



**CITY OF PORTLAND
UTILITY AD HOC COMMITTEE MEETING
100 SOUTH RUSSELL ST - COUNCIL CHAMBER ROOM 111
Tuesday, July 1, 2025 AT 9:00 AM**

1. Call to Order

2. Public Comment Period

In accordance with Resolution #25-41, public comments are allowed when those comments are germane to agenda items, except where otherwise prohibited. The number of individuals speaking and/or the allotted time to speak may be limited by the presiding officer to ensure opposing viewpoints are fairly represented. Each speaker is limited to a maximum of 5 minutes for public comment and must sign-up to speak in person before the start of the meeting. Sign-up sheets will be available just before the start of each meeting in the same room where the meeting is held.

3. Roll Call

4. Approval of Agenda

5. Discussion Items

- A.** Employee boot allowance.
- B.** Planning & Building Fees
- C.** Parks Department Facility Rental Rates

Adjournment

**ALL OF THE FOLLOWING FEES ARE NEW
AND/OR PROPOSED FEES FOR 2025.**

Proposed Fee Schedule – 2025

BUILDING PERMIT FEES		
RESIDENTIAL		
	CURRENT FEES	PROPOSED FEES
One & Two Family Dwellings	ICC Valuation x .35%	ICC Valuation x .40%
Multi Family (townhouses)	ICC Valuation x 1%	NO CHANGE
Manufactured Home	ICC Valuation x .35%	\$ 250.00
Additions	ICC Valuation x .35%	ICC Valuation x .40%
Remodels	Contract x .35%	\$ 0.50 sq. ft.
Plan Review – for all permits	\$ 0.03 per sq. ft. – under beam	\$ 0.05 per sq. ft.
PRE-FAB Buildings or carports Built offsite brought to house	Valuation/Contract 1 % Job Cost + \$ 25.00	\$ 200.00 (200 sq. ft. or more)
Detached Garages / Pole Barns ONSITE BUILT ACCESSORY STRUCTURES	Valuation / Contract 1 % Job Cost + \$ 25.00	ICC Valuation x 1 %
Decks	1 % job cost + \$25.00	0-199 / \$ 100.00 (if applicable) 200 – 400 / \$ 200 401 – larger / \$ 300
Above / On Ground Pool	\$ 50.00	\$ 100.00
In-Ground Pool	\$ 100.00	\$ 200.00
Demolition – Partial	Min. Fee - \$ 50.00	\$ 100.00
Demolition - Full	Min. Fee - \$ 50.00	\$ 200.00
House Moving	\$ 50.00	\$ 100.00
Re-Inspection	\$ 25.00 each after 1 st re-inspection	\$ 75.00 each after 1 st re-inspection
Certificate of Occupancy	\$ 25.00	\$ 50.00 – all new construction
Temporary Certificate of Occupancy	-NA-	\$ 350.00 (Good for 14 calendar days)
Certificate of Completion	\$ 25.00	NO CHANGE – This is for decks, swimming pools, pole barns, detached structures, pre-fab buildings, remodels

- All permits, including re-inspections, will incur a \$ 15.00 administrative fee.
- Inspections after one (1) re-inspection will be charged a \$ 75.00 fee for residential and a \$ 100.00 fee for commercial / industrial for each re-inspection required.
- All permits include an initial inspection and one (1) re-inspection at no additional charge.
- All permit and plan review fees will be based on and include under roof, conditioned, unconditioned, porch & garage space sq. ft.
- Minimum residential permit fee will be \$ 50.00.
- Valuation based on the most current ICC Valuation Data Table.
- Any work commencing before permit issuance will incur a double fee of the permit – Unless emergency is approved by the Building Official.

Proposed Fee Schedule – 2025

BUILDING PERMIT FEES		
COMMERCIAL & INDUSTRIAL		
	CURRENT FEES	PROPOSED FEES
Commercial	ICC Valuation x 1%	NO CHANGE
Commercial Additions	ICC Valuation x 1%	NO CHANGE
Commercial Remodels	Contract x 1%	NO CHANGE
Industrial	ICC Valuation x 0.25%	NO CHANGE
Industrial Additions	ICC Valuation x 0.25%	NO CHANGE
Industrial Remodel	Contract x 0.25%	Contract x 1%
Plan Review – for all permits	50% of Building Permit Fee	NO CHANGE
Jobsite Trailers	\$ 100.00	\$ 250.00
Commercial Swimming Pool	\$ 100.00	\$ 1000.00
Partial Demolition (commercial / industrial) **	Min. Fee - \$ 50.00	\$ 250.00
Full Demolition (commercial / industrial) **	Min. Fee - \$ 50.00	\$ 500.00
Jobsite Trailer	\$ 100.00	\$ 500.00
Use & Occupancy Permit	\$ 35.00	\$ 100.00
Re-Inspection	\$ 50.00 each after 1 st re-inspection	\$ 100.00 each after 1 st re-inspection
Full Certificate of Occupancy	\$ 25.00	\$ 500.00
Temporary Certificate of Occupancy - COMMERCIAL	-NA-	\$ 700.00 (Good for 14 calendar days)
Temporary Certificate of Occupancy - INDUSTRIAL	-NA-	\$ 1000.00 (Good for 14 calendar days)
Stock & Train Permit	-NA-	\$ 350.00 (Good for 14 calendar days) this will be in addition to a temporary c/o

