



City Council
May 18th, 2026
6pm

Newberg Public Safety Building 401 E. Third Street
Denise Bacon Community Room

Online: <https://us06web.zoom.us/j/89536547180>

[Public Comment Registration](#)

[View Slides](#)

-
1. Call to Order
 2. Roll Call
 3. Pledge of Allegiance
 4. [City Manager Statistical Report on March](#)
 - a. [Presentation](#)
 5. Public Comments
 6. Presentation
 - 6.1. [Waste Management](#)
 7. Public Hearing
 - 7.1. [Right of Way and Street Closure Code Amendments](#)
 - a. [Exhibit A: Ordinance No 2026-2944](#)
 - b. [Exhibit A-1a: ROW Closure Amendments Annotated](#)
 - c. [Exhibit A-1b: ROW Closure Amendments Clean Copy](#)
 - d. [Presentation](#)
 8. New Business
 - 8.1. [Elections Announcement](#)
 - 8.2. [Master Fee Schedule](#)
 - a. [Resolution](#)
 - b. [Exhibit A: Master Fee Schedule Update](#)
 - 8.3. [Gas Tax Referral*](#)
 - a. [Exhibit A: Map of Newberg Gravel Streets](#)
 - b. [Exhibit B: Potential Text for a November Ballot Measure on Newberg Local Fuel Tax](#)

Adjournment

ADA Statement: Contact the City Recorder's Office for physical or language accommodation at least 2 business days before the meeting. Call (503) 537-1283 or email cityrecorder@newbergoregon.gov. For TTY services please dial 711.

*Indicates supplementary item

REQUEST FOR COUNCIL ACTION



Date Action Requested: (May 18, 2026)

Order <input type="checkbox"/>	Ordinance <input type="checkbox"/>	Resolution <input type="checkbox"/>	Motion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>	Proclamation <input type="checkbox"/>
Subject: CM statistics for March of 2026			Staff: Will Worthey CM Department: Administration		
Work Session <input type="checkbox"/>			Business Session <input checked="" type="checkbox"/>		
			Order On Agenda: CM report		

Is this item state mandated? Yes No

If yes, please cite the state house bill or order that necessitated this action: NA

Recommendation: NA

Executive Summary: The summary of events conducted by city departments in March 2026.

Fiscal Impact: All were conventionally budgeted items.

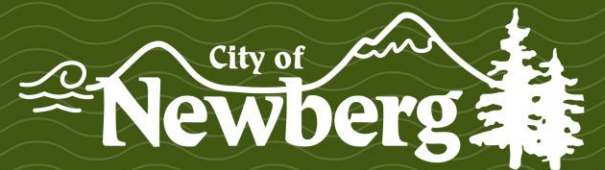
Council Goals:

Goal 4: Create and maintain a high level of transparency with our residents in order to build trust.

O1: Expand communication outreach in regard to regular city events and additional involvement with city businesses by the end of 2026.

