

FEE SCHEDULE

FOR DEPARTMENTS OF



Effective July 1, 2016

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

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

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

ALL DEPARTMENTS¹

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

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

² Per person; rounded to the nearest ¼ hour; minimum charge of one ¼ hour.

ASSESSOR

MAP COPIES ³	ORS 203.035/BOC	
Map (8½" x 11")		\$1
Map (18" x 21")		\$3
Roll size map (6 square feet and greater)		\$1.00 per sq foot
Map of Addresses		\$5
PDF file of scanned map		\$2
COMPUTER REPORTS, PRINTOUTS & CD's	ORS 203.035/BOC	
Computer screen print		\$.25 per screen
Computer appraisal card		\$1 per account
Computer file spreadsheet		\$15
Basic GIS Research report		\$12.50
Printouts		\$40 per hour (\$15 minimum)
MANUFACTURED STRUCTURE	ORS 446.646	
Ownership document		\$55 per document
Exemption of Manufactured Structure from ownership Documentation (to untitled)		\$55 per application
Trip permit		\$5 per trip permit
MICROFICHE COPIES	ORS 203.035/BOC	
Microfiche paper copies		\$1 per page
MAILINGS AND CERTIFICATIONS	ORS 203.035/BOC	
Mailing		Cost of postage and mailing container, rounded up to nearest whole dollar amount
True copy certification		\$3.75 per page
ASSESSOR'S MAPS ON CD-ROM	ORS 203.035/BOC	\$28

³ These maps are free to download from the County's website.

Vacate or decrease width of county road	ORS 368.341(4)/ LCC 6.210/BOC	\$500
Way of necessity	ORS 376.165/ LCC 6.615/BOC	\$150 + \$1000 bond
RESEARCH		
Records search (fee in addition to research time)	ORS 205.320	\$3.75
Illegible document, preparing copy of	ORS 205.325/BOC	\$3.75 per page
RECORDING		
Basic fee for instruments	ORS 205.320	
* \$11 A&T; \$10 PLCP; \$7 GIS \$20 Housing fund; \$5 recording first page		\$53 ⁵
* Additional pages in document		\$5 per page
Additional fees for certain instruments:		
Assignment, release or satisfaction that affect more than one previously recorded instrument	ORS 205.320	\$5 per add'l
Nonstandard instruments ⁶	ORS 205.327	\$20
Mining claim labor aff'd (add'l claims)	ORS 517.220	\$.50 per add'l
Mining claim location notice	ORS 517.030/BOC	\$10
Municipal Assessment Record	ORS 205.320	\$5 per page
Cooperative contract	ORS 62.360	\$5 per page
Cooperative contract, recording names	ORS 62.360	\$.02 per name
Cooperative contract, member termination	ORS 62.360/BOC	\$1.25
Cooperative contract, member termination list	ORS 62.360	\$.02 per name
Partition plat	ORS 92.100	\$58 + \$5 per mylar ⁷
Subdivision plat	ORS 92.100/205.350 92.044/BOC	\$68 per lot or tract, + \$5 per mylar
Condominium plat	ORS 100.115/ LCC 7.505/BOC	\$58 + \$5 per mylar
Plat or survey correction affidavit	ORS 92.170/209.255/BOC	\$50

⁵ Copy fees must be prepaid.

⁶ NOTE: "Except as provided in ORS 205.327, a county clerk shall not accept any instrument for recording unless the instrument is printed on sheets of not less than 20-pound opaque bond paper that are not larger than 14 inches long and 8-1/2 inches wide with text printed or written in 8-point type (approximately 1/8 inch) or larger." ORS 205.232. For reference, this footnote is printed in 8-point type (font style "times"). ORS 205.327 imposes an additional fee of \$20 for the recording of "nonstandard" instruments.

