HERMISTON
OREGON
Where Life is Sweet

Master Fee Schedule

Fees Subject to Change

Adopted by: Resolution No. 2171 on December 14, 2020
Superseded By Resolution No:

2174 on March 8, 2021	2332 on July 8, 2024
2187 on June 10, 2021	2335 on August 26, 2024
2202 on December 13, 2021	2345 on Nov. 12, 2024
2205 on January 10, 2022	2353 on January 30, 2025
2207 on January 24, 2022	2397 on Nov. 24, 2025
2213 on March 14, 2022	2401 on January 12, 2026
2219 on May 9, 2022	2414 on March 23, 2026
2231 on July 11, 2022	2426 on May 26, 2026
2249 on January 9, 2023	
2259 on February 27, 2023	
2302 on January 8, 2024	
2305 on January 22, 2024	
2317 on March 11, 2024	

Last Updated to Reflect Changes Effective: 05.26.2026

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Administration & General Fees

Fines & Penalties	
1. Returned check	$25.00
2. Collection Agency Processing Fee	$10.00 per item
Miscellaneous Services	
1. Other Misc. Items and Services	As Established
Prints & Public Records	
Documents & Photocopies up to 11x17 (Does not include other fees)	
1. Black & White	Single: $0.25 per page Double-Sided: $0.50 per page
2. Color	Single: $1.00 per page Double-Sided: $2.00 per page
Maps, Nonstandard Documents, etc. Larger than 11x17 (Does not include other fees)	
1. Black & White	Actual Cost
2. Color	Actual Cost
Media (Does not include other fees)	
1. DVD, CD or USB	Actual Cost
2. Audio & Video Recording, in addition to any other fees.	$35.00 per hour- Minimum Charge
Processing Fees (Does not include other fees)	
1. Lengthy Requests (request over 15 mins to complete) 2. Fee's charged at 15 min increments. Requests less than 15 mins to process may be waived, excluding serial requests.	$35.00 per hour
3. Attorney Fees	Actual Cost
Please Note: Requestors must pre-pay the estimated cost of request. If the actual charges are less than the pre-payment, then the over- payment shall be refunded.	

Airport

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

Commercial Activity Fee- Any business operating at the Airport	
1. Aerial Sprayers	$1,000.00 per year
2. Non-Aerial Sprayers	$250.00 per year
T-Hangar Rental	
1. Open Hangars	$100.00 per month
2. Enclosed T-Hangar #2	$200.00 per month
3. Enclosed T-Hangar #3	$225.00 per month
4. Enclosed T-Hangar #4 a. Interior Bays b. End Bays	 a. $275.00 b. $325.00
Miscellaneous Services	
1. Air Freight Activity	$284.00 per month
2. Transient Aircraft Parking	$0.00, <1 week $20.00 per week, 1-4 weeks $60.00 per month, 5+ weeks
3. Long-Term Tie-Downs	As established by agreement
Land & Building Leases- All terms and fees as established by agreement.	

Animals

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

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

Aquatic Center

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

Educational Classes

1. Swimming, Diving, Snorkeling, Lifeguard, etc	As established per program

Public Swim Hours

Individual Daily Pass

Infant (0-1)	Child (2-9yrs)	Youth (10-17yrs)	Adult (18+)	Senior (55+)
$0.00	$5.00	$6.00	$7.00	$6.00

Individual Splash Pass- All Season (entrance for all public swim hours)

Please Note: Passes must be purchased in one transaction with one form of payment. Only one discount per transaction.

1 Pass	2-3 Passes	3-6 Passes	7 & More Passes	Senior (55+)
$85.00	$65.00 each	$55.00 each	$50.00 each	$75.00

Fitness Pass Add-On to Splash Pass- All Season- $30.00 each

Please Note: "Add-On" must be selected at the time of Individual Splash Pass Purchase to be eligible for discount.

Aquatic Fitness Classes

Individual Daily Pass

Adult (18+) $7.00	Seniors (55+) $6.00

Individual Fitness Pass: All Season (entrance for all aquatic fitness classes)

Adult (18+) $85.00	Senior (55+) $75.00

Aquatic Facility Rentals	**Resident**	**Non-Resident**
Full Facility Rental: Exclusive use of all pools & picnic shelter.		
Friday- Sunday 7:15pm-9:15pm or 9:30pm to 11:30pm Additional hours may be available	$1,200.00	$1,450.00
Refundable Booking/Security Deposit- Due to hold event date	$500.00	$500.00
Semi-Private Rental: Shared use of all pools with other designated area. Maybe shared with two other parties.		
Friday- Sunday 9:30pm to 11:30pm Additional hours may be available	$150.00	$190.00
Picnic Pavillion Rental: Use of gazebo and picnic tables during public swim (pool entry fee required)		
2-Hour Rental: 50 Person Maximum - Group Rates Available		
1. Weekday Rental	$50.00	$75.00
2. Weekend Rental	$65.00	$90.00
Additional Amenities		
1. **All-Day Lazy River Rental**	Weekday $95.00	Weekend $135.00

Building Department

Building Department
180 NE 2nd Street, Suite 211, Hermiston, OR 97838
541-667-5025

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

A. Building Permits

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

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

Table A-1: Building Permit Fee

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

Total Valuation	Building Permit Fee
1. $1.00 to $500.00	$63.00 minimum
2. $500.01 to $2,000.00	$63.00 for the first $500.00 plus $1.95 for each additional $100, or fraction thereof, to and including $2,000.00
3. $2000.01 to $25,000.00	$92.25 for the first $2,000.00 plus $7.80 for each additional $1,000, or fraction thereof, to and including $25,000.00
4. $25,000.01 to $50,000.00	$271.65 for the first $25,000.00 plus $5.85 for each additional $1,000, or fraction thereof, to and including $50,000 .00
5. $50,000.01 to $100,000.00	$417.90 for the first $50,000.00 plus $3.90 for each additional $1,000, or fraction thereof, to and including $100,000.00
6. $100,000.01 and up	$612.90 for the first $100,000.00 plus $3.25 for each additional $1,000, or fraction thereof.

Table A-2: Building Permits - Related Fees

Description	Permit Fee
1. Building Plan Review Fee	65% of the building permit fee based on Table A-I
2. Additional Building Plan Review required due to revisions to the construction documents	$80.00 per hour
3. Fire Life Safety Review on State Allowed Plans	40% of the building permit fee based on Table A-I
4. Third Party Plan Review	$80.00 per hour
5. Master Plan Review - a. Setup fee b. Initial Plan Review c. Second & Subsequent Reviews	 a. $ 100.00 b. 65% of the building permit fee based on Table A-I c. 50% of the initial plan review fee
6. Deferred Submittals - Plan Review Fee	See Customized Permit Services: Table G-2, Deferred Plan Submittal