Newberg CM Report

Monthly Statistics to the End of March 2026



Planning: combined planning decisions of all sorts*: 6

**Average
2022**
11.7

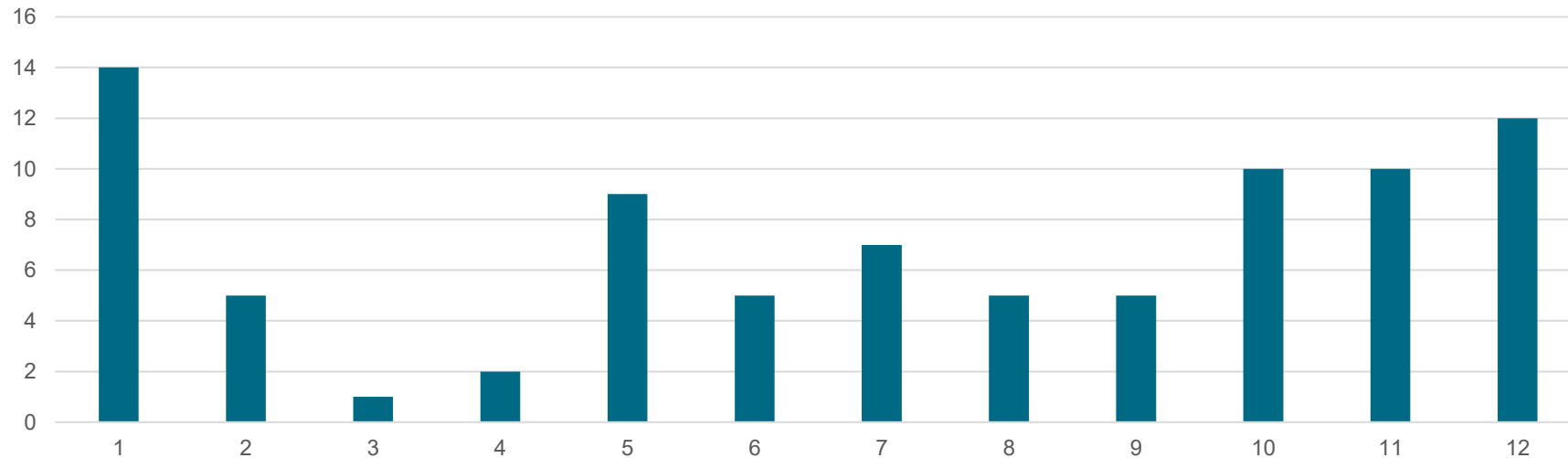
**Average
2023**
11.8

**Average
2024**
8.6

Planning Decisions



2025 Planning Decisions Average: 7.1



* Combined from the Director, Planning Commission and Council

Planning: building permits for housing units: 3

**Average
2022**

15

**Average
2023**

7.8

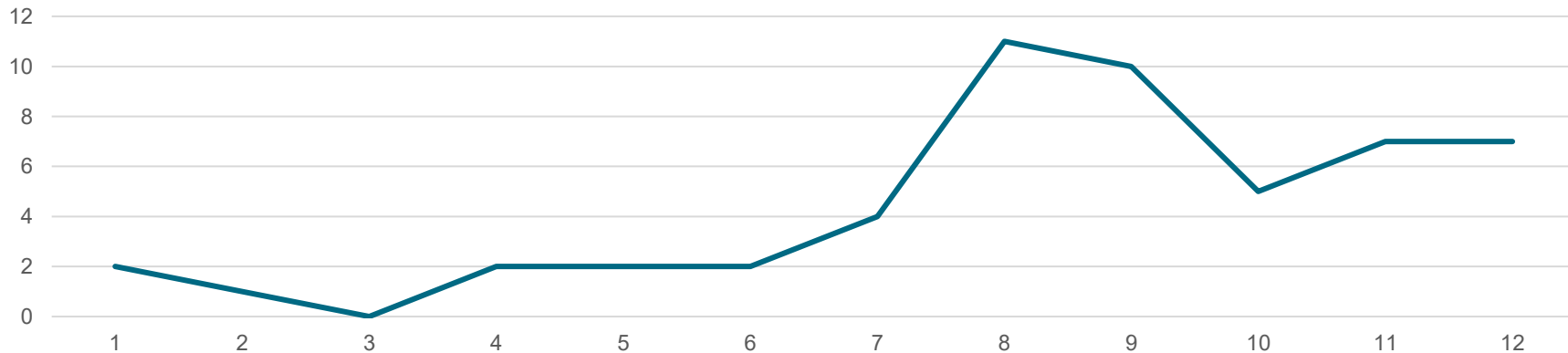
**Average
2024**

5.7

Permits for units