⁷ This fee includes an amount for recording by the Clerk and for review and approval by the Board of Commissioners in accordance with ORS chapter 92. This fee does not include the additional fee for review and approval by the Planning Department and the Surveyor's Office. If a plat fails to pass review by the Surveyor, and is resubmitted, the Surveyor may charge an additional fee for that additional review.

Plat vacation	ORS 271.230/ LCC 7.505/BOC	\$100 ⁸
FILINGS		
Instruments filed but not recorded	ORS 205.320	\$5
LISTS OF REGISTERED VOTERS		
On computer paper:		
All precincts	ORS 205.320/BOC	\$100
Per precinct	ORS 205.320/BOC	\$5
On labels:		
All precincts	ORS 205.320/BOC	\$250
Per precinct	ORS 205.320/BOC	\$10
Electronic list ⁹	ORS 205.320/BOC	\$30
PRECINCT MAPS		
County or city	ORS 205.320/BOC	\$10 each

⁸ This fee includes the Clerk's recording fee and the fee for review by the Surveyor.

⁹ E-mail or disc.

COMMUNICATION TOWERS¹⁰

COMMUNITY CORRECTIONS

COUNTY WORK CREW

Daily fee	ORS 203.035/BOC	Up to \$450 per day
-----------	-----------------	---------------------

DISTRICT ATTORNEY

DISCOVERY OR PUBLIC RECORDS REQUEST

Misdemeanor or juvenile case (written documents only)	ORS 135.805 <i>et seq</i> /BOC	\$15 plus \$.25 per page
Felony case (written documents only)	ORS 135.805 <i>et seq</i> /BOC	\$15, plus \$.25 per page
Additional fee for duplication of video tape	ORS 135.805 <i>et seq</i> /BOC	\$25
Additional fee for duplication of audio tape	ORS 135.805 <i>et seq</i> /BOC	\$25
Additional fee for duplication of photographs	ORS 135.805 <i>et seq</i> /BOC	\$15 + actual development cost
Additional fee for computer disc/DVD	ORS 135.805 <i>et seq</i> /BOC	\$15 per disc
Violation Cases	ORS 203.035/BOC	\$10
Probation Violation	ORS 203.035/BOC	\$10
Thumb drives	ORS 203.035/BOC	\$15
Color copies	ORS 203.035/BOC	\$1.00 per page
Medical Records	ORS 203.035/BOC	\$varies ¹¹
Transcripts	ORS 203.035/BOC	\$20
Outsourced discovery	ORS 203.035/BOC	Actual cost of duplication

¹⁰ The tower fees vary according to the type of equipment installed and height on the tower and at the tower site. Contact Lt. Curtis Landers in the Sheriff's Office for fee information.

¹¹ Cost will be one half the amount the District Attorney's Office paid for a copy of the records.

HEALTH & HUMAN SERVICES¹²

PUBLIC HEALTH DIVISION

Food Service^{13, 14}

ORS 624.510/BOC

Restaurant*

0-15 seats	\$590
16-50 seats	\$648
51-150 seats	\$771
150 or more seats	\$873

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

Limited service restaurant	\$328
Vending units (1-10)	\$42
Mobile units/pushcarts (1-10)	\$234
Commissary	\$411
Warehouse	\$164
Bed & breakfast food service	\$259
Benevolent organization restaurant serving needy population	No charge

Swimming Pools and Spas¹³

ORS 448.100/BOC

First pool or spa	\$414
Each additional pool or spa on the same site	\$275

Other Food Service Fees

¹² The fees for supplies and procedures provided at county health clinics are based upon actual cost, and therefore vary according to cost. ORS 431.415. Behavioral Health fees are determined by an annual cost report; Health fees are based on Relative Value Units and actual supply costs. A sliding fee scale is applied to all charges other than for supplies. The Health & Human Services Department maintains a list of current fees. All fees, including, but not limited to, outstanding re-inspection fees, late payment penalty fees, and returned check fees, must be fully paid prior to issuance or renewal of a license.