- All permits, including re-inspections, will incur a \$ 15.00 administrative fee.
- Inspections after one (1) re-inspection will be charged a \$ 75.00 fee for residential and a \$ 100.00 fee for commercial / industrial for each re-inspection required.
- All permits include an initial inspection and one (1) re-inspection at no additional charge.
- Minimum plumbing permit fee will be \$ 50.00 – except on swimming pools.
- Valuation based on the most current ICC Valuation Data Table.
- Any work commencing before permit issuance will incur a double fee of the permit – Unless emergency is approved by the Building Official.
- **Commercial/Industrial Demolition Permit Applications require an asbestos state certificate. **

Proposed Fee Schedule – 2025

PLUMBING FEES		
RESIDENTIAL		
	CURRENT FEES	PROPOSED FEES
New Construction	\$ 0.05 per sq. ft.	\$ 0.10 per sq. ft.
Remodel	\$ 0.05 per sq. ft.	\$ 75.00
Additions	\$ 0.05 per sq. ft.	\$ 0.10 per sq. ft.
Grinder Pumps (Rough-In & Final)	-NA-	\$ 75.00 (fee to be added to plumbing permit)
Re-Inspection Fee	\$ 25.00 per occurrence after the 1st	\$ 75.00 – per occurrence after the 1st
Certificate of Completion – Remodels or Grinder Pumps	\$ 25.00	NO CHANGE
COMMERCIAL / INDUSTRIAL		
New Construction	\$ 0.10 per sq. ft.	\$0.15 per sq. ft.
Plan Review – for all permits	50% of the Permit Fee	NO CHANGE
Additions	\$ 0.10 per sq. ft.	\$0.15 per sq. ft.
Remodels	\$ 0.10 per sq. ft.	\$ 0.10 per sq. ft.
Change-Out	\$ 0.10 per sq. ft.	\$ 100.00 per unit
Interior Gas Line Inspection	\$ 20.00	\$ 100.00
Grease Trap 1000 Gallon	Contract x 1%	\$ 150.00
1500 Gallon	Contract x 1%	\$ 200.00
2000 Gallon	Contract x 1%	\$ 250.00
Under Sink	-NA-	\$ 100.00
Grinder Pumps (Rough-In & Final)	-NA-	\$ 125.00 (fee to be added to plumbing permit)
Hotel per-floor Final Inspection	-NA-	\$ 350.00 per floor
Re-Inspection Fee	\$ 50.00 each after 1 st re-inspection	\$ 100.00 each after 1 st re-inspection
Certificate of Completion – Remodels, Change-Out, Grease Traps, Gas Line, Grinder Pumps	\$ 25.00	\$ 50.00

- All permits, including re-inspections, will incur a \$ 15.00 administrative fee.
- Inspections after one (1) re-inspection will be charged a \$ 75.00 fee for residential and a \$ 100.00 fee for commercial / industrial for each re-inspection required.
- All permits include an initial inspection and one (1) re-inspection at no additional charge.
- Minimum plumbing permit fee will be \$ 50.00 – except on swimming pools.
- Valuation based on the most current ICC Valuation Data Table.
- Any work commencing before permit issuance will incur a double fee of the permit – Unless emergency is approved by the Building Official.

