



City of Salem, Oregon
Community Development Department
Planning Division

Permit Application Center
 Phone: 503-588-6213
 Fax: 503-588-6005
www.cityofsalem.net/planning
[@Salem_Planning](https://twitter.com/Salem_Planning)

Land Use Application Fees *(Effective July 1, 2017)*

APPLICATION TYPE	FEE	Archive Fee	COMMENT
Adjustment	\$518.00	Yes	
▪ Class 1 Adjustment			
▪ Class 2 Adjustment			
Airport Overlay Zone Height Variance	\$291.00		
Annexations			
▪ Voter Exempt Annexation	\$3,384.00	Yes	
▪ Voter Exempt Annexation <i>(with Comprehensive Plan/Zone Change)</i>	\$4,619.00 <i>(Base Fee)</i>	Yes	\$1,235.50 of this amount is a base fee for the Comprehensive Plan/Zone Change. Actual hourly rate and processing costs for the Comprehensive Plan/Zone Change will be charged in addition to the base fee.
▪ Annexation of less than 5 acres	\$3,384.00	Yes	
▪ Annexation less than 5 acres <i>(with Comprehensive Plan/Zone Change)</i>	\$4,619.00 <i>(Base Fee)</i>	Yes	\$1,235.50 of this amount is a base fee for the Comprehensive Plan/Zone Change. Actual hourly rate and processing costs for the Comprehensive Plan/Zone Change will be charged in addition to the base fee.
▪ Annexation of 5 acres or more	\$5,188.00	Yes	
▪ Annexation of 5 acres or more <i>(with Comprehensive Plan/Zone Change)</i>	\$6,420.00	Yes	\$1,235.50 of this amount is a base fee for the Comprehensive Plan/Zone Change. Actual hourly rate and processing costs for the Comprehensive Plan/Zone Change will be charged in addition to the base fee.

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▪ Annexation Publication Costs	\$3,127.00 (Deposit)	Yes	For voter approved annexations, a minimum deposit is required to cover publication costs with full costs to be charged per SRC Chapter 260.
▪ Annexation Deposit for Special Election	Call 503-588-6213	Yes	A deposit to cover the costs of a special election is required. The amount of the deposit will be allocated on a per ballot measure basis.
Appeal			
▪ Appeal <i>(All parties except Neighborhood Associations)</i>	\$268.00	No	
▪ Appeal <i>(Neighborhood Association)</i>	No Fee	No	
▪ Appeal of Expedited Land Division	\$350.00 (Deposit)	No	\$332.50 deposit with a maximum fee of \$500 to compensate for actual costs.
Comprehensive Plan Map Amendment			
▪ Minor Comprehensive Plan Map Amendment	\$1,270.00 (Base Fee)	Yes	Actual hourly rate and processing costs will be charged in addition to base fee.
▪ Minor Comprehensive Plan Map Amendment <i>(Consolidated with Zone Change)</i>			
Conditional Use	\$2,791.00	Yes	
Design Review			
▪ Class 1 Design Review	\$291.00	Yes	
▪ Class 2 Design Review	\$518.00	Yes	
▪ Class 3 Design Review	\$687.00	Yes	
Fairview Mixed-Use Zone			
▪ Fairview Plan	\$654.00	Yes	
▪ Fairview Plan Amendment (Minor)	\$505.00	Yes	
▪ Fairview Plan Amendment (Major)	\$654.00	Yes	
▪ Refinement Plan	\$654.00	Yes	
▪ Refinement Plan Amendment (Minor)	\$505.00	Yes	
▪ Refinement Plan Amendment (Major)	\$654.00	Yes	