7. Consultation Fee- (In office code review, potential project review)	$95.00 per hour (Minimum ½ charge)
8. Temporary Certificate of Occupancy Request-Commercial.	a. Initial request = $100.00 b. Extension request = $75.00 c. Residential TCO = No Charge
9. Investigation Fee	$120.00 per hour (one hour minimum)
10. Reinspection, extra inspections, special inspections	$80.00 each
11. Inspections outside of normal business hours	$80.00 per hour (one hour minimum)
12. Inspections for which no fee is specifically indicated (includes on job site counsel inspections)	$80.00 per hour
13. Solar Photovoltaic Systems installed using the prescriptive path described in section 305.4 of the Oregon Solar Installation Specialty Code (OSISC).	$150.00 (includes one inspection) (Does include the plan review fees)
14. Non-prescriptive Solar Photovoltaic Systems	See Building Permit Fee Table A- I
15. Structural minimum fee	$63.00
16. Technology Fee- Revenues are used to support technology related to electronic processes and tools used in doing business	2% of permit fee
17. Re-roof Permit a. Residential (required when replacing sheathing or other) b. Commercial i. Simple Replacement ii. Complex Replacement- plan review required will be based on valuation.	 a. Fee based on valuation i. $250.00 ii. Fee based on valuation

PERMIT EXTENSION
Reinstating Expired Permits

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

Extension Request	Permit Fee
1. First Extension Request	No Charge
2. Second and subsequent requests	$65.00 each permit, no surcharge fee
3. Expired permit less than 6 months past expiration date	$65.00 each permit, subject to surcharge fee
4. Expired permits over 6 months past expiration date	Fees assessed to current fee schedule; new plan review may apply. Subject to surcharge fee.

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

Total Square Footage	Permit Fee
1. 0 to 2,000 square feet	$150.00
2. 2,001 to 3,600 square feet	$218.00
3. 3,601 to 7,200 square feet	$354.00
4. Over 7,200 square feet	$488.00

B. Manufactured Dwelling Placement Permits

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

1. Manufactured Dwelling Placement Permit Fee 2. (includes plan review)	$225.00
3. Manufactured Dwelling & Cabana installation administrative fee	$30.00 As required by the State
4. State Surcharge	As required by the State

C. Camp and Park Permits

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

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

D. Mechanical Permits

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

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

Table D-1: Commercial Mechanical Permit Fees

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

Total Valuation	Permit Fee
1. $1 to $5,000.00	$75.00 minimum
2. $5,000.01 to $10,000.00	$75.00 for the first $5,000.00 plus $1.00 for each additional $100, or fraction thereof, to and including $10,000 .00
3. $10,000.01 to $100,000.00	$125.00 for the first $10,000.00 plus $2.00 for each additional $1,000, or fraction thereof, to and including $100,000.00
4. $100,000.00 and up	$305.00 for the first$100,000.00 plus $1.00 for each additional $1,000, or fraction thereof

Table D-2: Residential Dwelling Mechanical Permit Fees

- **1 & 2 Family Dwelling:** New, Alterations, Additions, Repairs, & Accessory Structure
- **Manufactured Dwellings:** New, Additions, Alterations, Repairs, & Accessory Structure

Description	Permit Fee
1. Air conditioner	$15.00
2. Air handling unit of up to 10,000 cfm	$11.00
3. Air handling unit 10,001 cfm and over	$15.00
4. Appliance or piece of equipment regulated by code but not classified in other appliance categories	$11.00
5. Appliance vent installation, relocation or replacement not included in an appliance permit	$10.00
6. Attic/crawl space fans	$10.00
7. Barbecue	$11.00
8. Chimney/liner/flue/vent	$11.00
9. Clothes dryer exhaust	$11.00
10. Decorative gas fireplace	$11.00
11. Ductwork, no appliance/fixture	$11.00
12. Evaporative cooler other than portable	$11.00
13. Floor furnace, including vent	$15.00

14. Flue vent for water heater or gas fireplace	$10.00
15. Furnace - greater than 100,000 BTU	$15.00
16. Furnace - up to 100,000 BTU	$15.00
17. Furnace/burner including duct work/vent/liner	$15.00
18. Gas or wood fireplace/insert	$15.00
19. Gas fuel piping outlets (four or less connections)	$10.00
20. Gas fuel piping outlets (more than four)	$6.00
21. Heat pump	$15.00
22. Hood served by mechanical exhaust, including ducts for hood	$15.00
23. Hydronic hot water system	$15.00
24. Installation or relocation domestic-type incinerator	$15.00
25. Mini split system	$15.00
26. Oil tank/gas/diesel generators	$15.00
27. Pool or spa heater, kiln	$15.00
28. Range hood/other kitchen equipment	$15.00
29. Repair, alteration, or addition to mechanical appliance including installation of controls	$15.00
30. Suspended heater, recessed wall heater, or floor mounted unit heater	$15.00
31. Ventilation fan connected to single duct	$10.00
32. Ventilation system not a portion of heating or air-conditioning system authorized by permit	$10.00
33. Water heater	$15.00
34. Wood/pellet stove	$15.00
35. **Other heating/cooling**	**$12.00**
36. **Other fuel appliance**	**$12.00**
37. **Other environment exhaust/ventilation**	**$10.00**
38. **Minimum Permit Fee**	**$40.00**

Table D-3: Mechanical Permits - Related Fees

Other Inspections	Fee
1. Mechanical Plan Review - when Required or requested	25% of the permit fee
2. Additional Mechanical Plan Review required due to revisions to the construction documents	$50.00 per hour
3. Re-inspection Fee	$75.00 each
4. Inspections outside of normal business hours	$80.00 per hour (one hour minimum)
5. Inspections for which no fee is specifically indicated	$80.00 per hour (one hour minimum)
6. Investigation Fee	$80.00 per hour
7. General State Surcharge: ORS 455.210	As set by the State of Oregon

E. Plumbing Permits

Table E-1: Plumbing Permit Fees

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

Description	Fee
1. One Bathroom	$275.00
2. Two Bathrooms	$300.00
3. Three Bathrooms	$375.00
4. Each additional Bath/Kitchen	$75.00
Please Note: A "half bath" is equivalent to a single bathroom	
1. Each additional 100 ft of water, sewer, or storm line or fraction thereof	$30.00 per type
2. Residential Fire Sprinkler System- Multipurpose/Continuous Loop	See Table E-4

Table E-2: Plumbing Permit Fees

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

Site Utilities	Fee/Unit
1. Sanitary sewer - first 100 feet	$50.00
a. Each additional 100 feet, or fraction thereof	$30.00
2. Storm sewer including trench drains, leach lines, and drywells - first 100 feet	$50.00
a. Each additional 100 feet, or fraction thereof	$30.00
3. Water service -first 100 feet	$50.00
a. Each additional 100 feet, or fraction thereof	$30.00

Fixtures or Items	Residential Fee/Unit	Commercial Fee/Unit
1. Alternate potable water heating system	$30.00	$35.00
2. Backflow preventer	$45.00	$50.00
3. Backwater valve	$45.00	$50.00
4. Catch Basin	$25.00	$25.00
5. Clothes washer	$25.00	$25.00
6. Dishwasher	$25.00	$25.00
7. Drinking fountain	$25.00	$25.00
8. Ejectors/sump pump	$45.00	$50.00
9. Expansion tank	$20.00	$50.00
10. Fixture Cap	$20.00	$20.00
11. Floor drain/floor sink/hub drain	$25.00	$30.00
12. Garbage disposal	$25.00	$30.00
13. Hose bib	$20.00	$20.00
14. Ice maker	$25.00	$50.00
15. Interceptor/Grease Trap	$30.00	$50.00
16. Primer	$20.00	$20.00
17. Residential Replacing in-building water supply lines-number of branches:		
a. First floor	$75.00	
b. Each additional floor	$25.00	
18. Commercial Replacing in-building water supply lines-number of branches:		
a. First five branches		$80.00
b. Each fixture branch over five		$20.00