2025 Permits for units Average: 4.4



Planning: building permits other types: 55

**Average
2022**

122

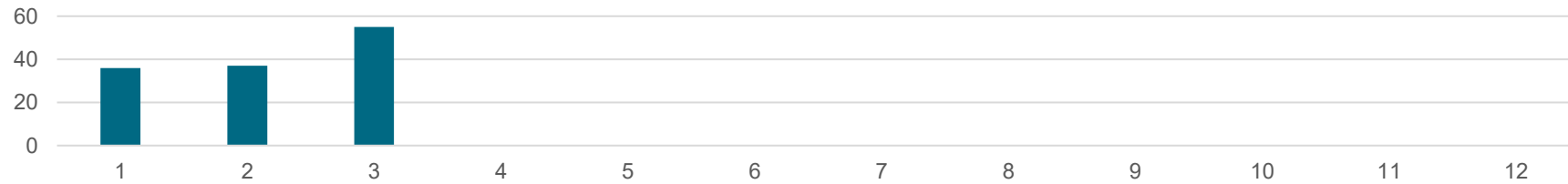
**Average
2023**

101

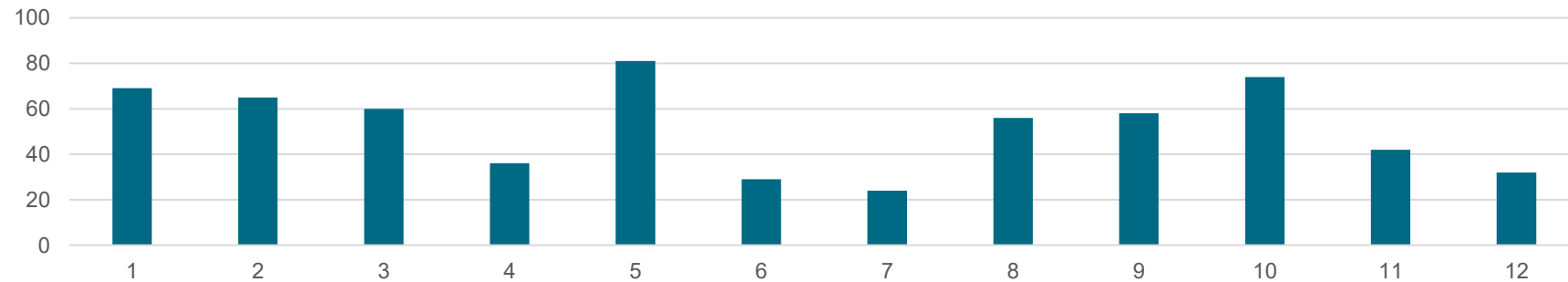
**Average
2024**

55.3

Other Building Permits



2025 Other Building Permits Average: 52.1



Planning: building inspections: 176

**Average
2022**

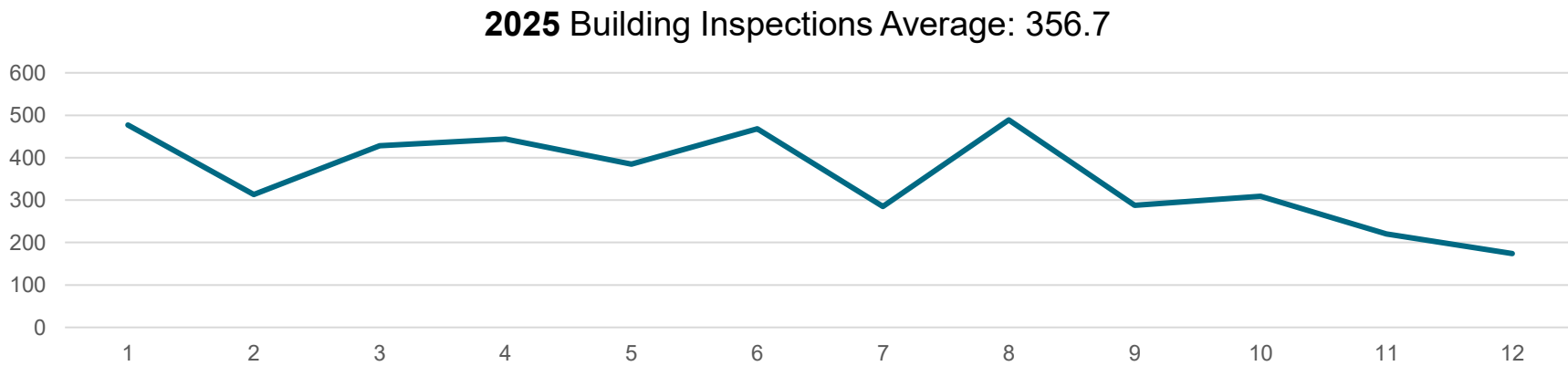
691

**Average
2023**

728

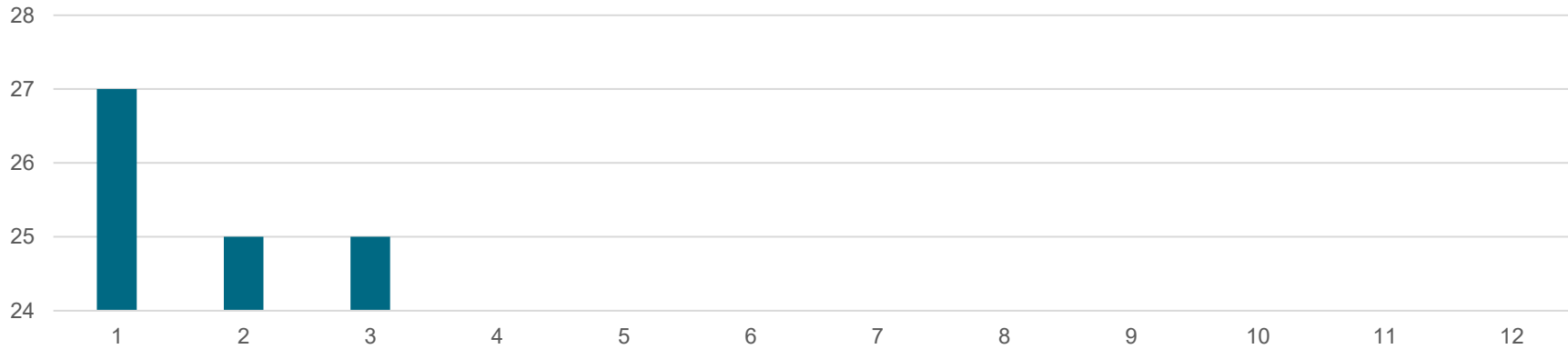
**Average
2024**

624.7

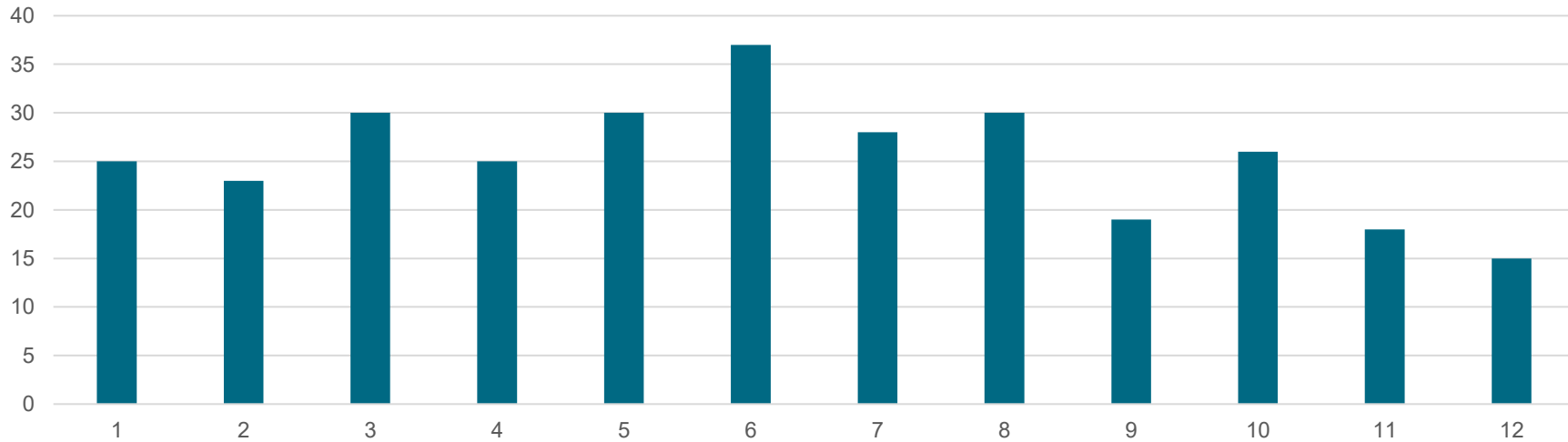