Land Use Application Fees *(Effective July 1, 2017)*

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Formal Interpretation	\$582.00	Yes	
Historic Design Review			
▪ Minor Historic Design Review – Individual <i>(Residential, Commercial, or Public)</i>	\$267.00	Yes	
▪ Minor Historic Design Review – District <i>(Residential, Commercial, or Public District)</i>	\$267.00	Yes	
▪ Minor Historic Design Review – Awnings <i>(Commercial District)</i>	\$120.00	Yes	
▪ Minor Historic Design Review – Signs <i>(Commercial District)</i>	\$89.00	Yes	
▪ Major Historic Design Review – Individual <i>(Residential)</i>	\$267.00	Yes	
▪ Major Historic Design Review – Individual <i>(Commercial or Public)</i>	\$589.00	Yes	
▪ Major Historic Design Review – District <i>(Residential District)</i>	\$267.00	Yes	
▪ Major Historic Design Review – District <i>(Commercial or Public District)</i>	\$589.00	Yes	
Historic Review			
▪ Historic Resource Adaptive Reuse	\$2,621.00	Yes	
▪ Historic Resource Demolition	\$1,270.00 <i>(Base Fee)</i>	Yes	Actual hourly rate and processing costs will be charged in addition to base fee.
▪ Local Historic Resource Designation	No Fee	No	
▪ Class 1 Local Historic Resource Designation Removal	\$295.00	Yes	
▪ Class 2 Local Historic Resource Designation Removal	\$647.00	Yes	
Land Use Verification			
▪ Government Agencies	\$43.00	No	
▪ Non-Conforming Uses	\$791.00	No	
▪ Other	\$115.00	No	

Land Use Application Fees *(Effective July 1, 2017)*

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Licenses			
▪ Accessory Short-Term Rental License and/or Renewal	\$184.50	No	
▪ Short-Term Rental License and/or Renewal	\$184.50	No	
Manufactured Dwelling Park Permit	\$7,633.00 <i>(Base Cost)</i>	Yes	Total base cost plus additional \$6.00 per dwelling in excess of 5.
Measure 49 Claim Review	\$1,222.00 <i>(Deposit)</i>	Yes	\$1,204.50 deposit. Final costs will be determined from the total hourly rate and costs incurred up to the reasonable and actual cost.
Modification of Application	10% of Application Fee <i>(Base Fee)</i>	Yes	Actual hourly rate and processing costs will be charged in addition to the base fee. Applications requiring re-notice include an additional \$17.00 Property Owner Notification List Fee.
Neighborhood Center Mixed-Use Zone	\$1,270.00 <i>(Base Fee)</i>	Yes	Actual hourly rate and processing costs will be charged in addition to base fee.
▪ Class 1 Neighborhood Center Master Plan			
▪ Class 2 Neighborhood Center Master Plan			
▪ Class 2 Neighborhood Center Master Plan <i>(Detailed Plan – Subsequent Phases)</i>			
▪ Class 3 Neighborhood Center Master Plan <i>(First Subarea)</i>			
▪ Class 3 Neighborhood Center Master Plan <i>(Subsequent Subareas)</i>			
▪ Neighborhood Center Master Plan Amendment <i>(Minor)</i>			
▪ Neighborhood Center Master Plan Amendment <i>(Major)</i>			

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Nonconforming Use Extension, Alteration, Expansion, or Substitution	\$2,791.00	Yes	
Partition			
▪ Tentative Plan <i>(with or without Adjustment)</i>	\$3,822.00	Yes	
▪ Expedited Partition	\$7,223.00	Yes	
Planned Unit Development (PUD)			
▪ Tentative Plan	\$6,399.00 <i>(Base Cost)</i>	Yes	Total base cost plus additional \$6.00 per dwelling in excess of 5.
▪ Final Plan	\$570.00 <i>(Base Cost)</i>	Yes	Total base cost plus additional \$6.00 per dwelling in excess of 5.
Plans Check			
▪ Plan Check - Single Family & Duplex	\$271.00	Yes	
▪ Plan Check - Single Family & Duplex <i>(Historic Properties/Districts)</i>	\$129.00	Yes	
▪ Plan Check - Decks, Porches, & Accessory Structures for Single Family and Two Family Dwellings	\$82.00	Yes	
▪ Plan Check - Manufactured Home inside Manufactured Dwelling Park	\$82.00	Yes	
▪ Plan Check - Manufactured Home outside Manufactured Dwelling Park	\$271.00	Yes	
▪ Plan Check - Residential, Commercial, & Industrial where no Site Plan Review is required			Application fee based on valuation of project.
❖ Up to \$2,000	\$82.00	Yes	
❖ \$2,001 to \$10,000	\$160.00	Yes	
❖ \$10,001 to \$35,000	\$202.00	Yes	
❖ \$35,001 or more	\$271.00	Yes	
▪ Zoning Inspection	\$110.00	Yes	
▪ Zoning Re-inspection <i>(Each additional re-inspection)</i>	\$41.00	Yes	
▪ Landscape Plan Review and Inspection	\$110.00	Yes	Includes one plan review and one inspection.