19.	Roof Drain		$25.00
20.	Sink/basin/lavatory	$25.00	$30.00
21.	Swimming pool piping	$25.00	$50.00
22.	Trench Drain	$30.00	$50.00
23.	Tub/shower/shower pan	$25.00	$30.00
24.	Urinal	$20.00	$25.00
25.	Water closet	$25.00	$25.00
26.	Water heater	$25.00	$25.00
27.	Other- plumbing	$25.00	$46.00
28.	Medical Gas Installations (Plan Review Required)	Based on valuation using Table A-1	
29.	**Minimum Permit Fee**	**$45.00**	**$65.00**

Table E-3: Plumbing Permit - Related Fees

	Other Inspections	Fee
1.	Plumbing Plan Review - When required or requested	25% of the permit fee
2.	(Plan review is required for Medical Gas Installations, Fire Suppression Systems, and complex structures as defined by OAR Chapter 918, Division 780)	
3.	Additional Plumbing Plan Review required due to revisions to the construction documents	$60.00 per hour
4.	Re-inspection Fee	$60.00 each
5.	Inspections outside of normal Business hours	$60.00 per hour (one hour minimum)
6.	Inspections for which no fee is specifically indicated	$60.00 per hour
7.	Investigation Fee - work done without permits	$80.00 per hour
8.	General State Surcharge: ORS 455.210	As set by the State of Oregon

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

- Multipurpose or Continuous Loop Fire Suppression Systems (13D)
- Fees based on total square footage of the dwelling unit to be covered by the system

	Total Square Footage	Permit Fee (Include Plan Review)
1.	0 to 2,000 square feet	$87.00
2.	2,001 to 3,600 square feet	$129.00
3.	3,601 to 7,200 square feet	$164.00
4.	Over 7,200 square feet	$200.00

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

F. Electrical Permits

Table F-1: Electrical Permit Fees

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

A. Residential-New, or Multi-Family Dwelling Building - New: Service Included	Fee/Equipment
Residential-New	
1. 1,000 square feet or less	$106.00
a. Each additional 500 square feet, or fraction thereof	a. $19.00
b. Limited energy, for New l & 2 Family Dwelling	b. $25.00
Please Note: If a limited energy permit is purchased separately from the new building electrical permit, use fee listed in the "Miscellaneous" section.	
Multi-Family Dwelling Building - New: Service Included	
2. Largest unit uses above sq. ft.; each additional unit	50% of largest unit rate
a. Limited Energy	a. $63.00 per floor
b. Protective Signaling	b. $63.00 per floor
B. Services or Feeders Installation, Alterations or Relocation (Does not include branch circuits)	
1. 200 amps or less	$79.00
2. 201 amps to 400 amps	$94.00
3. 401 amps to 600 amps	$156.00
4. 601 amps to 1,000 amps	$204.00
5. Over 1,000 amps or 1,000 volts	$469.00
C. Temporary Services/Feeders Installation, Alteration, or Relocation	
1. 200 amps or less	$63.00
2. 201 amps to 400 amps	$86.00
3. 401 amps to 600 amps	$125.00
4. 601 amps to 1,000 amps	$163.00
5. Over 1,000 amps or 1,000 volts	$375.00
D. Branch Circuits - New, Alterations or Extension, per Panel	
1. Feeder for branch circuits **with** above service or feeder fee	
a. Each branch circuit	$4.00
2. Fee for branch circuits **without** service or feeder	
a. First branch circuit	a. $54.00
b. Each additional branch circuit	b. $4.00
E. Miscellaneous (Service or Feeder Not Included)	
1. Each manufactured or modular dwelling, service and/or feeder	$63.00
2. Reconnect only	$63.00
3. Pump or irrigation circle	$63.00
4. Sign or outline lighting	$63.00
5. Each signal circuit(s) or each limited-energy panel alteration	
6. or extension	$50.00
F. Renewable Electrical Energy	
1. 5 kva or less (all renewable types)	$79.00
2. 5.01 to 15.00 kva (all renewable types)	$94.00
3. 15.01 to 25.00 kva (all renewable types)	$156.00
4. For wind generation systems in excess of25 kva:	
a. 25.0 l kva to 50.00 kva	a. $204.00
b. 50.01 kva to 100 kva	b. $469.00
c. Over 100 kva	c. Use sections B or C, plus D
5. Base fee for solar generation systems in excess of 25 kva	$156.00
a. Add for each additional kva, or fraction thereof over 25. Maximum fee is 100kva	a. $6.24
(permit fee will not increase beyond the calculation for 100 kva)	

Table F-2: Electrical Permit – Related Fees

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

G. Customized Permit Services

Table G-1: Phased Plan Review

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

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

Table G-2: Deferred Plans Submittal

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

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

H. Code Enforcement

Table H-1: Code Enforcement Fees

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

I. Miscellaneous Fees

Table I-1: Miscellaneous Fees

Description	Fee
1. Sewer Tap Inspection	$50.00
2. Fees for moving buildings	$10.00
3. Excavation permit fees	$25.00 and shall be doubled if the start of construction occurs prior to application of the permit.

BUILDING DEPARTMENT	
4. Copy Costs	See "Administration & General Fees" Section under "Prints & Public Records"
5. All Signs: Pole sign, canopy signs, and/or any other large sign structure	Permit fee based on valuation plan review- 65% of permit fee

Business Licenses

Business, Liquor, & Solicitors' Licenses are processed at City Hall.
180 NE 2nd Street, Hermiston, OR 97838 541-567-5521
Mobile Vending Licenses are processed by the Planning Department
180 NE 2nd Street, Suite 211, Hermiston, OR 97838 541-667-5010

Please Note: All businesses operating inside of City limits require a Business License issued from the City of Hermiston as adopted in the Hermiston Code of Ordinances. Solicitors and Mobile Vendors have additional Licenses as described below.

Business License – Effective 01/01/2025

Businesses WITH a Permanent Location WITHIN City Limits	
1. Base Fee – Includes 0-5 Full-Time Equivalent (FTE) Employees	1. $85.00
2. 6-49 FTE Employees	2. Base Fee + $15.00 per Employee over 5
3. 50+ FTE Employees	3. $1,000.00
Businesses WITHOUT a Permanent Location WITHIN City Limits	
1. Base Fee- Includes 0-5 Full-Time Equivalent (FTE) Employees working in Hermiston	1. $100.00
2. 6-49 FTE Employees working in Hermiston	2. Base Fee + $20.00 per Employee over 5
3. 50+ FTE Employees working in Hermiston	3. $1,200.00
Construction Projects	$400.00 per Project
Trade Show and Carnivals	$300.00

Late/Delinquent Payments: $100.00 a month shall be added to the business license of any person doing business in the City for whom payment of a business license is delinquent.