Community Engagement: submission forms through website: 25

Web site postings we responded to



2025 Website Responses Average: 25.5



**Average
2022**

23

**Average
2023**

24.6

**Average
2024**

20.9

Community Engagement: social media engagement: 19491

**Average
2022**

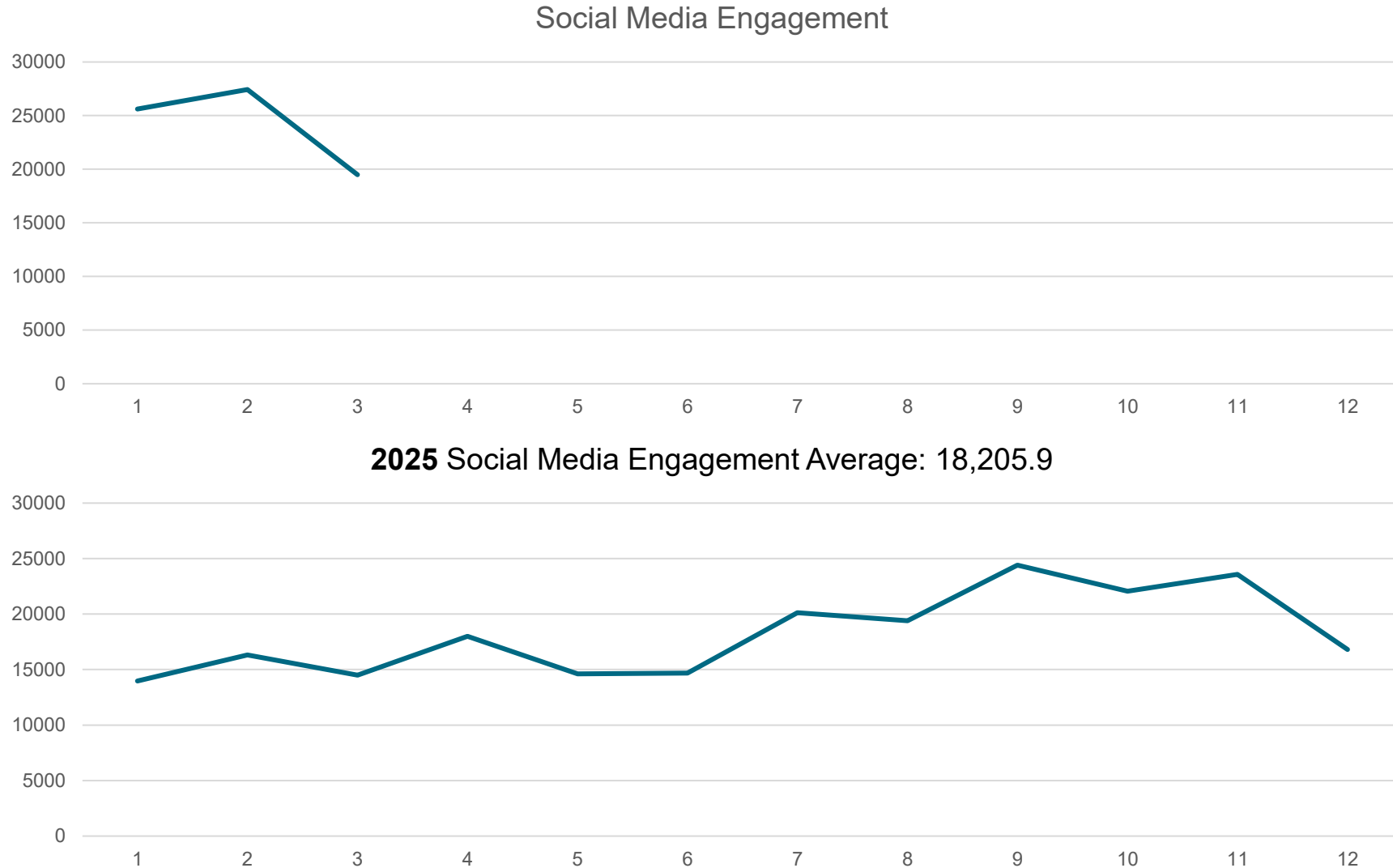
7942.5

**Average
2023**

7560.8

**Average
2024**

13,673



City Recorder: Public Records Requests: 5

**Average
2022**

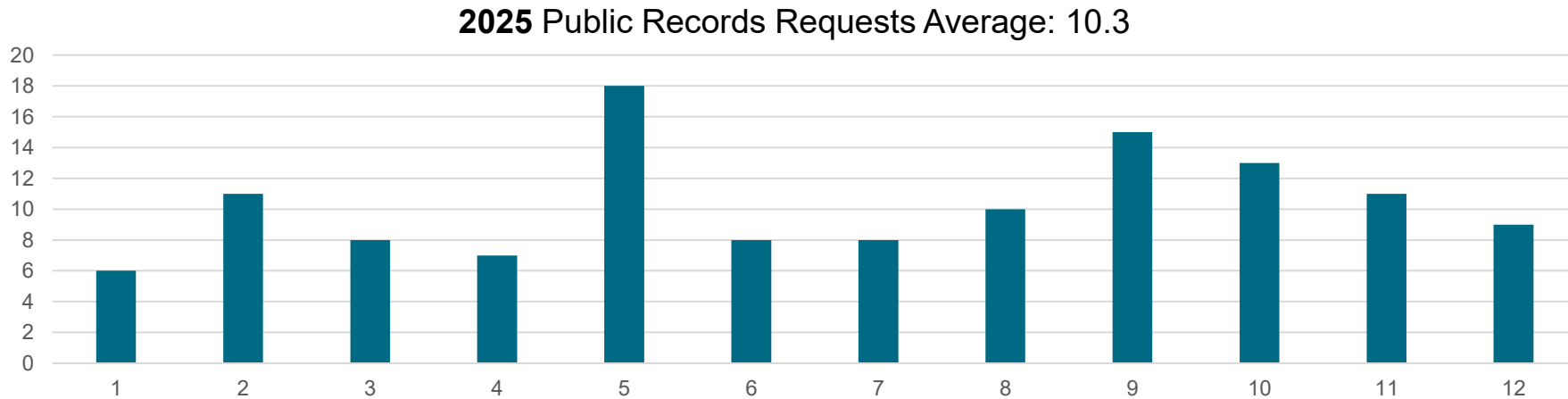
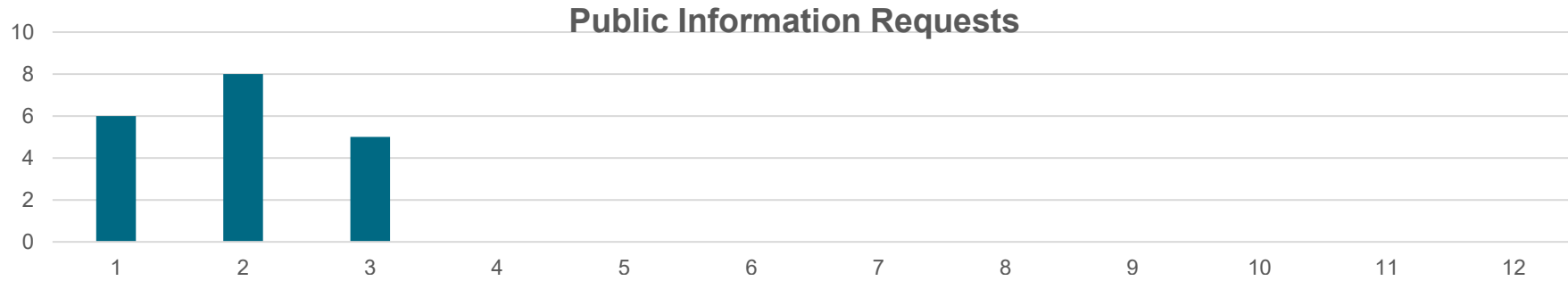
4.5

