



City of McMinnville
Planning Division
 231 NE Fifth Street
 McMinnville, OR 97128
 (503) 434-7311

www.mcminnvilleoregon.gov

PLANNING FEE SCHEDULE (Effective 7/1/2024):

CURRENT PLANNING FEES

TYPE OF APPLICATION	FEE
Annexation	\$15,681.00
Appeal – First Appeal to a Hearings Body	\$250.00
Appeal – Hearings Body Decision	\$1,310.00
Area Plan Review – Property Owner Initiated	\$31,350.00
Classification of an Unlisted Use*	\$2,722.00
Comprehensive Plan Map Amendment	\$7,978.00
Comprehensive Plan Map Amendment / Zone Map Amendment	\$11,762.00
Comprehensive Plan Text Amendment / Zoning Text Amendment	\$9,895.00
Conditional Use Permit	\$3,328.00
Downtown Design Standards and Guidelines – Administrative Approval*	\$634.00
Downtown Design Standards and Guidelines – Historic Landmarks Committee Approval	\$1,881.00
DMV Certificates	\$298.00
Expedited Land Use Division Application	
Partition	\$2,081.00
Subdivision ≤ 10 Lots	\$4,675.00
Subdivision (more than 10 lots)	\$8,158.00
Appeal Deposit	\$493.00
Plus Per Lot Fees	\$40.00
Historic Landmarks – Certificate of Approval, Alteration	\$1,881.00
Historic Landmarks – Certificate of Approval, Demolition, Move	\$3,953.00
Historic Resources Inventory Amendment	\$2,518.00
Home Occupation	\$346.00
Annual Renewal Fee	\$104.00
Interpretation of Code by Director	\$1,300.00
Landscape Plan Review	\$2,055.00
Land Use Compatibility Statement – Regular	\$635.00
Land Use Compatibility Statement – Marijuana Change in Business Name	\$605.00
Land Use Compatibility Statement – Marijuana Dispensary	\$1,158.00
Land Use Compatibility Statement – Marijuana Producer / Wholesaler	\$846.00
Land Use Extension	\$992.00
Large Format Commercial Development Design Review	\$4,443.00
Large Format Commercial Development Design Review and Waiver	\$7,176.00
Manufactured Home Park	\$3,947.00
Manufactured Home Park Per Lot Fee	\$36.00
Master Plan	\$18,373.00
Minor Modification	\$2,194.00

Model Home Permit	\$1,916.00
NE Gateway Design Standards and Guidelines – Administrative Approval*	\$694.00
NE Gateway Design Standards and Guidelines – Waiver Request	\$1,020.00
Parking Lot Review	\$1,873.00
Parking Variance for Historic Structure – Administrative Approval*	\$2,371.00
Parking Variance for Historic Structure – Planning Commission Approval	\$2,448.00
Partition of Land (Tentative)*	\$1,957.00
Planned Development (In addition to any applicable zone change fee):	\$7,098.00
Residential Rate (per dwelling unit)	\$61.00
Commercial Rate (per 1000 sf of building)	\$61.00
Industrial Rate (per 1000 sf of building)	\$61.00
Planned Development Amendment –Major Amendment (Planning Commission)	\$7,284.00
Planned Development Amendment – Minor Amendment (Administrative)	\$4,106.00
Property Line Adjustment*	\$1,893.00
Public Hearing Request	\$250.00
Recreational Vehicle Park Permit*	\$3,947.00
Resident Occupied Short Term Rental*	\$1,731.00
Annual Renewal Fee	\$245.00
Short Term Rental*	\$1,731.00
Annual Renewal Fee	\$245.00
Sign Permit – Temporary	\$83.00
Sign Permit – Permanent	\$192.00
Sign Standards Exception (Variance)	\$2,443.00
Site and Design Review – Commercial	\$3,692.00
Site and Design Review – Multi-Family	\$3,692.00
Solar Collection System Variance	\$2,443.00
Street Tree Removal – Simple	\$166.00
Street Tree Removal - Complex	\$2,055.00
Street Vacation	\$3,011.00
Subdivision (less than or equal to 10 lots)*	\$4,836.00
Plus per lot fee	\$36.00
Subdivision (more than 10 lots)	\$8,936.00
Plus per lot fee	\$36.00
Temporary Living Unit Permit	\$1,450.00
Semi-Annual Renewal Fee	\$1,102.00
Three Mile Lane Design Overlay – Administrative Approval*	\$3,744.00
Traffic Impact Analysis Review	\$1,500.00
Transitional Parking Permit	\$2,122.00
Urban Growth Boundary Amendment	\$31,350.00
Variance (Administrative)*	\$2,017.00
Variance (Land Division)	\$3,328.00
Variance (Zoning)	\$3,617.00
Wireless Communication Facility Review	\$5,066.00
Zone Map Amendment	\$7,311.00
Zoning/Compliance Letters	\$140.00