¹³ For full service and limited service restaurants, and bed and breakfast facilities, Oregon law provides that a "license expires annually on December 31." ORS 624.020(2). (2) Except as provided in this subsection, to reinstate an expired license the operator must pay a reinstatement fee of \$100 in addition to the license fee. If the operator reinstates the license more than 30 days after the expiration date, the reinstatement fee shall increase by \$100 on the 31st day following the expiration date and on that day of the month in each succeeding month until the license is reinstated. Ors 624.490(2). Payment for license fees must be received in the office of the Public Health Division office by December 31 to avoid a reinstatement fee. Under Oregon law, a license is not transferable between operators or locations, and no refund can be issued for any unused portion of a license. ORS 624.020(6).

A license that is not renewed on or before the expiration date of the license is delinquent. To be renewed in a timely manner, payment must be received in the Public Health Division office on or before the due date.

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

¹⁴ The fees listed in this category **include** a remittance assessed by the Oregon Health Authority. ORS 624.510(2), ORS 448.100(2).

Re-inspection of "Critical Item" in restaurant (1 st re-inspections no charge)	\$98
Re-inspection of restaurant following "Failed to Comply" inspection	\$230
Temporary restaurant	
Single Event	\$151
Single Event (if paid one week or more before event)	\$115
Intermittent (30 days) or Seasonal (90 days)	\$194
Intermittent or Seasonal (if paid one week or more before event)	\$158
Operational Plan Review	\$79
(for intermittent and seasonal temporary restaurants)	
Mobile units licensed by another Oregon county	\$25

Other Fees:

Plan review		
Initial construction		
Full service restaurant		\$431
Organizational Camp including food		\$431
Bed & breakfast		\$129
Commissary		\$215
Warehouse		\$85
Limited service restaurant		\$129
Mobile unit		\$129
Remodeling		
Full service restaurant		\$173
Organizational Camp without food		\$173
All other facilities		\$85
Food handler training	ORS 624.570(5)/BOC	
Training/certificate	OAR 333-175-0001	\$10
Duplicate certificate		\$5
Travelers' Accommodations/Bed & Breakfasts/Recreational "RV" Parks ^{15, 16}	ORS 446.425/BOC	
Hotels/Bed & Breakfasts:		
1-10		\$105
11-25		\$190
26-50		\$353
51-75		\$508
76-100 and over		\$649 + \$3.00 for every space over 100
Recreational "RV" Parks		

¹⁵ The fees listed in this category include a remittance assessed by the Oregon Health Authority. ORS 446.425(2)

¹⁶ ORS 446.323: (2) Any person, initially licensed under ORS 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 percent of the annual license fee shall be added. The penalty fee shall be increased by 50 percent of the license fee on the first day of each succeeding month of delinquency.

1-10		\$110
11-25		\$201
26-50		\$376
51-75		\$539
76-100 and over		\$689 +\$3.00
		for every space over 100

Organizational Camps	ORS 446.425/BOC	\$162
Daycare/Other Requested Inspections	ORS 329A.400/BOC	\$95

LEGAL COUNSEL

Time (rounded to nearest quarter hour)	ORS 203.035/BOC	
County Counsel		\$125 per hour
Assistant County Counsel		\$115 per hour
Paralegal		\$60 per hour
Lincoln County Code (LCC) ¹⁷	ORS 203.035/LCC 0.120/BOC	
Printed format (approximately 130 double sided 8½" x 11" pages)		\$25
Computer disc (available in a variety of formats)		\$5
DVD video duplication	ORS 203.035/BOC	\$20 per DVD

LINCOLN LAND INFORMATION SYSTEM (LIS)

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

PERSONNEL

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

¹⁷ The code is also available online at Legal Counsel's web site at www.co.lincoln.or.us.