Proposed Fee Schedule – 2025

MECHANICAL FEES		
RESIDENTIAL		
	CURRENT FEES	PROPOSED FEES
New Construction	\$ 0.05 per sq. ft.	\$ 0.10 per sq. ft.
Remodel or Change-Out	\$ 0.05 per sq. ft.	\$ 75.00
Additions	\$ 0.05 per sq. ft.	\$ 0.10 per sq. ft.
Fireplaces	-NA-	\$ 50.00
Interior Gas Line Inspection	\$ 20.00	\$ 50.00
Re-Inspection Fee	\$ 25.00 per occurrence after the 1st	\$ 75.00 – per occurrence after the 1st
Certificate of Completion – Remodels, Change-Outs, Fireplaces, Gas Lines	\$ 25.00	NO CHANGE
COMMERCIAL / INDUSTRIAL		
New Construction	\$ 0.10 per sq. ft.	\$0.15 per sq. ft.
Plan Review – for all permits	50% of the Permit Fee	NO CHANGE
Additions	\$ 0.10 per sq. ft.	\$0.15 per sq. ft.
Remodels	\$ 0.10 per sq. ft.	NO CHANGE
Change-Outs	\$ 0.10 per sq. ft.	\$ 100.00 per unit
Interior Gas Line Inspection	\$ 20.00	\$ 100.00
Mechanical Hood without Suppression	\$ 150.00	NO CHANGE
Walk-In Coolers or Freezers	-NA- (not specified)	\$ 75.00 – per cooler or freezer
Hotel per-floor Final Inspection	-NA-	\$ 350.00 per floor
Re-Inspection	\$ 50.00 each after 1 st re-inspection	\$ 100.00 each after 1 st re-inspection
Certificate of Completion – Remodels, Change-Outs, Gas Lines, Hoods without suppression, walk-in cooler/freezer	\$ 25.00	\$ 50.00

- All permits, including re-inspections, will incur a \$ 15.00 administrative fee.
- Inspections after one (1) re-inspection will be charged a \$ 75.00 fee for residential and a \$ 100.00 fee for commercial / industrial for each re-inspection required.
- All permits include an initial inspection and one (1) re-inspection at no additional charge.
- Minimum mechanical permit fee will be \$ 50.00 – except on swimming pools.
- Valuation based on the most current ICC Valuation Data Table.
- Any work commencing before permit issuance will incur a double fee of the permit – Unless emergency is approved by the Building Official.

**ALL OF THE FOLLOWING FEES ARE ONLY A
COMPARISON OF THE FEES THAT NEED TO BE
LOOKED AT.**

RESIDENTIAL BUILDING PERMIT FEE COMPARISON					
	PORTLAND	GALLATIN	WHITE HOUSE	SPRINGFIELD	GOODLETTSVILLE
One & Two Family / New Construction UNDER BEAM	ICC Valuation x .35%	\$0.30 per sq. ft. Up to 3000 sq. ft. 3001-5000 – 0.35 5001 & over – 0.40	Flat fee - \$ 600 Under 2500 sq. ft. 2501-4999 - \$ 700 5000 & more - \$ 900	ICC Valuation x .0047 or .47%	\$ 0.85 per sq. ft.
Additions	ICC Valuation x .35%	0.15 per sq. ft. under beam	0-999 sq. ft. - \$ 200 1000 & more - \$ 300	ICC Valuation x .0047 or .47%	\$ 0.85 per sq. ft.
Remodels	Contract x .35%	Valuation / Contract x 1%	Under 1000 sq. ft. – \$ 100.00 Over 1000 sq. ft. – \$ 200.00	0.60 per sq. ft.	0.20 per sq. ft.
Plan Review – One & Two Family / Additions / Remodels	\$ 0.03 per sq ft – under beam	\$ 0.07 per sq ft – under beam	\$ 50.00 – per unit including townhomes, duplexes and apartments	NO FEE FOUND	NO FEE FOUND
PRE-FAB Buildings or carports Built offsite brought to house	Valuation / Contract X .35%	0.10 per sq. ft. + 35.00 Planning Fee	200-999 sq. ft. = \$ 100 1000 & more = \$ 200.00	Flat Fee - \$ 200	0.20 per sq. ft.

RESIDENTIAL BUILDING PERMIT FEE COMPARISON – CONT.					
	PORTLAND	GALLATIN	WHITE HOUSE	SPRINGFIELD	GOODLETTSVILLE
Detached Garages / Pole Barns / ONSITE BUILT ACCESSORY STRUCTURES	Valuation / Contract 1 % Job Cost + \$ 25.00	0.10 per sq. ft. + 35.00 Planning Fee	200-999 sq. ft. = \$ 100 1000 & more sq. ft. = \$ 200.00	ICC Valuation x .0047 or .47%	\$ 0.85 per sq. ft.
Decks	1 % job cost + \$25.00	\$ 85.00	\$25.00 – UNDER 200 SQ. FT.	ICC Valuation x .0047 or .47%	\$ 0.85 per sq. ft.
Above/ On Ground Pool	\$ 50.00	\$ 75.00 + \$ 35.00 Planning Fee	\$ 50.00 FLAT FEE	\$ 50.00 FLAT FEE	0-10,000 - \$ 50 10,001-20,000- \$ 150 20,001-30,000 - \$ 200 30,001-40,000 - \$ 250 40,001-50,000 - \$ 300 50,001 + = \$ 350
In-Ground Pool	\$ 100.00	\$ 75.00 + (valuation x 1%)	\$ 50.00	\$ 50.00	SAME AS ABOVE
Demolition – Partial	\$ 50.00	\$ 135.00	\$ 50.00	\$ 50.00	\$ 100.00
Demolition - Full	\$ 50.00	\$ 135.00	\$ 50.00	\$ 50.00	\$ 100.00
Temp. C/O	- NA-	350.00 – 15 days	\$ 75.00	-NA-	\$ 200.00