*Applications are subject to Director's decision. If a public hearing is requested, the fee for the public hearing request will be applied.

LAND-USE APPLICATIONS NOT SPECIFIED

TYPE OF APPLICATION	FEE
TYPE I: Administrative Decision w/out Notification (permits) not on fee schedule	\$635.00
TYPE II: Administrative Decision w/Notification (land-use) not on fee schedule	\$2,194.00
TYPE III: Planning Commission Decision - not on fee schedule	\$3,617.00
TYPE IV: City Council Decision – not on fee schedule	\$7,978.00

WIRELESS – SMALL CELL FACILITIES

TYPE OF APPLICATION	FEE
Wireless – Small Cell (Initial Fee for Five Small Wireless Facilities)	\$600.00
Wireless – Small Cell (Initial Fee – Each Greater than Five)	\$120.00
Wireless – Small Cell (Annual Recurring Fee for Each Facility)	\$300.00
Wireless – Small Cell “Make Ready” Cost Recovery. (Recovery of any specific costs incurred by the City by the attacher for work within the right-of-way and/or to enable the siting of a Small Wireless Facility on a municipally-owned structure in the right-of-way.	Full Cost Recovery Plus Administrative Fees

Per Resolution No. 2019-24

BUILDING PERMIT REVIEW

TYPE OF APPLICATION	FEE
Commercial/Industrial Building Permit Review	
Value < \$100,000	\$362.00
Value \$100,000 - \$500,000	\$651.00
Value > \$500,000	\$1,384.00
Residential Building Permit Review	
Value < \$100,000	\$139.00
Value > \$100,000	\$362.00
Multifamily > \$100,000	\$1,333.00
Residential Design Standards Review*	
Single, Duplex, Triplex, Quadplex, Townhome, ADU*	\$1,260.00
Cottage Cluster, Single Room Occupancy – Small Housing*	\$1,395.00
Apartments, Single Room Occupancy – Large Housing*	\$2,003.00
Revision Review	50% of original Fee

*In addition to Residential Building Permit Review fees - can be requested prior to submitting for building permits.

ADMINISTRATIVE FEES

TYPE OF APPLICATION	FEE
Copy fees	\$0.10 per copy
Comprehensive Plan Map (24" x 36")	\$10.00
Development Inspection for Conformance with Approval, Each Inspection after First Inspection	\$75.00
General Records Request	\$76.50/hour
Hourly Rate	\$76.50/hour
Neighborhood Meeting Mailing List	\$76.50
Pre-Development / Pre-Application Meeting	\$250.00
Refund Processing Fee	\$85.00
Research / Staff Time	\$76.50/hour
Return Check Fee (NSF)	\$35.00
Withdrawn Application (Prior to Complete)	Reimburse 75% of Fee
Withdrawn Application (Prior to Notice)	Reimburse 50% of Fee
Withdrawn Application (After Noticed)	No Refund
Zone Map (24" x 36")	\$10.00

DOCUMENT REVIEW

TYPE OF DOCUMENT	FEE
Private Development Agreement	\$704.00
Public Facility Improvement Agreement	\$704.00
Easement Agreement	\$704.00
Stormwater Maintenance Agreement	\$214.00
Waiver of Remonstrance	\$214.00
Maintenance Agreement	\$214.00
Quitclaim / Bargain and Sale Deed	\$214.00
Reimbursement District	\$1,000.00

Planning permit fees for qualifying affordable housing projects per McMinnville Municipal Code, Section 3.10.060, are reduced by 50% (Resolution No. 2016-81).