building Safety Division (continued)			
	2. Deduct ten percent from the valuation of parks constructed east of the Cascade Summit.			
	3. "Class A" parks contains paved streets, curbs and sidewalks.			
	4. "Class B" parks contains paved streets, no curbs and no sidewalks.			
	5. "Class C" parks contain no paved streets, no curbs, but have sidewalks on one side of each street.			
	6. When a park contains spaces in more than one class, figure the spaces in each class; then add them together to obtain the total valuation for the park.			
CDBSMP 10	Additional plan review required by changes, additions or revisions to approved plans (min charge - ½ hour)	\$ 107.00	per hour	\$ 111.25
CDBSMP 11	Consultation fee (min charge - one hour)	\$ 91.00	per hour	\$ 94.75
	State surcharge on manufactured home park permit fee is 12% of total			
	Plan check fee for manufactured home park is 65% of building permit fee			
	Prefabricated Structural Inspections (includes site development and connection of the prefabricated structure)			
CDBSMP 12	MH Park Installation connection	\$ 67.25		\$ 70.00
	New Recreation Park Fee Schedule: Table 1			
	Total valuation:			
CDBSRP 1	\$1.00 to \$500.00	\$ 15.25		
CDBSRP 2	\$501.00 to \$2,000.00	\$ 15.25	first \$500 + \$2.25 for each additional \$100 or fraction thereof to and including \$2,000	
CDBSRP 3	\$2,001.00 to \$25,000.00	\$ 46.00	first \$2,000 + \$9.25 for each additional \$1,000 or fraction thereof to and including \$25,000	
CDBSRP 4	\$25,001.00 to \$50,000.00	\$ 257.00	first \$25,000 + \$6.75 for each additional \$1,000 or fraction thereof to and including \$50,000	
CDBSRP 5	\$50,001.00 to \$100,000.00	\$ 422.75	first \$50,000 + \$4.75 for each additional \$1,000 or fraction thereof to and including \$100,000	
CDBSRP 6	\$100,001.00 to \$500,000.00	\$ 652.25	first \$100,000 + \$3.75 for each additional \$1,000 or fraction thereof to and including \$500,000	
CDBSRP 7	\$500,001.00 to \$1,000,000.00	\$ 2,080.25	first \$500,000 + \$2.25 for each additional \$1,000 or fraction thereof to and including \$1,000,000	

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)						
CDBSRP	8 \$1,000,001.00 and up	\$ 3,610.25			first \$1,000,000 + \$2.25 for each additional \$1,000 or fraction thereof	
	Recreation Park Valuation Table - Table 2					
CDBSRP	9 Evaluation: Table 2 - spaces per acre					
	Park Class	A	B	C		
	6	\$ 2,637.00	2,483	1,792		
	8	\$ 2,470.00	2,317	1,626		
	10	\$ 2,320.00	2,176	1,485		
	12	\$ 2,189.00	2,035	1,344		
	14	\$ 2,074.00	1,920	1,229		
	16	\$ 1,978.00	1,824	1,133		
	18	\$ 1,907.00	1,754	1,062		
	20	\$ 1,849.00	1,696	1,005		
	22	\$ 1,798.00	1,645	954		
	Note:					
	1. Table 2 is based on the 1990 evaluations for Recreation Vehicle Parks published by the Oregon Department of Revenue					
	2. Deduct ten percent from the valuation of parks and camps constructed east of the Cascade Summit.					
	3. "Class A" parks and camps contain paved streets and electric, water and sewer service to each RV or camping space.					
	4. "Class B" parks and camps contain electric, water and sewer service to each RV or camping space, but do not have paved streets.					
	5. "Class C" parks and camps contain a combination of no more than two services involving electric, water or sewer and do not have paved streets.					
	6. 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.					
	7. The Area Development Permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings or structures; mechanical, plumbing or electrical systems; boiler or elevator or permits required by other agencies.					
	State surcharge on recreational park permit fee is 12% of total.					
	Plan check for recreational dwelling 65% of building permit fee.					
CDD - Environmental Soils Division						
	Site evaluations, construction installation permits, renewal permits, alteration permits, authorization notices and existing system evaluation reports incur an additional \$100 surcharge per OAR 340-071-0140					
	On-site sewage disposal systems:					
CDES	1 New site evaluation - single family dwelling	\$ 754.00				\$ 905.00
CDES	2 Site evaluation - springtime observation *	\$ 409.00				\$ 491.00
	Commercial Facility Systems:					
CDES	3 First 1,000 gallons projected daily sewage flow	\$ 754.00				\$ 905.00
CDES	4 For each additional 500 gallons or part thereof above 1,000 gallons projected daily sewage flow up to 5,000 gallons	\$ 215.00				\$ 258.00
	Each fee paid for a site evaluation report entitles the applicant to as many site inspections on a single parcel or lot as are necessary to determine site suitability for a single system. The applicant may request additional site inspections within ninety (90) days of the initial site evaluation at no extra cost. Separate fees shall be required if site inspections are to determine site suitability for more than one (1) system on a single parcel or lot.					

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	CDD - Environmental Soils Division (continued)			
	* Not subject to surcharge			
	Consultation Fee:			
CDES 5	Environmental Soils staff in office	ACS	based on loaded salary rate of staff performing the service	
CDES 6	Environmental Soils staff in the field (one hour minimum)	ACS	based on loaded salary rate of staff performing the service	
	Construction installation permit:			
CDES 7	First 1,000 gallons projected daily sewage flow - standard on-site system	\$ 1,071.00		\$ 1,285.00
CDES 8	For each additional 500 gallons or part thereof above 1,000 gallons	\$ 157.00		\$ 188.00
	Alternative systems:			
CDES 9	Alternative Treatment Technology (ATT) System to Drain Field	\$ 1,508.00		\$ 1,810.00
NEW	Alternative Treatment Technology (ATT) System to Sand Filter			\$ 2,068.00
CDES 10	Capping fill	\$ 1,508.00		\$ 1,810.00
CDES 11	Gray water waste disposal sump	\$ 464.00		\$ 557.00
CDES 12	Pressure distribution	\$ 1,373.00		\$ 1,648.00
CDES 13	Recirculating gravel filters	\$ 1,835.00		\$ 2,202.00
CDES 14	Sand filter	\$ 1,723.00		\$ 2,068.00
CDES 15	Seepage trench	\$ 1,071.00		\$ 1,285.00
CDES 16	Steep slope	\$ 1,071.00		\$ 1,285.00
CDES 17	Tile dewatering	\$ 2,908.00		\$ 3,490.00
CDES 18	At the discretion of the Department, the permittee may be assessed a reinspection fee, not to exceed \$230.00, when a precover inspection correction notice requires correction of improper construction and at a subsequent inspection, the Department finds system construction deficiencies have not been corrected. The Department may elect not to make further precover inspections until the reinspection fee is paid.	\$ 230.00		
	Commercial Facility Systems (includes ADU when combined with residential), Plan Review:			
CDES 19	For system with projected daily sewage flow of 600 gallons, but not more than 1,000 gallons projected daily sewage flow	\$ 366.00		\$ 439.00
CDES 20	For each additional 500 gallons or part thereof above 1,000 gallons to a maximum sewage flow limit of 5,000 gallons per day	\$ 70.00		\$ 84.00
NEW	Residential Systems Variance, Plan Review For system with projected daily sewage flow of less than 600 gallons and is designed by certified professional.			\$ 439.00
	Permit Transfer, Re-instatement or Renewal:			
CDES 21	Field visit required	\$ 366.00		\$ 439.00
CDES 22	No field visit required	\$ 242.00		\$ 290.00
	Alteration Permit			
CDES 23	Major	\$ 969.00		\$ 1,163.00
CDES 24	Minor	\$ 484.00		\$ 581.00
	Repair Permit - single family dwelling			
CDES 25	Major	\$ 484.00		\$ 581.00
CDES 26	Minor	\$ 302.00		\$ 362.00
	Authorization notice:			
CDES 27	Field visit required	\$ 582.00		\$ 698.00

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
CDD - Environmental Soils Division (continued)						
CDES	28 No field visit required	\$ 280.00				\$ 336.00
	Septic location approval:					
CDES	29 Site/system verification - Field visit required	\$ 302.00				\$ 362.00
CDES	30 No field visit required	\$ 80.00				\$ 96.00
CDES	31 Pumper truck inspection*	\$ 183.00				\$ 220.00
CDES	32 Existing system evaluation report	\$ 485.00				\$ 582.00
CDES	33 Holding Tanks	\$ 921.00				\$ 1,105.00
	Report Fees					
CDES	34 Holding Tanks	\$ 33.00				\$ 40.00
CDES	35 Other Alternative systems - Service Provider	\$ 57.00				\$ 68.00
CDES	36 Other Alternative systems - Individual Customer	\$ 70.00				\$ 84.00
CDES	37 Septic tank abandonment inspection	\$ 183.00			per site	\$ 220.00
	CDD may charge twice the established fee for a septic permit or approval as a compliance recovery fee.					
	<p>Surcharges: 340-071-0140 Onsite System Fees (10) DEQ surcharge. (a) To offset a portion of the administrative and program oversight costs of the statewide onsite wastewater management program, DEQ and contract counties must levy a surcharge for each site evaluation, report permit and other activity for which an application is required in this division. The surcharge fee is listed in Table 9F as determined by DEQ. This surcharge does not apply to pumper truck inspections, annual report evaluation fees, or certification of installers or maintenance providers. Proceeds from surcharges collected by DEQ and contract counties must be accounted for separately. Each contract county must forward the proceeds to DEQ in accordance with its agreement with the DEQ.</p>					
	Activity	Surcharge				
	Site evaluation, for each site examined, based on a projected flow of:					
CDES	37 A. 1,000 gallons or less	\$ 100.00				
CDES	38 B. to 2,000 gallons	\$ 100.00				
CDES	39 C. 2,001 to 3,000 gallons	\$ 100.00				
CDES	40 D. 3,001 to 4,000 gallons	\$ 100.00				
CDES	41 E. 4,001 gallons or more	\$ 100.00				
CDES	42 Construction - installation permit	\$ 100.00				
CDES	43 Renewal permit	\$ 100.00				
CDES	44 Alteration permit	\$ 100.00				
CDES	45 Authorization notice	\$ 100.00				
CDES	46 Existing system evaluation report	\$ 100.00				
CDD - Planning Division						
NEW	Accessory Dwelling Unit Review					\$ 730.00
CDPN	1 Administrative determination with notice - Major	\$ 1,730.00				\$ 1,989.00
CDPN	4 Administrative determination with notice - Minor	\$ 1,108.00				\$ 1,274.00
CDPN	5 Administrative determination - EFU alteration of a dwelling; Historic ADU	\$ 577.00				\$ 664.00
CDPN	6 Appeals - Administrative	\$ 250.00			maximum	
CDPN	7 Appeals to Board of Commissioners - Deposit	\$ 2,998.00			+20% of original fee/Deposit/ ACS	\$ 3,448.00
CDPN	8 Appeals to Board of Commissioners - not accepted	ACS				
CDPN	9 Appeals - LUBA Remand Hearing	\$ 5,000.00			Deposit/ACS	
CDPN	10 Conditional Use (template dwelling)	\$ 3,148.00				\$ 3,620.00
CDPN	11 Conditional Use (template dwelling proposed in Haner Park, Section 36, Skyline Subdivision, 1st edition and a portion of Squaw Creek Canyon Recreational Estates, 1st edition)	\$ 2,204.00				\$ 2,535.00

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Planning Division (continued)				
CDPN 12	Conditional Use (Home Occupation - Type 1 for EFU or F Zone)	\$ 1,130.00		\$ 1,299.00
CDPN 13	Conditional Use (Home Occupation - Type 2)	\$ 1,512.00		\$ 1,739.00
CDPN 14	Conditional Use (Home Occupation - Type 3)	\$ 3,078.00		\$ 3,540.00
CDPN 15	Conditional Use (new destination resort)	\$ 17,723.00	or ACS	\$ 20,381.00
CDPN 16	Conditional Use (non-farm dwelling)	\$ 3,915.00		\$ 4,502.00
CDPN 17	Conditional Use (non-farm dwelling proposed in Squaw Creek Canyon Recreational Estates, 1st edition and Meadow Crest Acres)	\$ 2,741.00		\$ 3,152.00
CDPN 18	Conditional Use (power transmission line and communication tower or pole)	\$ 5,373.00	or ACS	\$ 6,179.00
CDPN 19	Conditional Use (P.U.D. or cluster development)	\$ 6,516.00		\$ 7,493.00
CDPN 20	Conditional Use (schools with 100 students or more)	\$ 4,496.00	or ACS	\$ 5,170.00
CDPN 21	Consultant Fee (for consultant or expert retained by County and paid for by applicant)	ACS		
CDPN 22	Declaratory Ruling (status determined under Chap. 22.40)	\$ 1,701.00		\$ 1,956.00
CDPN 23	Declaratory Ruling for Destination Resorts	ACS		
CDPN 24	Destination Resort Overnight Lodging Tracking (Eagle Crest)	\$ 5,000.00	Deposit/ACS	
CDPN 25	Expedited Land Divisions	\$ 5,058.00	or ACS	\$ 5,817.00
CDPN 26	Extension Request	\$ 415.00		\$ 477.00
CDPN 27	Filming Activities	\$ 3,667.00		\$ 4,217.00
CDPN 28	Final Plat Review (all plats)	\$ 150.00	plus \$92 \$106 per lot	\$ 172.00
CDPN 29	Hearings Officer and Administrative Deposit	\$ 6,600.00	Deposit/ACS	
Historic Landmarks Commission Public Hearing and Review:				
CDPN 30	Add historic structure/site to Goal 5 Inventory	\$ 2,075.00		\$ 2,386.00
CDPN 31	Appeal of Landmarks Commission Decision to Board	\$ 974.00		\$ 1,120.00
CDPN 32	Exterior alteration - major	\$ 461.00		\$ 530.00
CDPN 33	Delete Historic Site/Building from Goal 5 Inventory	\$ 2,075.00		\$ 2,386.00
CDPN 34	Demolish a Historic Landmark Structure	\$ 2,075.00		\$ 2,386.00
CDPN 35	Moving a Historic Landmark Structure	\$ 461.00		\$ 530.00
Historic Administrative Review (Staff)				
CDPN 36	Appeal of Administrative Decision	\$ 250.00	maximum	
CDPN 37	Exterior Alteration - Pilot Butte Canal Historic District	\$ 103.00		\$ 118.00
CDPN 38	Exterior alteration - minor	\$ 323.00		\$ 371.00
CDPN 39	Improvement Agreement - Modified	\$ 1,688.00		\$ 1,941.00
CDPN 40	Improvement Agreement - New	\$ 2,813.00		\$ 3,235.00
CDPN 41	Land Use Verification Letter and/or Information Sheet	\$ 250.00		\$ 287.00
CDPN 42	Landscape Management Review (not visible from road or stream)	\$ 635.00		\$ 730.00
CDPN 43	Landscape Management Review (river)	\$ 1,498.00		\$ 1,723.00
CDPN 44	Landscape Management Review (road)	\$ 1,067.00		\$ 1,227.00
CDPN 45	Landscape Management Review (property includes river frontage, applies to non-conforming river setbacks)	\$ 2,249.00		\$ 2,586.00
CDPN 46	Landscape Management Review (river setback exception)	\$ 2,907.00		\$ 3,343.00
CDPN 47	Landscape Management Review (and less than 50 feet from rimrock)	\$ 2,070.00		\$ 2,380.00
CDPN 48	Limited Land Use Decision	\$ 5,058.00	plus \$28 \$32 per lot	\$ 5,817.00
Limited Use Permit (Agri-tourism & other events in EFU zone)				
CDPN 49	Type 1 or Renewal of Type 1, 2 or 3	\$ 577.00		\$ 664.00

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Planning Division (continued)				
CDPN 50	Type 2	\$ 1,130.00		\$ 1,299.00
CDPN 51	Type 3	\$ 1,130.00		\$ 1,299.00
CDPN 52	Lot of Record Verification (each proposed lot)	\$ 1,040.00		\$ 1,196.00
CDPN 53	Major Code Change (applicant will be billed for M56 Notice)	\$ 13,260.00	plus ACS (Notice)	\$ 15,249.00
CDPN 54	Master Plan (including final master plan for destination resort)	\$ 6,607.00		\$ 7,598.00
CDPN 55	Master Plan (ORS 197 - Skyline Forest)	\$ 23,063.00		\$ 26,522.00
CDPN 56	Minor code changes	\$ 6,660.00		\$ 7,659.00
CDPN 57	Modification of Conditions	\$ 1,730.00		\$ 1,989.00
CDPN 58	Modification of Submitted Application	\$ 1,108.00		\$ 1,274.00
CDPN 59	No Shooting Zone	\$ 3,293.00		\$ 3,787.00
CDPN 60	Noise Ordinance Variance/Permit	\$ 1,730.00		\$ 1,989.00
NEW	Noise Ordinance Variance Appeal			\$ 1,150.00
CDPN 61	Non-Conforming Use Alteration (without prior verification)	\$ 2,283.00		\$ 2,625.00
CDPN 62	Non-Conforming Use Verification	\$ 1,818.00		\$ 2,091.00
CDPN 63	Non-Conforming Use Alteration (with prior verification)	\$ 1,818.00		\$ 2,091.00
CDPN 64	Non-Conforming Use Verification (River/Wetland/Flood Plain)	\$ 3,364.00		\$ 3,869.00
CDPN 65	Outdoor Mass Gathering	\$ 3,293.00		\$ 3,787.00
CDPN 66	Outdoor Mass Gathering Renewal	\$ 409.00		\$ 470.00
CDPN 67	Extended Outdoor Mass Gathering	\$ 3,293.00		\$ 3,787.00
CDPN 68	Extended Outdoor Mass Gathering Renewal	\$ 594.00		\$ 683.00
CDPN 69	Partition	\$ 3,667.00	plus \$40 \$46 per lot	\$ 4,217.00
	Permit sign-off for other agency (Role change, Land Use Compatibility Statement, DMV, Water Resources, etc.)			
CDPN 70	Land Use	\$ 1,730.00		\$ 1,989.00
CDPN 71	LUCS sign off	\$ 103.00		\$ 118.00
CDPN 72	Renewal	\$ 41.00		\$ 47.00
CDPN 73	Plan Amendment (without goal exception)	\$ 6,861.00		\$ 9,890.00
CDPN 74	Plan Amendment (including goal exception/UGB expansion)	\$ 10,263.00	or ACS	\$ 13,802.00
CDPN 75	Planning Inspection Fee	\$ 865.00		\$ 995.00
CDPN 76	Pre-application meeting	ACS		
CDPN 77	Property Line Adjustment	\$ 635.00		\$ 730.00
CDPN 78	Property Line Adjustment with notice	\$ 1,108.00		\$ 1,274.00
CDPN 79	Property Line Adjustment (consolidation)	\$ 484.00		\$ 557.00
CDPN 80	Reconsideration by Hearing Officer	\$ 1,373.00		\$ 1,579.00
CDPN 81	Rimrock Setback Site Plan (within 50 feet of rim outside LM zone)	\$ 1,038.00		\$ 1,194.00
CDPN 82	Road Dedication	\$ 1,108.00		\$ 1,274.00
CDPN 83	Road Name Change	\$ 1,038.00		\$ 1,194.00
CDPN 84	Sign Permit	\$ 594.00		\$ 683.00
CDPN 85	Sign Permit (change of approved sign)	\$ 178.00		\$ 205.00
CDPN 86	Sign Permit with Variance	\$ 1,464.00		\$ 1,684.00
CDPN 87	Similar Use Ruling	\$ 1,615.00		\$ 1,857.00
	Site Plan:			
CDPN 88	Alteration or Enlargement of 25% or less (in structural area or required parking)** if site conforms with all existing standards	\$ 1,108.00		\$ 1,274.00
CDPN 89	Alteration or Enlargement, 26% to 100% (in structural area or required parking)**	\$ 2,647.00		\$ 3,044.00

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Planning Division (continued)				
CDPN 90	Alteration or Enlargement of over 100% (in structural area or required parking)**	\$ 3,667.00		\$ 4,217.00
CDPN 91	Change of Use (no change in structural area or required parking) site conforms with all existing standards	\$ 1,108.00		\$ 1,274.00
CDPN 92	Site Plan with New Development** (no previous site plan approval)	\$ 4,255.00		\$ 4,893.00
	**All new site plans and major and minor alterations are subject to the following additional fees:			
CDPN 93	Per 1,000 sq. feet of structure	\$ 58.00		\$ 67.00
CDPN 94	Per developed acre (over 1 acre)	\$ 138.00	over 1 acre	\$ 159.00
CDPN 95	Site Plan/Surface Mining	\$ 4,988.00		\$ 5,736.00
Site Plan/Surface Mining Combining Zone (SMIA):				
CDPN 96	1/4 mile from mining site and two dwellings closer	\$ 594.00		\$ 683.00
CDPN 97	250 feet to 1/4 mile from mining site	\$ 1,038.00		\$ 1,194.00
CDPN 98	Within 250 feet of mining site or special ESEE standards apply	\$ 1,810.00		\$ 2,081.00
CDPN 99	Site Plan/Wildlife Review	\$ 1,108.00		\$ 1,274.00
CDPN 100	Partition/subdivision SMIA review	\$ 1,154.00		\$ 1,327.00
CDPN 101	Solar Access Permit	\$ 929.00		\$ 1,068.00
CDPN 102	Solar Shade Exemption	\$ 1,811.00		\$ 2,083.00
CDPN 103	Solar Variance	\$ 1,108.00		\$ 1,274.00
CDPN 104	Special operating permit	\$ 2,601.00		\$ 2,991.00
CDPN 105	Subdivision Name Change	\$ 1,108.00		\$ 1,274.00
CDPN 106	Subdivision (cemetery)	\$ 2,819.00		\$ 3,242.00
CDPN 107	Subdivision Replat	\$ 2,918.00	plus \$40 \$46 per lot	\$ 3,356.00
CDPN 108	Subdivision (Tentative Plat)	\$ 6,516.00	plus \$47 \$54 per lot	\$ 7,493.00
Temporary Use:				
CDPN 109	All other	\$ 1,108.00		\$ 1,274.00
CDPN 110	Land Use Permit	\$ 1,108.00		\$ 1,274.00
CDPN 111	Manufactured Home Storage	\$ 403.00		\$ 463.00
CDPN 112	Medical Hardship	\$ 635.00		\$ 730.00
CDPN 113	Medical Hardship EFU or Forest	\$ 1,004.00		\$ 1,155.00
CDPN 114	RV as Residence	\$ 403.00		\$ 463.00
CDPN 115	RV Renewal	\$ 128.00		\$ 147.00
CDPN 116	Variance	\$ 3,113.00		\$ 3,580.00
CDPN 117	Variance Type II (variance from less than 25% of the standards in urban area/less than 10% of standards in the county)	\$ 1,810.00		\$ 2,081.00
CDPN 118	Zone Change	\$ 6,689.00	plus ACS (notice)	\$ 9,692.00
	Note: Where ACS is noted, applicant may be required to pay an advance deposit reflecting the estimated cost of service.			
CDPN 119	Oregon Liquor and Cannabis Commission License Issuance and Renewal	\$ 25.00		
NEW	Oregon Liquor and Cannabis Commission License - Original Application			\$ 100.00
NEW	Oregon Liquor and Cannabis Commission License - Change in Ownership, Location or Privilege			\$ 75.00
NEW	Oregon Liquor and Cannabis Commission License - Renewal or Temporary Application			\$ 35.00
Adult Parole & Probation				
Supervision Fees:				
APP 1	-Felons	\$ 35.00	month	
APP 2	-Misdemeanants	\$ 35.00	month	
APP 3	-Buccal testing	\$ 10.00	per test	