PLANNING & DEVELOPMENT

PLANNING & DEVELOPMENT

LAND USE PLANNING AND ZONING¹⁸ ORS 215.110/LCC 1.1220/BOC

ADMINISTRATIVE ACTIONS:

Conditional use		\$925
Medical Hardship Dwelling		\$625
Variance		\$825
Nonconforming use		\$775
Partition	ORS 92.100	\$425 ¹⁹
Final Plat		\$215
Floodplain permit		\$200
RV Placement		\$65
Remedial Sand Grading		\$250
Annual Renewal		\$125
Property line adjustment		\$275
Subdivision		\$895+ 30
Final Plat		per lot over 10 ²⁰ \$310
Replat		\$435+ 30
Building permit review		per lot over 10 ²¹ \$25 if the valuation is \$21,000 or more the charge is \$65
Manufactured home placement permit review		\$65
On-site sewage disposal review		\$65
Geological Hazard Report Review		\$250
Engineering letter review		\$125
Beach and Dune Hazard Report Review		\$250
Engineering letter review		\$125
Appeal of Division Action	ORS 215.416(11)(b)	\$310
PUBLIC HEARING ACTIONS:		
Conditional use		\$1,975
Variance		\$1,145
Other applications referred by the Director to the Planning Commission		Application fee + \$245

¹⁸ For combined applications (applications requiring more than one action), the fee charged is the lesser of: (1) The sum of the individual application fees; or (2) The highest fee plus \$185

¹⁹ This fee does not include the additional fee charged by the Clerk for recording and for review and approval by the Surveyor.

²⁰ See footnote 19.

²¹ See footnote 19.

Nonconforming use	\$1,300
Similar use	\$435
Zone change	\$2,400
LUPC	\$2,400
Goal Exception	\$3,300
Planned development	\$2,150 +50 per dwelling unit
Subdivision	\$1,100 + 50 per lot over 10 ²²
Appeal of Commission action	\$435

MISCELLANEOUS:

Land Use Compatibility Statement	\$125
Extension of approval time	\$165
Legal lot verification	\$310
Planning/zoning verification letter	\$95
Replacement dwelling in resource zone	\$150
Pre-application conference	\$310 ²³

OTHER:

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

BUILDING PERMITS

Building - value based

\$1.00 to \$500.00
\$501.00 to \$2,000.00
\$2,001.00 to \$25,000.00
\$25,001.00 to \$50,000.00
\$50,001.00 to \$100,000.00

LCC 3.030/BOC

\$12
\$12 for the first \$500, plus \$2 for each additional \$100 or fraction thereof, to and including \$2,000
\$36 for the first \$2,000, plus \$7 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$195 for the first \$25,000, plus \$7.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$330 for the first \$50,000, plus \$4 for each additional \$1,000 or fraction thereof, to and including \$100,000

²² See footnote 19.

²³ \$100 credit applied to application made within 6 months

Plumbing

1 & 2 Family Dwellings

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

Manufactured Dwellings and Prefabricated Structures

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

RV and Manufactured Dwelling Parks

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

Commercial and Industrial

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

Mechanical - type based

For Issuance of Permit	\$50 minimum based on value plus 12% state surcharge
------------------------	--

Manufactured home permits and inspections - OAR/LCC 3.030/BOC - type based

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

ON-SITE SEWAGE DISPOSAL²⁴

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

Site evaluation	\$1000
Construction permits	
Standard	\$1290
Capping fill	\$1890
Pressure distribution	\$1890
Sand filter	\$2165
Alternative treatment technology system	\$2165
Installation of holding tanks	\$475
Repair permits	
Major	\$915
Minor	\$310
Alteration permits	
Major	\$1290
Minor	\$475
Renewal permits	
Major	\$760
Minor	\$380
Authorization notice	
Major	\$825
Minor	\$210
Existing system check	\$800
Annual review ATT system	\$80
Annual review holding tank	\$65
Pumper trucks	
First truck	\$200
Each additional truck inspected at the same time	\$100
Building Permit Review	\$25, \$65 if valuation is over 21,000
Manufactured home placement permit review	\$65
Re-inspection	\$125