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▪ Landscape Plan Re-inspection <i>(Each additional re-inspection)</i>	\$41.00	Yes	
▪ Demolition Review	\$82.00	Yes	
▪ All Other Plan Check Not Identified Above	\$60.00 per hour	Yes	Fee charged at a minimum of \$15.00 per quarter hour.
Pre-Application Conference	\$463.00	Yes	
Property Boundary Verification	\$310.00	Yes	
Property Line Adjustment	\$405.00	Yes	
Replat			
▪ Tentative Plan <i>(with or without Adjustment)</i>	\$657.00	Yes	
Signs			
▪ Permanent Signs <i>(Except outdoor advertising signs)</i>			
❖ Up to 32 sq. ft.	\$137.00	Yes	
❖ 32 sq. ft. or more, but less than 50 sq. ft.	\$234.00	Yes	
❖ 50 sq. ft. or more, but less than 100 sq. ft.	\$445.00	Yes	
❖ 100 sq. ft. or more, but less than 200 sq. ft.	\$630.00	Yes	
❖ 200 sq. ft. or more, but less than 300 sq. ft.	\$752.00	Yes	
❖ 300 sq. ft. or more	\$938.00	Yes	
❖ Structural Face Change	\$79.00	Yes	
▪ Outdoor Advertising Signs <i>(Billboards)</i>	\$938.00	Yes	
▪ Outdoor Advertising Signs <i>(Billboards)</i> – Annual Maintenance Inspection Fee	\$143.00	No	
▪ Temporary Signs			
❖ Balloon	\$74.00	No	Good for 14 days.
❖ Banner	\$74.00	No	Good for 1 month.
❖ Banner (Across Liberty Street or on Liberty Parkade)	\$32.50 per day (\$180.00 Minimum)	Yes	
❖ Pennant	\$124.00	No	Good for 6 months.
❖ Sign	\$74.00	No	Good for 1 month (Firework and Christmas Tree Sales).

Land Use Application Fees *(Effective July 1, 2017)*

APPLICATION TYPE	FEE	Archive Fee	COMMENT
❖ Right-of-Way Sidewalk Sign	\$15.00 (Base Fee)	No	Base fee plus additional Public Works Department plan review fee. No inspection requirement.
▪ Sign Removal for Repair and Return	\$79.00	Yes	
▪ Wall Façade for Signs – Removal Agreement	\$521.00	Yes	Building permit required.
▪ Discretionary Sign	\$32.00	Yes	Base fee included in Permanent Sign Fee.
▪ Sign Adjustment Class 1	\$178.00	Yes	
▪ Sign Adjustment Class 2	\$518.00	Yes	
▪ Sign Conditional Use Permit	\$2,791.00	Yes	
▪ Sign Variance	\$2,787.00	Yes	
▪ Sign Appeal	\$2,806.00	No	
▪ Investigation (Penalty) Fees	Double Permit Fee (\$131.00 Minimum)	Yes	Applicable to work conducted prior to obtaining permit or in violation of sign code <i>(including release of confiscated signs)</i> .
▪ Re-inspection Fee	\$143.00	Yes	Re-inspection fee may be assessed: <ul style="list-style-type: none"> ▪ When work for which inspection is called for is not complete; ▪ When corrections called for have not been made; or ▪ For deviations from plans requiring additional plan review.
Similar Use Determination	\$582.00	Yes	
Site Plan Review			
▪ New Multi-Family			
❖ Up to \$500,000	\$555.00	Yes	Application fee based on valuation of project. A \$17.00 Property Owner Notification List Fee will be added for Class 3 Site Plan Reviews.
❖ \$500,001 to \$1,000,000	\$826.00	Yes	
❖ \$1,000,001 to \$2,000,000	\$1,092.00	Yes	
❖ \$2,000,001 to \$3,000,000	\$1,364.00	Yes	
❖ \$3,000,001 or more	\$1,635.00	Yes	
▪ Class 1 Site Plan Review	\$290.00	Yes	
▪ Class 2 & Class 3 Site Plan Review			Application fee based on valuation of project. A \$17.00 Property Owner Notification List Fee will be added for
❖ Up to \$500,000	\$555.00	Yes	