**Average
2023**

5.5

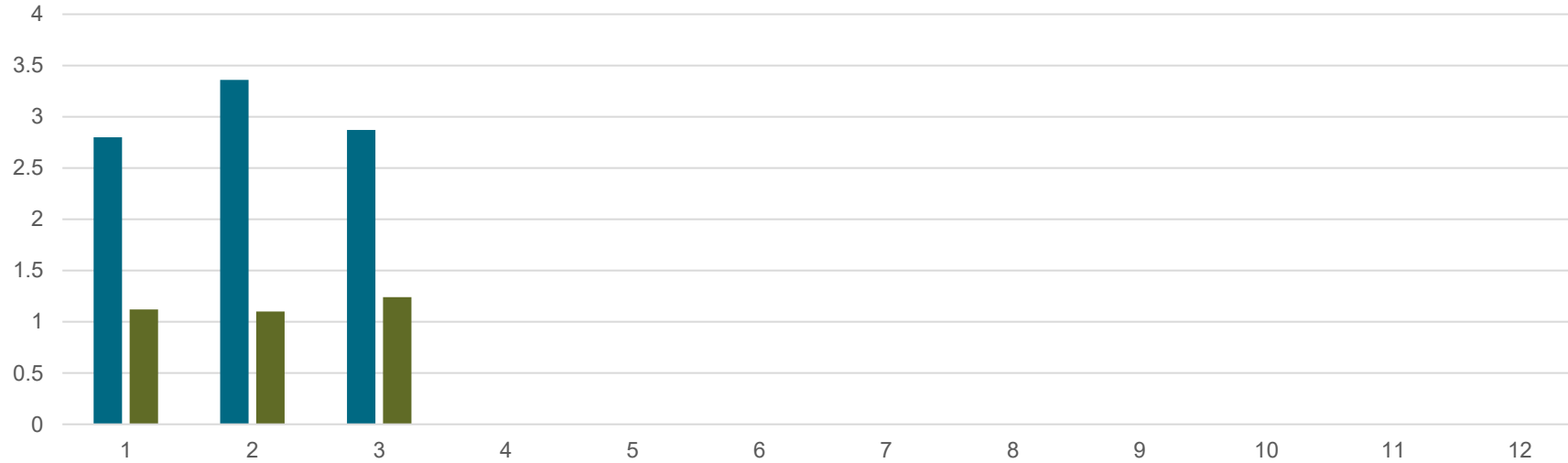
**Average
2024**

5.3

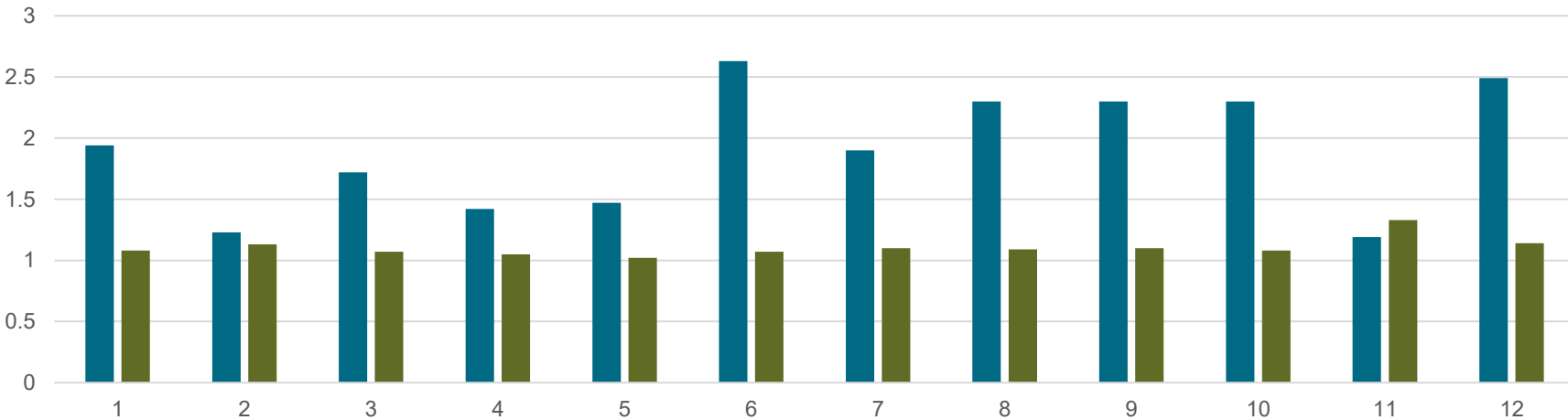


Finance: \$2.87 M of payments to accounts payable & \$1.24 M of payroll

Accounts Payable \$ and Payroll \$



2025 Accounts Payable \$: 1.91 and Payroll \$: 1.11



Average 2022

AP
\$1.75 M

Payroll
\$0.93 M

Average 2023

AP
\$2.56 M

Payroll
\$1.01 M

Average 2024

AP
\$1.44 M

Payroll
\$1.12 M

HR: Recruitments advertised: 7 Hires: 1 Separations: 4
FMLA / ADA / OFLA / workers comp claims: 7

2022 Average

Recruitments
5.6
Hires
1.9
Separations
1.6
Claims
2.6

2023 Average

Recruitments
4.2
Hires
1.9
Separations
1.1
Claims
3.3

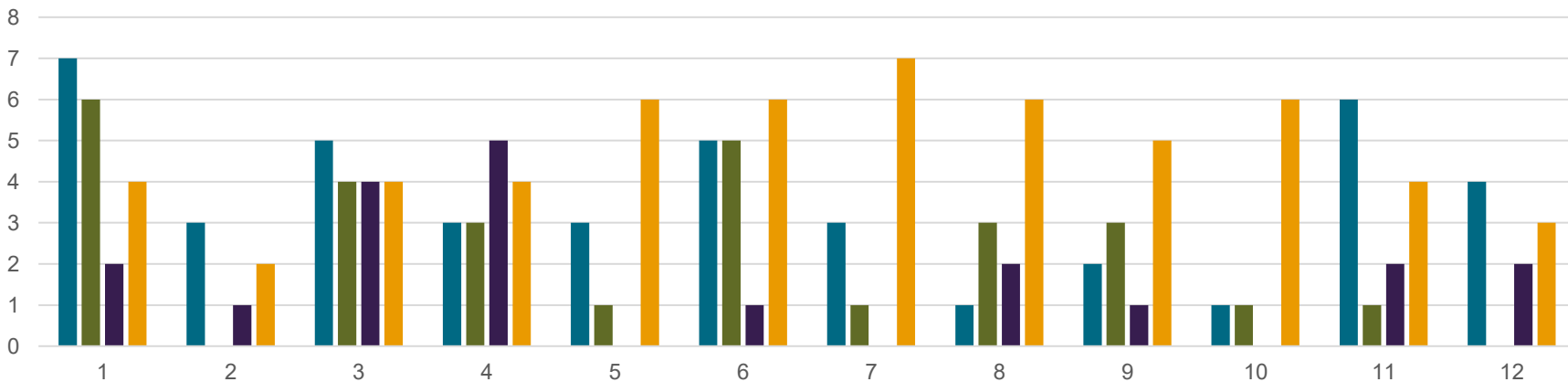
2024 Average

Recruitments
3.7
Hires
1.6
Separations
1
Claims
4

Recruitments, Hires, Separations, Claims



2025 Recruitments: 3.6 , Hires: 2.3 , Separations: 1.7 , Claims: 4.8



IT resolved 349 service tickets for the city.

**Average
2022**

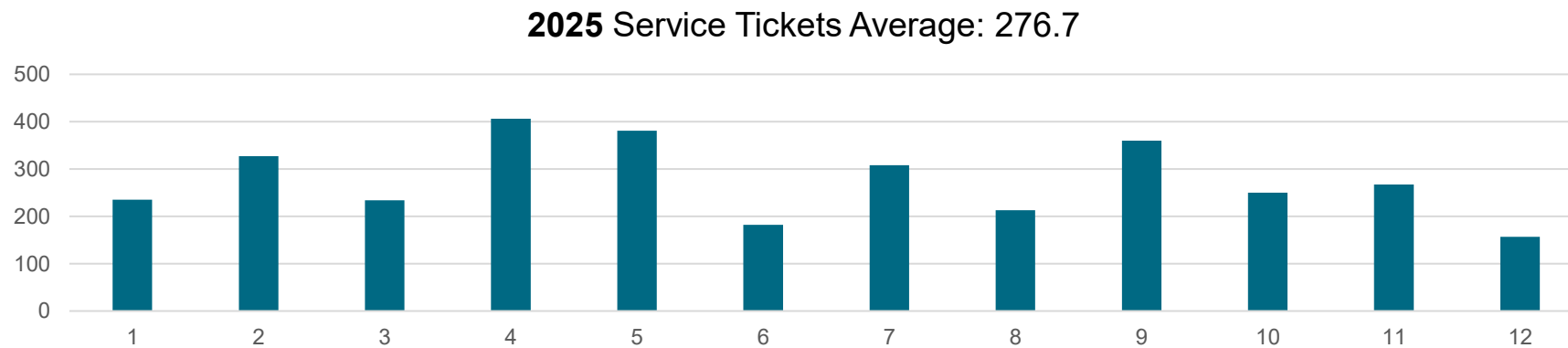
203.4

**Average
2023**

232.3

**Average
2024**

245.4



IT responded to 2 after hours on-call events.