Liquor License

Liquor License, New	$100.00
Liquor License, Annual Renewal, Special Events, & Temporary Sales	$35.00
Liquor License, Change in: Ownership, Location, or Privilege	$75.00

Solicitors' License

Per License per Calendar Year (January 1st – December 31st)	$25.00

Mobile Vending License	**Application and Renewal Fee**
1. Type 1: 30-Day License for: Tent, pushcart, or similar conveyance of less than 100 sq ft	$200.00*
2. Type 2: One-Year License for: Self-contained truck or tailer	$700.00*
3. Type 3: Event License for: A temporary event lasting not more than 7 calendar days for a street fair, festival, carnival, or similar community event	$50.00
4. Type 4: Lunch Truck License for: Operating from a self-contained truck or trailer and primarily serving on site workers with incidental sales to the general public	$300.00*

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

Food Pod

The Food Pod is contracted out by the City. For more information, contact the Parks and Recreation Department at: 541-667-5018 or at 415 S. Hwy 395, Hermiston, OR 97838

Community Center

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

Discounted Rates for Non-Profit Organization may be provided.

Great Room Rental - Large Meetings & Events
Includes: Great Room, Janitorial, Kitchen Access, Tables, Chairs, Stage, and Tables & Chair Tear Down.

	Weekday Fee's Monday-Friday	**Weekend Fee's** Saturday-Sunday
1. Guests in Attendance	Up to 99 – See Below "Small Meetings & Events" 100 - 200 - $750.00 201-350 - $1,000.00	Up to 99 - $1,350.00 100-250 - $1,725.00 251-350 - $2,000.00
2. Table and Chair Set-Up by Center Staff	$250.00	$500.00
3. Refundable Damage Deposit	$250.00	$1,000.00 + Card on File
4. Booking Fee- Due to Hold Date	$50.00	
5. Day Before Decorating (During business hours, M-F 9:00am-3:00pm)	$400.00	
6. Event Monitor- On-Site Staff During Event	$30.00/Hour	

Security Guards and Insurance

Security: Security Guards may be required for event rental. The number of guard(s) are dependent on the numbers of guests and length of your event.

Insurance: Event Liability Insurance of $2 million is required. (Cost varies from $50.00 - $200.00). *Clients responsibility to obtain and show event center proof of insurance. *

Small Meetings & Events
Great Room Rental Includes: Great Room, Tables, Chairs, Janitorial, and Tear down.
Rotary Room Rental Includes: Room, Tables, Chairs, Audio/Visual.
Board Room Rental Includes: Room, Tables, Chairs, Audio/Visual.

	Great Room Up to 100 Guests	**Rotary/Altrusa Room** 40 Guests Max	**Board Room** 20 Guests Max
1. Weekday Monday-Friday 7am-9pm a. Half Day (Up to 4 hours) b. Full Day (5-8 hours)	 a. $375.00 b. $500.00	 a. $175.00 b. $300.00	 a. $100.00 b. $175.00
2. Weekend Saturday-Sunday 8am-11pm a. Half Day (Up to 4 hours) b. Full Day (5-8 hours)	 Not Available	 a. $250.00 b. $450.00	 a. $175.00 b. $250.00
3. Hourly Business Meeting	Not Available	$50.00/hour	$30.00/hour
4. Set-Up by Center Staff	$150.00	$35.00	$30.00
5. Staff- After 5pm	$25.00/hour	$25.00/hour	$25.00/hour
6. Booking Fee- Due to Hold Date	$25.00	$25.00	$25.00
7. Refundable Damage Deposit	$100.00	$50.00	$50.00

Additional Amenities

1. Coffee & Ice Water (30 guests)	$35.00
2. Table Toppers	$6.00 each

3. Napkins	$0.50 each
4. Table Linens	$6.00 each

Please Note: Fees in "Additional Amenities" are subject to change per vendor notice.

Court (Municipal)

Hermiston Municipal Court
180 NE 2nd Street, Hermiston, OR 97838
541-567-6610

Prints & Public Records (see Administrative & General Fees)	
Municipal Court Reports (Does not include other fees)	
1. Reports including discovery, except court appointments (regardless of page count or electronic format)	$20.00 each- Flat Fee
2. All other Prints and Public Records Requests	As established in "Administration & General Fees" under "Prints & Public Records"
Other Court Services	
1. Marriage Ceremony (performed by Municipal Court Judge on site)	$75.00
2. Marriage Ceremony (performed by Municipal Court Judge off site)	$100.00 + actual mileage costs (as set in ORS 106.120(5))
3. Certification of Court Document	$2.00 for certification of each document (in addition to printing costs)
Fees & Penalties	
1. Payment Plan Fee/ Fee on cases not paid in full within 30 days of judgment.	Case Balance- $0-280.00, fee of $25.00 Case Balance- $280.01+, fee of $50.00 (If case is paid off within 12 months, the fee will be waived)
2. Collection Agency Processing Fee	Actual amount imposed by the collection agency
3. Returned Check	(See Administration & General Fees)
Jury Fees	
1. Juror Attendance Fee *Paid to **Selected** Jurors'*	Compensation and Mileage (Rate applicable to appearances in justice court)
2. Juror Attendance Fee *Paid to **Not-Selected** Jurors'*	Mileage Only (Rate applicable to appearances in justice court)
3. Subpoenaed Witnesses Attendance Fee	Compensation and Mileage (Rate applicable to appearances in justice court)
4. Mileage Fee (to and from place of residence)	Rate applicable to appearances in justice court

Eastern Oregon Trade & Event Center (EOTEC)

EOTEC
1705 E. Airport Rd, Hermiston, OR 97838
541-289-9800
https://eotechermiston.com/

Please Note: All Rentals Include: Janitorial, Set-up & Tear Down
(Tear Down includes putting away tables and chairs only)

Great Room Rental (Large Meetings & Events)	**Private/For Profit**		**Non-Profit**
Booking Fee & Refundable Security Deposit (Cleaning-Damage)			
1. Booking Fee- Due to Hold Date a. Non-Refundable- If booking more than 6 months in advance	$400.00		$400.00
2. Security Deposit Non-Alcohol Event	$500.00		$200.00
3. Security Deposit With Alcohol Event	$1,000.00		$1,000.00
Great Room Use (Includes Lobby & Standard Stage)	**Full Room**	**Half Room**	
1. Monday- Thursday	$2,750.00	$1,850.00	$1,600.00
2. Friday	$3,000.00	$1,850.00	$2,000.00
3. Saturday	$4,000.00	Not Available	$3,000.00
4. Sunday	$2,100.00	$1,850.00	$1,800.00
Kitchen Use			
1. Full	$200.00		$150.00
2. Fridge and Ice Maker Only	$100.00		$50.00
Day Before Decorating (If Available)			
1. 8:00am to 4:30pm	½ of total rent		½ of total rent
2. 5:00pm to 10:00pm	$500.00		$50.00 per hour
Meeting Room Rentals (Small Meetings & Events)	**Private/For Profit**		**Non-Profit**
Booking Fee & Refundable Security Deposit (Cleaning-Damage)			
1. Booking Fee- Due to Hold Date	$50.00		$50.00
2. Security Deposit Non-Alcohol Event	$500.00		$500.00
3. Security Deposit With Alcohol Event	$1,000.00		$1,000.00
Meeting Rooms (Includes Janitorial Services)			
1. Meeting Rooms 1 OR 2	$225.00		$200.00
2. Meeting Rooms 1 AND 2 (Combined)	$425.00		$400.00
3. Meeting Room 3	$225.00		$200.00
Staffing and Insurance			
1 staff member per 100 people- 5 hour minimum charge. Security requirements vary for different events	$40.00 per hour per staff member		

Please Note: Event Liability Insurance of $1 million is required. (Cost varies from $50.00 - $200.00). *Clients responsibility to obtain and show event center proof of insurance. *

Additional Amenities	
1. Coffee (per pot, 25 cups)	$25.00
2. Table Toppers	$3.00 each
3. Napkins	$0.50 each
4. Table Linens	$7.00 each
5. Kegerator	$100.00
6. A/V Equipment- Projector, Screen, Microphone, etc	$30.00

Please Note: Fees in "Additional Amenities" are subject to change per vendor notice.