BAYSHORE DUNE PLAN

LCC 1.1385/BOC

Foredune Grading Permit	\$625
Remedial/Infrastructure Grading Permit	\$250

²⁴ The fees listed in this category do not include the surcharge imposed by the Oregon Department of Environmental Quality (DEQ). OAR 340-71-140 (3). The surcharge is currently \$60 for each site evaluation, construction permit and all other activities for which an application is submitted. For combined applications (applications requiring more than one action), use the fee formula provided in footnote 18.

PUBLIC WORKS

PARKS DIVISION²⁵

Moonshine Park	ORS 275.320/LCC 9.015/BOC	
Day use		\$3 per vehicle
Overnight (for 1 st vehicle)		\$20
Overnight (winter rate – Dec-Feb) First Vehicle		\$10
Overnight extra vehicle (per extra vehicle; max. of 3 vehicles per spot)		\$5
Annual day use pass (Jan 1 to Dec 31st)		\$20
Group area day use (by reservation)		\$30
Group area camping (by reservation)		\$85
Elk City Park	ORS 275.320/LCC 9.015/BOC	
Overnight (for 1 st vehicle)		\$20
Overnight (for Lincoln County resident over the age of 65) (for 1 st vehicle)		\$15
Overnight extra vehicle (per extra vehicle; max. of 3 vehicles per spot)		\$5
Morgan Park	ORS 275.320/LCC 9.015/BOC	
Overnight (for first vehicle)		\$20
Overnight extra vehicle (per extra vehicle; max. of 3 vehicles per spot)		\$5

ROAD DIVISION

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

DEVILS LAKE EROSION CONTROL

Permit fees	LCC 3.110/BOC	<i>See Uniform Building Code, Chapter 33</i>
Tidelands license (one year)	BOC	\$2,000

²⁵ The fees for park usage include all county imposed camping and RV space taxes.

SHERIFF

ANIMAL SHELTER DIVISION

	ORS 609.100/BOC	1yr	2yr	3yr
Dog License Fees				
Regular rate:				
Not spayed/neutered		\$35	\$65	\$90
Spayed/neutered		\$5	\$10	\$15
Cat license (voluntary):	ORS 203.035/BOC	\$5	\$10	\$15
Proof of Rabies Deposit	ORS 203.035/433.385		\$20	
Lost tag replacement			\$5	
Adoption of animal	ORS 203.035/BOC		varies ²⁶	
Kennel dog inventory fee (per kennel dog)	ORS 609.100/307.400/ LCC 1.1115(51)/BOC		\$5	
Impoundment of altered dog (first)	ORS 203.035/BOC		\$30 per occurrence	
Impoundment of unaltered dog (first)			\$50 per occurrence	
Additional impoundment fee (if dog is unlicensed)			\$25	
Keeping of impounded dog	ORS 203.035/BOC		\$30 per day	
Impoundment of cat	ORS 203.035/BOC		\$15	
Keeping of lodged cat	ORS 203.035/BOC		\$15 per day	
Impoundment of other animals	ORS 203.035/BOC		\$15	
Keeping of other animals	ORS 203.035/BOC		varies ²⁷	
Animal release	ORS 203.025/BOC			
Dogs: Owner release			\$45	
Litter (per puppy)			\$20	
Cats: Owner release			\$30	
Litter (per kitten)			\$10	
Owner release euthanasia	ORS 203.035/BOC			
Dogs:			\$50	
Cats: Single			\$25	
Cremation	ORS 203.035/BOC		varies ²⁸	
Carrier (with adoption)	ORS 203.035/BOC		\$5	
Carrier (without adoption)	ORS 203.035/BOC		\$10	

²⁶ Varied fee depending on adoptability of the animal, such as, breed, age etc.