**Average
2022**

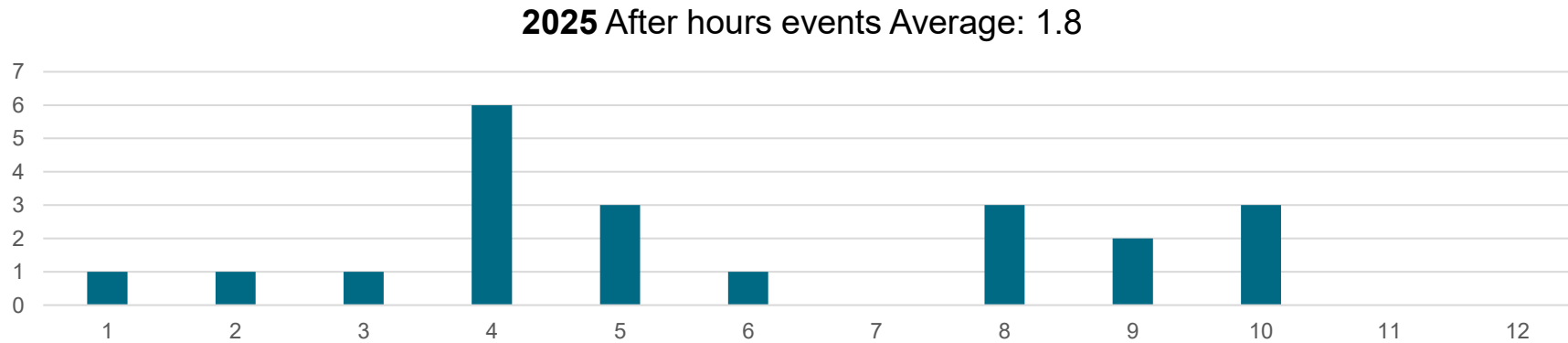
3.6

**Average
2023**

2.58

**Average
2024**

2.67



Library Activity: Door count 8657, Circulation events 35546

Average 2022

Door Count 7108

Circulation 23,418

Average 2023

Door Count 8372

Circulation 25,889

Average 2024

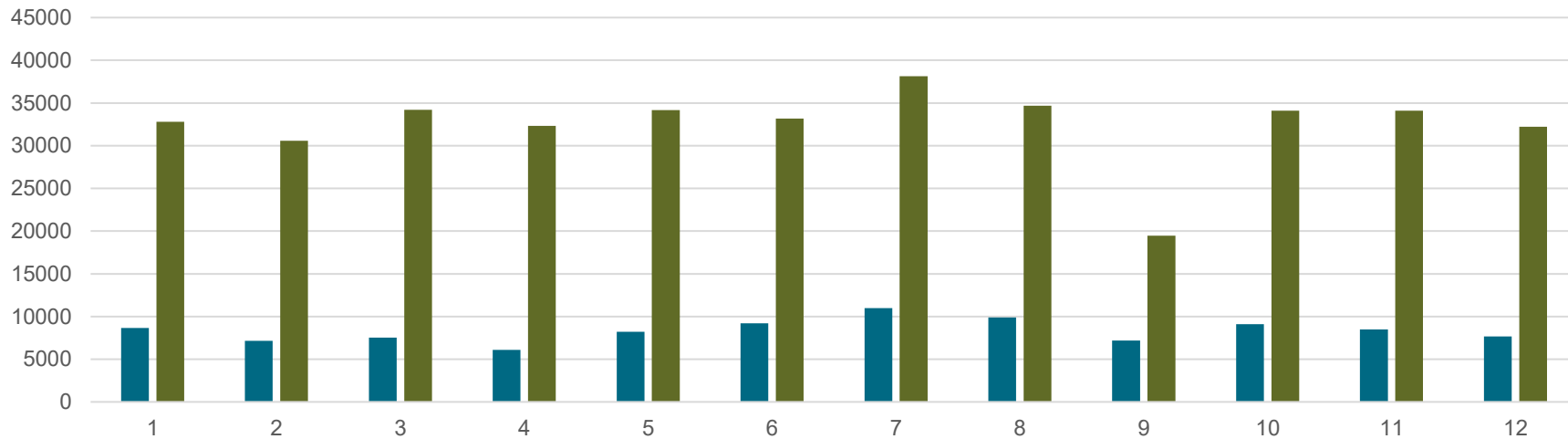
Door Count 8426

Circulation 31,669

Door Count, Circulation Events



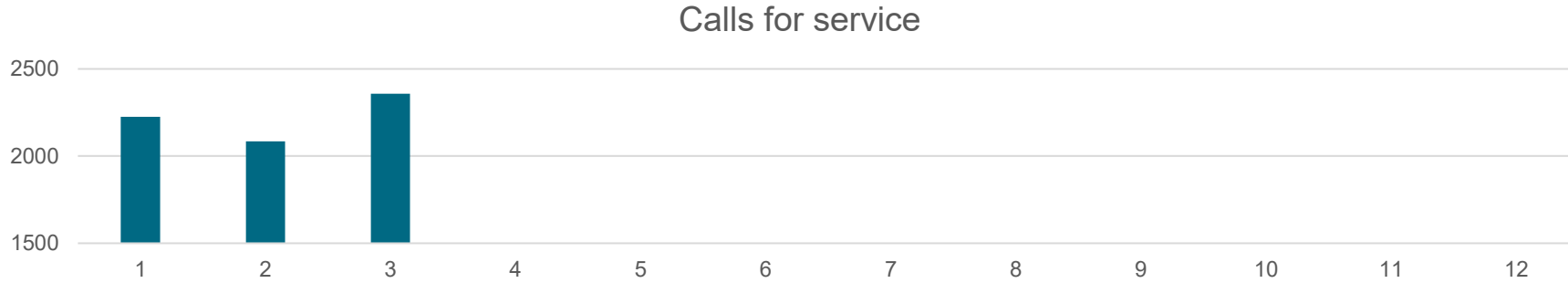
2025 Door Count Average: 8352.3 , Circulation Events Average: 32,493.2