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Adult Parole & Probation (continued)				
APP 4	Replacement identification letter for DMV	\$ 15.00	per letter	
APP 5	Transfer of Supervision to Another State	\$ 50.00	per client/transfer	
APP 6	Work team/community service Administrative Fee	\$ 40.00	person/sentencing	
APP 7	Community Service Administrative Fee	\$ 10.00	per non-payment incident	
APP 8	MRT Replacement Work Book Fee	\$ 25.00	per book replacement (first book free)	
Juvenile Community Justice				
JUV 1	Juvenile Detention Center (all non-Deschutes County juveniles)	\$ 150.00	per day	\$ 180.00
Supervision Fees:				
	1st time low level violation		Fee, Parent Letter	
JUV 2	2nd or subsequent low level violation	\$ -		
JUV 3	Referral handled by Informal Agreement or Diversion	\$ -		
JUV 4	Referral handled by Formal Court involvement	\$ -		
District Attorney				
Criminal Discovery Costs (crime report copies to defense counsel)				
DA 1	Per Felony	\$ 60.00	ea.	
DA 2	Per Measure 11 Felony	\$ 75.00	ea.	
DA 3	Per Misdemeanor	\$ 40.00	ea.	
DA 4	Per Murder	\$ 200.00	ea.	
DA 5	Per Probation Violation	\$ 15.00	ea.	
DA 6	District Attorney Diversion	\$ 15.00	ea.	
DA 7	Victims' Assistance - lost documentation	\$ 10.00		
DA 8	CDs/DVDs	\$ 15.00	ea.	
DA 9	Flash Drive for Discovery provided by defense	\$ 20.00	ea.	
DA 10	Flash Drive for Discovery provided by District Attorney	\$ 40.00	ea.	
DA 11	Records Request	\$ 25.00	1st hour	
DA 12	Records Request (after 1st hour)	\$ 50.00	additional hours	\$ 55.00
DA 13	Records Request Submitted by Insurance Services	\$ 50.00	per hour	\$ 55.00
Community Accountability Program				
DA 14	Autopsy diagnosis sheet	\$ 13.00		
DA 15	Autopsy complete report	\$ 30.00		
Deschutes County Fair				
Commercial Exhibitors Space				
FAIR 1	Indoor Commercial Space (10' wide x 8' deep)	\$ 550.00	per booth	
FAIR 2	Indoor Commercial Space/Corner (10' wide x 8' deep)	\$ 625.00	per booth	
FAIR 3	Outdoor Commercial Space (10'x10')	\$ 550.00	per booth	
FAIR 4	Outdoor Commercial Space/End or Corner (10'x10')	\$ 650.00	per booth	
FAIR 5	Outdoor Commercial Space/Carnival Area (10'x10')	\$ 650.00	per booth	
FAIR 6	Outdoor Commercial Space/Main Entrance Area & Special Interest Areas (10'x10')	\$ 700.00	per booth	
Fair Admission Rates				
Adult				
FAIR 7	Day	\$ 14.00		
FAIR 8	Season	\$ 40.00		
Seniors (62+) & Children (6-12)				

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Deschutes County Fair (continued)			
FAIR 9	Day	\$ 8.00		
FAIR 10	Season	\$ 22.00		
	Children (5 and younger)	Free		
	Deschutes County - Fair & Expo			
	Room / Space Rental (Space only, no equipment)			
F&E 1	Entire Fairgrounds Exclusive	\$ 25,000.00	per day	\$ 27,500.00
F&E 2	South Sister Building	\$ 1,800.00	per day	\$ 1,900.00
F&E 3	Lava	\$ 100.00	per day	\$ 100.00
F&E 4	Tumalo & Sparks	\$ 155.00	per day	\$ 175.00
F&E 5	Tumalo	\$ 90.00	per day	\$ 100.00
F&E 6	Sparks	\$ 90.00	per day	\$ 100.00
F&E 7	Middle Sister Building	\$ 2,200.00	per day	\$ 2,300.00
F&E 8	East Lake	\$ 100.00	per day	\$ 100.00
F&E 9	Elk, Eileen & Doris	\$ 250.00	per day	\$ 275.00
F&E 11	Eileen	\$ 90.00	per day	\$ 100.00
F&E 12	Doris	\$ 90.00	per day	\$ 100.00
F&E 13	North Sister Building	\$ 1,600.00	per day	\$ 1,700.00
F&E 14	Ochoco	\$ 100.00	per day	\$ 100.00
F&E 15	Haystack & Odell	\$ 160.00	per day	\$ 175.00
F&E 16	Haystack	\$ 100.00	per day	
F&E 17	Odell	\$ 90.00	per day	\$ 100.00
F&E 18	Bank of the Cascades Center	\$ 3,500.00	per day	\$ 3,750.00
F&E 19	Hooker Creek Arena	\$ 600.00	per day / dirt storage & animal use only	\$ 650.00
F&E 20	Juniper - Outdoor Arena	\$ 1,250.00	per day	\$ 1,500.00
F&E 21	Sagebrush Arena	\$ 1,000.00	per day	\$ 1,050.00
F&E 22	High Desert Activity Center	\$ 1,400.00	per day	\$ 1,700.00
F&E 23	Food/Beverage 3rd party catering - no use of kitchen	\$ 0.14		
F&E 24	Food/Beverage 3rd party catering - use of kitchen	\$ 0.17		
	Barns			
F&E 25	Beef Barn	\$ 580.00	per day	\$ 600.00
F&E 26	Dairy Barn	\$ 480.00	per day	\$ 500.00
F&E 27	Horse Barn	\$ 1,155.00	per day	\$ 1,200.00
F&E 28	Sheep Barn	\$ 580.00	per day	\$ 600.00
	Charges for use of Fair facilities and equipment may be negotiated at the time of booking at the discretion of the Director.			
	Parking Lots			
F&E 29	Lot A Blacktop	\$ 420.00	per day	\$ 450.00
F&E 30	Grass behind lot A	\$ 630.00	per day	\$ 650.00
F&E 31	Lot B Blacktop	\$ 580.00	per day	\$ 600.00
F&E 32	Grass Behind Lot B	\$ 850.00	per day	\$ 875.00
F&E 33	Lot C Blacktop	\$ 550.00	per day	\$ 600.00
F&E 34	Grass Behind Lot C	\$ 850.00	per day	\$ 875.00
F&E 35	Lot D Blacktop	\$ 420.00	per day	\$ 450.00
F&E 36	Grass Behind Lot D	\$ 630.00	per day	\$ 650.00

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Deschutes County - Fair & Expo (continued)				
F&E 37	Barn Grass Parking	\$ 630.00	per day	\$ 650.00
F&E 38	Sagebrush Grass Parking	\$ 300.00	per day	\$ 325.00
Grass Areas				
F&E 39	Beef Barn Lawn	\$ 500.00	per day	\$ 525.00
F&E 40	Buckaroo Lawn	\$ 500.00	per day	\$ 525.00
F&E 41	Carnival Lawn	\$ 1,000.00	per day	\$ 1,500.00
F&E 42	Dairy Barn Lawn	\$ 400.00	per day	\$ 420.00
F&E 43	Event Center Lawn	\$ 500.00	per day	\$ 525.00
Equipment Rental				
Tables				
F&E 44	5' Round Folding Banquet	\$ 10.00	per event	
F&E 45	8'x30" Folding (new)	\$ 10.00	per event	
F&E 46	8'x30" Plastic Folding (new)	\$ 10.00	per event	
F&E 47	6'x18" Folding (new) Classroom	\$ 7.00	per event	
F&E 48	8'x32" Rock Hound Folding Wood	\$ 4.00	per event	
F&E 49	8'x32" White Tall Folding Wood	\$ 4.00	per event	
F&E 50	8' Picnic Tables w/ attached benches	\$ 7.00	per event	
Chairs				
F&E 51	Chair Pad Interlock Green (Conference Center)	\$ 3.00	per event	
F&E 52	Chair Pad Brown (Conference Center)	\$ 3.00	per event	
F&E 53	Chair Folding Pad Interlock Brown (Event Center)	\$ 1.50	per event	
Risers				
F&E 54	4'x8'x8" Folding	\$ 20.00	per event	
F&E 55	4'x8'x16" Folding	\$ 20.00	per event	
F&E 56	4'x8'x24" Folding	\$ 20.00	per event	
F&E 57	4'x4'x8" Folding Triangle Sections	\$ 12.00	per event	
Miscellaneous Equipment				
F&E 58	Basketball Floor	\$ 4,000.00	per event	
F&E 59	4'x8' Lattice	\$ 4.00	per event	
F&E 60	4'x4' Lattice	\$ 2.00	per event	
F&E 61	4'x5' Lattice	\$ 3.00	per event	
F&E 62	4'x6' Lattice	\$ 3.00	per event	
F&E 63	2'x8' Lattice	\$ 2.00	per event	
F&E 64	Peg Boards 4'x8' w/ Legs	\$ 8.00	per event	
F&E 65	Emergency Warning Cones	\$ 3.00	per event	
F&E 66	8' Coat Racks	\$ 15.00	per event	
F&E 67	Small Round Coat Racks	\$ 8.00	per event	
F&E 68	Podium (2)	\$ 30.00	per event	
F&E 69	Lectern (1)	\$ 15.00	per event	
F&E 70	4-H Auction Stand	\$ 20.00	per event	
F&E 71	Multi-Spigot Hose Connection	\$ 20.00	per event	
F&E 72	Porta Pottie Rental (2)	\$ 100.00	per event	
House Sound System				
	Cordless Handheld Mic	included	per event	

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Deschutes County - Fair & Expo (continued)				
F&E	73 Second Cordless Handheld Mic	\$ 30.00	per event	
F&E	74 Hardwired Mic	\$ 30.00	per event	
	Charges for use of Fair facilities and equipment may be negotiated at the time of booking at the discretion of the Director.			
Deschutes Expo Center RV Park				
NEW	1 30 Amp RV Site	\$ 38.00	per night plus applicable Transient Room Tax	\$ 40.00
NEW	2 50 Amp RV Site	\$ 42.00	per night plus applicable Transient Room Tax	\$ 45.00
RV	3 Tent Site	\$ 22.00	per night + applicable Transient Room Tax	\$ 25.00
RV	4 Extra Tent	\$ 10.00	each per night + applicable Transient Room Tax	\$ 12.00
RV	5 RV Site Lock Fee	\$ 15.00	(optional, non refundable)	
Deschutes County Fair & Rodeo				
DCFR	1 VIP Entertainment Ticket	\$ 20.00		\$ 25.00
GIS Maps & Services				
SERVICES				
GIS	1 Professional services/standard labor rate	\$ 65.00	per hour (1/2 hour min.)	\$ 76.00
GIS	2 Label printing	\$ 5.00	per page plus labor	
MAP PRINTING				
GIS	3 Prints on 24" or less paper	\$ 0.20	Per inch (10 inch min.)	\$ 0.25
GIS	4 Prints on 36" paper	\$ 0.25	Per inch (10 inch min.)	\$ 0.30
GIS	5 Prints on 42" paper	\$ 0.30	Per inch (10 inch min.)	\$ 0.35
GIS Data				
GIS	6 County Data Set - One time CD-ROM (Shape)	\$ 160.00	single copy	\$ 175.00
	GIS Data CD includes the following data layers:			
	Plss - townships, sections, quads			
	Roads - city, state, county and related			
	County Zoning, Combining Zones, and Comprehensive Plan			
	City, County, UGB, URA boundaries			
	Rivers, lakes, streams			
	Census tracts, blocks			
	100 year flood plain (FEMA)			
	District boundaries - fire, school, library			
	Tax lots			
	Schools			
GIS	7 Other Single Themes (Shapefile) or Tables	\$ 45.00	single copy	\$ 50.00

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Behavioral Health				
BH 1	Individual and Family Counseling (maximum)*	\$ 250.00	per hour	\$ 255.00
BH 2	Assessments (maximum, excluding Physician services)*	\$ 354.00	per hour	\$ 376.00
NEW	Screenings (maximum, excluding Physician services)		per hour	\$ 263.00
BH 4	Physician services (maximum)	\$ 414.00	per hour	\$ 463.00
BH 5	Psychiatric nurse practitioner (maximum)	\$ 294.00	per hour	\$ 354.00
BH 6	Psychiatric nurse (maximum)	\$ 250.00	per hour	\$ 269.00
BH 7	Individual Counseling - Adult Assertive Community Treatment Program (community based service)	\$ 282.00		\$ 330.00
BH 8	Group Counseling - Adult Assertive Community Treatment Program (community based service)	\$ 142.00		
BH 9	Service Plan Development - Children's WRAP Program (team based service)	\$ 467.00		\$ 575.00
BH 10	Service Plan Development - Children's WRAP Program (per member per month)	\$ 1,319.00	per month	
BH 11	Group counseling <45 min (maximum, excluding physician services)*	\$ 100.00	per hour	
BH 12	Group Counseling, >45 min (maximum, excluding physician services)*	\$ 125.00		\$ 146.00
BH 13	Crisis Services (maximum, including Physician services)*	\$ 528.00	per hour	\$ 591.00
BH 14	Non-cancelled appointment (maximum)	\$ 50.00		
BH	Copy fees for requested materials from other agencies			
BH 15	20+ pages of chart notes and summary	\$ 0.25	per page	
BH 16	Finger printing for criminal history check	\$ 20.00	per check	
BH 17	Clinical Report	\$ 35.00	per report	
BH 18	Record searches	\$ 15.00		
BH 19	Medical record searches	\$ 30.00		
BH 20	Copy of medical records (10 or fewer pages)	\$ 30.00		
BH 21	Copy of medical records (additional pages over 10 and through page 50)	\$ 0.50	per page	
BH 22	Copy of medical records (additional pages over 50)	\$ 0.25	per page	
BH 23	Medical records processed and mailed first class within seven business days of request	\$ 5.00		
	*Clients are encouraged to use insurance benefits, if applicable.			
	**The Division of Medical Assistance Programs (DMAP), a branch of the Oregon Department of Human Services, permits cost driven fee adjustments that are based upon a DMAP approved actuarial model completed in accordance with that model. The model used for this adjustment has been approved by DMAP. The department will charge DMAP or the approved fee model, whichever may be higher.			
	Note: There may be some variation in charges based on different programs and whether services are performed in the clinic or out of the clinic. Additionally, most fees are based on sliding scale according to Federal Poverty income guidelines.			
Public Health				
HLTH 1	Certified Copy of Vital Record Certificate - first copy of order (not requiring applicant identify verification)	\$ 25.00	each	
HLTH 2	Certified Copy of Vital Record Certificate - additional copies (with or without applicant identify verification)	\$ 25.00	each	
HLTH 3	Certificate Replacement	\$ 5.00	each	
HLTH 4	Convenience/Handling Fee (on-line purchase of certificates)	\$ 0.03	of transaction amount (Minimum Fee 1.50)	
HLTH 5	Applicant Verification Fee	\$ 1.25	One time fee per applicant	
HLTH 6	Expedite (handling charges)	\$ 7.00		

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE		UNIT	Proposed FY2024 Fee
	Public Health (continued)				
	Note: Most fees are based on sliding scale according to Federal Poverty income guidelines. Consult each program page for exceptions to this. When fees are set by an outside agency, those fees will be changed, if the agency changes fees.				
	Fees are charged at actual cost of services based on annual cost analysis. Annual cost analysis is on file for review.				
	Clients may be eligible for FPEP coverage at no charge for contraception services.				
	New Patient Office Visits and Well Service Visits				
	Fees are charged at actual cost of services based on annual cost analysis. Annual cost analysis is on file for review.				
	New Patient - Office Visit				
HLTH 7	Problem focus straightforward	\$ 142.00		per visit	\$ 151.00
HLTH 8	Expanded straightforward	\$ 246.00		per visit	\$ 262.00
HLTH 9	Detailed Low	\$ 352.00		per visit	\$ 375.00
HLTH 10	Comp Moderate	\$ 539.00		per visit	\$ 573.00
HLTH 11	Comp High	\$ 679.00		per visit	\$ 722.00
	Established Patient - Office Visit				
HLTH 12	Incident to Minimal	\$ 64.00		per visit	\$ 68.00
HLTH 13	Problem focus straightforward	\$ 141.00		per visit	\$ 150.00
HLTH 14	Expanded problem focused	\$ 240.00		per visit	\$ 255.00
HLTH 15	Detailed Low	\$ 353.00		per visit	\$ 376.00
HLTH 16	Comp Moderate	\$ 477.00		per visit	\$ 508.00
	Well Services - New Patient				
HLTH 17	12 - 17 year	\$ 447.00		per visit	\$ 476.00
HLTH 18	18 - 19 year	\$ 433.00		per visit	\$ 461.00
HLTH 19	40 - 64 year	\$ 505.00		per visit	\$ 537.00
HLTH 20	65+ years	\$ 505.00		per visit	\$ 537.00
	Well Services - Established Patient				
HLTH 21	12 - 17 year	\$ 382.00		per visit	\$ 406.00
HLTH 22	18 - 39 year	\$ 392.00		per visit	\$ 417.00
HLTH 23	40 - 64 year	\$ 418.00		per visit	\$ 445.00
HLTH 24	65+ years	\$ 418.00		per visit	\$ 445.00
	Fees set by State DHS Program are adjusted as DHS adjusts fees. List of current prices is on file for review				
	STD and HIV Office Visits				
	Fees are charged at actual cost of services based on annual cost analysis. Annual cost analysis is on file for review.				
	New Patient - Office Visit				
HLTH 25	Problem focus straightforward	\$ 142.00		per visit Sliding Fee Minimum, 30.00	\$ 151.00
HLTH 26	Expanded straightforward	\$ 246.00		per visit Sliding Fee Min, 30.00	\$ 262.00
HLTH 27	Detailed Low	\$ 352.00		per visit Sliding Fee Min, 30.00	\$ 375.00
HLTH 28	Comp Moderate	\$ 539.00		per visit Sliding Fee Min, 30.00	\$ 573.00
HLTH 29	Comp High	\$ 679.00		per visit Sliding Fee Min, 30.00	\$ 722.00
	Established Patient - Office Visit				

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Public Health (continued)			
HLTH 30	Incident to Minimal	\$ 64.00	per visit Sliding Fee Min, 30.00	\$ 68.00
HLTH 31	Problem focus straightforward	\$ 141.00	per visit Sliding Fee Min, 30.00	\$ 150.00
HLTH 32	Expanded problem focused	\$ 240.00	per visit Sliding Fee Min, 30.00	\$ 255.00
HLTH 33	Detailed Low	\$ 353.00	per visit Sliding Fee Min, 30.00	\$ 376.00
HLTH 34	Comp Moderate	\$ 477.00	per visit Sliding Fee Min, 30.00	\$ 508.00
	Procedures			
	Misc Medical Procedures - medical procedures are charged at actual cost of services based on annual cost analysis.			
	*Annual cost analysis is on file for review.			
	**New procedures not included in cost analysis will be billed at minimum Medicaid reimbursement rate plus any additional cost for staff or supplies.			
HLTH 35	Cervical biopsy	\$ 414.00		\$ 440.00
HLTH 36	Biopsy of Uterus Lining	\$ 353.00		\$ 376.00
HLTH 37	Diaphragm fit	\$ 196.00		\$ 209.00
HLTH 38	Lesion destruction penis cryo	\$ 428.00		\$ 455.00
HLTH 39	Lesion destruction vulva any	\$ 423.00		\$ 450.00
HLTH 40	IUD insert	\$ 235.00		\$ 250.00
HLTH 41	IUD remove	\$ 306.00		\$ 326.00
HLTH 42	Contraceptive Capsule Insert (Implanon)	\$ 451.00		\$ 480.00
HLTH 43	Contraceptive Capsule Removal (Implanon)	\$ 463.00		\$ 463.00
HLTH 44	Contraceptive Capsule Removal and Reinsertion (Implanon)	\$ 720.00		\$ 766.00
HLTH	Non-genital lesion destruction up to 14	\$ 358.00		
HLTH	Non-genital lesion destruction 15 or more	\$ 425.00		
HLTH 45	SBIRT Screening: 15 to 30 minutes	\$ 102.00		\$ 109.00
HLTH 46	SBIRT Screening: > 30 minutes	\$ 184.00		\$ 196.00
HLTH	Administration & Interpretation HRA	\$ 22.00		
HLTH 47	Colposcopy of cervix including upper vagina w/o biopsy	\$ 352.00		\$ 375.00
HLTH 48	Colposcopy of cervix including upper vagina w/ biopsy	\$ 462.00		\$ 492.00
HLTH 49	Colposcopy of entire vagina w/cervix w/o biopsy	\$ 378.00		\$ 402.00
HLTH 50	Colposcopy of entire vagina w/cervix w/ biopsy	\$ 507.00		\$ 539.00
HLTH 51	Biopsy of vulva	\$ 265.00		\$ 282.00
HLTH 52	Biopsy of vagina	\$ 292.00		\$ 311.00
HLTH 53	Endocervical curettage w/o D&C	\$ 494.00		\$ 526.00
HLTH 54	Cervical Cryotherapy - simple	\$ 368.00		\$ 392.00
HLTH 55	Conization of Cervix, LEEP	\$ 356.00		\$ 379.00
HLTH 56	Conization of Cervix w/ Scope, LEEP	\$ 864.00		\$ 919.00
	STD and HIV Laboratory Processing Specimen			
HLTH 57	Handling fee - varies depending on fee charged from laboratory	ACS	per lab each	
	Laboratory Processing Specimen			
HLTH 58	Handling fee - varies depending on fee charged from laboratory	15.00 - 30.00		
HLTH 59	Handling fee - Thin Prep with Imager	\$ 43.00		
HLTH 60	Handling fee - HR HPV Test	\$ 48.00		

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Public Health (continued)			
	In-House Testing			
	In-House testing is charged at Actual Cost of Service including supply costs.			
HLTH 61	Glucose blood test	\$ 13.00		
HLTH 62	Preg test - urine	\$ 13.00		
HLTH 63	Strep test	\$ 21.00		
HLTH 64	UA w/o micro test	\$ 13.00		
HLTH 65	Wet Mount Test	\$ 16.00		
HLTH 66	Hemoccult feces screen	\$ 13.00		
HLTH 67	HGB test	\$ 13.00		
	External Labs			
HLTH 68	Lab fees - actual flow-through price from outside lab	ACS		
	Medication and Lab Charges - Non Title X			
	Charge at cost, no slide, client must pre-pay			
HLTH 69	Other labs and medications	ACS		
	Injections			
HLTH 70	Therapeutic/Antibiotic Injection Administration	\$ 29.00		
	Dispensed Medications ***			
	***Medications and drugs are priced at Health Department costs and may be adjusted during the year. A current fee schedule will be on file for review. Cost varies according to specials and amounts purchased.			
	Clients may be eligible for FPEP coverage at no charge for contraception services.			
	Targeted Case Management*			
HLTH 71	Babies First/CaCoon Targeted Case Management	\$ 460.36	per encounter	
	Family Connects			
HLTH 72	Family Connects Targeted Case Management	\$ 460.36		
HLTH 73	Family Connects Medical Services - pre-in-home visit	\$ 242.31		
HLTH 74	Family Connects Medical Services - in-home visit	\$ 592.81		
NEW 75	Family Connects Medical Services - in-home visit addtl child			\$ 170.65
	Family Connects (Commercial)			
NEW 76	Family Connects Medical Services - pre-in-home visit			\$ 293.69
NEW 77	Family Connects Medical Services - in home visit			\$ 1,279.93
NEW 78	Family Connects Medical Services - in home visit addtl child			\$ 204.31
	Certified Community Health Worker Program			
HLTH 79	Preventive medicine counseling and/or risk factor reduction intervention: 15 minutes	\$ 28.00		
HLTH 80	Preventive medicine counseling and/or risk factor reduction intervention: 30 minutes	\$ 46.00		
HLTH 81	Preventive medicine counseling and/or risk factor reduction intervention: 45 minutes	\$ 64.00		\$ 63.00
HLTH 82	Preventive medicine counseling and/or risk factor reduction intervention: 60 minutes	\$ 81.00		
	Immunizations**			
	Clients eligible for Vaccines for Children Program (VFC) pay only an administrative fee. This admin fee is set by the State and is subject to change.			
	Fees set by State DHS Program are adjusted as DHS adjusts fees. List of current prices is on file for review			
HLTH 83	Administration fee on first immunization - other than State	\$ 51.00		
HLTH 84	Administration fee on addtl immunization - other than State	\$ 27.00		
HLTH 85	Admin Fee for State and/or each additional immunization	\$ 21.96		
	Fees for clients not eligible for the VFC Program are based on the actual cost of the vaccine plus the admin fee.			