²⁷ Varied fee based upon cost of care.

²⁸ Fee will be based upon Pathways cremation services.

CIVIL AND RECORDS DIVISION

Concealed Handgun Licensing Division

New Concealed Handgun License (CHL)	ORS 166.291	\$50 ²⁹
Renewal of CHL	ORS 166.291	\$50
Duplicate CHL (loss/change of address)	ORS 166.291	\$15

Civil Division

Service of Notice Process	ORS 21.300	\$36
Multiple parties/same court case:		
2 persons/1 address		\$36
2 persons/2 addresses		\$72
3 persons/1 address		\$60
4 persons/1 address		\$80
Delivery of Writ of Garnishment	ORS 18.652	\$25 ³⁰
Service mileage (when in excess of 75 miles round trip from courthouse, \$40 maximum)	ORS 21.300	varies
Eviction Enforcement (Writ of Execution of Judgment of Restitution) ³¹		
Number of tenants:		
1 or 2/same address	(\$36) + (\$70)	\$106
3/ same address	(\$60) + (\$70)	\$130
4/ same address	(\$80) + (\$70)	\$150

Copying necessary for service	ORS 21.300	\$3 per folio
Enforcement of Writs (basic fee)	ORS 21.300	\$70 ³²
Prepare and Issue Conveyance of Real Property	ORS 21.300	\$30
Each folio necessary to complete service	ORS 21.300	\$3.00

Records Division

Local Records Check	ORS 203.035/BOC	\$15 ³³
Review and Sign Federal Firearms Application	ORS 203.035/BOC	\$15
Copy of Police Report (not archived)	ORS 203.035/BOC	\$15 ³⁴

²⁹ Non-refundable fee for background check. License currently valid for 4 years unless denied or revoked. NOTE: This fee does not include the \$15 fee imposed by the Oregon State Police (OSP) for a fingerprint check pursuant to ORS 166.291.

³⁰ For each garnishment delivered. Does not include applicable search fees required by financial institutions outlined in ORS 18.790.

³¹ Please note that “*Et Al*” or “All other occupants” is considered a party in all actions.

³² Other Enforcement Process (Writ of Execution), Order of Assistance, Claim and Delivery, etc). Plus see additional fees allowed by statute and imposed by county.

³³ Computer records search. One name or address per search fee. If a copy of a police report is requested based on search, applicable police report fees will be applied. If the standard research and/or processing time is exceeded, applicable research/processing fees will be applied.

Copy of Police Report (archived)	ORS 203.035/BOC	\$25 ³⁵
Copy of Dispatch Report	ORS 203.035/BOC	\$15
Copy of audio cassette tape	ORS 203.035/BOC	Actual transfer cost
Copy of video cassette tape	ORS 203.035/BOC	Actual transfer cost
Copy of in-car recording (already collected in evidence)	ORS 203.035/BOC	\$20+ \$1 for each DVD after 1 st
Copy of in-car recording (search required)	ORS 203.035/BOC	\$30+ \$1 for each DVD after 1 st
Copy of CD or DVD	ORS 203.035/BOC	\$20+ \$1 for each DVD after 1 st
Copy of photographs (not digital)	ORS 203.035/BOC	Actual development Cost
Additional Research or Processing Time	ORS 203.035/BOC	\$10 per ¼ hr
Fingerprints (up to 2 cards per person)	ORS 203.035/BOC	\$25 + \$5 ³⁶
Vehicle impound administrative fee DUII Forfeiture (per each impounded vehicle)	ORS 203.035/BOC	\$250 ³⁷
Vehicle impound administrative fee All other impounds (per each impounded vehicle)	ORS 809.720/BOC	\$125 ³⁸
Vehicle storage per day, per vehicle (indoor at county impound yard)	BOC	\$35
Vehicle storage per day, per vehicle (outdoor at county impound yard)	BOC	\$25
Alarm Permit Renewal	LCC 7.750/BOC	\$10/ per year ³⁹
Alarm Permit Application	LCC 7.750/BOC	\$45 ⁴⁰
Prox/Key Card Replacement	BOC	\$10
ID Pass Card-Attorney	BOC	\$15

³⁴ March 2002 or later - \$15 for reports (up to 8 pages). Larger reports that exceed standard processing time will be evaluated on a case-by-case basis, and additional processing fees will be applied.