Other Venues	
1. Rodeo Arena	Contact EOTEC for Pricing
2. Barns	Contact EOTEC for Pricing
3. Outdoor Grounds	Contact EOTEC for Pricing

Festival Street

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

Festival Street- Per day Rental 8:00am to 10:00pm	
1. Festival Street use	$400.00
2. Refundable Booking/Security Deposit- Due to hold event date	$500.00
Please Note: Other fees may apply at a cost recovery basis. You will be held financially responsible for any damages, repairs or cleaning of the reserved areas resulting from your use.	
Miscellaneous Rentals	
1. Event Tent 78' x 40'	$400.00 per event
2. Other Rentals & Amenities	As Established

Franchises

Miscellaneous	
1. Application and Review Fee	$350.00 Unless otherwise provided in franchise agreement
Registration Fee	
1. Telecommunications- One Time Only	$50.00
Solid Waste & Recycling Services	
1. Franchise Fee	2.5%
2. Billing and Collection Services	11%
Small Cell Wireless	
1. Annual Franchise Fee	$270.00 for each Small Wireless Facility installed or maintained. Will increase 3% every January 1, beginning January 1, 2022.
2. Interest and Late Fees	Annual rate equal to the greater of 1% per month or the maximum rate allowed by law.
3. Additional Fees	As established
All Grantees must pay a franchise fee to the City through the duration of its franchise, as follows:	
A. For all grantees, except as provided in paragraphs B and C, a fee of 5% of gross revenues paid quarterly, unless otherwise provided in the franchise agreement. Gross revenue is defined in Section 170.04.050 of the Hermiston Municipal Code.	
B. The franchise fee for a telecommunication utility shall equal 5% of its gross revenue on exchange access services earned within the boundaries of the City.	
C. For limited use telecommunications grantees, a minimum annual fee, payable in advance, of $1,000.00 or $1.00 per linear foot of right-of-way used, whichever sum is greater. This fee will increase annually in July of each year, by multiplying the fee by a fraction, the numerator of which is the CPI Index Figure for the month of March preceding the July in which the fee is to be increased and the denominator of which is the Base CPI Index Figure. As used in this section, "Index" refers to the All Urban Consumers (CPI-U), U.S. City Average, CPI Index published by the Bureau of Labor Statistics of the United States Department of Labor. "Base CPI Index Figure" will refer to the Index number indicated for the month of March, 1998, and the "CPI Index Figure" for any other month will refer to the Index number for that month.	
Please Note: Beginning July 1, 2001, the fee will be $1.00 per linear foot. This fee will increase annually by the CPI Index as set forth above. The base CPI will be January of 2001. A limited use telecommunication grantee is defined as one whose franchise limits the amount of linear feet the grantee may occupy, or one who has a franchise as of October, 1998, for the purpose of long-distance telecommunications.	
Right-of-Way Permit	
1. **Diminished Pavement Life Fee**- For any construction requiring pavement cuts or excavation within a public right-of-way.	The franchise applicant shall acquire a City of Hermiston permit {§94.37(A)} to utilize City right-of- way and meet all fee and construction standards as specified.
2. **Construction Permit Fee**	the applicant must pay a permit fee equal to $500.00 or ¼ of one percent (.25%) of the estimated cost of constructing the telecommunications facilities, whichever is greater; unless otherwise provided in a franchise agreement, prior to issuance of a construction permit for construction within the public right-of-way.

Garbage & Recycling Services

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

Miscellaneous Services & Fees

FREE Yard Trimming Permits

Free residential yard trimming disposal permits are available, upon request, for residential customers in good standing and can be obtained at: City Hall, 180 NE 2nd Street, Hermiston.
Permit is valid for two months from issuance date.

Account Set-Up

See "Water Department"

FREE Recycling Centers located in Hermiston

1. 692 W Harper Road, near Theater Sports Park
2. 81144 N. HWY 395, at Sanitary Disposal

Garbage & Curbside Recycling

Curbside Recycling is a Required Service by the Oregon Legislature – Recycling Modernization Act

Last adopted/amended: July 1, 2026	See Sanitary Disposal Fees

Fines & Penalties

Non-Payment Service Charge	$20.00
Return Service (Did not set-out cart. Same day only.)	$20.62

Overages/Extras - Cart lid does not completely close, garbage is left outside of cart, or cart weighs more than the allowable amount, etc- can be found at the link above.

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

Harkenrider Senior Center

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

Discounted Rates for Non-Profit Organization may be provided.

Large Meetings & Events - Terrace Level Rental Includes: Great Room & Wraparound Deck, 28-8ft long tables, 250 Chairs, Staff Support, Janitorial, and Tear Down.	
1. 101-250 Guests a. Monday - Thursday b. Friday - Sunday	 a. $700.00 b. $1,100.00
2. Day Before Decorating- Available Friday & Saturday Only 9am – 3pm	$400.00
3. Table & Chair Set-Up by Center Staff	$250.00
4. Booking Fee- Due to Hold Date	$50.00
5. Refundable Damage Deposit	$250.00

Security Guards and Insurance

Security: Security Guards may be required for event rental. The number of guard(s) are dependent on the numbers of guests and length of your event.

Insurance: Event Liability Insurance of $2 million is required. (Cost varies from $50.00 - $200.00). *Clients responsibility to obtain and show event center proof of insurance. *

Small Meetings & Events – Terrace Level Rental Includes: Great Room & Wraparound Deck, 8ft long tables, 100 Chairs, Janitorial	Monday – Thursday 4pm-9pm	Friday – Sunday
1. Up to 100 Guests a. Half Day (Up to 4 hours) b. Full Day (5 to 8 hours)	a. $375.00 b. $500.00	a. $475.00 from 10am-2pm or 4pm-8pm b. 700.00 from 8am-11pm
2. Facility Monitor – Required After 5pm	$30.00/hour	Included
3. Table & Chair Set-Up by Center Staff	$250.00	
4. Booking Fee- Due to Hold Date	$25.00	
5. Refundable Damage Deposit	$100.00	