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Public Health (continued)				
HLTH 86	DTAP	\$ 25.11		\$ 26.02
HLTH 87	DTaP / IPV	\$ 53.67		\$ 52.70
HLTH 88	HIB	\$ 28.04		\$ 11.78
HLTH 89	Polio IPV (Eipv)	\$ 35.08		\$ 36.80
HLTH 90	MMR	\$ 87.31		\$ 89.86
HLTH 91	MMRV	\$ 250.01		\$ 262.36
HLTH 92	Td 7+yrs	\$ 32.25		\$ 33.17
HLTH 93	Tdap 11-16 years	\$ 36.02		\$ 43.13
HLTH 94	Varicella	\$ 150.97		\$ 159.99
HLTH 95	DTAP/HEPB/IPV	\$ 74.19		\$ 67.19
HLTH 96	Hep A Peds	\$ 32.26		\$ 29.27
HLTH 97	Hep B Ped/adol	\$ 50.64		\$ 16.93
HLTH 98	PCV 13	\$ 209.75		\$ 224.17
HLTH 99	Rotavirus	\$ 119.89		\$ 123.46
HLTH 100	Menveo	\$ 114.30		\$ 117.71
Special Programs**				
HLTH 101	Influenza	\$ 30.00		
HLTH 102	Flumist	\$ 35.00		
HLTH 103	Immune Globulin - only pay admin fee	\$ -	each	
HLTH	HPV Vaccine 4	\$ 153.79	each	
HLTH 104	HPV Vaccine 9	\$ 227.93		\$ 268.77
Vaccines Not in VFC Program**				
HLTH 105	Hep A/Hep B Adult	\$ 84.56		\$ 87.09
HLTH 106	Hep A Adult	\$ 61.32		\$ 65.63
HLTH 107	Hep B Adult	\$ 50.64		\$ 45.56
HLTH 108	Pneumo - 23	\$ 105.19		\$ 117.08
HLTH 109	PPD - TB Test	\$ 30.00		
HLTH 110	Antibiotic Injection Administration	\$ 27.00		
** If the cost of the immunization increases during the fiscal year, the Health Department will adjust the price to reflect the actual increase in cost.				
Diabetes Prevention Program (Medicare)				
HLTH 111	First core session	\$ 35.00		\$ 38.00
HLTH 112	Core session (4)	\$ 105.00		\$ 115.00
HLTH 113	Core session (9)	\$ 175.00		\$ 191.00
HLTH 114	Core maintenance session	\$ 70.00		\$ 76.00
HLTH 115	Core maintenance session w/ weight loss	\$ 93.00		\$ 101.00
	116 Ongoing maintenance sessions Months 13-18	\$ 52.00		\$ 57.00
NEW	117 Ongoing maintenance sessions Months 19-24			\$ 58.00
HLTH 118	5% weight loss	\$ 169.00		\$ 184.00
HLTH 119	9% weight loss	\$ 35.00		\$ 38.00
HLTH 120	Bridge payment	\$ 35.00		\$ 38.00
HLTH 121	Non payable session	\$ -		
Diabetes Prevention Program (Medicaid)				
HLTH	Preventive Behavior Change Group	\$ 23.00		

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Public Health (continued)			
HLTH	Preventive Behavior Change Online	\$ 23.00		\$ 45.00
	Public Health - Environmental Health Division			
	LICENSES: Food Service			
	Note: A supplementary inspection charge equal to 50% of the annual license fee shall be assessed for each complete inspection required because of failure to meet applicable standards when such complete inspection is performed during the license period in addition to the two semi-annual inspections normally performed. Charges accrued and not paid during the current license period will be added to the license fee for the next license period and will be subject to the late penalties specified. New licensees will not be assessed any surcharges accrued by the previous license holder. Any licensed facility opened in Oct/Nov/Dec will be charged 1/2 fee.			
	Full service restaurant seating:			
EH 1	0 - 15	\$ 825.00		\$ 908.00
EH 2	16 - 50	\$ 903.00		\$ 993.00
EH 3	51 - 150	\$ 1,082.00		\$ 1,190.00
EH 4	151 and over	\$ 1,224.00		\$ 1,346.00
EH 5	Commissary	\$ 333.00		\$ 366.00
EH 6	Warehouse	\$ 266.00		\$ 293.00
EH 7	Limited service	\$ 677.00		\$ 745.00
	Government Entities - fee is 100% of full service restaurant fees, based on restaurant seating.			
	Mobile Unit Annual Operating License per OAR 333-162-0020			
EH 8	Class I	\$ 282.00		\$ 310.00
EH 9	Class II	\$ 331.00		\$ 364.00
EH 10	Class III	\$ 433.00		\$ 476.00
EH 11	Class IV	\$ 519.00		\$ 571.00
	Temporary Restaurant License			
EH 12	Temporary Benevolent: Must show a valid I.R.S. tax exempt I.D. number to qualify	\$ 53.00	per event	\$ 58.00
EH 13	Temporary for Profit	\$ 167.00	per event	\$ 184.00
EH 14	Temporary Prior to Event: Temporary Restaurant Applications must be received at least 7 calendar days before the day the event starts.	\$ 107.00	per event	\$ 118.00
EH 15	Temporary at Event (operating without a license)	\$ 266.00	per event	\$ 293.00
EH 16	Temporary Event - Events with five or more applicants (received 7 calendar days before the event)	\$ 93.00	per event	\$ 102.00
	Seasonal or Intermittent Temporary Restaurant License			
EH 17	Seasonal/Intermittent Temporary Benevolent: Must show a valid I.R.S. tax exempt I.D. number to qualify	\$ 83.00		\$ 91.00
EH 18	Seven days or more before event start date (for profit)	\$ 167.00		\$ 184.00
EH 19	Less than seven days before event start date (for profit)	\$ 199.00		\$ 219.00
EH 20	Operational Review (for profit)	\$ 112.00		\$ 123.00
	Operational Review Benevolent: Must show a valid I.R.S. tax exempt I.D. number to qualify			
EH 21	Re-check fee for Temporary Restaurant	\$ 112.00		\$ 123.00
	School Cafeteria & Kitchens:			
EH 22	School Inspection (production kitchen)	\$ 266.00		\$ 293.00
EH 23	School Inspection (satellite branch)	\$ 199.00		\$ 219.00
EH 24	Bed and breakfast (food facility)	\$ 499.00		\$ 549.00
	Vending machines (of potentially hazardous foods):			
EH 25	1 - 10	\$ 160.00		\$ 176.00

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.		DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
Public Health - Environmental Health Division (continued)							
EH	26	11 - 20	\$ 212.00				\$ 233.00
EH	27	21 - 30	\$ 266.00				\$ 293.00
EH	28	31 - 40	\$ 320.00				\$ 352.00
EH	29	41 - 50	\$ 371.00				\$ 408.00
EH	30	Food handlers certification	\$ 10.00				
EH	31	Certification card replacement	\$ 5.00				
Plan Review-prior to construction							
EH	32	New (restaurant)	\$ 665.00				\$ 732.00
EH	33	Remodel (restaurant)	\$ 399.00				\$ 439.00
EH	34	School cafeteria plan review	\$ 665.00				\$ 732.00
EH	35	Childcare Plan Review	\$ 265.00				\$ 292.00
EH	36	Childcare Remodel Plan	\$ 100.00				\$ 110.00
EH	37	Commissary/Base of Operation	\$ 333.00				\$ 366.00
EH	38	Tourist Facility Plan review	\$ 266.00				\$ 293.00
EH	39	Non-profit organization plan review	\$ 333.00				\$ 366.00
Mobile Food Unit (review of mobile unit plan prior to construction)							
EH	40	Class I	\$ 286.00				\$ 315.00
EH	41	Class II	\$ 358.00				\$ 394.00
EH	42	Class III	\$ 499.00				\$ 549.00
EH	43	Class IV	\$ 530.00				\$ 583.00
Note: A penalty of \$150.00 shall be added if payment is 30 days after the license expiration date. An additional penalty of \$150.00 shall be added on the first day of each succeeding month of delinquency.							
Tourist facilities:							
EH	44	Organizational camp or picnic park Traveler's accommodation	\$ 180.00			plus fee for each space	\$ 198.00
EH	45	1-25 units	\$ 276.00				\$ 304.00
EH	46	26-50 units	\$ 300.00				\$ 330.00
EH	47	51-75 units	\$ 326.00				\$ 359.00
EH	48	76-100 units	\$ 351.00				\$ 386.00
EH	49	101+ units Recreation park	\$ 351.00			plus \$3.00/unit over 100	\$ 386.00
EH	50	1-25 units	\$ 344.00				\$ 378.00
EH	51	26-50 units	\$ 453.00				\$ 498.00
EH	52	51-75 units	\$ 538.00				\$ 592.00
EH	53	76-100 units	\$ 655.00				\$ 721.00
EH	54	101+ units	\$ 655.00			plus \$2.00/unit over 100	\$ 721.00
Note: Any person initially licensed under ORA 446.310 to 446.350 for engaging in the recreation park or travelers accommodation business who has failed to renew a license on or before the expiration date is delinquent. If delinquency extends 15 days past the expiration date, a penalty fee of 50% of the annual license fee shall be added. The penalty fee shall be increased by 50% of the license fee on the first day of each succeeding month of delinquency.							
Swimming Pools:							

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Health Services - Environmental Health Division (continued)				
EH 55	License (first public pool, spa, bathhouse)	\$ 765.00		\$ 842.00
EH 56	Second pool or spa (same location)	\$ 511.00		\$ 562.00
EH 57	Additional pools or spas (same location)	\$ 456.00		\$ 502.00
EH 58	Pool plan review fee	\$ 611.00		\$ 672.00
EH 59	Pool construction inspections	\$ 611.00		\$ 672.00
EH 60	Surcharges for pools, spas & tourist facilities will be based on the amount set forth by the Oregon Health Division for local govts..	Varies		
Miscellaneous:				
EH 61	Children's Service: Foster/Child Care Center Inspection	\$ 266.00		\$ 293.00
EH 62	Fee for licensed facility that requires + two re-check inspections / year	\$ 199.00		\$ 219.00
EH 63	Miscellaneous Inspection or Plan Review	\$ 266.00		\$ 293.00
EH 64	Limited Inspection or Plan Review	ACS		
EH 65	Outdoor Mass Gathering	\$ 266.00		\$ 293.00
EH 66	Convenience/Handling Fee (On-line renewal of license)	Varies	2.6% 3.4% of transaction amount	
EH 67	Food Manager Training & Certification	\$ 125.00		
EH 68	Food Manager Training (no book, no exam or missed class)	\$ 50.00		
EH 69	Food Manager Training (paper or online exam only)	\$ 50.00		
EH 70	Food Manager Training (class, exam, no book)	\$ 100.00		
EH 71	Food Manager Training (book & exam):minimum 10 attendees	\$ 1,250.00	Plus \$110.00 per student / over 10	
Note: A penalty of \$150.00 shall be added if payment is 30 days after the license expiration date. An additional penalty of \$150.00 shall be added on the first day of each succeeding month of delinquency.				
Risk Management				
RM 1	Event Permit Fee	\$ 45.00		\$ 55.00
RM 2	Event Permit Fee - Late Filing Penalty	\$ 45.00		\$ 55.00
RM 3	Skid Car Training (non-employee)	\$ 90.00		\$ 100.00
Sheriff's Office				
Civil				
SH 1	Service of Civil papers including notice of restitution, directed to not more than two parties at the same address	\$ 50.00		
SH 2	Service of Civil papers for more than two parties at the same address	\$ 28.00	for each party	
SH 3	Service of Writ of Garnishment	\$ 25.00	\$15.00 bank search fee	
SH 4	Enforcement of any Writ	\$ 89.00	Some writs may include a service fee. Deposit may be required for specific enforcements. Additional expenses may be charged ACS	
SH 5	Rental of MAC - for each four hour period	\$ 50.00		
SH 6	Rental of MAC - per day	\$ 100.00		
SH 7	Computer Forensic Services	\$ 100.00	per hour	
SH 8	Sheriff property sale	\$ 4.00	per 100 words	
	Concealed Weapons Permit (includes 15.00 to the State)		Folio Fee Structure	
SH 9	Concealed Weapons Permit - New	\$ 65.00		

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.		DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
Sheriff's Office (continued)							
SH	10	Concealed Weapons Permit - Renewal	\$ 50.00				
SH	11	Concealed Weapons Permit - Duplicate	\$ 15.00				
SH	12	Sheriff's Deed	\$ 56.00				
SH	13	Certificate of Sale	\$ 56.00				
SH	14	Copies to Complete Civil Service	\$ 4.00			per folio (100 words)	
SH	15	Voice verification long distance fee	\$ 20.00				
SH	16	Civil service mileage fee (travel over 75 miles round trip from court to serve civil)	\$ 50.00				
SH	17	Applicant Post Test	\$ 15.00				
SH	18	D recopying fee	\$ 15.00			+ cost	
SH	19	Look-up fee	\$ 10.00				
SH	20	Photographs	\$ 25.00			+ cost	
SH	21	Copies	\$ 0.25				
NEW	22	Notary Fee (For Conveyance of Real Property)					\$ 10.00
		(Fee on vehicles released from Sheriff's impound lot - forfeitures/evidence cases.)					
SH	23	Administrative release fee for forfeited vehicles	\$ 150.00				
SH	24	2nd Forfeiture	\$ 300.00				
SH	25	3rd and each subsequent forfeiture	\$ 500.00				
SH	26	Vehicle impound fee	\$ 100.00				
SH	27	Impound vehicle hearing fee (Hearing Officer can waive the fee)	\$ 67.00			per hearing - only if requestor loses appeal	
SH	28	Fingerprinting: First Card	\$ 15.00				
SH	29	Additional cards	\$ 5.00				
		Criminal Records					
		Copies of police officer's reports (Accident & Criminal)					
SH	30	First 10 pages of each case report	\$ 20.00				
SH	31	Each additional page of same case report	\$ 1.00				
SH	32	Individual log entries	\$ 5.00				
SH	33	Each additional log entry	\$ 1.00				
SH	34	Local Records- Check Letter Background Check	\$ 20.00				
SH	35	Copy of photo CD	\$ 30.00				
SH	36	Additional CD	\$ 5.00				
SH	37	Computer Forensic Services	\$ 100.00			per hour	
SH	38	Voice verification long distance fee	\$ 20.00				
SH	39	Look up fee (record check taking more than 10 minutes)	\$ 10.00				
		Criminal - Evidence Unit					
SH	40	Copies of VHS tapes	\$ 25.00			each	
SH	41	Copies of audio cassettes	\$ 25.00			each	
SH	42	Copies of photographs	\$ 25.00			plus cost of prints	
		Other					
SH	43	Concealed Weapons Class	\$ 25.00				
SH	44	Seat Belt Class	\$ 35.00				
SH	45	County Employee ID Cards	\$ 15.00				
SH	46	False Alarm Response (3) in 12 month period	\$ 100.00				
SH	47	False Alarm Response (4) in 12 month period	\$ 200.00				
SH	48	False Alarm Response (5) in 12 month period	\$ 300.00				

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.		DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
		Sheriff's Office (continued)					
SH	49	Applicant Post Test	\$ 15.00				
		Public Information Requests					
SH	50	File search - general	\$ 10.00			look-up fee	ACS
SH	51	File search - professional	\$ 18.00			per 1/2 hour	ACS
SH	52	Estimated cost for legal counsel to review request	\$ 150.00			per hour (1/4 hour min)	
SH	53	Copies	\$ 0.25			per copy	
SH	54	Postage to mail records	ACS				
SH	55	Processing distraint warrants for state agencies	\$ 6.25				
SH	56	Copies of Video Recording (per incident) - first copy	\$ 15.00				ACS
SH	57	Copies of Video Recording (per incident) - each additional copy	\$ 5.00				ACS
NEW		Redaction of Records/Video					ACS
		Corrections					
		Lodging Rate/Other:					
SH	58	All other prisoners	\$ 137.35			per day	
SH	59	Transporting of inmates per court order (Federal rate per mile plus hourly rate of officer and meals - straight time or time and a half)	ACS				
SH	60	Inmate mugshots	\$ 25.00			per photograph	
		Health Care Charges					
SH	61	Medical cost for out-of-county or municipal prisoners	ACS				
SH	62	Hygiene welcome pack	\$ 2.35				
SH	63	Facility Physician visit	\$ 13.00			per visit	
SH	64	Nurse Practitioner Visit	\$ 11.00			per visit	
SH	65	Facility Nurse Visit (sick call)	\$ 8.00			per visit	
SH	66	Lab work	\$ 11.00				
SH	67	Special supplies	ACS				
SH	68	Medical Imaging	\$ 21.00				
SH	69	Private physician visit	\$ 21.00				
SH	70	Dentist visit	\$ 21.00				
SH	71	Emergency room/hospital visit	\$ 21.00				
SH	72	Prescription handling fee	\$ 11.00				
SH	73	Inmate Medical Kit Fee	\$ 1.00				
SH	74	Chronic Wound Care	\$ 21.00				
		Over-the-counter medications					
SH	75	Acetaminophen (generic for Tylenol)	\$ 1.00			dose	
SH	76	Antacid	\$ 1.00			dose	
SH	77	Bismuth (generic for Pepto Bismol)	\$ 1.00			dose	
SH	78	Dulcolax laxative	\$ 1.00			dose	
SH	79	Fixodent	\$ 4.00			dose	
SH	80	Hydrocortisone Packet (1%)	\$ 1.00			each	
SH	81	Ibuprofen Packet (generic for Advil)	\$ 1.00			each	
SH	82	Metamucil Packet	\$ 1.00			each	
SH	83	Preparation H	\$ 4.00				
SH	84	Milk of Magnesia	\$ 1.00			dose	
SH	85	Triple antibiotic cream/ointment	\$ 1.00			dose	

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.		DESCRIPTION	FY 2023 FEE		UNIT	Proposed FY2024 Fee
		Sheriff's Office (continued)				
SH	86	Vitamin A & D ointment	\$ 2.00		dose	
		Solid Waste				
		Public Fees				
		Knott Landfill				
SW	1	0-400 pounds	\$ 22.00			\$ 24.00
SW	2	Each additional 400 200 pounds	\$ 3.00			\$ 7.00
		Transfer Stations				
SW	3	Minimum load (0-1 c.y.)	\$ 22.00			\$ 24.00
SW	4	Each additional cubic yard	\$ 8.00			\$ 10.00
SW	5	Yard debris per cubic yard	\$ 4.00			\$ 6.00
		Commercial Fees				
		Knott Landfill				
SW	6	0-400 pounds	\$ 22.00			\$ 24.00
SW	7	Each additional 400 200 pounds	\$ 3.00			\$ 7.00
		Transfer Stations				
SW	8	Minimum load (0-1 c.y.)	\$ 22.00			\$ 24.00
SW	9	Each additional cubic yard	\$ 8.00			\$ 10.00
SW	10	Loose yard debris	\$ 4.00		per cubic yard	\$ 6.00
SW	11	Compacted yard debris	\$ 7.00		per cubic yard	\$ 10.00
		Franchise Fees				
		Knott Landfill				
SW	12	Loose load per pound	\$ 0.0275			\$ 0.0350
SW	13	Compacted load per pound	\$ 0.0275			\$ 0.0350
SW	14	Industrial waste per pound	\$ 0.0275			\$ 0.0350
		Transfer Stations				
SW	15	Truck compactor per cubic yard	\$ 20.00			\$ 25.00
SW	16	Drop box compactor per cubic yard	\$ 11.00			
SW	17	Loose load per cubic yard	\$ 11.00			\$ 14.00
NEW		Loose yard debris			per cubic yard	\$ 6.00
SW	18	Compacted yard debris	\$ 7.00		per cubic yard	\$ 10.00
		Miscellaneous Fees				
		Knott Landfill Only				
		Asbestos (pounds)				
SW	19	0-2,000 pounds	\$ 100.00			
SW	20	Each additional pound	\$ 0.05			
SW	21	Petroleum contaminated soils	\$ 0.02		per pound	
		Transfer Stations				
SW	22	Appliances	\$ 8.00			
NEW		Freon Appliances			each	\$ 20.00
SW	23	Clean wood waste (Negus Transfer only)	\$ 4.00		per cubic yard	\$ 6.00
SW	24	Car Tires < 25"	\$ 2.00		each	
SW	25	Tires <25' on Rim	\$ 4.00		each	
SW	26	Rebate for properly secured loads	\$ 10.00		per load	
NEW		Clean fill (Negus Transfer only)			per cubic yard	\$ 6.00

**Deschutes County Fee Schedule
FY 2024**

06/14/2023 Item #5.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Solid Waste (continued)			
	NOTES:			
	1. Appliances and tires accepted at Knott Landfill through Deschutes Recycling, LLC.			
	2. Tires over 24.5 inches not accepted at any site, including Deschutes Recycling facilities.			
	Dog Licensing			
DG 1	Spayed or neutered (annual)	\$ 16.00		\$ 22.00
DG 2	Intact animal (annual)	\$ 30.00		\$ 36.00
NEW 3	Spayed or neutered (2-Yr license)			\$ 39.00
NEW 4	Intact animal (2-Yr license)			\$ 67.00
NEW 5	Spayed or neutered (3-Yr license)			\$ 58.00
NEW 6	Intact animal (3-Yr License)			\$ 98.00
NEW 7	Senior (62+) Discounted spayed or neutered (annual license)			\$ 16.00
NEW 8	Senior (62+) Discounted spayed or neutered (2-Yr license)			\$ 32.00
NEW 9	Senior (62+) Discounted spayed or neutered (3-Yr license)			\$ 48.00
DG 10	Pet ID tag	\$ 4.00		\$ 5.00
DG 11	Replacement tag	\$ 4.00		\$ 5.00
	Pro-rated licenses to coincide with rabies expiration less than one year:			
DG 12	Spayed or neutered	\$ 1.34	month	\$ 1.84
	Dog Licensing (continued)			
DG 13	Intact animal	\$ 2.50	month	\$ 3.00
DG 14	Assistance Animals	\$ -		
	Kennel Licensing Fees:			
DG 15	First 10 dogs	\$ 5.00	per dog	\$ 10.00
DG 16	Each additional dog	\$ 1.00	per dog	\$ 3.00
	Room Tax			
TRT 1	Penalty on the amount of the Tax due upon delinquency	\$ 0.10		
TRT 2	Additional penalty on the amount of the Tax due upon 30 days delinquency	\$ 0.15		
TRT 3	Interest per month on the amount of the Tax due upon delinquency	1/2 of 1%		
TRT 4	Penalty on the amount of the Tax due if Tax Administrator determines that non payment is due to fraud or intent to evade	\$ 0.25		
NEW 5	Public records request for Active Rental Listing		per request	ACS
	Property Tax			
TX 1	Foreclosure	\$ 0.05		of the total amount of taxes and interest accrued after the 1st publication of foreclosure
TX 2	Redemption / Foreclosed Property	\$ 50.00		at time of judgement
TX 3	Title Search / Foreclosed Property	ACS		Est @ \$200.00+ per search
TX 4	Personal Property Warrants Service	\$ 20.00		plus recording fees
TX 5	Personal Property Warrant Electronic Submission Fee	\$ 1.00		per document
TX 6	Tax research	\$ 60.00		per hour (1/2 hr minimum)
TX 7	Check stop payment	\$ 30.00		
TX 8	Delinquent Tax Roll	ACS		per request
TX 9	Tax roll data request for online platforms	\$ 75.00		per request

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY,
OREGON

A Resolution Adopting and Continuing Fees *
And Charges for Services and Providing an * RESOLUTION NO. 2023-024
Effective Date *

WHEREAS, various departments of Deschutes County charge fees for services and permits; and

WHEREAS, it is necessary to adopt and amend the fee schedules of Deschutes County annually each July 1 in accordance with applicable State law and Chapter 4.12 of the Deschutes County Code, as amended; and

WHEREAS, various Deschutes County departments have proposed fees and charges for services and permits; and

WHEREAS, the Board of County Commissioners held a public hearing on May 17, 2023, on the proposed fees and charges for services and permits and finds that the fees and charges for services and permits as set forth in Exhibit "A" reflect the actual cost of providing services and permits; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the fees set forth in Exhibit "A", attached hereto and, by this reference, incorporated herein, are hereby adopted as the fees and charges of Deschutes County, Oregon.

Section 2. The fees and charges for services and permits adopted in Section 1 of this Resolution are effective July 1, 2023.

Section 3. All fees and charges for services and permits in effect prior to July 1, 2023, are hereby continued or superseded as provided herein.

DATED this _____ day of June, 2023.

BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON

ANTHONY DEBONE, Chair

ATTEST:

PATTI ADAIR, Vice-Chair

Recording Secretary

PHIL CHANG, Commissioner



BOARD OF
COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 14, 2023

SUBJECT: Public Hearing: FY 2024 Deschutes County 9-1-1 Service District Fee Schedule and consideration of Board adoption

RECOMMENDED MOTION:

First, hold a public hearing on; then consider approval of Resolution No. 2022-025 adopting the FY 2024 Deschutes County 9-1-1 Service District Fee Schedule.

BACKGROUND AND POLICY IMPLICATIONS:

Per chapter 4.12 of the Deschutes County Code, "Fees and charges for services shall be reviewed for compatibility with the actual cost of providing service each year, and shall be adjusted and set as of each July 1st."

BUDGET IMPACTS:

No changes were made to the FY 2023 Deschutes County 9-1-1 Service District Fee Schedule.

ATTENDANCE:

Laura Skundrick, Management Analyst
Dan Emerson, Budget Manager

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY,
OREGON, AS GOVERNING BODY FOR THE DESCHUTES COUNTY 9-1-1 COUNTY
SERVICE DISTRICT

A Resolution Adopting and Continuing Fees *
And Charges for Services and Providing an * RESOLUTION NO. 2023-025
Effective Date *

WHEREAS, Deschutes County 911 Service District charges fees for services and permits;
and

WHEREAS, it is necessary to adopt and amend the fee schedules of Deschutes County 911
Service District annually each July 1 in accordance with district requirements, applicable State
law, and Chapter 4.12 of the Deschutes County Code, as amended; and

WHEREAS, Deschutes County 911 Service District has proposed fees and charges for
services and permits; and

WHEREAS, the Board of County Commissioners held a public hearing on May 17, 2023,
on the proposed fees and charges for services and permits and finds that the fees and charges for
services and permits as set forth in Exhibit "A" reflect the actual cost of providing services and
permits; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the fees set forth in Exhibit "A", attached hereto and, by this reference,
incorporated herein, are hereby adopted as the fees and charges of Deschutes County 911 Service
District.

Section 2. The fees and charges for services and permits adopted in Section 1 of this
Resolution are effective July 1, 2023.

Section 3. All fees and charges for services and permits in effect prior to July 1, 2023, are
hereby continued or superseded as provided herein.

DATED this _____ day of June, 2023.

BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON

AS GOVERNING BODY FOR THE
DESCHUTES COUNTY 9-1-1 COUNTY
SERVICE DISTRICT

ANTHONY DEBONE, Chair

ATTEST:

PATTI ADAIR, Vice-Chair

Recording Secretary

PHIL CHANG, Commissioner



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 14, 2023

SUBJECT: Public Hearing: FY 2024 Deschutes County Extension and 4H Service District Fee Schedule and consideration of Board adoption

RECOMMENDED MOTION:

First, hold a public hearing on; then consider approval of Resolution No. 2022-026 adopting the FY 2024 Deschutes County Extension and 4H Service District Fee Schedule.

BACKGROUND AND POLICY IMPLICATIONS:

Per chapter 4.12 of the Deschutes County Code, "Fees and charges for services shall be reviewed for compatibility with the actual cost of providing service each year, and shall be adjusted and set as of each July 1st."

BUDGET IMPACTS:

No changes were made to the FY 2023 Deschutes County Extension and 4H Service District Fee Schedule.

ATTENDANCE:

Laura Skundrick, Management Analyst
Dan Emerson, Budget Manager

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY,
OREGON, AS GOVERNING BODY FOR THE EXTENSION 4H COUNTY SERVICE
DISTRICT

A Resolution Adopting and Continuing Fees *
And Charges for Services and Providing an * RESOLUTION NO. 2023-026
Effective Date *

WHEREAS, Extension 4H County Service District charges fees for services and permits;
and

WHEREAS, it is necessary to adopt and amend the fee schedules of Extension 4H County
Service District annually each July 1 in accordance with district requirements, applicable State
law, and Chapter 4.12 of the Deschutes County Code, as amended; and

WHEREAS, Extension 4H County Service District has proposed fees and charges for
services and permits; and

WHEREAS, the Board of County Commissioners held a public hearing on May 17, 2023,
on the proposed fees and charges for services and permits and finds that the fees and charges for
services and permits as set forth in Exhibit "A" reflect the actual cost of providing services and
permits; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the fees set forth in Exhibit "A", attached hereto and, by this reference,
incorporated herein, are hereby adopted as the fees and charges of Extension 4H County Service
District.

Section 2. The fees and charges for services and permits adopted in Section 1 of this
Resolution are effective July 1, 2023.

Section 3. All fees and charges for services and permits in effect prior to July 1, 2023, are
hereby continued or superseded as provided herein.

DATED this _____ day of June, 2023.

BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON

AS GOVERNING BODY FOR THE
EXTENSION 4H COUNTY SERVICE
DISTRICT

ANTHONY DEBONE, Chair

ATTEST:

PATTI ADAIR, Vice-Chair

Recording Secretary

PHIL CHANG, Commissioner



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 14, 2022

SUBJECT: Public Hearing FY 2024 Sunriver Service District Fee Schedule and consideration of Board adoption

RECOMMENDED MOTION:

First, hold a public hearing on; then consider approval of Resolution No. 2022-027 adopting the FY 2024 Sunriver Service District Fee Schedule.

BACKGROUND AND POLICY IMPLICATIONS:

Per chapter 4.12 of the Deschutes County Code, "Fees and charges for services shall be reviewed for compatibility with the actual cost of providing service each year, and shall be adjusted and set as of each July 1st."

BUDGET IMPACTS:

No changes were made to the FY 2023 Sunriver Service District Fee Schedule.

ATTENDANCE:

Laura Skundrick, Management Analyst
Dan Emerson, Budget Manager

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY,
OREGON, AS GOVERNING BODY FOR THE SUNRIVER SERVICE DISTRICT

A Resolution Adopting and Continuing Fees *
And Charges for Services and Providing an * RESOLUTION NO. 2023-027
Effective Date *

WHEREAS, Sunriver Service District charges fees for services and permits; and

WHEREAS, it is necessary to adopt and amend the fee schedules of Sunriver Service District annually each July 1 in accordance with district requirements, applicable State law, and Chapter 4.12 of the Deschutes County Code, as amended; and

WHEREAS, Sunriver Service District has proposed fees and charges for services and permits; and

WHEREAS, the Board of County Commissioners held a public hearing on May 17, 2023, on the proposed fees and charges for services and permits and finds that the fees and charges for services and permits as set forth in Exhibit "A" reflect the actual cost of providing services and permits; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the fees set forth in Exhibit "A", attached hereto and, by this reference, incorporated herein, are hereby adopted as the fees and charges of Sunriver Service District.

Section 2. The fees and charges for services and permits adopted in Section 1 of this Resolution are effective July 1, 2023.

Section 3. All fees and charges for services and permits in effect prior to July 1, 2023, are hereby continued or superseded as provided herein.

DATED this _____ day of June, 2023.

BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON

AS GOVERNING BODY FOR THE
SUNRIVER SERVICE DISTRICT

ANTHONY DEBONE, Chair

ATTEST:

PATTI ADAIR, Vice-Chair

Recording Secretary

PHIL CHANG, Commissioner



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 14, 2023

SUBJECT: Public Hearing: FY 2024 Black Butte Ranch Service District Fee Schedule and consideration of Board adoption

RECOMMENDED MOTION:

First, hold a public hearing on; then consider approval of Resolution No. 2022-028 adopting the FY 2024 Black Butte Ranch Service District Fee Schedule.

BACKGROUND AND POLICY IMPLICATIONS:

Per chapter 4.12 of the Deschutes County Code, "Fees and charges for services shall be reviewed for compatibility with the actual cost of providing service each year, and shall be adjusted and set as of each July 1st."

BUDGET IMPACTS:

No changes were made to the FY 2023 Black Butte Ranch Service District Fee Schedule.

ATTENDANCE:

Laura Skundrick, Management Analyst
Dan Emerson, Budget Manager

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY,
OREGON, AS GOVERNING BODY FOR BLACK BUTTE RANCH COUNTY SERVICE
DISTRICT

A Resolution Adopting and Continuing Fees *
And Charges for Services and Providing an * RESOLUTION NO. 2023-028
Effective Date *

WHEREAS, Black Butte Ranch County Service District charges fees for services and permits; and

WHEREAS, it is necessary to adopt and amend the fee schedules of Black Butte Ranch County Service District annually each July 1 in accordance with district requirements, applicable State law, and Chapter 4.12 of the Deschutes County Code, as amended; and

WHEREAS, Black Butte Ranch County Service District has proposed fees and charges for services and permits; and

WHEREAS, the Board of County Commissioners held a public hearing on May 17, 2023, on the proposed fees and charges for services and permits and finds that the fees and charges for services and permits as set forth in Exhibit "A" reflect the actual cost of providing services and permits; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the fees set forth in Exhibit "A", attached hereto and, by this reference, incorporated herein, are hereby adopted as the fees and charges of Black Butte Ranch County Service District.

Section 2. The fees and charges for services and permits adopted in Section 1 of this Resolution are effective July 1, 2023.

Section 3. All fees and charges for services and permits in effect prior to July 1, 2023, are hereby continued or superseded as provided herein.

DATED this _____ day of June, 2023.

BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON

AS GOVERNING BODY FOR BLACK BUTTE
RANCH COUNTY SERVICE DISTRICT

ANTHONY DEBONE, Chair

ATTEST:

PATTI ADAIR, Vice-Chair

Recording Secretary

PHIL CHANG, Commissioner



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 14, 2023

SUBJECT: SunWest Builders Change Order No. 1—North County Campus

RECOMMENDED MOTION:

Move approval of Chair signature of Document No. 2023-592, Change Order No. 1 to Deschutes County Contract No. 2022-197 with SunWest Builders for additional scope of remodel work for 244 Kingwood.

BACKGROUND AND POLICY IMPLICATIONS:

In December of 2022, the Board of County Commissioners approved a second Guaranteed Maximum Price (GMP) amendment to the contract with SunWest Builders (SWB) to provide Construction Manager/General Contractor services for the North County Campus. The second amendment added the cost of 236 Kingwood to the previously approved 244 Kingwood remodel. The combined cost of two buildings and associated site work is \$5,586,126.

Subsequently, 1,874 SF of former leased space became available in the 244 Kingwood building. Design of the new space and permitting are now complete and a change order has been prepared to remodel the additional square footage for \$498,966.

Deschutes County Behavioral Health will utilize the additional area for the Intensive Youth Services program. It includes two restrooms, laundry facilities, two treatment rooms, eight offices, and an open-concept "drop" space for clients. The remodel work will connect the former leased space with the remainder of the building. The scope of work also includes accessibility upgrades, new HVAC equipment and controls, doors and finishes to match the rest of the building, and access controls to separate public areas from staff areas.

BUDGET IMPACTS:

If approved, the total cost of Contract No. 2022-197 with SunWest Builders will be increased by \$498,996 to \$6,085,122. The cost of this additional work is budgeted in Fund 463 for FY 23 and FY 24 through a transfer from Health Services.

ATTENDANCE:

- Shannon Brister-Raugust, Behavioral Health Program Manager
Holly Harris, Behavioral Health Director
Eric Nielsen, Capital Improvement Manager
Lee Randall, Facilities Director



2642 SW 4th Street
P.O. Box 489
Redmond, OR 97756
(541)-548-7341 - (541) 548-2855 (fax)

Deschutes County
1300 NW Wall Street
Bend, OR 97701

CHANGE ORDER
PROJECT: DC 244 Kingwood
SWB JOB #: 12259
CHANGE ORDER #: 01
#2023-592

<u>Description</u>	<u>COR #</u>	<u>Amount</u>
Tenant Improvement for 244 Kingwood Drop Space Refer to attached estimate		498,996.00

Amount of Change: **\$ 498,996.00**

The original Contract Sum was	\$ 5,586,126.00
Net change by previous Change Orders	0.00
The Contract Sum prior to this Change Order	<u>\$ 5,586,126.00</u>
The Contract Sum will be changed by this Change Order	498,996.00
The new Contract Sum including this Change Order will be	<u>\$ 6,085,122.00</u>

SUNWEST BUILDERS
2642 SW 4th Street, Redmond OR 97756
Adam Bowles, Project Manager
CONTRACTOR

SIGNATURE: Adam Bowles

DATE: 06/06/2023

Deschutes County
1300 NW Wall Street, Bend OR 97701
Anthony DeBone, Chair
Board of County Commissioners,

SIGNATURE: _____

DATE: _____

Deschutes County - 244 Kingwood "Drop Area"

GMP Estimate

5/30/23

Project Area... 1,874



CCB #59850

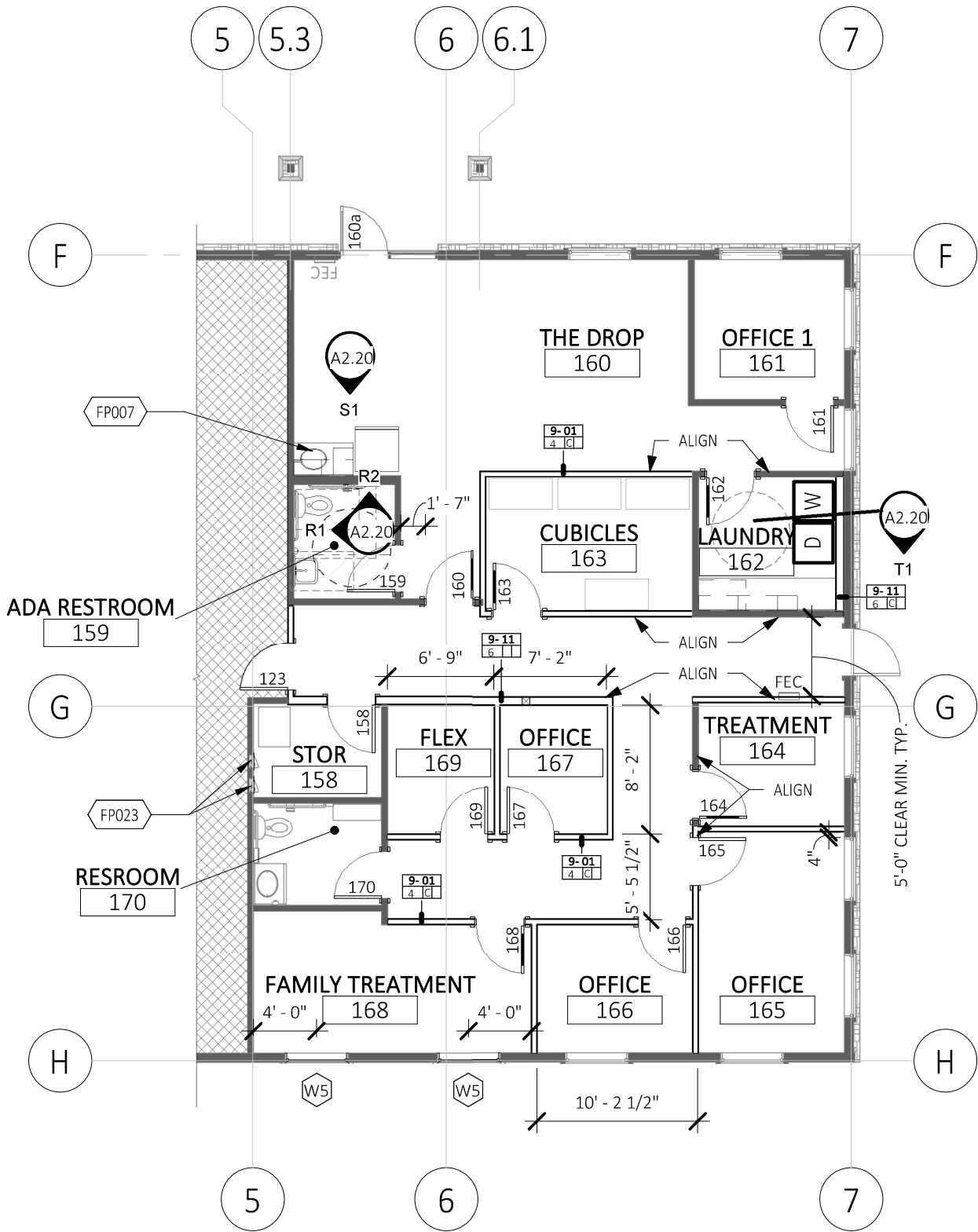
<u>Estimate Summary</u>	<u>Cost</u>
DIVISION 1 - GENERAL CONDITIONS - MANAGEMENT	\$19,715
DIVISION 1 - GENERAL REQUIREMENTS - TEMP SERVICES	\$6,667
DIVISION 2 - ABATEMENT & INTERIOR DEMOLITION	\$22,976
DIVISION 3 - CONCRETE	\$3,680
DIVISION 4 - MASONRY	\$0
DIVISION 5 - STRUCTURAL & MISCELLANEOUS STEEL	\$4,500
DIVISION 6 - ROUGH CARPENTRY	\$1,716
DIVISION 6 - INTERIOR FINISH WOODWORK & CASEWORK	\$8,780
DIVISION 7 - THERMAL & MOISTURE PROTECTION	\$9,345
DIVISION 8 - DOORS & WINDOWS	\$34,123
DIVISION 9 - FINISHES	\$87,945
DIVISION 10 - ARCHITECTURAL SPECIALTIES	\$6,767
DIVISION 11 - EQUIPMENT & APPLIANCES	\$1,250
DIVISION 12 - FURNISHINGS	\$2,793
DIVISION 13 - SPECIAL CONSTRUCTION	\$0
DIVISION 14 - ELEVATORS / CONVEYING EQUIPMENT	\$0
DIVISION 21 - FIRE SUPPRESSION	\$9,400
DIVISION 22 - PLUMBING	\$39,177
DIVISION 23 - HVAC	\$65,617
DIVISION 26 - ELECTRICAL SYSTEMS	\$71,000
DIVISION 27 - LOW VOLTAGE SYSTEMS	\$45,939
DIVISION 31 - 33 SITE WORK	\$0
Subtotal Direct Costs	\$441,390
0.00% Design Completion Contingency	\$0
5.00% Estimate / Construction Contingency	\$22,070
0.00% Cost Escalation Contingency	\$0
5.00% Overhead & Profit	\$23,173
0.95% Liability Insurance	\$4,623
LS Preconstruction Services	\$0
1.00% P&P Bond	\$4,913
0.00% Builders Risk Insurance (by owner)	Excluded
0.57% Oregon Student Success Act Fee	\$2,828
TOTAL BUILDING ESTIMATE	\$266 / sf \$498,996

Estimate based on Construction Doc dated 03-17-23

TASK	COUNT	UNIT	\$/UNIT	COST	TOTAL PER DIVISION	COMMENTS
<i>Estimate based on Construction Doc dated 03-17-23</i>						
1st Floor	1,874	sf	Site Area	45,000	sf	
2nd Floor	-	sf				
Remodeled Area	1,874	sf				
Design and Engineering, Plans, Permit Documents				Excluded		By Owner
Permits, Plan Review Fees & SDC				Excluded		By Owner
Hazardous Materials Testing				Excluded		By Owner
Third Party Special Inspections and Testing				Excluded		By Owner
Monthly Utility Usage Costs (power, gas, water, network, etc.)				Excluded		Use existing power service
Builder's Risk Insurance				Excluded		By Owner
DIVISION 1 - GENERAL CONDITIONS - MANAGEMENT						
Project Superintendent	1.0	months	\$15,200.00	\$15,200		\$95/hr
Project Manager (as needed)	1.0	months	\$2,795.00	\$2,795		\$130/hr
Project Engineer (as needed)	1.0	months	\$1,720.00	\$1,720		\$80/hr
Project Safety Manager (as needed)				Excluded		\$105/hr
Director Field Operations / QC (as needed)				Excluded		\$125/hr
				\$10.52 /sf		\$19,715
DIVISION 1 - GENERAL REQUIREMENTS - TEMP SERVICES						
Printing, Plans and Specs	1.0	estimate	\$125.00	\$125		
Temp Network / Cellular	1.0	months	\$125.00	\$125		
Temp Portable Toilets	1.0	months	\$170.00	\$170		
Temp Office - Mob/Demob				Excluded		
Temp Office - Monthly Rent, Power/Netwrk				Excluded		
Temp Storage Container(s)	1.0	months	\$185.00	\$185		
Office Supplies, Equipment, Drinking Water & Similar	1.0	estimate	\$200.00	\$200		
Logistics Labor, Safety and Construction Clean-up	1.0	months	\$1,892.00	\$1,892		
Miscellaneous Tools, Lifts, Equipment and Supplies	1.0	months	\$1,950.00	\$1,950		
Dumpsters / Trash Haul-off	3.0	each	\$590.00	\$1,770		
Pedestrian Control, Barricades, Temp Protection				Excluded		
Temp Electrical - Monthly Service				Excluded		Use existing power, paid by others
Temp Heat				Excluded		Use existing heat, paid by others
Weather Protection				Excluded		N/A, interior work
Closeout / As-builts / O&M's	1.0	estimate	\$250.00	\$250		
				\$3.56 /sf		\$6,667
DIVISION 2 - ABATEMENT & INTERIOR DEMOLITION						
Asbestos / Haz Materials Abatement				Excluded		
Remove Flooring - Sheet Vinyl, Carpets, etc.	1	bid	\$12,800.00	\$12,800		
Remove Ceilings and Soffits - 1st Floor				Included		
Remove Walls, Casework, Doors, Building Items				Included		
Miscellaneous & Minor Demo Detailing	1	estimate	\$2,340.00	\$2,340		
Demo Equipment, Dumpsters, Protection	1	estimate	\$2,600.00	\$2,600		
Saw Cut Slab / Remove / Trench	1	estimate	\$4,300.00	\$4,300		
Exter Skin Demo - New Windows South Side	1	estimate	\$936.00	\$936		
				\$12.26 /sf		\$22,976
DIVISION 3 - CONCRETE						
Concr Slab - Dowel & Pour Back at MEP (033000)	1	estimate	\$3,680.00	\$3,680		
				\$1.96 /sf		\$3,680
DIVISION 4 - MASONRY						
Masonry Veneer				Excluded		
Masonry Block (042000)				See Site Estimate		
				\$0.00 /sf		\$0
DIVISION 5 - STRUCTURAL & MISCELLANEOUS STEEL						
Structural Rework at Roof Top Unit	1	allowance	\$4,500.00	\$4,500		
Miscellaneous & Architectural Steel				Excluded		
				\$2.40 /sf		\$4,500
DIVISION 6 - ROUGH CARPENTRY						
Wd Framing - Exterior Doors & Windows				Included		
Wd Framing - Exterior Doors & Windows - Lumber				Included		
Wd Blocking - Material (061000)	1	estimate	\$780.00	\$780		
Wd Blocking - Labor (061000)	1	estimate	\$936.00	\$936		
				\$0.92 /sf		\$1,716
DIVISION 6 - INTERIOR FINISH WOODWORK & CASEWORK						
Casework / Cabinetry (064100)	1	bid	\$7,050.00	\$7,050		
Base Cabinetry				Included		
Upper Cabinets				Included		
Countertops				Included		
Staff Lockers / Storage Cubbies				Excluded		
Interior Finish Trim	1	estimate	\$1,730.00	\$1,730		
				\$4.69 /sf		\$8,780
DIVISION 7 - THERMAL & MOISTURE PROTECTION						
Bldg Enclosure - Siding New Man Doors				Excluded		
Bldg Enclosure - Siding New Windows	1	estimate	\$2,430.00	\$2,430		
Bldg Enclosure - Misc Siding Repairs				Excluded		
Thermal Insulation Repairs (072100)				Included		

TASK	COUNT	UNIT	\$/UNIT	COST	TOTAL PER DIVISION	COMMENTS
Spray Foam HM Frames	1	estimate	\$1,580.00	\$1,580		
Weather Barriers (072500)				Included		
Fiber Cement Siding (074646)				Included		
Metal Flashings (076200)				Included		
Fire Resistive Sealant / Stopping - Interior Remodels	1	estimate	\$350.00	\$350		
Interior Caulking / Joint Sealants - Interior Remodels	1	estimate	\$250.00	\$250		
Roofing - MEP Roof Penetrations	1	estimate	\$935.00	\$935		
Roofing - Re-roof at New RTU	1	allowance	\$3,800.00	\$3,800		
Roofing - Repair Existing Conditions				Excluded		
				\$4.99 /sf	\$9,345	
DIVISION 8 - DOORS & WINDOWS						
Wd Dr/HM Frm/HW (081113, 081416) - Interior	1	bid	\$21,099.00	\$21,099		
New Exterior Doors - Alum Storefront				Excluded		
Grout HM Frames				Excluded		
Install D/F/HW	1	bid	\$4,900.00	\$4,900		
Tubular Skylights				Excluded		
Louvers & Vents (089000)				Excluded		
Alum Storefront Openings				Excluded		
Alum Storefront Window Systems				Included		
Alum Storefront - New Windows S5	1	bid	\$6,400.00	\$6,400		
Exterior Window Washing				Included		
Interior Glass				Included		
Pass Thru Sliding Windows - Reception				Excluded		
Mirror at Restrooms - Rms	1	estimate	\$1,100.00	\$1,100		
Doors, Windows, Mirrors - Unload, Inventory, Carting	1	estimate	\$624.00	\$624		
				\$18.21 /sf	\$34,123	
DIVISION 9 - FINISHES						
Metal Stud - Interior Walls, Soffits & Gyp Ceilings	1	bid	\$13,961.00	\$13,961		
Metal Stud - Exterior Doors & Windows				Included		
Drywall - Walls, Soffits & Gyp Ceilings	1	bid	\$19,150.00	\$19,150		
Suspended Acoustical Ceiling (ACT)	1	bid	\$12,650.00	\$12,650		
Decorative Drop Ceiling Features				Excluded		
Architectural Finishes Allowance				Excluded		
Flooring - Carpet	1	bid	\$18,808.00	\$18,808		
Flooring - Sheet Vinyl / LVT / LVP				Included		
Flooring - Entry Walk Off Mats				Excluded		
Rubber Base				Included		
Floor Prep	1	estimate	\$630.00	\$630		
Tile - Floor Public RRs, Staff RR & Lobby				Excluded		
Tile - Walls RR (4' AFF)				Excluded		
Acoustic Insulation - at Remodel Areas	1	bid	\$7,250.00	\$7,250		
Sound Absorbing Wall Paneling				Excluded		
Painting - Interior Walls and Ceilings	1	bid	\$12,671.00	\$12,671		
Painting - Exterior Walls				Included		
Interior Final Cleaning & Interior Window Washing	1	estimate	\$2,375.00	\$2,375		
Temporary Protection of Finishes (L&M)	1	estimate	\$450.00	\$450		
				\$46.93 /sf	\$87,945	
DIVISION 10 - ARCHITECTURAL SPECIALTIES						
Interior Signage - Room Names (101400)	1	estimate	\$1,890.00	\$1,890		
Exterior Building Signage, Logos, Address, etc.				Excluded		
Toilet Compartments (102114)				Excluded		
Urinal Screens (102114)				Excluded		
Corner Protection (102227)	1	estimate	\$1,410.00	\$1,410		
Restroom & Break Room Accessories (102800)	1	bid	\$2,402.00	\$2,402		
Fire Extinguishers & Cabinet (104415)	1	estimate	\$285.00	\$285		
Staff Lockers / Storage Cubbies (105115)				Excluded		
Accessories - Unload, Inventory, Carting, Installation	1	estimate	\$780.00	\$780		
Glass Marker Boards / Tack Boards				Excluded		
				\$3.61 /sf	\$6,767	
DIVISION 11 - EQUIPMENT & APPLIANCES						
Food Service (114005)				Excluded		
Projections Screens / TV Bracket / Projection Mounts				Excluded		
Shop Equipment (115700)				Excluded		
Laundry Room Appliances	1	estimate	\$1,250.00	\$1,250		
Laundry Equipment				Excluded		
				\$0.67 /sf	\$1,250	
DIVISION 12 - FURNISHINGS						
Roller Window Coverings (122415)	1	bid	\$2,169.00	\$2,169		
Exterior Site Furnishings (FFE)				Excluded		