Public Safety: 2358 – calls for service

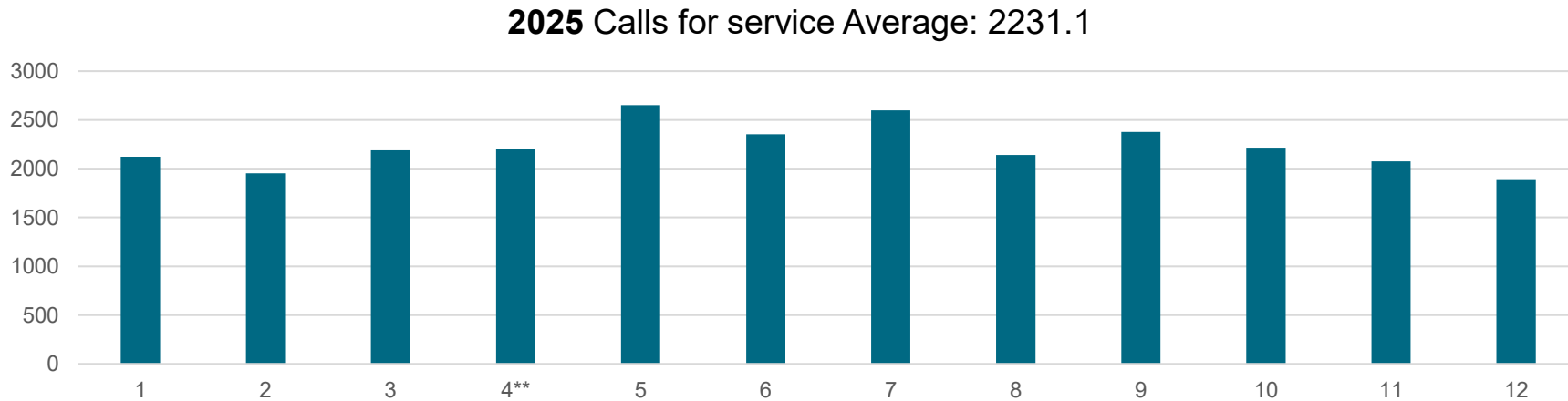
**Average
2022**

2065



**Average
2023**

2206



**Average
2024**

2289

Public Safety: 935 – traffic stops

**Average
2022**

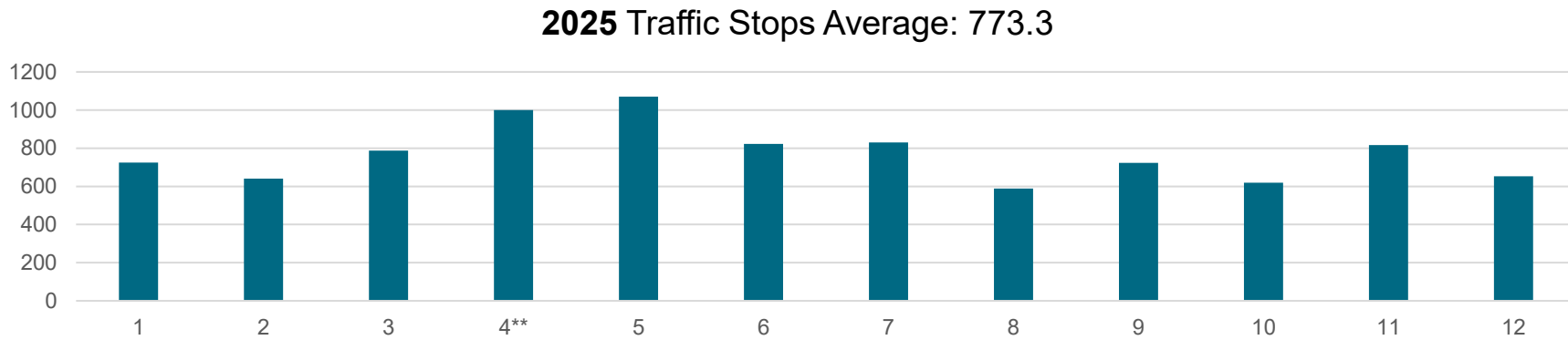
561

**Average
2023**

557

**Average
2024**

699.4



Public Safety: 699 – citations & warnings

**Average
2022**

428

**Average
2023**

433

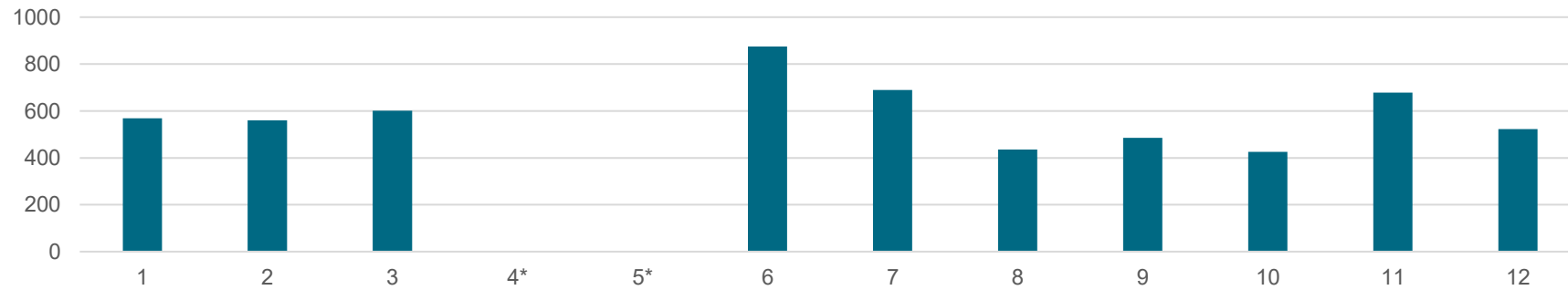
**Average
2024**

514

Citations and Warnings



2025 Citations and Warnings average: 486.6



Public Safety: 8 – Driving Under the Influence of Intoxicants (DUII's)