RESIDENTIAL BUILDING PERMIT FEE COMPARISON – CONT.					
	PORTLAND	GALLATIN	WHITE HOUSE	SPRINGFIELD	GOODLETTSVILLE
House Moving	\$ 50.00	\$ 100.00	\$ 100.00	-NA-	\$ 200.00
Re-Inspect Fee	\$ 25.00 – after 1 st	\$ 85.00 – after 1st	\$ 50.00 – after 1 st	-NA-	\$ 100.00

RESIDENTIAL PLUMBING & MECHANICAL FEE COMPARISON					
	PORTLAND	GALLATIN	WHITE HOUSE	SPRINGFIELD	GOODLETTSVILLE
Plumbing (Residential)	\$ 0.05 per sq. ft.	\$ 0.07 per sq. ft.	Flat Fee – 75.00	NO FEE FOUND	Flat Fee - \$ 100
Mechanical (Residential)	\$ 0.05 per sq. ft.	\$ 0.10 per sq. ft.	Flat Fee – 50.00	\$ 0.10 per sq. ft.	Flat Fee - \$ 100
Residential Mechanical Change-Out	Min Fee - \$ 50.00	\$ 60 – per inspection	Flat Fee - \$ 25	Flat Fee - \$ 75	Flat Fee - \$ 100

COMMERCIAL / INDUSTRIAL BUILDING PERMIT FEE COMPARISON					
	PORTLAND	GALLATIN	WHITE HOUSE	SPRINGFIELD	GOODLETTSVILLE
Industrial Remodel	Contract x \$ 0.25%	Contract x 1%	Sq. Ft. x new constr. Valuation x 25%	\$ 0.60 per sq. ft.	\$ 0.40 per sq. ft.
Jobsite Trailers	\$ 100.00	-NA-	-NA-	-NA-	\$ 100.00
Commercial Swimming Pool	\$ 100.00	\$ 110.00 + Valuation x 1%	\$ 50.00	\$ 50.00	0-10,000 - \$ 50 10,001-20,000- \$ 150 20,001-30,000 - \$ 200 30,001-40,000 - \$ 250 40,001-50,000 - \$ 300 50,001 + = \$ 350
Demolition - Partial	\$ 50.00	\$ 135.00	\$ 50.00	\$ 50.00	\$ 100.00
Demolition - Full	\$ 50.00	\$ 135.00	\$ 50.00	\$ 50.00	\$ 100.00
Use & Occupancy	\$ 35.00	No Fee Found	\$ 25.00	No Fee Found	\$ 100.00
Re-Inspection	\$ 50.00 after 1st	\$ 85.00 after 1st	\$ 50.00 after 1st	-NA-	\$ 100.00
Certificate of Occupancy	\$25.00	-NA-	-NA-	-NA-	-NA-
Temp. C/O	- NA-	450.00 – 15 days	\$ 75.00	-NA-	\$ 200.00

COMMERCIAL / INDUSTRIAL BUILDING PERMIT FEE COMPARISON – CONT.					
	PORTLAND	GALLATIN	WHITE HOUSE	SPRINGFIELD	GOODLETTSVILLE
Stock & Train Permit	-NA-	\$ 350.00	-NA-	-NA-	-NA-