TASK	COUNT	UNIT	\$/UNIT	COST	TOTAL PER DIVISION	COMMENTS
Office Furniture, Displays, Shelving for Collection (FFE)				Excluded		
Installation Assistance - FF&E & OFOI Scope (labor)	1	estimate	\$624.00	\$624		
			\$1.49 /sf		\$2,793	
DIVISION 13 - SPECIAL CONSTRUCTION						
Special Construction Scope				Excluded		
					\$0	
DIVISION 14 - ELEVATORS / CONVEYING EQUIPMENT						
Upgrade Finishes / Upgrade Systems (142105)				Excluded		
			\$0.00 /sf		\$0	
DIVISION 21 - FIRE SUPPRESSION						
Fire Sprinkler Remodel	1	bid	\$9,400.00	\$9,400		
			\$5.02 /sf		\$9,400	
DIVISION 22 - PLUMBING						
Plumbing - Water, Waste, Vent, Condensate, Fixtures	1	bid	\$37,677.00	\$37,677		
Demo, Safe-off, Relocation Allowance	1	estimate	\$1,500.00	\$1,500		
Gas to New & Relocated HVAC Equip				Included		
Plumbing - Permits				Excluded		
			\$20.91 /sf		\$39,177	
DIVISION 23 - HVAC						
HVAC - Replace Equipment, Controls, Rework Duct	1	bid	\$40,625.00	\$40,625		
Demo, Safe-off, Relocation Allowance	1	estimate	\$1,000.00	\$1,000		
Test & Balance				Included		
HVAC - Distech Controls	1	bid	\$23,992.00	\$23,992		
HVAC - Permits				Excluded		
			\$35.01 /sf		\$65,617	
DIVISION 26 - ELECTRICAL SYSTEMS						
Electrical Distribution & Remodel	1	bid	\$69,500.00	\$69,500		
Safe-off / Demolition / Miscellaneous	1	estimate	\$1,500.00	\$1,500		
New Service Equipment				Excluded		
Permits				Excluded		
			\$37.89 /sf		\$71,000	
DIVISION 27 - LOW VOLTAGE SYSTEMS						
Electrical Coordination Allowance				Excluded		
Fire Alarm	1	bid	\$5,175.00	\$5,175		
Voice/Data						
Communication Backbone Conduits				Excluded		
Voice/Data	1	bid	\$13,675.00	\$13,675		
Security & Access Control						
Pre-Wire	1	bid	\$2,800.00	\$2,800		
Badge Access	1	bid	\$10,787.00	\$10,787		
Keybox S60				Excluded		
CCTV / Cameras				Excluded		
Sound Masking System	1	bid	\$13,502.00	\$13,502		
Permits				Excluded		
			\$24.51 /sf		\$45,939	
DIVISION 31 - 33 SITE WORK						
Site Work				Excluded		
			\$0.00 /sf		\$0	
SUB-TOTAL HARD COSTS				\$441,390	\$441,390	



2 LEVEL_01 - PHASE 2
 1/8" = 1'-0"



DESCHUTES COUNTY DOCUMENT SUMMARY

(NOTE: This form is required to be submitted with ALL contracts and other agreements, regardless of whether the document is to be on a Board agenda or can be signed by the County Administrator or Department Director. If the document is to be on a Board agenda, the Agenda Request Form is also required. If this form is not included with the document, the document will be returned to the Department. Please submit documents to the Board Secretary for tracking purposes, and not directly to Legal Counsel, the County Administrator or the Commissioners. In addition to submitting this form with your documents, please submit this form electronically to the Board Secretary.)

Please complete all sections **above** the Official Review line.

Date: June 14, 2023

Department: Facilities

Contractor/Supplier/Consultant Name: SunWest Builders

Contractor Contact: Steve Buettner

Contractor Phone #: 541-548-7341

Type of Document: Change Order to CM/GC contract

Goods and/or Services: Construction Manager/General Contractor Services

Background & History:

In December of 2022, the Board of County Commissioners approved a second Guaranteed Maximum Price (GMP) amendment to the contract with SunWest Builders (SWB) to provide Construction Manager/General Contractor services for the North County Campus. The second amendment added the cost of 236 Kingwood to the previously approved 244 Kingwood remodel. The combined cost of two buildings and associated site work is \$5,586,126.

Subsequently, 1,874 SF of former leased space became available in the 244 Kingwood building. Design of the new space and permitting are now complete and a change order has been prepared to remodel the additional square footage for \$498,966.

Deschutes County Behavioral Health will utilize the additional area for the Intensive Youth Services program. It includes two restrooms, laundry facilities, two treatment rooms, eight offices, and an open concept "Drop" space for clients. The remodel work will connect the former leased space with the remainder of the building. The scope of work also includes accessibility upgrades, new HVAC equipment and controls, doors and finishes to match the rest of the building, and access controls to separate public areas from staff areas.

This portion of the project is being funded through Campus Improvements Fund 463 in FY 23 and FY 24 through a transfer from Health Services.

Agreement Starting Date: February 28, 2022 **Ending Date:** June 30, 2023

Annual Value or Total Payment: \$498,966

Insurance Certificate Received (check box)
Insurance Expiration Date: 10/01/2023

Check all that apply:

- RFP, Solicitation or Bid Process
- Informal quotes (<\$150K)
- X Exempt from RFP, Solicitation or Bid Process (specify – see DCC §2.37)
Change Order to existing contract

Funding Source: (Included in current budget? X Yes No)

Is this a Grant Agreement providing revenue to the County? Yes No

Departmental Contact and Title: Lee W. Randall, Director **Phone #:** 541-617-4711

Department Director Approval: _____
Signature Date

Distribution of Document: Who gets the original document and/or copies after it has been signed? Include complete information if the document is to be mailed.

Official Review:

County Signature Required (check one): X BOCC Department Director (if <\$25K)

Administrator (if >\$25K but <\$150K; if >\$150K, BOCC Order No. _____)

Legal Review _____ Date _____

Document Number: 2023-592



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 14, 2023

SUBJECT: Deliberation – Community Development Department Draft Fiscal Year 2023-24 Work Plan

RECOMMENDED MOTION:

Move approval of the Community Development Department Fiscal Year 2023-24 Work Plan as presented.

BACKGROUND AND POLICY IMPLICATIONS:

Each spring, CDD prepares an annual work plan describing proposed projects for the coming fiscal year. A review of the draft work plan provides the Planning Commission, Historic Landmarks Commission, County Administration, CDD's customers, partner agencies, and the Board an opportunity to provide input, including additions, modifications and possible re-prioritization. The work plan describes the most important objectives and proposed projects in each CDD division based on:

1. Board annual goals and policies;
2. Carry-over projects from current or prior years;
3. Changes in state law;
4. Grants/funding sources; and
5. Public comments.

It also serves as the context within which new projects that arise during the course of the year are prioritized and initiated.

BUDGET IMPACTS:

None.

ATTENDANCE:

Peter Gutowsky, CDD Director
Will Groves, Planning Manager



COMMUNITY DEVELOPMENT

MEMORANDUM

TO: Deschutes County Board of Commissioners
FROM: Peter Gutowsky, AICP, Director
CDD Management Team
DATE: June 7, 2023
SUBJECT: Deliberations – Community Development Department Draft Fiscal Year 2023-24 Work Plan

I. SUMMARY

The purpose of this agenda item is for the Board of County Commissioners (Board) to deliberate and adopt the Community Development Department (CDD) Fiscal year (FY) 2023-24 Work Plan (Attachment).

II. BACKGROUND

The Board conducted a public hearing on the Draft CDD FY 2023-24 Work Plan and 2022 Annual Report on May 31 and received oral and written testimony. Previously, the Planning Commission conducted a public hearing and offered recommendations pertaining to the Planning Division’s long range work plan.

III. BOARD DECISIONS

Below are decision points for the Board to consider in adopting the CDD FY 2023-24 Work Plan as it pertains to the Planning Division:

- 1. Affirm or amend the projects in Table 1, which are priority discretionary and non-discretionary projects.
2. Affirm or amend the Planning Division operational responsibilities, regional coordination duties, and code maintenance tasks in Table 2.
3. Affirm or amend the low priority projects in Table 3.

The Planning Commission endorsed all of the prominent projects listed in Tables 1 and 2, considering all of them noteworthy projects for the community. To the extent that resources become available, they recommended several projects that could lead to zoning text amendments pertaining to livability, economic development, and environmental sustainability:

- Community engagement
Dark skies
Short term rentals
Water resources
Wildlife inventories

Table 1 captures priority discretionary and nondiscretionary projects that are supported by the Board, grant funded, or in process.

Table 1 – Priority Discretionary and Non-discretionary Projects

Priority Projects	
<ol style="list-style-type: none"> 1. Current Planning ¹ 2. Comprehensive Plan 2040 Update <ul style="list-style-type: none"> • Engage Newberry Country and Terrebonne residents to determine if area and/or community plans require updates. 3. Tumalo Community Plan Update (TGM Grant) 4. Sisters Country Trails (TGM Grant) 	<ol style="list-style-type: none"> 5. Transportation System Plan (TSP) Update 6. SB 391, Rural Accessory Dwelling Units 7. New Mule Deer Wildlife Inventory 8. SB 762, Wildfire Mitigation 9. Historic Preservation (CLG Grant)

Table 2 identifies ongoing Planning Division operational responsibilities, regional coordination duties, and code maintenance tasks. These projects in their totality range from “minor” to “moderate,” requiring staffing resources that span 4 to 8 months to complete.

Table 2 – Operational Responsibilities, Coordination Duties, and Code Maintenance

Category	Projects
Operational Responsibilities	<ol style="list-style-type: none"> 1. Destination Resort and Overnight Lodging Reporting. 2. Marijuana inspections. 3. Population estimates and forecasting. 4. Staffing Historic Landmarks Commission (HLC), Bicycle and Pedestrian Advisory Committee (BPAC), and Deschutes River Mitigation and Enhancement Committee (M&E). 5. Participate in 2024 Legislative Short Session. 6. Support internal County departments (new landfill siting, etc.).
Coordination Duties	<ol style="list-style-type: none"> 7. City of Bend Coordination <ul style="list-style-type: none"> • Adopt the Bend Airport Master Plan (BAMP) and amend the County’s Comprehensive Plan and Development Code to implement measures that allow for a new air traffic control tower and new airport-related businesses. • Coordinate on growth management issues, including technical analyses related to housing and employment needs and modernizing Title 19 for the Deschutes County Jail. • Process a Plan Amendment and Zone Change to add the Stevens Road Tract to the Bend Urban Growth Boundary (UGB) in accordance with HB 3319. 8. City of La Pine Coordination <ul style="list-style-type: none"> • Participate with Property Management and the City of La Pine process to update and amend the County-owned New Neighborhood comprehensive plan designations, master plan and implementing regulations. 9. City of Redmond Coordination <ul style="list-style-type: none"> • Coordinate on growth management issues, including with Central Oregon Intergovernmental Council (COIC) on CORE3, a multi-stakeholder regional

¹ Current Planning responsibilities are non-discretionary. Local land use decisions are subject to specific deadlines per state law. ORS 215.427.

Category	Projects
	<p>emergency center, and the City’s upcoming East Redmond plan, which will involve over 1,000 acres of County-owned land.</p> <ul style="list-style-type: none"> • Process Conditional Use Permit and Site Plan Review applications for a new wastewater treatment plant. • Coordinate on an update of the Airport Safety Zone associated with the Redmond Airport. • Support City Staff to modernize the Joint Management Agreement (JMA) and assist with City-led updates to DCC Title 20 (i.e., UH-10 zone updates). • Continue to engage the City as a stakeholder in the County’s Comprehensive Plan and TSP updates. <p>10. City of Sisters Coordination</p> <ul style="list-style-type: none"> • Participate in the implementation of Sisters Country Vision Plan and City of Sisters Comprehensive Plan Update. <p>11. Transportation Planning</p> <ul style="list-style-type: none"> • Process Road Naming requests associated with certain types of development on a semi-annual basis. • Coordinate with Oregon Department of Transportation (ODOT) and Parks Districts on regional trail projects. <p>12. Sage Grouse Coordination.</p> <p>13. Housing Strategies.</p> <ul style="list-style-type: none"> • Explore options and approaches to address rural housing and homelessness as allowed under state law. <p>14. Short Term Rentals</p> <ul style="list-style-type: none"> • Prepare a white paper describing methods for regulating short term rentals and coordinate with the Board on next steps. <p>15. Dark Skies.</p>
Code Maintenance	<p>16. Housekeeping Amendments</p> <ul style="list-style-type: none"> • Initiate Comprehensive Plan and/or Zoning Text amendments to comply with and implement new or revised state laws.

Table 3 lists discretionary zoning text amendments. These are “lower” priority projects, requiring staffing resources that span 4 to 12 months or longer to complete.

Table 3 – Low Priority Zoning Text Amendments

Category	Projects
Zoning Text Amendments	<ol style="list-style-type: none"> 1. Accessory structures, clarifying concurrent or after primary residence with certain facilit. 2. Applicant initiated plan amendment, zone changes, and/or text amendments. 3. Allow “self-serve” farm stands in Rural residential Exception Areas 4. Code amendments related to the Natural Hazard Mitigation Plan. 5. Establish childcare facilities in industrial zones to implement House Bill 3109 (2021). 6. Define family for unrelated persons per HB 2538 (Non-familial Individuals). 7. Forest Zone Code—Review for compliance with Oregon Administrative Rule. 8. In conduit hydroelectric generation code amendments. 9. Lot Line Adjustments and Re-platting. 10. Medical Hardship Dwellings—review for consistency with state law. 11. Minor variance 10% lot area rule for farm and forest zoned properties. 12. Outdoor Mass Gatherings update. 13. Repeal Conventional Housing Combining Zone. 14. Section 6409(a) of the Spectrum Act (Wireless Telecommunication Amendments). 15. Sign code to become consistent with federal law. 16. Temporary use of recreational vehicles as dwellings. 17. Title 19, 20, 21—Language related to Class I, II, and III road projects as allowed uses. 18. Title 22—Procedures Ord. for consistency with state law and County interpretations. 19. Wetland Regulation Clarification for Irrigation or Artificially Created Wetlands.

IV. DRAFT MOTIONS

1. Move to approve the CDD FY 2023-24 Work Plan as recommended by the Planning Commission;
or
2. Move to approve the CDD FY 2023-24 Work Plan as recommended by the Planning Commission with the amendments decided by the Board at this meeting.

Attachment:

Draft CDD FY 2023/2024 Work Plan and 2022 Annual Report



COMMUNITY DEVELOPMENT

FY 2023-24 Work Plan & 2022 Annual Report



117 NW Lafayette Avenue
P.O. Box 6005
Bend, OR 97703
www.deschutes.org/cd
(541) 388-6575

Building Safety
Code Compliance
Coordinated Services
Onsite Wastewater
Planning

Table of Contents

- Introduction 4
 - Mission Statement* 4
 - Purpose* 4
 - Adoption* 4
- Elected & Appointed Officials 5
- Board of County Commissioners FY 2023-2024 Goals & Objectives 6
- Population Growth 8
- Budget & Organization 9
 - Fiscal Issues* 9
 - Operational Challenges* 9
 - Budget Summary* 10
 - Staff Summary* 10
 - Organizational Chart* 10
- Performance Management 11
 - 2022 Performance Management Results* 11
 - 2022 Year in Review* 13
 - 2023-2024 Performance Measures By Division* 13
 - Building Safety* 13
 - Code Compliance* 13
 - Coordinated Services* 13
 - Onsite Wastewater* 14
 - Planning* 14
- Administrative Services15
 - Overview* 15
 - 2022 Year in Review* 15
 - 2023-24 Work Plan Projects* 16
 - Staff Directory* 16

Table of Contents

Building Safety..... 17

- Overview* 17
- 2022 Year In Review* 17
- 2023-24 Work Plan Projects*..... 19
- Staff Directory* 20

Code Compliance21

- Overview* 21
- 2022 Year in Review* 21
- 2023-24 Work Plan Projects* 22
- Staff Directory* 23

Coordinated Services24

- Overview* 24
- 2022 Year in Review* 24
- 2023-24 Work Plan Projects* 25
- Staff Directory* 25

Onsite Wastewater26

- Overview* 26
- 2022 Year in Review* 26
- 2023-24 Work Plan Projects* 28
- Staff Directory* 28

Planning29

- Overview* 29
- Current Planning* 29
- Long Range Planning* 29
- Transportation Planning* 29
- Floodplain & Wetlands Planning* 29
- 2022 Year in Review* 30
- 2023-24 Work Plan Projects* 35
- Staff Directory* 38

Community Involvement Report 39

Introduction

Community Development Mission Statement

The Community Development Department (CDD) facilitates orderly growth and development in the Deschutes County community through coordinated programs of Building Safety, Code Compliance, Coordinated Services, Onsite Wastewater, Planning and education and service to the public.

Purpose

2023-24 Work Plan and 2022 Annual Report highlight the department’s accomplishments, goals and objectives and are developed to:

- Report on achievements and performance.
- Implement the Board of County Commissioners (BOCC) goals and objectives.
- Implement the Deschutes County Customer Service “Every Time” Standards.
- Effectively and efficiently manage organizational assets, capabilities and finances.
- Fulfill the department’s regulatory compliance requirements.
- Address changes in state law.
- Enhance the county as a safe, sustainable and highly desirable place to live, work, learn, recreate, visit and more.

Adoption

The BOCC adopted this report on June 28, 2023, after considering public, stakeholder and partner organization input and Planning Commission and Historic Landmarks Commission recommendations. The Work Plan often includes more projects than there are resources available. CDD coordinates with the BOCC throughout the year to prioritize and initiate projects. Projects not initiated are often carried over to future years.



Elected & Appointed Officials

BOARD OF COUNTY COMMISSIONERS

Anthony DeBone, Chair, January 2027
Patti Adair, Vice Chair, January 2027
Phil Chang, Commissioner, January 2025

COUNTY ADMINISTRATION

Nick Lelack, County Administrator
Erik Kropp, Deputy County Administrator
Whitney Hale, Deputy County Administrator

PLANNING COMMISSION

Jessica Kieras — Chair, Redmond Area, 6/30/26
Nathan Hovekamp — Vice Chair, Bend Area, 6/30/27
Susan Altman — Bend Area, 6/30/24
Open — At Large, 6/30/27
Kelsey Carson — Tumalo, Area, 6/30/27
Toni Williams — South County Area, 6/30/25
Matt Cyrus — Sisters Area, 6/30/26

HISTORIC LANDMARKS COMMISSION

Open — Chair, Unincorporated Area
Open — Vice Chair, Unincorporated Area
Open — Unincorporated Area
Dennis Schmidling — Secretary, City of Sisters, 3/31/24
Christine Horting-Jones — Ex-Officio, 3/31/24
Rachel Stemach — Bend Area, 3/31/24

HEARINGS OFFICERS

Gregory J. Frank
Tommy Brooks
Laura Westmeyer
Alan Rapplelea

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

Dave Thomson — Chair, At Large, 6/30/24
David Green — Vice Chair, At Large, 6/30/26
Rachel Zakem — Secretary, At Large 6/30/26
Wendy Holzman — At Large, 6/30/26
Open — Sisters
Open — La Pine
Open — Redmond
Open — Bend
Mason Lacy — At Large, 6/30/26
Christopher Cassard — At Large, 6/30/24
Emily Boynton — At Large, 6/30/24
Neil Baunsgard — Bend, 6/30/24
Mark Smith — At Large, 6/30/24

Board of County Commissioners

Mission Statement: Enhancing the lives of citizens by delivering quality services in a cost-effective manner.

FY 2023-24 Goals & Objectives

Safe Communities (SC): Protect the community through planning, preparedness, and delivery of coordinated services.

- Provide safe and secure communities through coordinated public safety and crisis management services.
- Reduce crime and recidivism and support victim restoration and well-being through equitable engagement, prevention, reparation of harm, intervention, supervision and enforcement.
- Collaborate with partners to prepare for and respond to emergencies, natural hazards and disasters.

Healthy People (HP): Enhance and protect the health and well-being of communities and their residents.

- Support and advance the health and safety of all Deschutes County's residents.
- Promote well-being through behavioral health and community support programs.
- Help to sustain natural resources and air and water quality in balance with other community needs.
- Continue to support pandemic response and community recovery, examining lessons learned to ensure we are prepared for future events.

A Resilient County (RC): Promote policies and actions that sustain and stimulate economic resilience and a strong regional workforce.

- Update County land use plans and policies to promote livability, economic opportunity, disaster preparedness, and a healthy environment.
- Maintain a safe, efficient and economically sustainable transportation system.
- Manage County assets and enhance partnerships that grow and sustain businesses, tourism, and recreation.

Housing Stability and Supply (HS): Support actions to increase housing production and achieve stability.

- Expand opportunities for residential development on appropriate County-owned properties.
- Support actions to increase housing supply.
- Collaborate with partner organizations to provide an adequate supply of short-term and permanent housing and services to address housing insecurity.

Board of County Commissioners

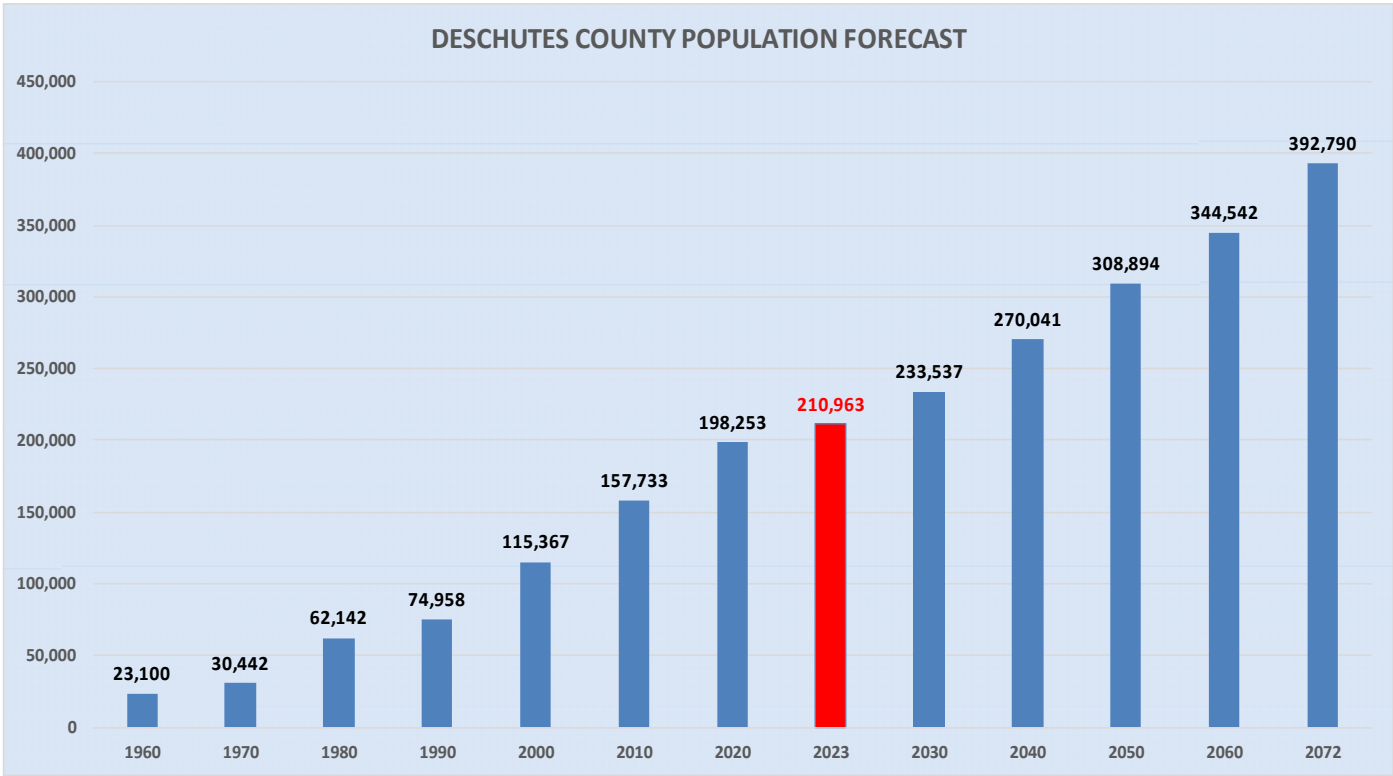
FY 2023-24 Goals & Objectives, Continued

Service Delivery (SD): Provide solution-oriented service that is cost-effective and efficient.