Small Meetings & Events – Garden Level Includes: Lower Level & Outdoor Space, 6ft Round tables, 150 Chairs, Audio/Visual	Monday - Thursday 7am-9pm	Friday - Sunday
1. Up to 150 Guests a. Half Day (Up to 4 hours) b. Full Day (5 to 8 hours)	a. $200.00 b. $400.00	a. $285.00 from 10am-2pm or 4pm-8pm b. $550.00 from 8am-11pm
2. Hourly- Business Meeting	$40.00	N/A
3. Facility Monitor- Required After 5pm	$25.00/hour	Included
4. Table & Chair Set-Up by Center Staff	$150.00	
5. Booking Fee- Due to Hold Date	$25.00	
6. Refundable Damage Deposit	$100.00	

Small Meetings & Events – Board Room Includes: Meeting Room, 8ft long tables, 25 Chairs,	Monday – Friday 7am-9pm	Saturday - Sunday

HARKENRIDER SENIOR CENTER		
Audio/Visual, Janitorial, and Standard Meeting Set-Up..		
1. Up to 25 Guests a. Half Day (Up to 4 hours) b. Full Day (5 to 8 hours)	a. $100.00 from b. $175.00	a. $175.00 from 10am-2pm or 4pm-8pm b. $275.00 from 8am-11pm
2. Hourly Business Meeting	$25.00	N/A
3. Facility Monitor- Required After 5pm	$30.00/hour	Included
4. Booking Fee- Due to Hold Date	$25.00	
5. Refundable Damage Deposit	$50.00	
Additional Amenities		
1. Coffee & Ice Water (30 guests)	$25.00	
2. Table Toppers	$6.00 each	
3. Napkins	$0.50 each	
4. Table Linens	$6.00 each	
Please Note: Fees in "Additional Amenities" are subject to change per vendor notice.		

Hermiston Energy Services (HES)

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

Customer Service Policies, Rates, and Associated Fee Manual

Last adopted/amended:	December 9, 2024 by Resolution No. 2349

Library

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

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

LIBRARY		
Program Room (73 guests max) Refundable Cleaning/Damage Deposit- Due to Hold Date	$100.00	
Miscellaneous Services		
1. Printing & Copying – Self Service	$0.10 per page for black and white	$0.50 per page for color
2. USB Stick, Headphones, etc	Actual Cost	
3. Other Misc. Items and Services	As Established	

Parks and Recreation

Parks and Recreation Department is located in the Community Center 415 S. Hwy 395, Hermiston, OR 97838 541-667-5018		
Recreation Department		
Recreation Programs & Classes		
Volleyball, Football, Art, Archery, etc	As established per program	
Parks Department		
Park Rental		
EXCLUSIVE USE of entire park or portions of park.	Fees are established for a variety of services on a cost recovery basis which may include tables, garbage cans, staffing, lighting, and other costs to the City. This fee may be waived by the City Manager or designee if the reservation is in conjunction with a community-wide event	
Special Event Permit Fees		
The Hermiston Parks & Recreation Department welcomes community events in our parks and facilities. A Special Event Permit ensures events are properly coordinated, safe for participants, and that park resources are protected. Permit fees help offset staff time associated with reviewing, coordinating, and monitoring events, including coordination and potential cleanup by Parks Maintenance staff. A Special Event Permit is required for organized events held in City parks, regardless of whether admission, registration, or participation fees are charged. Events that require a permit typically include organized gatherings that reserve space, involve 25 or more participants, or require coordination with City staff. Permits are required even if the event is free, if it involves a large, organized gathering or use of park space that requires coordination, oversight, or cleanup beyond normal park use. Examples include (but are not limited to): 5Ks or Fun Runs Tournaments or Organized Competitions Festivals, Car Shows, or large gatherings Fundraisers Vendor Markets Organized group activities using park space beyond normal casual use.		
1. 0-500 participants	**Resident** $100.00	**Non-Resident** $120.00
2. 501-1,000 participants	**Resident** $150.00	**Non-Resident** $180.00
3. 1,001+ participants	**Resident** $200.00	**Non-Resident** $240.00
❖ Verified 501(c)(3) organizations	50% reduction in permit fee	
Park Pavillion Rental		
❖ Reservations from April 1st – September 31st.		
❖ Reservations are closed from October 1st- March 31st but can be used for free at a first-come first-serve basis. Tables from the Parks Department are not available to use/rent during these months.		
1. Weekday (M-TH) 4 Hour Rentals at ALL PARKS from: a. 10:00am-2:00pm or	**Resident** $50.00	**Non-Resident** $75.00

b. 3:00pm-7:00pm Includes the use of 4 tables		
2. Weekend (FRI-SUN) Rentals: a. 4 Hour Rental @ McKenzie, Hodge, Victory 1. 10:00am-2:00pm or 2. 3:00pm-7:00pm b. 3 Hour rental @ Butte Park Kiwanis Shelter & Rotary Shelter 1. 9:00am-12:00pm, 2. 1:00pm-4:00pm or 3. 5:00pm-8:00pm Includes the use of 4 tables	**Resident** $65.00	**Non-Resident** $90.00
Please Note: Other fees may apply at a cost recovery basis, include, but not limited to paying a Security Deposit. You will be held financially responsible for any damages, repairs or cleaning of the reserved areas resulting from your use.		
Miscellaneous Rentals		
1. Event Tent 78' x 40'	$400.00 per day	
2. Other Rentals & Amenities	As Established	

Planning & Zoning

Planning Department
180 NE 2nd Street, Suite 211, Hermiston, OR 97838
541-667-5010

Accessory Dwelling	
1. Permit- shall be charged upon application for a building permit for an accessory dwelling.	$200.00
Compliance Reviews	
1. Civil Drawings a. 1-2 Reviews b. 3+ Reviews	 a. $500.00 b. $1,000.00 per review
2. Zoning Standards Permit Compliance Review	$75.00
3. Development Agreement Legal Costs (to prep & review agreements)	$200.00
4. Site Plan Review- New/Initial/Expansion	$550.00
5. Final Plat Review	$275.00
Land Use Actions	
1. Addressing Assignment, adding or changing	$25.00
2. Annexation	$900.00
3. Appeal of Planning Commission Decisions	$700.00
4. Appeal of Planning Department Decision	$250.00
5. Comprehensive Plan/Plan Map Amendment	$1,500.00
6. Conditional Use	$800.00
7. Land Partition, Minor	$775.00
8. Planned Unit Development	$1,500.00 + $10.00 per lot
9. Property Line Adjustment	$300.00
10. Public Right-of-Way Vacation	$900.00
11. Subdivision/Land Partition, Major	$1,250.00 + $10.00 per lot
12. Subdivision- Replat	$500.00 + $10.00 per lot
13. Variance- Major	$800.00
14. Variance- Minor	$475.00
15. Zone Text Amendment	$1,500.00
Miscellaneous Services	
1. Administrative Action- Includes requests such as: DMV certification, zoning confirmation, land use compatibility statement, or similar documentation	$35.00 Research Fee's are as established in "Administration & General Fees" under "Processing Fees"