³⁵ Feb 2002 or earlier - \$25 for reports (up to 8 pages). Larger reports that exceed standard processing time will be evaluated on a case-by-case basis, and additional processing fees will be applied.

³⁶ \$25 for the first two cards; \$5 for each additional card.

³⁷ This fee is for administrative costs only and does not include towing and storage charges. The \$250 fee is collected by Lincoln County Legal Counsel and deposited in the County DUII fund pursuant to LCC 2.3000.

³⁸ The \$125 fee is paid to the sheriff and is deposited with other general fund monies received.

³⁹ If the alarm permit holder fails to renew their permit upon 30 days after expiration, they must pay the \$45 fee for first time applicants and not the \$10 renewal fee.

⁴⁰ This fee applies to first time applicants.

Civil Division

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

Levy upon and inventory property, type list, per hour, per person, 1 hour minimum	ORS 18.930(5)(2)/BOC	\$45- \$50 ⁴¹
Prepare and mail notice of sale, execution and claim of exemption, per hour, 1 hour minimum	ORS 18.930(5)BOC	\$45
Post notice of sale in three public places, per hour, 1/2 hour minimum	ORS 18.930(5)BOC	\$72
Conduct sale & prepare documents, per hour, 1 hour minimum	ORS 18.930(5)/BOC	\$45
Secure and maintain keeper of property in custody	ORS 21.300	actual cost
Newspaper/Internet publishing	ORS 18.920/18.924	actual cost
Other sums compelled to pay or incur	ORS 206.325	actual cost ⁴²
* Seizure and Sale of Real Property (does not include postage-see postage below):**		
Prepare and file certificate of levy w/court, per hour, 1/2 hour minimum	ORS 18.930(5)/BOC	\$45
File certificate with Book of Deeds & Mortgages (not performed unless requested)	ORS 18.930(5)/BOC	actual cost per page
Prepare notice of sale, mail and send for publication, per hour, 1 hour minimum conduct/postpone sale and prepare documents	ORS 18.930(5)/BOC	\$45 per hour, 1 hour minimum
Post and after-sale notice/ per hour (residential only), 1/2 hour minimum **Postage fees for all notices, per notice:	ORS 18.930(5)/BOC	\$72
First class	ORS 18.930(5)/BOC	actual cost
Certified or Registered, with return receipt	ORS 18.930(5)/BOC	actual cost

JAIL DIVISION

Booking photo	ORS 203.035/BOC	\$20
Health services copayment fees ⁴³		
Nurse evaluations (Medical Request Form)	ORS 169.150/BOC	\$10 per visit
Prescriptions (new or re-order)	ORS 169.150/BOC	\$10 per blister pack
Prescribed over-the-counter Medications	ORS 169.150/BOC	\$10

⁴¹ Fee varies depending on staff members assigned to inventory. Hourly charge is per deputy or staff member assigned.

⁴² Fees for towing, locksmith, moving, veterinarian, or other specialized service needed depending on the property being seized or levied on.

⁴³ The copayment fee will be charged for services, and withdrawn from the inmate's jail account. An inmate will not be denied health care services because the inmate does not have money in the inmate's jail account at the time of the health care service request.