- Ensure quality service delivery through the use of innovative technology and systems.
- Support and promote Deschutes County Customer Service “Every Time” standards.
- Continue to enhance community participation and proactively welcome residents to engage with County programs, services and policy deliberations.
- Preserve, expand and enhance capital assets, to ensure sufficient space for operational needs.
- Maintain strong fiscal practices to support short and long-term county needs.
- Provide collaborative internal support for County operations with a focus on recruitment and retention initiatives.



Population Growth



This graph provides a snapshot of the County’s growth since 1960 and the coordinated 50-year Portland State University (PSU), Oregon Population Forecast Program, through 2072.

HISTORICAL AND PORTLAND STATE UNIVERSITY FORECAST TRENDS

Geographic Area	2000	2010	*AAGR 2023-2047	2023	2047	2072
Deschutes County	114,827	157,733	1.5%	210,836	298,937	392,790
Bend	52,163	77,010	1.7%	105,794	160,361	225,619
Redmond	15,524	26,508	1.9%	38,059	60,060	82,601
Sisters	961	2,038	3.4%	3,554	7,911	14,881
La Pine	899	1,653	2.5%	2,806	5,129	8,336
Unincorporated	45,280	50,524	0.3%	60,624	65,476	61,352

*AAGR: Average Annual Growth Rate

Budget & Organization

Fiscal Issues

- Ensure financial stability and sustained high quality services by establishing a financial contingency plan providing a clear course of action if CDD’s reserve funds decline.
- CDD is experiencing a decrease in permitting volume during a period in which there has been significant staff turnover and increased costs. A short-term challenge will be to navigate this period of decreasing revenue while focusing on service delivery and staff training and education while reducing expenditures, where possible.
- CDD is responding to inquiries regarding rural development opportunities. Many of these inquiries require research and in-depth responses, but do not result in permits and corresponding revenue. This “non-fee generating” work, a public good, is consuming limited resources to efficiently process a variety of permits.

Operational Challenges

- Maintaining productivity while experiencing staff turnover resulting in comprehensive training and development plans for new staff. During 2022, CDD welcomed 11 new staff, internally promoted 8 staff, and ended the year with 14 unfilled positions with 8 of those being removed in early 2023. An estimated 57% of CDD staff have 5 years or less experience with the department.
- Coordinating with the Human Resources Department to evaluate, propose and implement strategies to attract and retain staff to meet service demands in a highly competitive market.
- Succession planning for upcoming staff retirements. An estimated 14% of current staff will be eligible for retirement within the next 6 to 8 years based on length of service.
- Continuing modified business operations including remote work opportunities, dispatching field staff from home, adherence to ongoing public health and safety measures and continued expansion of CDD online services and meeting technologies.
- Improving public hearing and engagement strategies with in-person and remote/online participation opportunities.
- Implementing new laws from the 2023 Legislative Session.
- Processing complex and controversial code compliance cases.
- Addressing affordable housing through collaboration with cities, the County’s Property Manager, and rural land use strategies.
- Continuing improvement of the department’s website and other electronic internal and external services to improve efficiencies and service delivery.



Budget & Organization

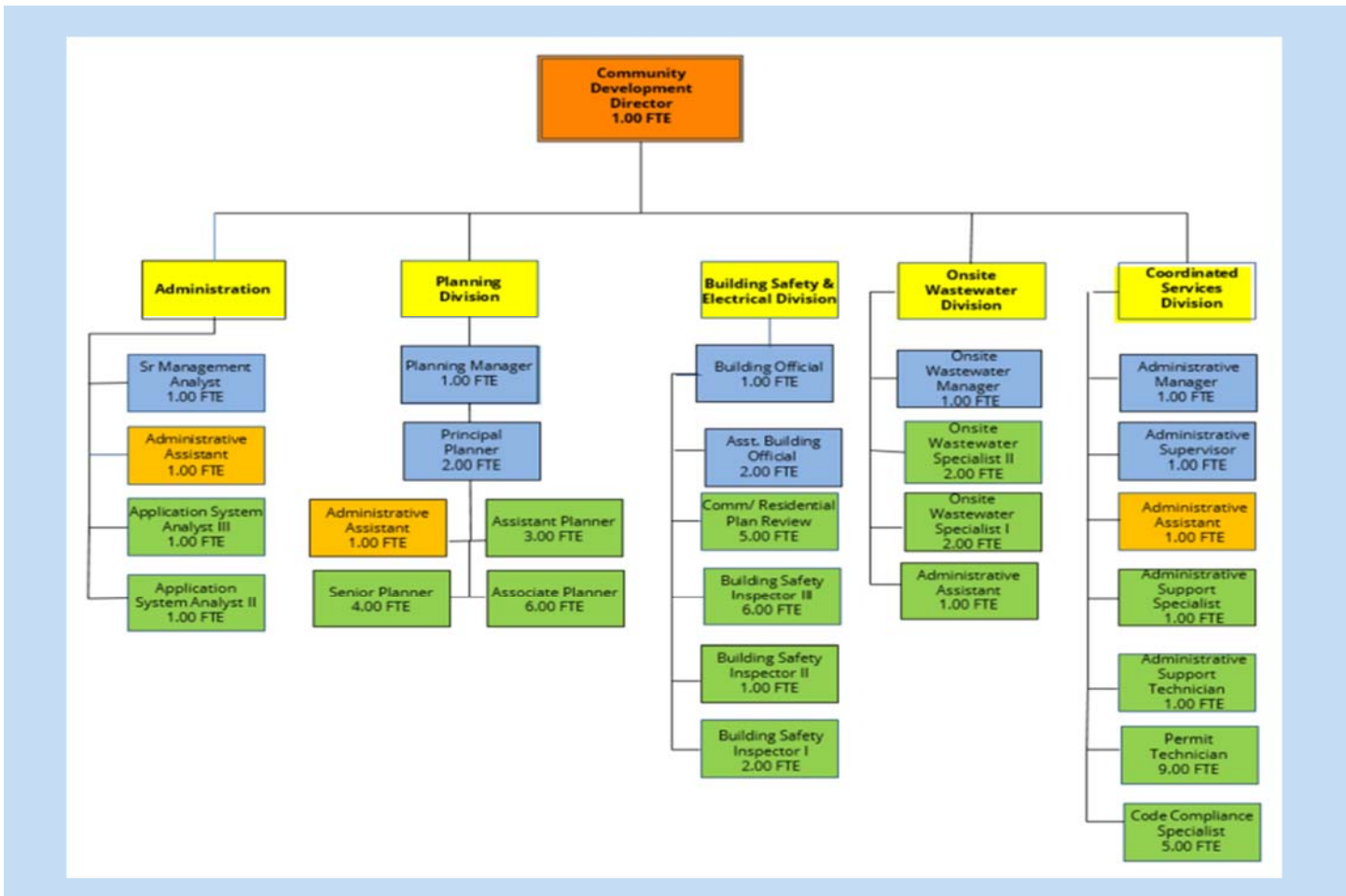
Budget Summary

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Resources	\$9,927,078	\$10,940,808	\$11,302,683	\$13,932,023	\$12,655,385
Requirements	\$9,927,078	\$10,940,808	\$11,302,683	\$13,932,023	\$12,655,385

Staff Summary

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Total FTE's	58.00	65.00	70.00	64.00	64.00

Organizational Chart



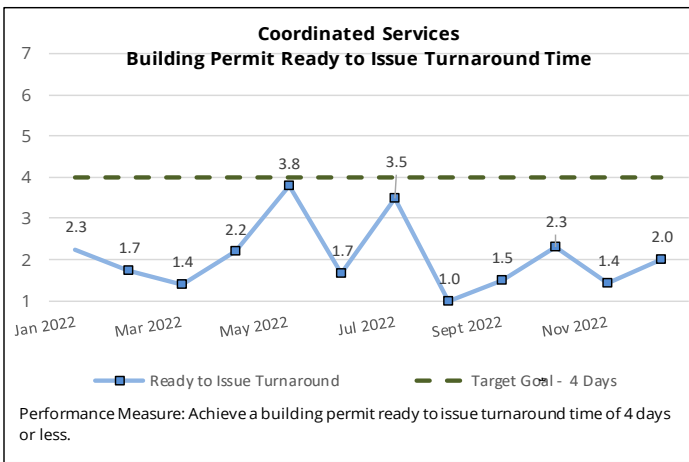
Performance Management

CDD is committed to a comprehensive approach to managing performance. The department achieves its goals and objectives by strategically establishing and monitoring performance measures and by adjusting operations based on those results. The performance measures allow staff to:

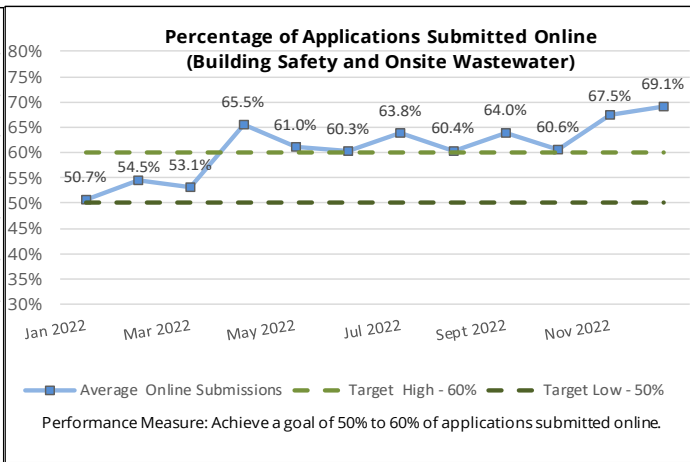
- Address service delivery expectations from the perspectives of CDD’s customers.
- Ensure the department fulfills its regulatory compliance requirements.
- Efficiently and effectively manage the organization’s assets, capacities and finances; and
- Preserve and enhance the County as a safe, sustainable and desirable place to live, visit, work, learn and recreate.

The following graphs represent a sample of CDD’s performance measures for 2022. For a complete review of performance measures, please follow this link: <https://deschutes.org/cd/>.

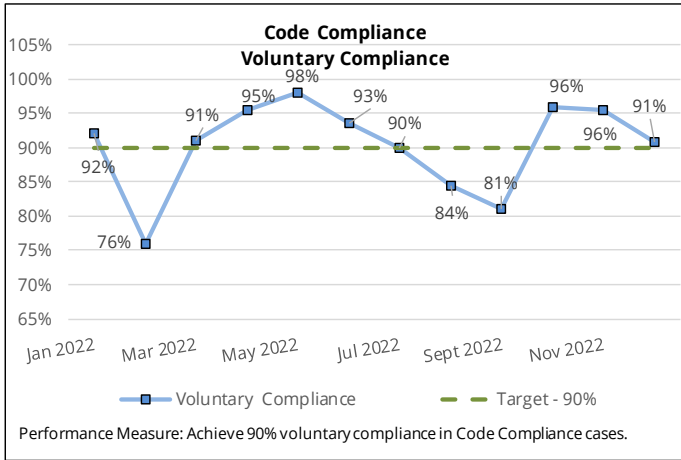
2022 Performance Management Results



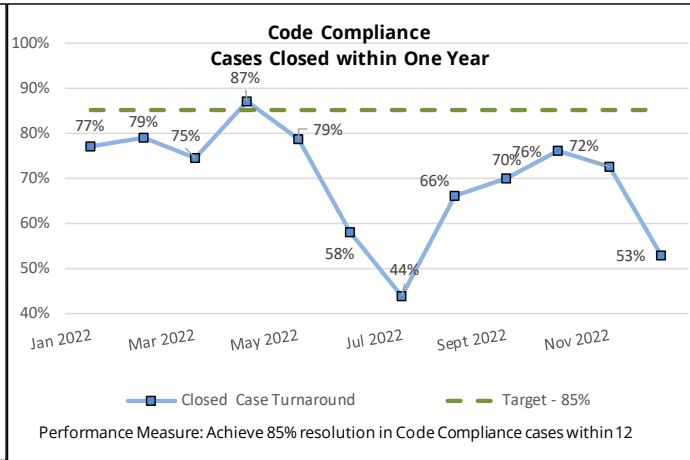
Annual Average of 2.0 Days - Target Achieved



Annual Average of 60.4% Submitted Online- Target Achieved



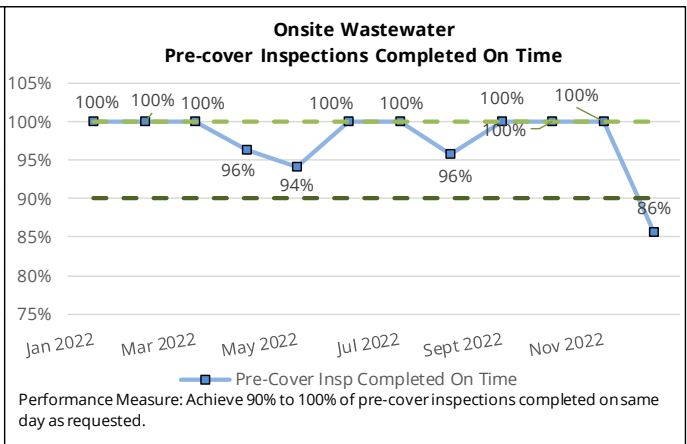
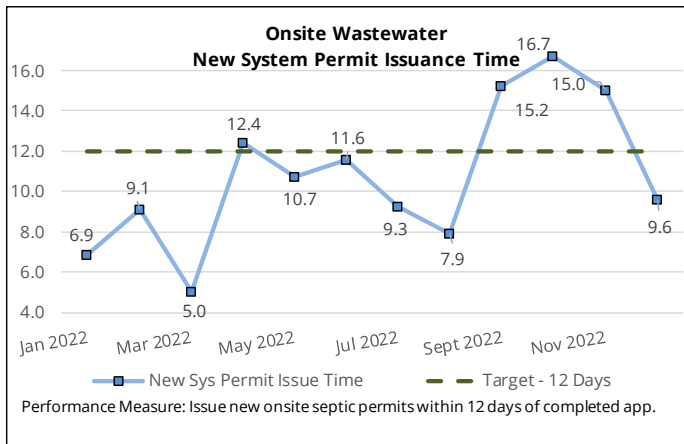
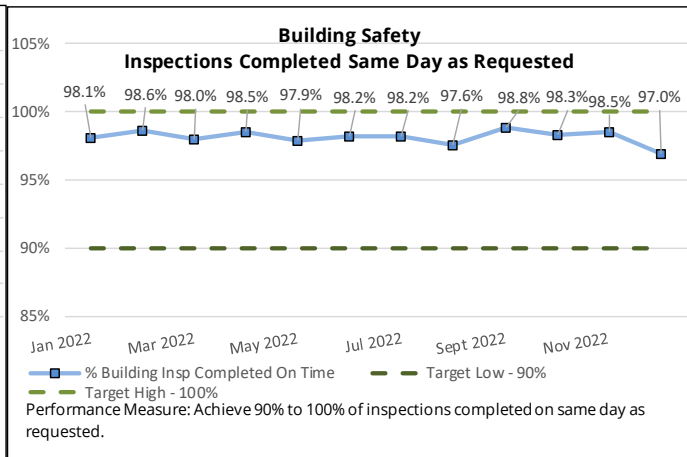
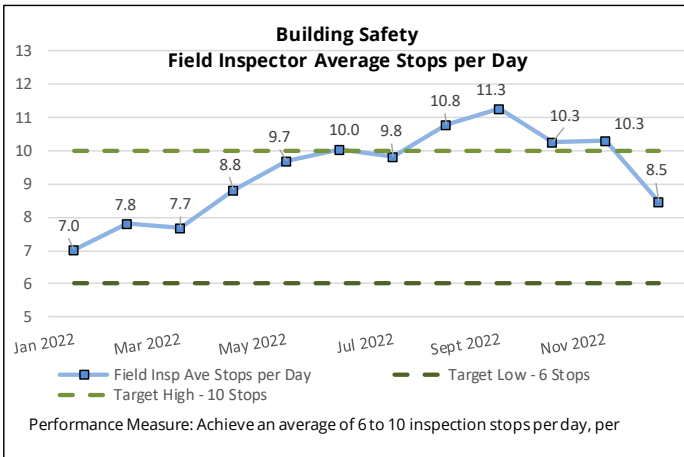
Annual Average of 90% Compliance - Target Achieved



Annual Average of 85% Closed within 1 Year- Target Not Achieved

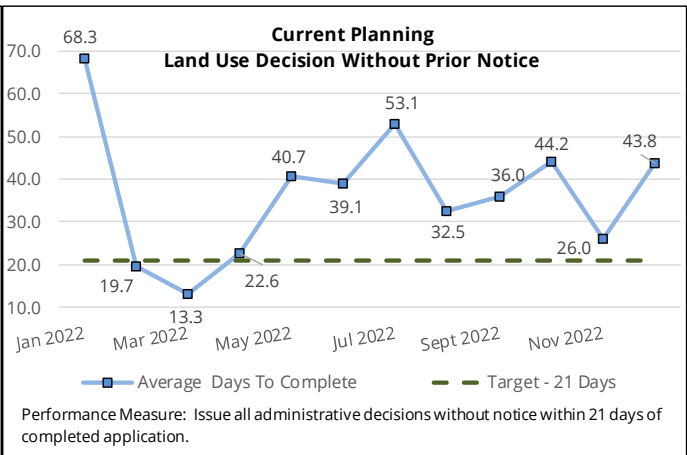
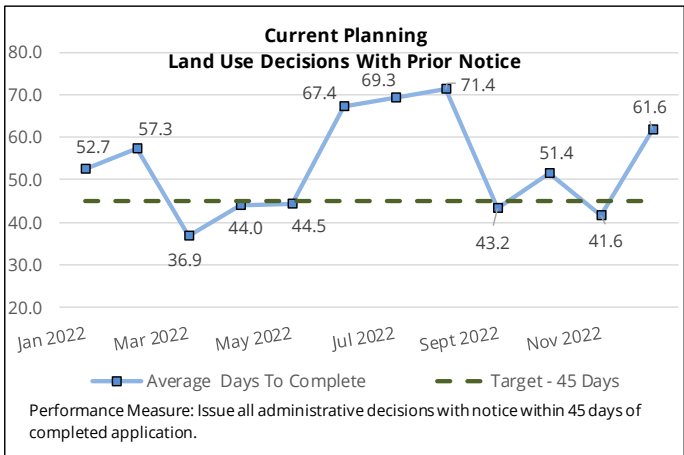
Performance Management

2022 Performance Management Results, continued



Annual Average of 10.5 Days - Target Within Range

Annual Average of 97.9% Completed - Target Achieved



Annual Average of 51.2 Days - Target Within Range

Annual Average of 36.8 Days - Target Not Achieved

Performance Management

2022 Year in Review

- Invested significant resources in comprehensive training and development plans for new staff.
- Transitioned residential plan submissions to electronic submittals.
- Improved system interoperability of Accela and DIAL software systems by increasing efficiency and improved service by allowing “real time” document upload.
- Participated in pilot program to test the Oregon ePermitting inspector application



FY 2023-24 Performance Measures By Division

CDD's 2023-24 performance measures align the department's operations and work plan with BOCC annual goals and objectives and the County's Customer Service "Every Time" Standards. <https://intranet.deschutes.org/Pages/Customer-Service-Standards.aspx>

Building Safety

- Achieve 8—12 inspection stops per day to provide quality service. (BOCC Goal & Objective SD-1)
- Achieve an average turnaround time on building plan reviews of 8-10 days to meet or exceed state requirements. (BOCC Goal & Objective SD-1)
- Achieve 50-80% of inspections scheduled online. (BOCC Goal & Objective SD-1)
- Achieve 90-100% of inspections completed the same day as requested. (BOCC Goal & Objective SD-1)
- Provide community training opportunities for online application submission to obtain a goal of 70% of application submittals conducted online. (BOCC Goal & Objective SD-1)

Code Compliance

- Achieve 90% voluntary compliance in Code Compliance cases. (BOCC Goal & Objective SC-1)

Coordinated Services

- Expand community training opportunities for online application submissions to obtain a goal of 60-70% of application submittals conducted online. (BOCC Goal & Objective SD-1)
- Achieve structural permit ready-to-issue turnaround time for Coordinated Services of 4 days or less. (BOCC Goal & Objective SD-1)

Performance Management

FY 2023-24 Performance Measures By Division, continued

Onsite Wastewater

- Achieve compliance with the Alternative Treatment Technology (ATT) Septic System Operation and Maintenance (O&M) reporting requirements of 95% to protect groundwater. (BOCC Goal & Objective HP-3)
- Achieve the issuance of onsite septic system permits within 12 days of completed application. (BOCC Goal & Objective SD-1)
- Achieve 50% of inspections scheduled online. (BOCC Goal & Objective SD-1)
- Achieve 90-100% of Pre-cover inspections completed the same day as requested. (BOCC Goal & Objective SD-1)

Planning

- Sustain the issuance of land use administrative decisions with notice within 45 days and without notice within 21 days of completed application. (BOCC Goal & Objective SD-1)
- Address Housing strategies by amending County Code to implement SB 391, Rural Accessory Dwelling Units (ADU). (BOCC Goal & Objectives RC-1 and HP-1)
- Natural Resources:
 - Natural Hazards— Develop a work plan to amend the Comprehensive Plan and County Code requiring defensible space and fire-resistant building materials per SB 762—Wildfire Mitigation. (BOCC Goal & Objectives SC-3, HP-3, and RC-1)
 - Wildlife Inventories—Amend Comprehensive Plan and Zoning Code to incorporate a new mule deer winter range inventory from ODFW. (BOCC Goal & Objectives HP-3)



Administrative Services

Overview

Administrative Services consists of the Community Development Director, Senior Management Analyst, two Systems Analysts and one Administrative Assistant. The Administrative Services Division provides oversight for all departmental operations and facilities, human resources, budget, customer services, technology and performance measures. Analyst staff are responsible for the integration of technology across all CDD divisions, coordination with the cities as well as providing direct service to the public via application training and support, web-based mapping, reporting services and data distribution.

2022 Year in Review

- ✓ Continued remote work options for approximately 50% of staff.
- ✓ Improved system interoperability of Accela and DIAL software systems by increasing efficiency and improved service by allowing “real time” document upload.
- ✓ Completed a reorganization of office spaces and small remodel on CDD’s first floor in an effort to better utilize available square footage.
- ✓ Implemented process and procedure to invoice non-residential transportation system development charges (SDCs) in an effort to identify charges due and allow for online payments.
- ✓ Adopted Unmanned Aerial System (Drones) Policy to establish guidelines for the use of drones to perform building safety inspections.
- ✓ Provided addressing services to the City of Redmond on contract.
- ✓ Published a Community Engagement Center webpage in an effort to provide an opportunity for public engagement, learn about current projects and post department announcements.



Administrative Services

FY 2023-24 Work Plan Projects

- Continue to reconfigure Accela to improve code compliance case management and planning land use module interoperability.
- Continue to participate in a County-led effort to create a county-wide Pre-disaster Preparedness Plan.
- Continue to update CDD's Continuity Of Operation Plan (COOP), as necessary, based on lessons learned and ensure staff are aware of their roles and responsibilities during an emergency.
- Coordinate with the Human Resources Department to evaluate, propose and implement strategies to attract and retain staff to meet service demands in a highly competitive market.
- Coordinate with Human Resources to develop a Permit Technician job series.
- Continue to explore and research opportunities to increase CDD's sustainable business practices while maximizing the efficiency of operations in a cost effective manner.
- Publish CDD's enhanced website which is more customer-centric. Improved content will allow customers to better understand CDD's policies and procedures and create an improved customer experience that acts as a guide for understanding the process of development in Deschutes County while also expanding online application instruction content.
- Implement a new employee onboarding process to acclimate new employees to their role and an exit interview process for departing staff to learn where department improvements can be made and make sure the employee feels satisfied about their service.
- Research help desk service software to assist with tracking citizen inquiries and staff responses.
- Expand Code Compliance reporting capabilities.
- Explore redesign of CDD main office lobby in an effort to increase security measures.

Staff Directory

Peter Gutowsky	Community Development Director	(541) 385-1709	Peter.Gutowsky@deschutes.org
Tim Berg	Applications System Analyst III	(541) 330-4648	Tim.Berg@deschutes.org
Ines Curland	Applications System Analyst II	(541) 317-3193	Ines.Curland@deschutes.org
Tracy Griffin	Administrative Assistant	(541) 388-6573	Tracy.Griffin@deschutes.org
Sherri Pinner	Senior Management Analyst	(541) 385-1712	Sherri.Pinner@deschutes.org

Building Safety

Overview

Building Safety consists of one Building Official, two Assistant Building Officials and fourteen Building Safety Inspectors. The Building Safety Division administers and implements state and federal building codes through a process of education and a clear and consistent application of the specialty codes. The division provides construction plan reviews, consultation and inspection services throughout the rural county and the cities of La Pine and Sisters. The division also provides services to Lake, Jefferson, Klamath and Crook counties, the cities of Bend and Redmond, and the State of Oregon Building Codes Division (BCD) on an as-needed basis.