Police Department

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

Law Enforcement -Effective 04/01/2024	
Law Enforcement Staffing Fee- Added to each utility bill (water, sewer, garbage).	$5.00 per month
Violations (cannot exceed amount established by state law)	
1. False certification	Not more than $1,000.00
2. Class A, B, C, & D Individual Violations	Maximums permitted by State Law
3. Class, A, B, C & D Corporation Violations	Double the maximum of Individual Violations
4. Towing and Impoundment	As established by Towing Company
Miscellaneous Services	
1. Fingerprinting (Livescan Prints only – No ink prints provided)	$20.00
2. Bicycle Registration (Residents living within city limits only)	Free
Prints & Public Records	
Please Note: Requestors must pre-pay the estimated cost of request. If the actual charges are less than the pre-payment, then the over- payment shall be refunded.	
Documents & Photocopies (Does not include other fees)	
1. Black & White (up to 11x17)	Single: $0.25 per page Double-Sided: $0.50 per page
2. Color (up to 11x17)	Single: $1.00 per page Double-Sided: $2.00 per page
3. Black & White and Color (larger than 11x17)	Actual Cost
Media (Does not include other fees)	
1. DVD, CD or USB	Actual Cost
2. Audio & Video Recording, in addition to any other fees.	$35.00 per hour- Minimum Charge
Police Investigation Reports	
1. Digital Copy- Includes: The initial report and supplemental reports completed at the time of request, along with color full-page photographs.	$20.00
2. Printed Copy- Includes: The initial report, supplemental reports completed at the time of request, along with color photographs in gallery/thumbnail view.	$20.00, plus $1.00 per full-page color photos
Discovery	
1. Criminal Offense: Court Appointed Attorney	Free
2. Criminal Offense: Retained Attorney	$20.00
3. Violation Offense: Digital Standard Packet	$20.00

POLICE DEPARTMENT	
4. Violation Offense: Printed Standard Packet	$20.00 with potential additional "Media" fees
Miscellaneous	
1. Police CAD (Computer Aided Dispatch) Incident report	$20.00
2. Citation copy	$5.00
3. Mugshot copy	$5.00
4. Address/Name Record Check	$20.00
5. Mailing Services	Actual Cost
Records Request Processing Fees (Does not include other fees)	
1. Lengthy Requests (request over 15 mins to complete) • Fee's charged at 15 min increments. • Requests less than 15 mins to process may be waived, excluding serial requests.	$35.00 per hour
2. Attorney Fees	Actual Cost

Public Transit-Taxicab & Bus Services

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

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

Taxicab Services	
Cab Fares	
1. Senior and Disabled Taxi Tickets	$3.00 per ticket
2. General Public Taxicab Fares	As established by taxicab company
WORC Program	
1. Hermiston City (live and work in City limits)	$30.00 (10 one-way trips)
2. Hermiston Zip (live or work outside of City limits)	$32.50 (10 one-way trips)
3. Hermiston Plus (live and work outside of City limits but in Hermiston zip code)	$57.50 (10 one-way trips)
4. West-End (live and work in Stanfield or Umatilla)	$90.00 (10 one-way trips)
Please Note: Senior & Disabled and WORC Program Participants must sign up and purchase tickets at Hermiston City Hall prior to receiving a ride.	
Taxicab Company	
Operating Certificate (Charged at the time of application)	
1. Application and Renewal Fee	$50.00
2. Late Renewal Fee	$100.00
Taxicab Drivers (Charged at the time of application)	
1. Application/Renewal Fee	$25.00
2. Late Renewal Fee	$50.00
Bus Services	
1. **HART** (Hermiston Area Regional Transit) A fixed route within the city limits of Hermiston with several connections to the Hopper Bus	Free
2. Hopper A fixed route with connections to: Pendleton, Umatilla, Irrigon, Stanfield, and Echo.	Free

Sewer Department

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

Account Set-Up (non-refundable)

See "Water Department"

Sewer Usage Calculations Rates Adjusted: March 1, 2026	**Monthly Base Rate**	**Calculated Monthly Usage Rate (per 1,000 Gallons)**
1. Residential	$42.87	$3.67
2. Commercial	$42.87	$3.67

Please Note the Following:

- **Sewer Annual Adjustment:**
  The Monthly Base Rate, and the Calculated Monthly Usage Rate, shall be adjusted each March 1, by an amount equal to the annual percentage change in the Engineering News-Record Construction Cost (20-City Average) Index averaged for the three preceding calendar years.
- **Monthly Usage Calculation:**
  Calculated Monthly Usage shall be established each March based on the customer's average monthly winter water usage for the most recent December, January, and February time frame as established above in "Sewer Annual Adjustment".
- **New Customers:**
  New customers who begin service between:
  - February 1 and November 30- shall be billed at an assumed Monthly Usage of 5,000 gallons per month.
  - December 1 and January 30- shall be billed at an assumed Monthly Usage of 5,000 gallons per month until a new Calculated Monthly Usage is established using the average of all full months of service received in December through February.
- **Reduced Utility Rate:**
  For relief of those residents who are experiencing a financial hardship and meet income qualifications, see "Water Department" for more information and how to apply.

Fines & Penalties

1. Late/Delinquent Payments	See "Water Department"
2. Disconnection/Reconnection (combined fee)	See "Water Department"

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

Commercial Independent Discharge Users

- Commercial independent discharge users must operate and maintain independent wastewater disposal facilities which are currently licensed by the State of Oregon for the disposal of wastewater. During all times when approved and licensed wastewater facilities are operable, the rate for discharge to the public treatment works will be based on the actual metered flow of discharge.
- The metered users of the class will provide access to City personnel to read the meter in each billing period. They will also provide an annual calibration and certification of the metering device from an individual certified for such verification.

Industrial Discharge Users: Industrial Users are defined as any existing, or prospective, user of the sewer system who exceeds the Recycled Water Treatment Plant's design parameters for treating BOD, TSS, or Ammonia, by more than 50%.

- **Usage Rates:** Industrial Users shall pay the same Monthly Base Rate, and Calculated Monthly Usage Rate as identified for Residential and Commercial Users. However, Industrial Users' usage shall be metered monthly, and billed based on their monthly discharge year-round.
- **Surcharge Rates**: In addition to consumption rates, Industrial Users shall be charged the following

surcharge rates.

1. BOD: $1.54/lb
2. TSS: . $1.65/lb
3. Ammonia: $1.68/lb

- **Sampling:** The Utility shall install a discharge meter for Industrial Users capable of taking samples throughout the month. Samples shall be taken up to 10 times per month and tested for the discharges which exceed the RWTP design parameters.
  - Currently- Sampled discharge amounts shall be averaged monthly. The sampled average shall be combined with the metered volumetric discharge to determine the customer's surcharge bill monthly.
  - Effective January 1, 2027- Sampled discharge amounts shall be analyzed to determine the peak event. The value for the peak event shall be combined with the metered volumetric discharge to determine the customer's surcharge bill monthly.