Restocking medication fee	ORS 203.035/BOC	\$5
Medical Supplies	ORS 169.150/BOC	Actual cost
Off-site medical/dental	ORS 169.150/BOC	Actual cost
Inmate Work Crew Program	BOC	Up to \$550 per day
National Criminal History Check	ORS 423.497	\$137
Photocopies (8½" x 11" or 14")	ORS 203.035/BOC	\$.25 per copy
Research time	ORS 203.035/BOC	\$12.50 per ¼ hr ⁴⁴
Dishonored checks	ORS 30.701(5)/BOC	\$25
Fax transmissions requested in lieu of mailing	ORS 203.035/ 205.320/BOC	\$2 first page + \$1 add'l page(s)

⁴⁴ Per person; rounded to the nearest ¼ hour; minimum charge of one ¼ hour.

SURVEYOR

Survey filing	ORS 209.260/BOC	\$75 per page
Preliminary review of land division plat	ORS 203.035/BOC	\$250 + \$10 per lot, unit or tract
Preliminary review of a survey (optional)		\$75 ⁴⁵
Multiple Review of survey or plat		\$122 per hour
Partition Plat	ORS 92.100	\$290
Subdivision Plat (pre-monumented)	ORS 92.100/205.350 ORS 92.044/BOC	\$590 + \$50 per lot or tract
Subdivision Plat (post-monumented ORS 92.065)	ORS 92.100/205.350 ORS 92.044/BOC	\$3,610 + \$300 per lot or tract + bond amount set by County Surveyor
Condominium Plat	ORS 100.115 LCC 7.505/BOC	\$840 + \$50 per unit or tract
Affidavit to Reestablish Corners	ORS 92.070/BOC	\$50
Plat or Survey correction affidavit	ORS 92.170/209.255/BOC	\$50
Copies per page	ORS 203.035/BOC	
	<u>Standard Fee</u> ⁴⁶	<u>Volume Fee</u> ⁴⁷
	\$1.50	\$.50
Certified copies/original copies/to scale copies	ORS 203.035/BOC	\$5
Shipping and handling per envelope	ORS 203.035/BOC	\$7.50

(NOTE: for reference only; fees collected at other departments)
 Public Land Corner Preservation Fund Fee (ORS 205.130(2) instruments) (\$10; collected by Clerk)
 Plat vacation (\$100; collected by Clerk)

⁴⁵ The Surveyor will perform preliminary review of survey plats only upon the request of the submitting developer or surveyor, and only if the Surveyor determines that the Surveyor's Office has sufficient time and resources available to perform the preliminary review. Completion of a preliminary review is not a guarantee that deficiencies will not be found when the final plat is filed.

⁴⁶ Standard fees include an amount that reflects research and staff time.

⁴⁷ The volume fees are for self-service automated volume accounts.

TREASURER AND TAX DEPARTMENT

Duplicate copy of tax statement	ORS 203.035/BOC	\$1
Demand statement (account summary)	ORS 203.035/BOC	\$.25
Microfiche copies	ORS 203.035/192.440/BOC	\$1 per page
Copy of canceled checks	ORS 203.035/BOC	\$1
Computer receipt copy	ORS 203.035/BOC	\$.25
Computer reports	ORS 203.035/BOC	\$1 per page
Computer recall reports	ORS 203.035/BOC	\$40 per hour computer time + \$40 per hour staff time (\$15 minimum)
District tax summary report	ORS 203.035/BOC	\$1 per page
Electronic file of delinquent tax accounts	ORS 203.035/BOC	\$100
Garnishment fee	ORS 29.375	\$15
Publication fee foreclosure	ORS 312.110	5% of total tax & interest
Redemption fee foreclosure	ORS 312.120	\$50 or actual cost of lien search if more than \$50
Personal property warrant fee	ORS 311.633	\$82 ⁴⁸
Stop payment on a lost paycheck (as reported by County employee)	ORS 203.035/BOC	\$30

⁴⁸ Includes Clerk's \$5 basic recording fee and Clerk's \$5 basic recording fee for release, and Assessment and Taxation (A&T) fee for recording and release.