2022 Year in Review

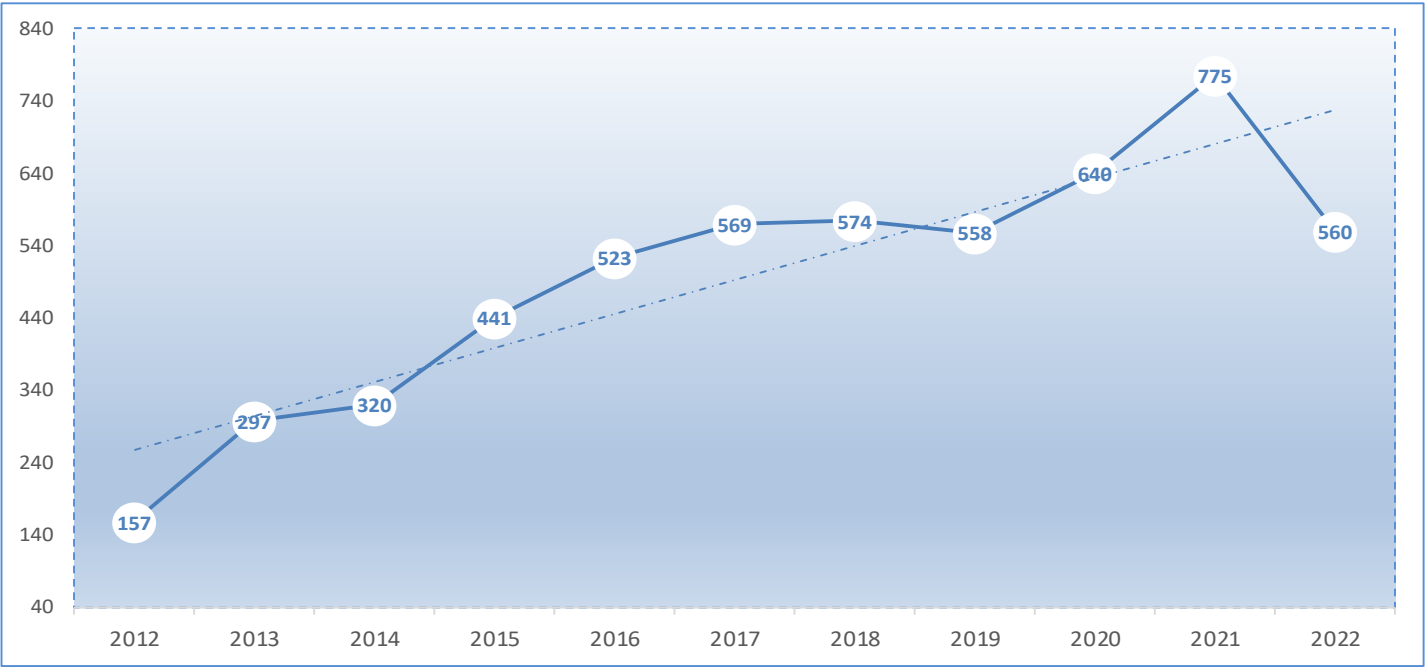
- ✓ Issued 560 new single-family dwelling permits in 2022. The distribution of these new homes for Deschutes County's building jurisdiction included:
 - Rural/unincorporated areas: 419
 - City of La Pine: 70
 - City of Sisters: 71
- ✓ Completed inspections on major projects such as:
 - Healing Reins Therapeutic Riding Center
 - Commercial Photovoltaic Solar System in Sisters
 - Black Butte Ranch Lodge Dining Facility
 - Several Large Custom Homes over 10K sq. ft. .
 - Caldera Springs Pool & Fitness Center
 - Two apartment buildings in La Pine
 - Lab remodel for Bend Research
 - Two cannabis extraction facilities
 - Fifteen aircraft hangars
- ✓ Completed major building plan reviews for:
 - Leading Edge helicopter facility
 - U.S. Forest Service storage building
 - 41K sq. ft. speculative industrial building
 - Caldera Springs Pool & Fitness Center
 - Deschutes Public Library remodels in La Pine and Sisters
 - Sisters School District Elementary School
 - 15K sq. ft. church building
 - Six multi-story apartment buildings in La Pine and Sisters
 - Negus Transfer Station
 - Aircraft paint booth
- ✓ Maintained high levels of customers service, productivity and efficiency while navigating staff turnover and remote work schedules.
- ✓ A Building Safety Inspector III participated on the 2023 Oregon Residential Specialty Code review committee through the Oregon BCD.
- ✓ Coordinated local discussions regarding most recent building code updates.
- ✓ Participated in public, community and customer-specific education and outreach efforts such as Oregon Administrative Rule (OAR) 918-480-0125 Uniform Alternate Construction Standards for mitigation due to a lack of firefighting water supplies.
- ✓ Coordinated with state and county staff to promote and educate customers on how to apply for online permits and inspections.
- ✓ Continued succession planning, cross-training and technology investments to maintain and improve efficiencies.

Building Safety

2022 Year in Review, continued

- ✓ A Building Safety Inspector III was elected to serve as Vice President of the Central Oregon Chapter of the International Code Council (ICC).
- ✓ There was an internal promotion for a second Assistant Building Official position.
- ✓ The Building Safety Director was appointed to Electronic Processes Review Committee by BCD.
- ✓ Participated in pilot program to test the Oregon ePermitting inspector application.
- ✓ Implemented the use of drones and other technology to accomplish high risk inspections such as roof diaphragm nailing, chimney construction, PV solar installations and high lift concrete masonry unit grouting.
- ✓ Actively participated in discussions related to:
 - SB 762, Wildfire Mitigation, and forthcoming requirements to apply Oregon Residential Specialty Code (ORSC) 327.4 to new development.
 - Newly created requirements for daycare and adult foster care facilities located in private residential homes.
 - Local contractors in regards to the new American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) ventilation requirements.
- ✓ Provided A-level commercial electrical and plumbing inspections services for the City of Redmond, on contract.

New Single Family Dwelling Permits Issued



Building Safety

FY 2023-24 Work Plan Projects

- Continue succession planning for future retirements and explore staffing needs such as obtaining additional certifications to enhance department efficiencies.
- Continue certification cross-training for all new hires to maintain the division's goal of having fully certified residential inspection staff.
- Continue participation in SB 762, Wildfire Mitigation and the forthcoming process of implementing additional construction standards to reduce hazards presented by wildfire ORSC R327.4, and/or defensible space requirements into Deschutes County Code (DCC).
- Continue participation in SB 391 discussions regarding Rural Accessory Dwelling Unit's (ADU's) in Deschutes County.
- Produce new informational brochures as required by OAR 918-020-0090 to help customers navigate code changes such as Energy Code and Daycare Facility updates.
- Host Chemeketa Community College Building Inspection Technology students for summer Cooperative Work Experience program which provides an opportunity to demonstrate the county's customer friendly, service-oriented approach as a regulatory agency.
- Coordinate with the Human Resources Department to evaluate, propose and implement strategies to attract and retain staff to meet increasing service demands in a highly competitive market.
- Promote use of video inspections for difficult to access areas, such as, underfloor areas that are covered.
- Continue participation in CDD's website updates.



Building Safety



Staff Directory

Randy Scheid	Building Safety Director	(541) 317-3137	Randy.Scheid@deschutes.org
Krista Appleby	Assistant Building Official	(541) 385-1701	Krista.Appleby@deschutes.org
Keri Blackburn	Building Inspector III	(541) 388-6577	Keri.Blackburn@deschutes.org
Mark Byrd	Building Inspector III	(541) 749-7909	Mark.Byrd@deschutes.org
Rainer Doerge	Building Inspector III	(541) 480-8935	Rainer.Doerge@deschutes.org
Ami Dougherty	Building Inspector II	(541) 385-3217	Ami.Dougherty@deschutes.org
Travis Eggleston	Building Inspector I	(541) 480-8934	Travis.Eggleston@deschutes.org
David Farrin	Building Inspector III	(541) 385-1702	David.Farrin@deschutes.org
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Michael Liskh	Building Inspector III	(541) 280-0342	Michael.Liskh@deschutes.org
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Laurie Wilson	Building Inspector III	(541) 383-6711	Laurie.Wilson@deschutes.org
Nicholas Wood	Building Inspector I	(541) 213-0653	Nicholas.Wood@deschutes.org

Code Compliance

Overview

Code Compliance consists of four Code Compliance Specialists with one designated as Lead. The program is managed by the Coordinated Services Administrative Manager and is supported by a law enforcement deputy from the Deschutes County Sheriff's Office (DCSO) and CDD's operating divisions. The Code Compliance Division is responsible for investigating code violation complaints to ensure compliance with land use, onsite wastewater disposal, building and solid waste codes (by contract with the Solid Waste Department), and provides direct service to the cities of La Pine and Sisters for building code violations under the Building Safety program. The program's overriding goal is to achieve voluntary compliance. If necessary, cases are resolved through Circuit Court, Justice Court or before a Code Compliance Administrative Hearings Officer proceeding. The program continues to adapt to the county's challenges of growth and diversification, incorporating new measures to ensure timely code compliance.

While voluntary compliance is the primary objective, an ever-growing number of cases require further code compliance action because of delayed correction or non-compliance. Through the refinement of departmental procedures for administrative civil penalty, Code Compliance is obtaining compliance from citations rather than court adjudication, resulting in greater cost recovery. A disconcerting trend is the need for county abatement in some cases. In abatement, the county corrects the violations. Abatement action is reserved for matters of chronic nuisance and public health and safety. In response to this trend, Code Compliance is closely coordinating with other county departments in the development and enactment of abatement plans.

2022 Year in Review

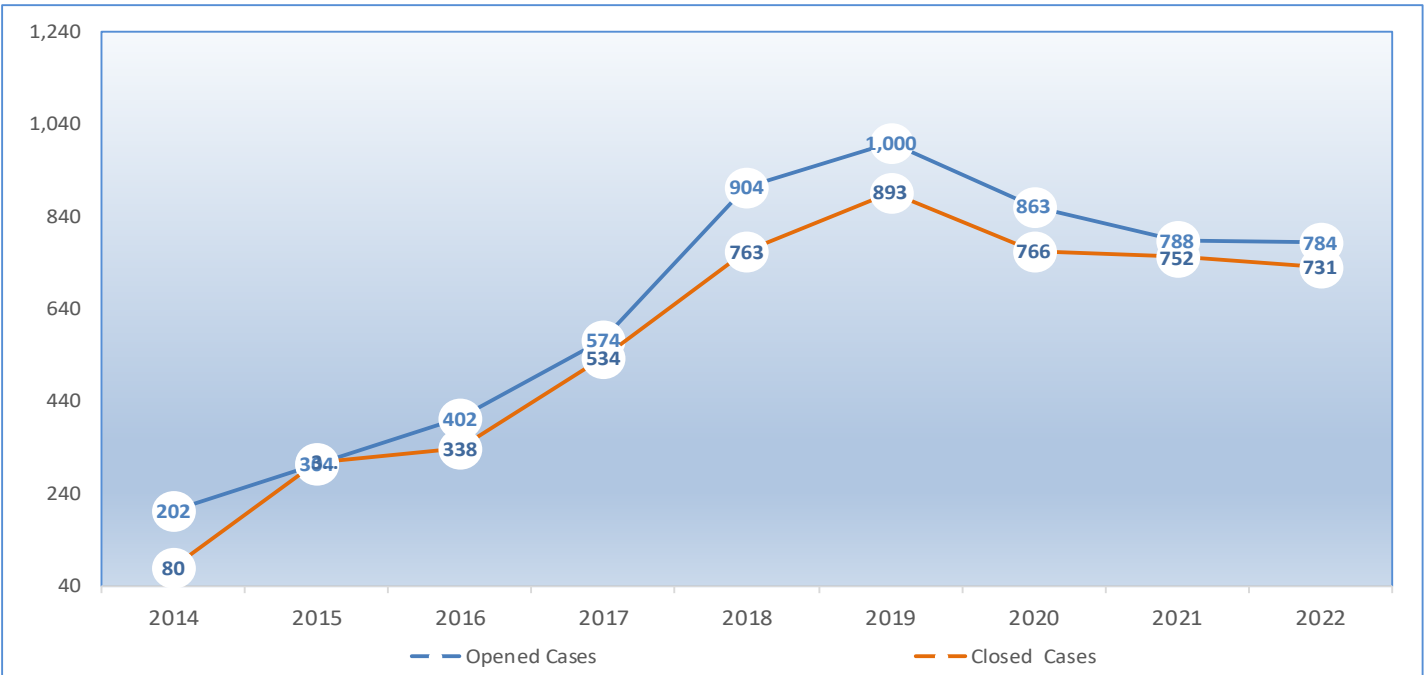
- ✓ Received 784 new cases and resolved 731. This is near identical to new and resolved cases from the previous year.
- ✓ Designated a lead Code Compliance Specialist and assigned duties.
- ✓ Analyzed the Code Compliance program in an effort to create efficiencies for case assignment, management and proceedings.
- ✓ Revised the Voluntary Compliance Agreement and templates for Pre-Enforcement Notices to improve communications.
- ✓ Continued to partner with county departments to resolve difficult cases. Coordination ensures efficient operations and avoids overlapping efforts, thus allowing staff to conduct a thorough investigation on behalf of community members.
- ✓ Implemented staff remote work options and flex schedules for efficiency.
- ✓ Utilized the designated DSCO deputy for site visits as a safety measure.
- ✓ Revised method of case assignments to incorporate staff experience and training opportunities.
- ✓ Implemented post-pandemic remote hearing proceedings and engagement strategies to ensure an opportunity for citizens to participate.

Code Compliance

FY 2023-24 Work Plan Projects

- Improve methods of communication with complainants regarding case status and case closure.
- Continue to improve training program for new hires to include staff onboarding and procedural guidelines.
- Coordinate with DSCO and Risk Management to develop and implement annual field safety classes.
- Coordinate with the Human Resources Department to evaluate, propose and implement strategies to attract and retain staff to meet service demands in a highly competitive market.
- Coordinate with Solid Waste Department and BOCC to identify a funding source for code abatement processes.
- In coordination with the Legal Department, explore the creation of policies and procedures related to discretionary immunity and caps on lien amounts, among other topics.
- Revise online complaint submittal process to include photos, geographic information systems (GIS) and communication in an effort to improve efficiency and record keeping.
- Update Deschutes County Code (DCC) 1.16 Abatement language to include appeal processes.
- Revise Code Compliance dashboard to include management tools to ensure relevant data is utilized.
- Explore software revisions to improve record keeping and enable collection of court fines and fees.

Annual Cases Opened and Closed



Code Compliance



Staff Directory

Scott Durr	Code Compliance Specialist	(541) 385-1745	Scott.Durr@deschutes.org
Carolyn Francis	Code Compliance Specialist	(541) 617-4736	Carolyn.Francis@deschutes.org
Dan Smith	Code Compliance Specialist	(541) 385-1710	Daniel.Smith@deschutes.org
Jeff Williams	Code Compliance Specialist	(541) 385-1745	Jeff.Williams@deschutes.org

Coordinated Services

Overview

Coordinated Services consists of an Administrative Manager, one Administrative Supervisor, eight Permit Technicians, one Administrative Assistant, one Administrative Support Specialist and one Administrative Support Technician. The Coordinated Services Division provides permitting and “front line” direct services to customers. While coordinating with all operating divisions, staff ensure accurate information is provided to the public, while minimizing wait times and ensuring the efficient operation of the front counter and online portal.

2022 Year in Review

- ✓ Permit Technicians continued to provide exceptional customer service to in-person customers as well as virtually through the Accela online portal.
- ✓ Implemented a flexible work schedule for staff.
- ✓ Implemented an improved phased staff training program including cross division record research and permitting processes.
- ✓ Continued to update the Standard Operating Procedures manual which serves as an additional resource for staff consistency and succession planning.
- ✓ Revised role of administrative staff to include complex assignments in an effort to increase staff retention.
- ✓ Increased electronic permit submittals through public education and outreach to licensed professionals. Received 60.4% of Building Safety and Onsite Wastewater applications online compared to 49.9% in 2021.
- ✓ Transitioned residential plans from paper to electronic submittals.
- ✓ Transitioned residential plans from paper to electronic submittals locations in City of Sisters and City of La Pine which allowed reallocation of staff resources to the main office in Bend.



Coordinated Services

FY 2023-24 Work Plan Projects

- Revise CDD’s decommissioning plan process and procedure.
- Revise internal process and procedure for legitimizing unpermitted structures.
- Implement increased safety measures for the front lobby including staff safety training from DCSO.
- Continue to improve efficiencies in permit processes and procedures.
- Coordinate with the Human Resources Department to evaluate, propose and implement a Permit Technician job series through the creation of a new Permit Technician II classification in an effort to attract and retain staff to meet service demands in a highly competitive market.
- Continue participation in CDD’s website updates.

Office Location & Lobby Hours
 117 NW Lafayette Ave, Bend, OR 97703
 Monday, Tuesday, Thursday, Friday 8:00 AM—4:00 PM,
 Wednesday 9:00 AM—4:00 PM

Staff Directory

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Mikaela Watson	Permit Technician	(541) 385-1714	Mikaela.Watson@deschutes.org
Treyson Wayland	Permit Technician	(541) 388-6680	treyson.wayland@deschutes.org
Adam Weisgerber	Permit Technican	(541) 322-7193	adam.weisgerber@deschutes.org

Onsite Wastewater

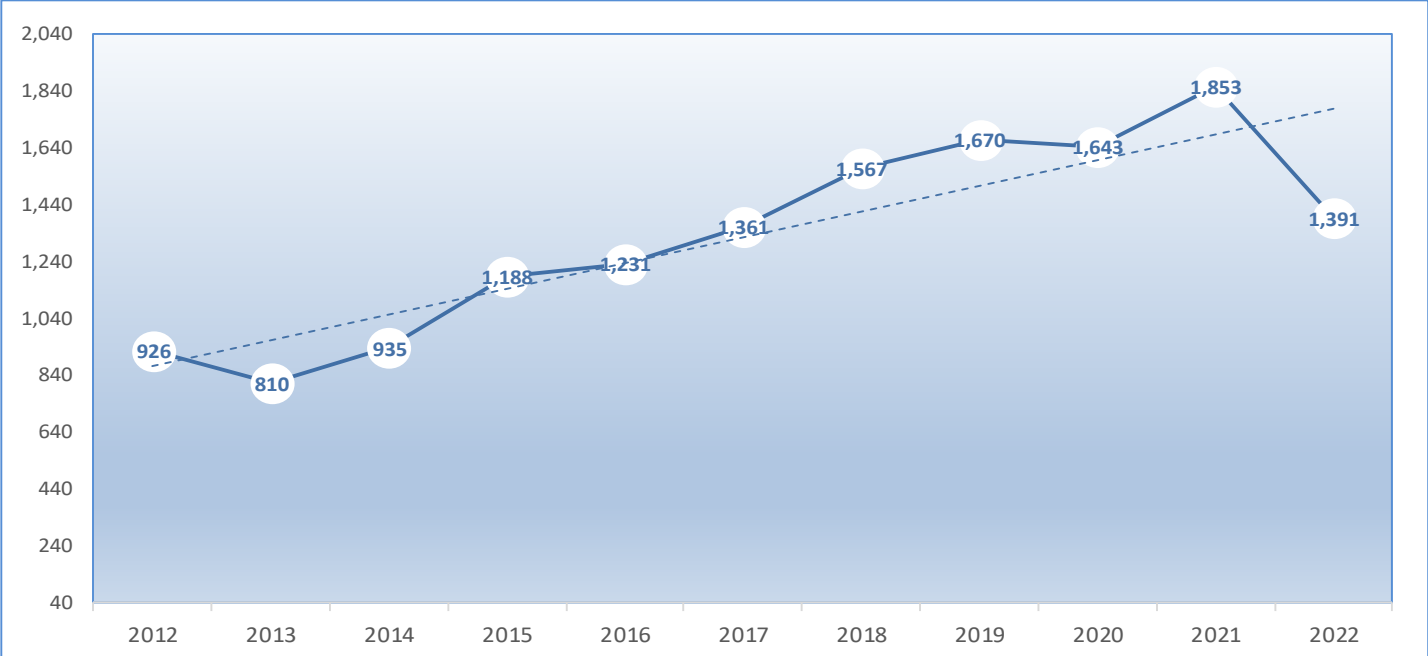
Overview

Onsite Wastewater consists of one Onsite Wastewater Manager, two Onsite Wastewater Specialists II, two Onsite Wastewater Specialists I and one Administrative Assistant. The Onsite Wastewater Division regulates on-site wastewater treatment systems (septic) to assure compliance with state rules, and monitors environmental factors for public health and resource protection. They provide site evaluations, design reviews, permitting, inspections and education and coordination with the Oregon Department of Environmental Quality (DEQ) for onsite wastewater treatment and dispersal systems. Staff inspects sewage pumper trucks, reports on the condition of existing wastewater systems, maintains an Operation & Maintenance (O&M) tracking system, provides the public with information on wastewater treatment systems and regulations and investigates sewage hazards to protect public health and the environment. Staff are also engaged in the proactive pursuit of protecting the groundwater in Deschutes County and continue to work with DEQ on permitting protective onsite wastewater systems in Southern Deschutes County.

2022 Year in Review

- ✓ Assessed 216 sites for onsite wastewater treatment and dispersal systems, a decrease of 43.5% from 2021, and issued 1,175 permits and authorizations for new and existing onsite treatment and dispersal systems, a decrease of 21% from 2021. Applications continue to increase in complexity and technical requirements.
- ✓ Repaired 223 failing or substandard systems correcting sewage health hazards and protecting public health and the environment.
- ✓ Increased electronic permit submittal and inspection scheduling through outreach and education of customers, particularly licensed professionals. The division received 45.7% of applications online compared to 43.2% in 2021.
- ✓ Created Onsite Wastewater Manager classification.

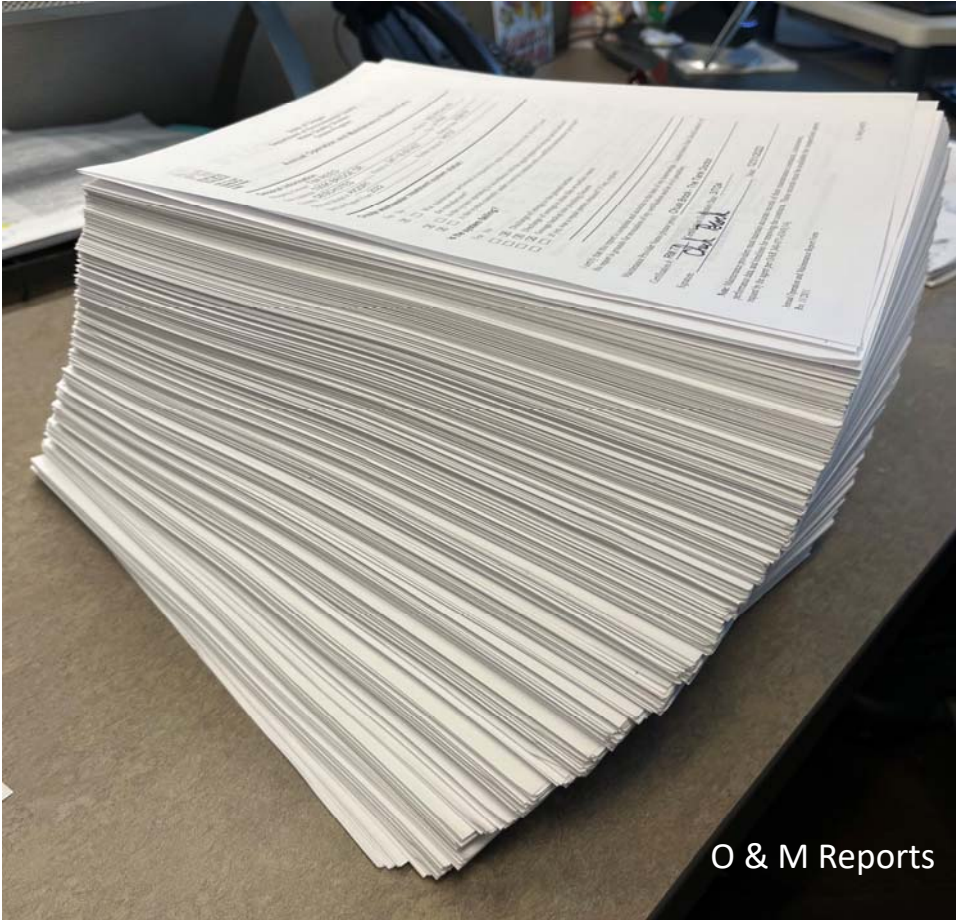
Onsite Permits Issued



Onsite Wastewater

2022 Year in Review, continued

- ✓ Provided eleven property owners in South County with rebates of \$3,750 per property for upgrading conventional onsite wastewater treatment systems to nitrogen-reducing pollution reduction systems.
- ✓ Provided technical assistance to Terrebonne Sanitary District Formation Committee.
- ✓ Provided technical assistance for the Tumalo sewer feasibility study.
- ✓ Verified an estimated 1,500 septic system maintenance contracts for the O&M tracking system.
- ✓ Coordinated with the City of Bend and DEQ staff regarding the septic to sewer program, and the impact on homeowners with onsite wastewater systems.
- ✓ Worked with DEQ on permitting protective onsite wastewater systems in South County. Participated in dozens of variance hearings for modified advanced treatment systems on severely limited sites.
- ✓ Coordinated with DEQ staff for a South County groundwater and drinking well sampling event.
- ✓ Supported and provided technical assistance for Central Oregon Intergovernmental Council applying for and receiving DEQ Onsite Financial Aid Program (OSFAP) to assist property owners with septic repairs.
- ✓ Onsite trainees are fully integrated team members knowledgeable about permitting, inspections and other tasks.