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❖ \$500,001 to \$1,000,000	\$826.00	Yes	Class 3 Site Plan Reviews.
❖ \$1,000,001 to \$1,500,000	\$1,092.00	Yes	
❖ \$1,500,001 to \$1,750,000	\$1,364.00	Yes	
❖ \$1,750,001 to \$2,250,000	\$1,635.00	Yes	
❖ \$2,250,001 to \$2,500,000	\$1,900.00	Yes	
❖ \$2,500,001 to \$2,750,000	\$2,166.00	Yes	
❖ \$2,750,001 to \$3,250,000	\$2,436.00	Yes	
❖ \$3,250,001 or more	\$2,707.00	Yes	
▪ Additional Review Fee for Expedited Building Permits	\$195.00 per hour	Yes	
Subdivision			
▪ Tentative Plan <i>(with or without Adjustment)</i>	\$7,480.00 <i>(Base Cost)</i>	Yes	Total base cost plus additional \$6.00 per lot in excess of 5.
▪ Phased Subdivision Tentative Plan <i>(with or without Adjustment)</i>	\$7,480.00 <i>(Base Cost)</i>	Yes	Total base cost plus additional \$6.00 per lot in excess of 5.
▪ Manufactured Dwelling Park Subdivision Tentative Plan	\$427.00	Yes	
▪ Expedited Subdivision	\$11,220.00 <i>(Base Cost)</i>	Yes	Total base cost plus additional \$6.00 per lot in excess of 5.
Temporary Use Permit			
▪ Class 1 Temporary Use Permit	\$43.00	Yes	
▪ Class 2 Temporary Use Permit	\$518.00	Yes	
Time Extension			
▪ Class 1 Time Extension	\$173.00	Yes	
▪ Class 2 Time Extension			
Tree & Vegetation Removal			
▪ Tree Conservation Plan	\$438.00	Yes	
▪ Tree Conservation Plan Adjustment	\$221.00	Yes	
▪ Tree & Vegetation Removal Permit	\$326.00	Yes	
▪ Tree Variance	\$536.00	Yes	

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Urban Growth Management			
▪ Urban Service Area Amendment	\$5,188.00	Yes	
▪ Urban Growth Preliminary Declaration	\$4,108.00 (Base Cost)	Yes	Total base cost plus additional \$6.00 per acre in excess of 5 acres.
Validation of Unit of Land	\$3,822.00	Yes	
Variance	\$2,787.00	Yes	
Wetlands Permit	\$160.00	Yes	
Willamette Greenway			
▪ Class 1 Greenway Development Permit	\$518.00	Yes	
▪ Class 2 Greenway Development Permit	\$2,923.00	Yes	
Wireless Communication Facilities			
▪ Class 1 Siting Permit	\$555.00	Yes	A separate base fee will be charged for each structure to which the facilities will be attached.
▪ Class 2 Siting Permit	\$572.00	Yes	A separate base fee will be charged for each structure to which the facilities will be attached. A separate property owner notification list fee will be charged for each structure to which the facilities will be attached.
▪ Class 3 Siting Permit	\$2,791.00	Yes	A separate base fee will be charged for each structure to which the facilities will be attached. A separate property owner notification list fee will be charged for each structure to which the facilities will be attached.
▪ Temporary Siting Permit	\$290.00	Yes	A separate base fee will be charged for each structure to which the facilities will be attached.

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▪ Wireless Communication Facilities Adjustment	\$518.00	Yes	A separate base fee will be charged for each structure to which the facilities will be attached. A separate property owner notification list fee will be charged for each structure to which the facilities will be attached.
▪ Third Party Review of Wireless Communication Facilities Application	\$284.00	Yes	\$266.50 of this amount is a base fee for a minimum of one hour of review. Actual costs per hour for additional hours of review will be charged in addition to this fee. A separate base fee will be charged for each structure to which the facilities will be attached.
Zone Change	\$4,999.00	Yes	
▪ Archiving Fee (<i>Paper size less than 11 x 17 in.</i>)	\$0.50 per page	N/A	Archiving fee waived if application materials are submitted electronically.
▪ Archiving Fee (<i>Paper size 11 x 17 in. or greater</i>)	\$1.75 per page	N/A	Archiving fee waived if application materials are submitted electronically.
▪ Exception to Dispersal Policy	\$300.00	No	Applicable to homeless shelters and room and board facilities.
▪ Public Hearing Sign Deposit	\$25.00 per sign (<i>Deposit</i>)	N/A	If the public hearing sign is returned in reusable condition, the deposit will be refunded.
▪ Property Owner Notification List	\$32.00	N/A	Fee applies to a stand-alone property owner notification list request not included as part of a land use application.
▪ Miscellaneous Research	\$119.00 per hour	Yes	
▪ Wall Map (<i>Any size</i>)	\$25.00		Fee covers standard maps. For custom maps, please call 503-588-6213.