COMMERCIAL / INDUSTRIAL PLUMBING FEE COMPARISON					
	PORTLAND	GALLATIN	WHITE HOUSE	SPRINGFIELD	GOODLETTSVILLE
Plumbing Commercial / Industrial New Construction & Additions	\$ 0.10 per sq. ft.	\$ 0.15 per sq. ft.	Under 10,000 sq. ft. - \$ 250.00 Over 10,000 sq. ft. - \$ 500.00	\$ 0.10 per sq. ft.	0-10,000 – \$ 100 10,000-20,000-\$ 150 20,001-30,000-\$200 30,001-40,000-\$250 40,001-50,000-\$300 50,001-over-\$400
Plumbing Changeout – Per Unit	\$ 0.10 per sq. ft.	\$ 75.00 per inspection	\$ 25.00	\$ 0.10 per sq. ft.	0-10,000 – \$ 100 10,000-20,000-\$ 150 20,001-30,000-\$200 30,001-40,000-\$250 40,001-50,000-\$300 50,001-over-\$400
Interior Gas Line Inspection	\$ 20.00	\$ 0.15 per sq. ft.	\$ 25.00	\$ 75.00	0-10,000 – \$ 100 10,000-20,000-\$ 150 20,001-30,000-\$200 30,001-40,000-\$250 40,001-50,000-\$300 50,001-over-\$400

COMMERCIAL / INDUSTRIAL MECHANICAL FEE COMPARISON					
	PORTLAND	GALLATIN	WHITE HOUSE	SPRINGFIELD	GOODLETTSVILLE
Mechanical Commercial / Industrial New Construction & Additions	\$ 0.10 per sq. ft.	\$ 0.15 per sq. ft.	Under 10,000 sq. ft. - \$ 250.00 Over 10,000 sq. ft. - \$ 500.00	\$ 0.10 per sq. ft.	0-10,000 – \$ 100 10,000-20,000-\$ 150 20,001-30,000-\$200 30,001-40,000-\$250 40,001-50,000-\$300 50,001-over-\$400
Mechanical Changeout – Per Unit	\$ 0.10 per sq. ft.	\$ 75.00 per inspection	\$ 25.00	\$ 0.10 per sq. ft.	0-10,000 – \$ 100 10,000-20,000-\$ 150 20,001-30,000-\$200 30,001-40,000-\$250 40,001-50,000-\$300 50,001-over-\$400
Interior Gas Line Inspection	\$ 20.00	\$ 0.15 per sq. ft.	\$ 25.00	\$ 75.00	0-10,000 – \$ 100 10,000-20,000-\$ 150 20,001-30,000-\$200 30,001-40,000-\$250 40,001-50,000-\$300 50,001-over-\$400

Planning Fee Schedule

Subdivisions

Name	Application	Current Fee	Proposed Fee
Concept	Subdivisions	\$150 Plus \$5 per lot	\$200 Plus \$5 per lot
Preliminary Plat	Subdivisions	\$150 Plus \$5 per lot	\$300 Plus \$25 per lot
Final Plat	Subdivisions	\$150 Plus \$5 per lot	\$400 Plus \$25 per lot

Site Plans

Name	Application	Current Fee	Proposed Fee
No Building	Site Plans	\$150	\$200
Up to 10,000 Sq. Ft.	Site Plans	\$150	\$500
Over 10,000 Sq. Ft.	Site Plans	\$150 plus \$0.05 per Sq. Ft.	\$500 plus \$0.25 per Sq. Ft.
Maximum Site Plan Fee	Site Plans	\$500	\$2000

Rezoning and Annexation

Name	Application	Current Fee	Proposed Fee
Annexation	Annexation	\$100	\$500
Annexation- Non Contiguous	Annexation	\$100	\$1000
Up to 0.99 Acres	Rezoning	\$200	\$300
1 - 9 Acres	Rezoning	\$250	\$350
10 - 19 Acres	Rezoning	\$300	\$400
20 - 49 Acres	Rezoning	\$400	\$500
50 - 99 Acres	Rezoning	\$500	\$600
100 Acres or more	Rezoning	\$600	\$700

Planned Unit Development

Name	Application	Current Fee	Proposed Fee
Preliminary Master Development Plan	Planned Unit Development	\$350 plus \$5 per acre over 5 acres	\$1000 plus \$.02 per sq. ft. of non residential building and \$10/dwelling unit
Final Master Development Plan	Planned Unit Development	\$250 plus \$5 per acre over 5 acres	\$1000 plus \$.02 per sq. ft. of non residential building and \$10/dwelling unit

Temporary Uses

Name	Application	Current Fee	Proposed Fee
Firework Sales Tent	Temporary		
Special Events Permit	Temporary	\$25	\$25
Special Event Plan Review	Temporary	\$50	\$50

MISC

Name	Application	Current Fee	Proposed Fee
Board of Zoning Appeals	MISC	\$100	\$500
Right of Way Abandonment	MISC	\$100	\$200
Subdivision Regulations Amendment	MISC	\$100	\$200
Land Use Plan Amendment	MISC	\$100	\$500
Plan Amendment	MISC	\$100	\$250