O & M Reports

Onsite Wastewater

FY 2023-24 Work Plan Projects

- Work with DEQ staff on planning for and funding of long term and regular well sampling events approximately every 10 years to monitor changes in water quality in the aquifer.
- Participate in the Upper Deschutes Agricultural Water Quality Management Area Local Advisory Committee.
- Continue to provide financial assistance opportunities to South County property owners to upgrade conventional systems to nitrogen reducing pollution reduction systems through Nitrogen Reducing System Rebates and the NeighborImpact Non-conforming Loan Partnership.
- Review current groundwater protection policies for South County and continue review of variance applications with DEQ onsite staff to ensure the goals of water resource protection are addressed. Highest risk areas may require greater scrutiny.
- Prepare for development to occur in the Newberry Neighborhood in La Pine by reviewing financial assistance programs for groundwater protection efforts. This may include creation of a financial advisory group process to include community members.
- Continue providing technical assistance support for the Terrebonne Sanitary District formation and Tumalo sewer feasibility study.
- Coordinate with the Planning Division regarding process or code amendments that could impact onsite wastewater processes for temporary use permits, hardship dwellings and lot line adjustments.
- Update website information for onsite wastewater and groundwater protection.



Staff Directory

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Kiley Rucker-Clamons	Environmental Health Specialist II	(541) 383-6709	Kiley.Rucker-Clamons@deschutes.org
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Planning

Overview

Planning consists of one Planning Director, one Planning Manager, two Principal Planners, two Senior Planners, two Senior Long Range Planners, one Senior Transportation Planner, six Associate Planners, three Assistant Planners and one Administrative Assistant. The Planning Division consists of two operational areas: Current Planning and Long Range Planning. Current Planning processes individual land use applications and provides information to the public on all land use related issues. Long Range Planning addresses the future needs of the county through updates to the comprehensive plan, changes to the county code and other special projects.

Current Planning

Responsible for reviewing land use applications for compliance with Deschutes County Code (DCC) and state law, including zoning, subdivision and development regulations, and facilitating public hearings with Hearings Officers and the BOCC. Staff is also responsible for verifying compliance with land use rules for building permit applications and septic permits; coordinating with Code Compliance to respond to complaints and monitor conditions of approval for land use permits; performing road naming duties; providing assistance at the public information counter, over the telephone and via email; and addressing in the rural county and City of Redmond under contract.

Long Range Planning

Responsible for planning for the future of Deschutes County, including developing and implementing land use policy with the BOCC, Planning Commission, community and partner organizations. It is in charge of updating the County Comprehensive Plan and zoning regulations, coordinating with cities and agencies on various planning projects taking place in the region, including population forecasts with Portland State University and cities. Staff also monitors and participates in annual legislative sessions, and serves on numerous local, regional and statewide committees primarily focusing on transportation, natural resources, growth management and economic development.

Transportation Planning

Provides comments and expertise on land use applications, calculates System Development Charges (SDC's) as part of land use application review process or upon request; provides comments to the County's Risk Management Department regarding traffic issues for permitted events; participates in the annual County Capital Improvement Plan (CIP) process with the Road Department; applies for grants for enhanced bicycle and pedestrian facilities in coordination with the Bicycle and Pedestrian Advisory Committee (BPAC); participates in Oregon Department of Transportation (ODOT) funded refinement planning; coordinates road issues with Bureau of Land Management (BLM) and the United States Forest Service (USFS) for urban interface plans; and serves on several local and regional transportation committees, most notably BPAC, the Bend Metropolitan Planning Organization Technical Advisory Committee, and Central Oregon Area Commission on Transportation Technical Advisory Committee (TAC).

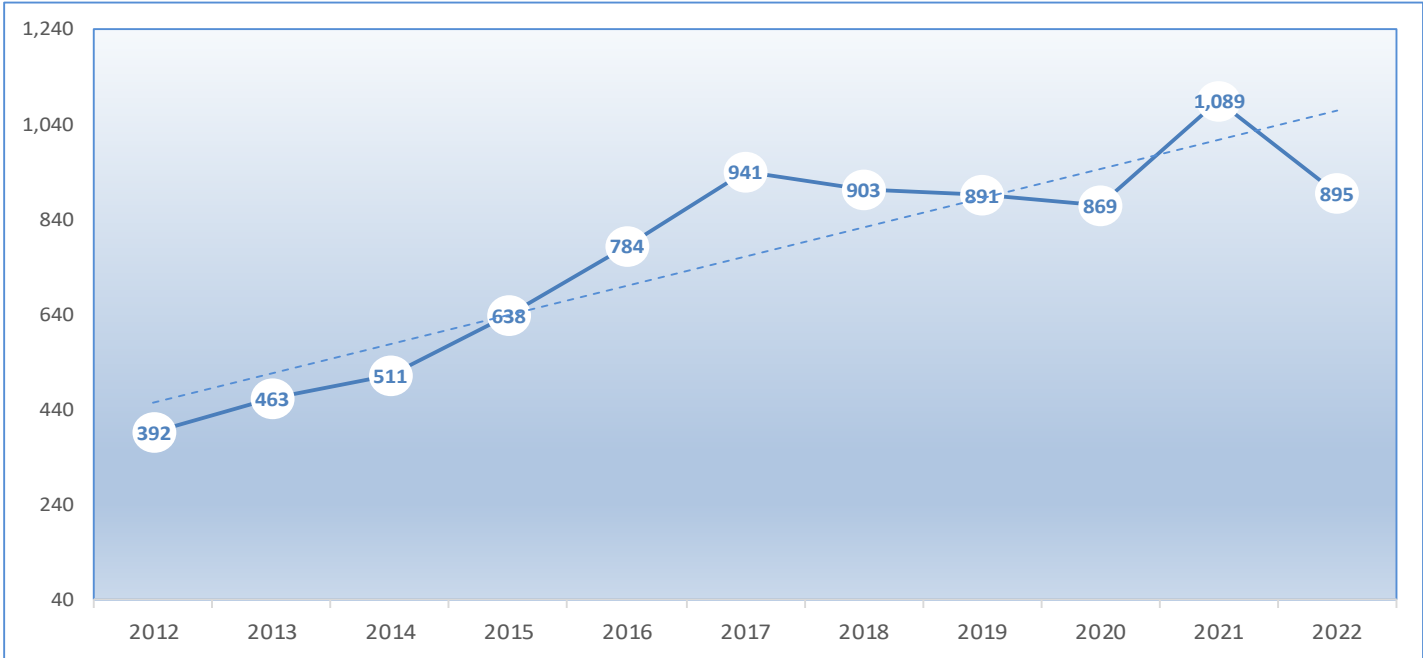
Floodplain & Wetlands Planning

Responsible for providing comments and expertise on land use applications, code compliance, and general property inquiries that require development, fill, or removal in mapped floodplain and wetland areas. Staff maintains certification as an Association of State Floodplain Managers (ASFPM) Certified Floodplain Manager to provide customers with up-to-date and accurate information regarding Federal Emergency Management Agency (FEMA) regulations, surveying requirements, and construction requirements. Coordination is frequently required with external agencies including FEMA, US Army Corps of Engineers, Oregon Department of State Lands (DSL), ODFW, and USFS.

2022 Year in Review

- ✓ Counter coverage averaged 222 customer visits a month compared to 242 in 2021.
- ✓ Staff responded to 2,757 emails and 2,598 phone call inquiries. This equates to over 229 emails and 217 phone calls per month.
- ✓ Received 895 land use applications compared to 1,089 in 2021, a decrease of 17.8% over prior year.
- ✓ The Planning Division received 10 non-farm dwelling applications compared with 22 for 2021.
- ✓ Twenty (20) final plats were recorded in 2022 or are in the process of being recorded, creating a total of 210 residential lots.
- ✓ Selected a consultant to lead a major Deschutes County Comprehensive Plan Update process.

Land Use Applications Received



Planning

2022 Year in Review, continued

Thirteen (13) land use applications were reviewed by Hearings Officers compared to 20 in 2021. They include:

- ✓ Thornburg Destination Resort (3)
- ✓ Declaratory Rulings for Initiation of Use of Prior Approvals (2)
- ✓ Quasi-Judicial Hearings for Land Use Applications (3)
- ✓ Plan Amendment Zone Changes from Exclusive Farm Use to Non-Resource Zoning (4)
- ✓ City of Bend Urban Growth Boundary (UGB) Amendment / HB 4079 (1)

The BOCC conducted 16 quasi-judicial land use hearings or proceedings, equal to 2021.

- ✓ Appeals declined for review by the BOCC (3)
- ✓ Improvement Agreements (2)
- ✓ City of Bend UGB Amendment (1)
- ✓ Road Name Change (1)
- ✓ Noise Variances (3)
- ✓ Plan Amendment Zone Changes from Exclusive Farm Use to Non-Resource Zones (3)
- ✓ Quasi-Judicial Hearings for Land Use Applications (1)

Ten (10) appeals were filed with the Land Use Board of Appeals (LUBA) in 2022, compared to 11 in 2021:

- ✓ Oregon Water Resources Department Land Use Compatibility Statement / Quasi-Municipal Water Right
- ✓ Private Airstrip
- ✓ Template Dwelling
- ✓ Wireless Tower / ODOT Right of Way
- ✓ Declaratory Ruling for Tumalo Sewer Expansion
- ✓ Thornburgh Destination Resort (4)
- ✓ Plan Amendment Zone Change Remand



2022 Year in Review, continued

Legislative Amendments

The BOCC adopted:

- ✓ Psilocybin Time, Place, and Manner (TPM) Amendments—Pursuant to Measure 109, the county adopted ordinances that impose reasonable TPM regulations on the location and operation of psilocybin businesses.

Deschutes 2040 Comprehensive Plan Update

Planning staff initiated an 18-month process to update the County's Comprehensive Plan in May 2022. The initial phases of the project focused on conducting background research to form the technical basis for the plan update, and collecting community feedback to identify the key issues, goals, and challenges facing the county for the next 20 years. During the last 7 months, staff accomplished the following:

- ✓ Initiated a professional services agreement with the project consultant for an estimated \$233,000.
- ✓ Received a \$5,000 technical assistance grant from Department of Land Conservation and Development (DLCD) for virtual engagement and software tools.
- ✓ Drafted background summaries of existing conditions and projected trends in Deschutes County, which will ultimately be used as the narrative for Comprehensive Plan Update chapters.
- ✓ Conducted a community engagement training for staff.
- ✓ Created a community engagement plan to raise awareness of the project and ensure an inclusive strategy for outreach.
- ✓ Conducted the first round of community engagements including four in-person open houses, an online survey, and over 50 local meetings designed for community groups, stakeholders and residents to come together and share their thoughts. These meetings resulted in responses from 550 community members.
- ✓ Established a project website using a new integrative tool (ArcHub) and utilized social media to spread awareness of the project website and meetings, resulting in 9,699 post views across a variety of social media platforms.
- ✓ Provided two project updates through a Constant Contact email list with 391 subscribers.
- ✓ Established the Planning Commission as the community advisory body for the project and met six times to review and discuss the project scope, community engagement plan, and staff edits to the Comprehensive Plan goals and policies.

Planning

2022 Year in Review, continued

Grants

Certified Local Government Grant

Planning staff administered an 18-month \$11,500 Certified Local Government (CLG) Grant from the State Historic Preservation Office (SHPO) to assist Deschutes County with its historic preservation programs.

Technical Assistance Grant

In November 2022, DLCD awarded the department a \$5,000 Technical Assistance Grant to fund the use of specialized software tools to assist in virtual outreach for the county's Comprehensive Plan Update.

Transportation Growth Management Grant

Planning staff coordinated with ODOT to execute a \$75,000 Transportation and Growth Management (TGM) Grant to update the Tumalo Community Plan bike/ped/transit elements and implement the rural trails portion of the Sisters Country Vision Action Plan.

Coordination with Other Jurisdictions, Agencies and Committees

Bicycle and Pedestrian Advisory Committee

BPAC met 12 times, commenting on regional Transportation System Plan (TSP) updates, trail connections between cities and recreation areas, bicycle and pedestrian safety issues and ODOT projects, among others.

Oregon Department of Transportation (ODOT)

Participated in Baker Road-Lava Butte Multi-use Path and Lava Butte-La Pine Multi-use Path Technical Advisory Committee (TAC); Baker Road Interchange Area Management Plan TAC; quarterly meetings with ODOT, Road Department, and cities of Bend and Redmond to review traffic modeling needs; stakeholder committee for ODOT study on wildlife passages for US 20 between Bend and Santiam Pass; US 20 (Greenwood Ave.) 3rd Street / Powell Butte Hwy Refinement Plan.

Deschutes River Mitigation and Enhancement Committee

Convened two Deschutes River Mitigation and Enhancement Committee meetings to receive updates from ODFW and Central Oregon Irrigation District (COID).



2022 Year in Review, continued

Coordination with Other Jurisdictions, Agencies and Committees

City of Bend—Coordinated with City staff regarding:

- ✓ Bend Airport Master Plan.
- ✓ Bend UGB Amendment / HB 4079 / Affordable Housing Project.
- ✓ Long-term Planning for the Outback Water Filtration Facility.
- ✓ Bend Metropolitan Planning Organization TAC.
- ✓ Bend UGB Amendment / HB 3318 / Stevens Road Tract.

City of La Pine—Coordinated with City staff regarding:

- ✓ Land use applications for effects on county road system.
- ✓ Participation with Property Management and the city to update and amend the county owned Newberry Neighborhood comprehensive plan designations, master plan and implementing regulation.

City of Redmond—Coordinated with City staff regarding:

- ✓ CORE3—UGB Amendment for dedicated, multi-agency coordination center for emergency operations and training led by Central Oregon Intergovernmental Council (COIC)
- ✓ Relocation and expansion of wastewater treatment plant.
- ✓ Update Airport Safety Zone associated with the Redmond Airport Master Plan Update.

City of Sisters—Coordinated with City staff regarding:

- ✓ Participation in the implementation of Sisters Country Vision Plan and Sisters Comprehensive Plan.

Deschutes County

- ✓ Provided updates to BOCC regarding SB 391 Rural ADUs, SB 762 Wildfire Mitigation, wildlife inventories produced by ODFW, Portland State University (PSU) population updates, short-term rentals, Tumalo Community Plan update and dark skies project.



Planning

FY 2023-24 Work Plan Projects

Development Review

- Respond to phone and email customer inquiries within 48 to 72 hours.
- Issue all administrative (staff) decisions for land use actions that do not require prior notice within 21 days of determination of a complete application.
- Issue all administrative (staff) decisions for land use actions requiring prior notice within 45 days of determination of a complete application.
- Process Hearings Officer decisions for land use actions and potential appeals to the BOCC within 150 days per State law.
- Continue to improve website accessibility to the public to view records associated with complex land use applications.

Comprehensive Plan Update

- Amend Comprehensive Plan (Comp Plan 2040) to incorporate new existing conditions, goals and policies.
- Engage Newberry County and Terrebonne and residents to determine if community plans, goals, and policies meet the current and future needs of the area and whether there is an interest and readiness for area and/or community plan updates.

Natural Resources

- Natural Hazards—Develop a work plan to amend the Comprehensive Plan and County Code requiring defensible space and fire-resistant building materials per SB 762 (2021, Wildfire Mitigation).
- Natural Hazards—Initiate recommended development code amendments related to the Natural Hazard Mitigation Plan.
- Wildlife Inventories—Amend the Comprehensive Plan and Zoning Code to incorporate a new mule deer winter range inventory from ODFW.
- Sage-Grouse—Participate as a Coordinating Agency with the Bureau of Land Management (BLM).
- Dark Skies Update—Revisit County's existing outdoor lighting ordinance and update regulations to reflect current best practices and technology.

Transportation Growth Management (TGM) Grant

- Amend Comprehensive Plan to incorporate the Tumalo Community Plan update.
- Implement the rural trails portion of the Sisters Country Vision Action Plan.

Planning

FY 2023-24 Work Plan Projects, continued

Transportation Planning

- Amend Comprehensive Plan to incorporate Transportation System Plan (TSP) update in coordination with Road Department and ODOT.
- Process road naming requests associated with certain types of development on a semi-annual basis.
- Coordinate with ODOT and Parks Districts on regional trail projects.

City of Bend Coordination

- Adopt the Bend Airport Master Plan (BAMP) and amend the County's Comprehensive Plan and Development Code to implement measures that allow for a new air traffic control tower and new airport-related businesses.
- Coordinate on growth management issues, including technical analyses related to housing and employment needs and modernizing Title 19 for the Deschutes County Jail.
- Process a Plan Amendment and Zone Change to add the Stevens Road Tract to the Bend Urban Growth Boundary (UGB), in accordance with HB 3318.

City of La Pine Coordination

- Participate with Property Management and the City of La Pine process to update and amend the county-owned Newberry Neighborhood comprehensive plan designations, master plan and implementing regulations.

City of Redmond Coordination

- Coordinate on growth management issues, including with Central Oregon Intergovernmental Council on CORE3, a multi-stakeholder regional emergency center, and the City's upcoming East Redmond plan, which will involve over 1,000 acres of County-owned land.
- Process Conditional Use Permit and Site Plan Review applications for a new wastewater treatment plant.
- Coordinate on an update of the Airport Safety Zone associated with the Redmond Airport.
- Support City staff to modernize the Joint Management Agreement and assist with City-led updates to DCC Title 20 (i.e., Urban Holding-10 zone).
- Continue to engage the City as a stakeholder in the County's Comp Plan 2040 and TSP updates.

City of Sisters Coordination

- Participate in the implementation of Sisters Country Vision Plan and their Comprehensive Plan Update.



FY 2023-24 Work Plan Projects, continued

Growth Management Committees

- Coordinate and/or participate on Deschutes County BPAC, Project Wildfire, and Deschutes River Mitigation and Enhancement Committee.

Historic Preservation—Certified Local Government (CLG) Grant

- Administer 2023-24 Certified Local Government Grant from SHPO.

Housekeeping Amendments

- Initiate housekeeping amendments to ensure County Code complies with state law.

Housing Strategies

- Amend County Code to implement SB 391, Rural ADUs.
- Amend County Code to repeal Conventional Housing Combining Zone.
- Amend County Code to define family for unrelated persons HB 2538 (non-familial Individuals).
- Explore options and approaches to address rural housing and homelessness as allowed under state law.

Legislative Session (2023-24)

- Initiate Comprehensive Plan and/or Zoning Text amendments to comply with and implement new or revised state laws.
- Participate in legislative or rulemaking work groups to shape state laws that benefit Deschutes County.

Short Term Rentals

- Prepare a white paper describing methods for regulating short term rentals.
- Coordinate with BOCC on next steps

Zoning Text Amendments

- Accessory structure amendments clarifying it must be built concurrent with or after the establishment of a primary residence with certain allowed facilities.
- Applicant initiated plan amendment, zone changes, and/or text amendments.
- Allow “self-serve” farm stands in Rural residential Exception Areas
- Comply with House Bill 3109 (2021) pertaining to establishment of childcare facilities in industrial zones.
- Define family for unrelated persons per HB 2538 (Non-familial Individuals).
- Forest Zone Code—Review for compliance with Oregon Administrative Rule.
- In conduit hydroelectric generation code amendments.
- Lot Line Adjustments and Re-platting.
- Medical Hardship Dwellings—review for consistency with state law.
- Minor variance 10% lot area rule for farm and forest zoned properties.
- Outdoor Mass Gatherings update.

Planning

FY 2023-24 Work Plan Projects, continued

- Repeal Conventional Housing Combining Zone.
- Section 6409(a) of the Spectrum Act (Wireless Telecommunication Amendments).
- Sign code to become consistent with federal law.
- Temporary use of recreational vehicles as dwellings.
- Title 19, 20, 21—Language related to Class I, II, and III road projects as allowed uses.
- Title 22—Procedures Ordinance for consistency with state law and planning department interpretations.
- Wetland Regulation Clarification for Irrigation or Artificially Created Wetlands.

Staff Directory

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Community Involvement Report

2022

Statewide Planning Goal 1, Citizen Involvement, requires cities and counties to create a citizen involvement program that provides opportunities for community participation in land use planning processes and decisions.

Land use legislation, policies and implementation measures made by Oregonians nearly 50 years ago helped shape Oregon’s urban and rural environments. Likewise, choices made today will ultimately shape these areas in the future. Successful land use planning occurs through an open and public process that provides room for information gathering, analysis and vigorous debate. Deschutes County’s Community Involvement program is defined in Section 1.2 of the Comprehensive Plan.

This chapter identifies the County Planning Commission as the committee for citizen involvement. It also contains the County’s Community Involvement goal and corresponding five policies that comply with Goal 1. This report briefly discusses the noteworthy community involvement actions undertaken by the Planning Division in 2022. The report is intended to provide county residents and stakeholders with a tool to assess its effectiveness and offer additional suggestions the County can utilize to ensure that its diverse communities remain actively involved in land use planning discussions.



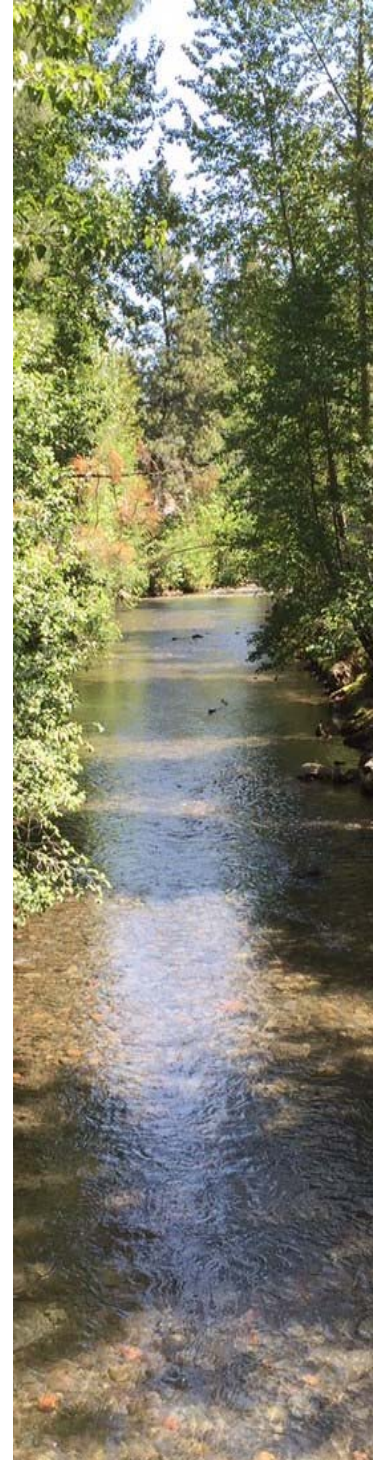
Community Involvement Report

2022

Planning Commission

The Planning Commission convened 17 times to consider:

- ✓ Amateur (HAM) Radio Facility Text Amendments
- ✓ CDD FY 2022-23 Annual Report & Work Plan
- ✓ Dark Skies Update
- ✓ Deschutes 2040 Meetings:
 - Comprehensive Plan Update Briefing
 - Community Engagement Plan Review
 - Phase 1 Results Overview and Phase 2 Activities
 - Key Planning Issues, Challenges, and Goals
 - Initial Policy Review
 - Results of Phase 2 Visioning Activities, and Initial Policy Review
- ✓ Deschutes County Transportation System Plan 2020-2040 Update
- ✓ Joint BOCC / PC Work Session
- ✓ Psilocybin TPM Amendments
- ✓ SB 391—Rural ADU Text Amendment
- ✓ SB 762—Wildfire Hazard Risk Mapping and the Wildland Urban Interface
- ✓ TGM Grant for Bike/Ped/Transit in Tumalo; Rural trails in Sisters Country
- ✓ Tumalo Community Plan
- ✓ Water Resources Discussion Panel
- ✓ Wildlife Inventory Update



Community Involvement Report

2022

Historic Landmarks Commission

Convened 5 times in 2022 to consider:

- ✓ Archeological Society of Central Oregon—Introduction
- ✓ CDD FY 2022-23 Annual Report & Work Plan
- ✓ CLG Grant Application
- ✓ City of Sisters Check-In—CLG Grant Projects
- ✓ Deschutes County 2040—Project Briefing
- ✓ Field Trip Discussion
- ✓ HLC Policies and Procedures Manual
- ✓ Preservation Month 2023
- ✓ Regional Coordination
- ✓ Strategic Plan
- ✓ Updates from Bend and Redmond Historic Landmarks Commission