Fats, Oils, & Grease (FOG) Users	
Fog Permit	**Fee**
Users who generate FOG, which has the potential to reach the City's sewer, must obtain a FOG Permit.	$3.62 per month for all permitted FOG users.
Vactor Use (Municipality use only, with prior authorization from City Manager or designee)	
Vactor use	$410.00/hour with the addition of 2 operators at 1.5 hourly wage and full benefits package rate.
Waste Disposal at Plant	
1. Septic Tank & Portable Toilet Waste Disposal	$0.29/gallon – Minimum of 100 gallons
2. Recreational Vehicles (RV)	Free

Street Department

Street Closure Permits referenced above are processed City Hall 180 NE 2nd Street, Hermiston, OR 97838 541-567-5521	
Sidewalk & Driveway Permits	
All sidewalk & driveway improvement permits	$50.00
Street Excavation Permits	
All right-of-Way Cut Permits: 1. Less than 50 lineal feet, and less than 48" in width 2. More than 50 lineal feet, and less than 48" in width 3. More than 50 lineal feet, and more than 48" in width	1. $50.00 2. $50.00 plus $1.00 per lineal foot 3. $50.00 plus $1.00 per lineal foot and replace at least 8' of paving width with an approved paving machine.
Permit referenced above are processed by the Building Department 180 NE 2nd Street, Suite 211, Hermiston, OR 97838 541-667-5025	
Street Closures	
Street Closures for Private or Community Events	
Required for the closing of any street within the City for the purpose of holding a celebration, block party, street dance, local special event, or other purposes when a temporary street closure is necessary.	
1. Application	$25.00 Non-Refundable To be applied towards the approved permit fee.
2. Application, Expedited- If application is turned in less than 20-days prior to event	$50.00 Non-Refundable Will not be applied to the approved permit fee.
3. Approved Permit with Barricades- Staff delivers and picks up	$200.00 for first block $100.00 per additional block
Street Closures for Parades, Marches, and Processions	
Required for any parade, march, or procession consisting of people, animals, vehicles or combinations thereof, upon any public street, sidewalk or alley, which affects their ordinary use.	
Parade Application	
1. Community Center to/from City Hall	$50.00 Non-Refundable To be applied towards the approved permit fee.
2. Community Center to/from Community Center	$50.00 Non-Refundable To be applied towards the approved permit fee.
3. Non-Designated Route	$300.00 Non-Refundable To be applied towards the approved permit fee.
Parade Routes (As established in Section 71.01 of the Municipal Code)	
1. Community Center to/from City Hall	$1,500.00
2. Community Center to/from Community Center	$2,000.00
3. Non-Designated Route – Applicant delineated	75% Cost Recovery

System Development Charges & Connection Permits

Building Department
180 NE 2nd Street, Suite 211, Hermiston, OR 97838
541-667-5025

A. System Development Charges (SDC's)

Fees are due and payable upon issuance of permit for connection

Alternative Calculations, Credit's, and Exemptions for SDC's may apply or be requested as set forth in Resolution No. 2191.

Please Note: ORS 223.304(8) allows for periodic adjustments in SDC rates. Therefore, the City shall adjust rates on or about January 1st of each year to account for expected changes in the Acquisition and Development Cost Adjustment as set forth in Resolution No. 2191.

Table A-1: Water, Sewer, Parks, & Transportation SDC's
Please Note: Park SDC Fees are not applicable to Commercial Connections

Click the link below to view the last adopted/amended SDC Table.
June 28, 2021 by Resolution No. 2191

Connection Permits Fees

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

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

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

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

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

No. of Units	Connection Fee	No. of Units	Connection Fee	No. of Units	Connection Fee
1	$275.00	18	$695.00	35	$900.00
2	$325.00	19	$710.00	36	$910.00
3	$375.00	20	$725.00	37	$920.00

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

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

Transient Room Tax

Imposed Tax: Rent charged for the sale, service or furnishing of transient lodging defined in Ordinance No. 2236 passed 12/14/2015.	
Imposed Tax Exemptions: Taxes shall not be charged to those listed under "Exemptions" in Ord 2236.	
1. 1 to 6 consecutive days of occupancy by the same person	9% Effective 04/01/2024
2. 7 to 30 consecutive days of occupancy by the same person	2.5%
3. More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month	None
Please Note: Taxes shall exclude the sale of any goods, services and commodities, other than the furnishing of rooms, accommodations, and parking space in recreational vehicle parks.	
Tourism Promotion Assessment Charge	
Hotels	
1. 1 to 30 consecutive days of occupancy by the same person- through 12/31/2030	$2.00 per night rented
2. More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month- through 12/31/2030	None
3. 1 to 30 consecutive days of occupancy by the same person- effective 01/01/2031	$1.00 per night rented
4. More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month- effective 01/01/2031	None
Recreational Vehicle Park	
A. 1 to 30 consecutive days of occupancy by the same person	$1.00 per space night rented
B. More than 30 consecutive days of occupancy by the same person, or rent paid for the entire month	None
Collection of Transient Tax Funds- Shall be paid by the transient to the transient tax collector at the time that rent is paid.	

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

Delinquencies and Interest from Transient Tax Collector	
A. **Original Delinquency-** Imposed on any transient tax collector who has not been granted an extension of time for remittance but pays prior to delinquency established	10% of tax & charges due, in addition to the amount of the tax and charges
B. **Continued Delinquency-** Imposed on any transient tax collector who has not been granted an extension of time for remittance and is more than 30-days past due	25% of tax & charges due, in addition to the amount of the tax and charges
C. **Fraud-** Nonpayment of any remittance due to fraud or intent to evade	25% of tax & charges due, in addition to subsections (A) or (B) of this section
D. **Interest-** In addition to the penalties imposed, any transient tax collector who fails to remit any tax or charge imposed when due	0.5% per month without prorations, exclusive of penalties, until paid
Petition for waiver: Any transient tax collector may petition the City Council for waiver and refund of the penalty or any portion thereof as established in Ord 2236.	

Water Department

Water Department Services are located at City Hall
180 NE 2nd Street, Hermiston, OR 97838
541-567-5521

Account Set-Up (non-refundable)

For single or combined services of: Water, Sewer, Garbage & Recycling	$30.00

Water Usage Calculations (per 1,000 gallons) Rates Adjusted: March 1, 2026	**Base Rate**	**0-15,000 Gallons**	**>15,000 Gallons**
1. Residential	$36.76	$0.61	$4.27
2. Commercial	$36.76	$0.61	$4.27

Please Note the Following:

- **Water Usage Annual Adjustment:**
  The Monthly Base Rate, and the Water Usage Rate, shall be adjusted each March 1, by an amount equal to the annual percentage change in the Engineering News-Record Construction Cost (20-City Average) Index averaged for the three preceding calendar years.
- **Reduced Utility Rate:**
  For relief of those residents who are experiencing a financial hardship and meet income qualification, a Reduced Utility Rate Application may be obtained at City Hall for a reduced monthly charge calculated at 50 percent of the base rate of their water and sewer bill, as well as a monthly discount of garbage and recycling services.

Fines & Penalties

1. **Late/Delinquent Payments:** All unpaid bills & charges for water, sewer & garbage services, not paid within 20 days of issuance of statement.	Additional 5% imposed on the gross combined billing
2. **Disconnection Fee**: Due to non-payment and/or failure to comply with water shortage emergency regulations	$75.00
3. **Tampering Act:** For any unauthorized alteration or attempted alteration to: • Reconnect services, once disconnected • Component(s) or locking mechanism • Other unauthorized access	$100.00 per occurrence, plus any additional charges for repairs or replacements due to damage(s)

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

Miscellaneous Services

Fire Hydrant Meter	$1,650.00 Deposit	Double Water Rate. Charged Monthly.

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

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