**Average
2022**

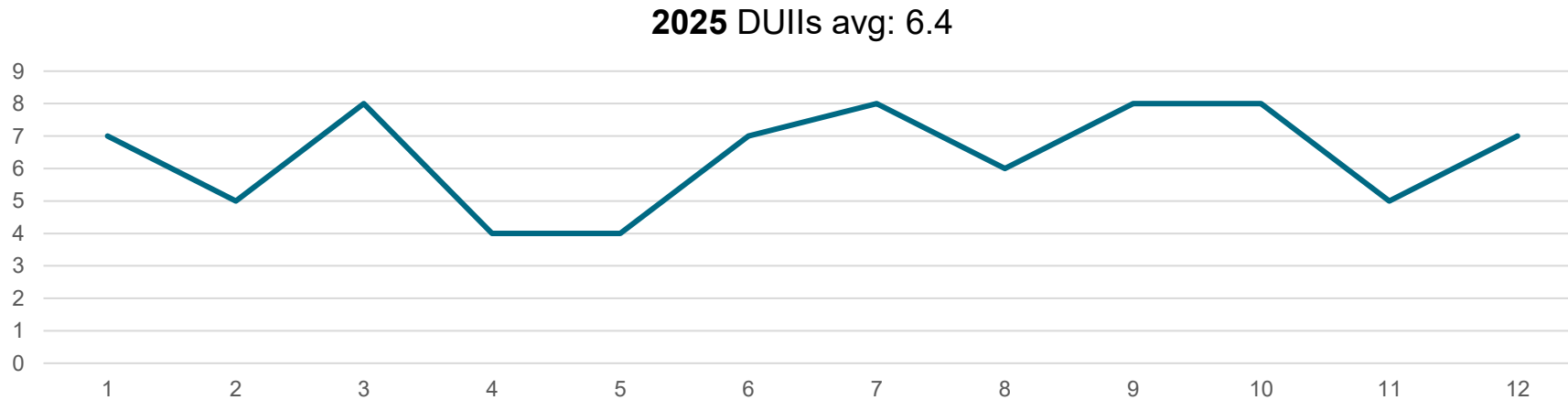
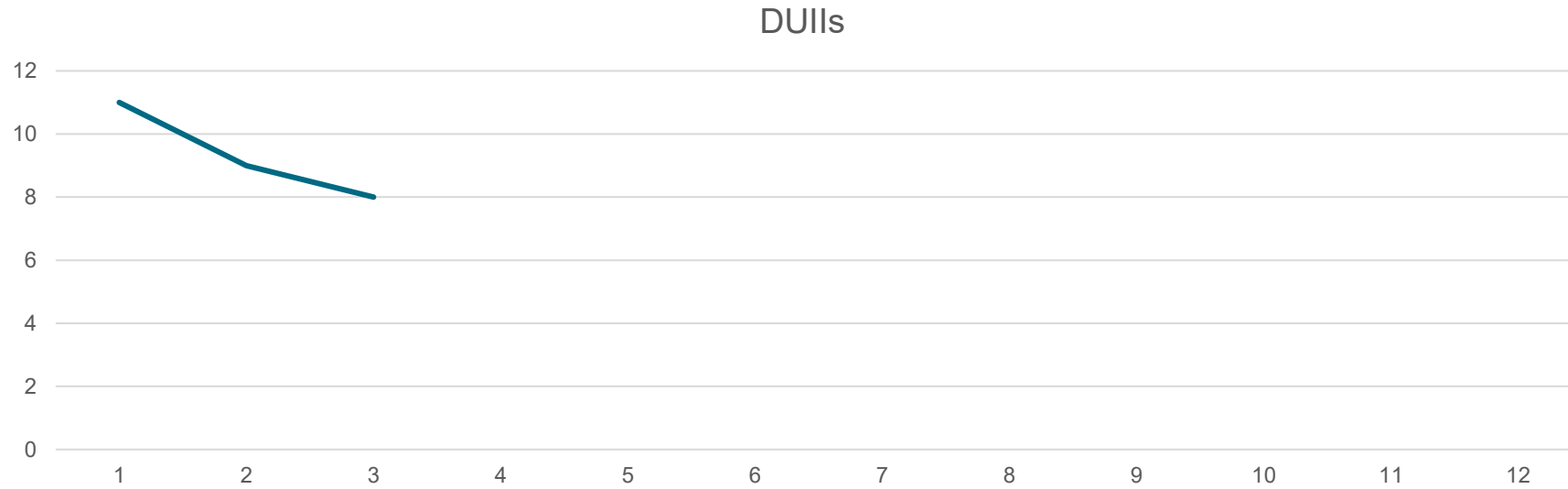
12.1

**Average
2023**

9.8

**Average
2024**

10.5



Dispatch: 610 “911” calls & 2658 non-emergency calls

Average 2022

911 Calls
817

Non-Emergency
3436

Average 2023

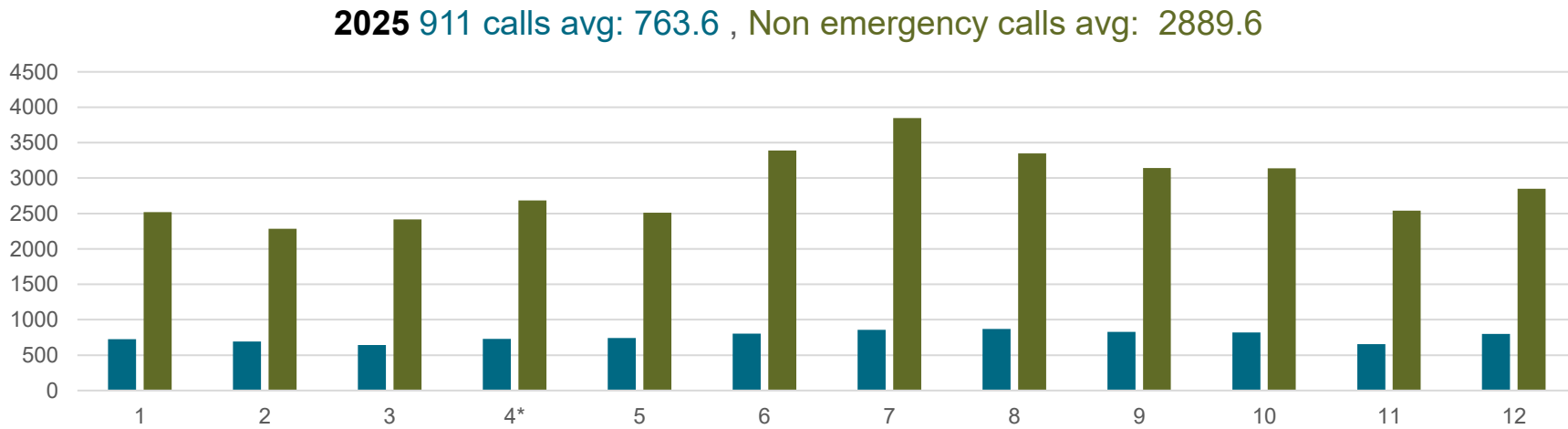
911 Calls
892

Non-Emergency
3214

Average 2024

911 Calls
780

Non-Emergency
2624



Public Works: water production was 49.8 million gallons, & 160.97 million gallons (MG) were treated

Average 2022

Clean Water 69.5 MG

Waste Water 105.5 MG

Average 2023

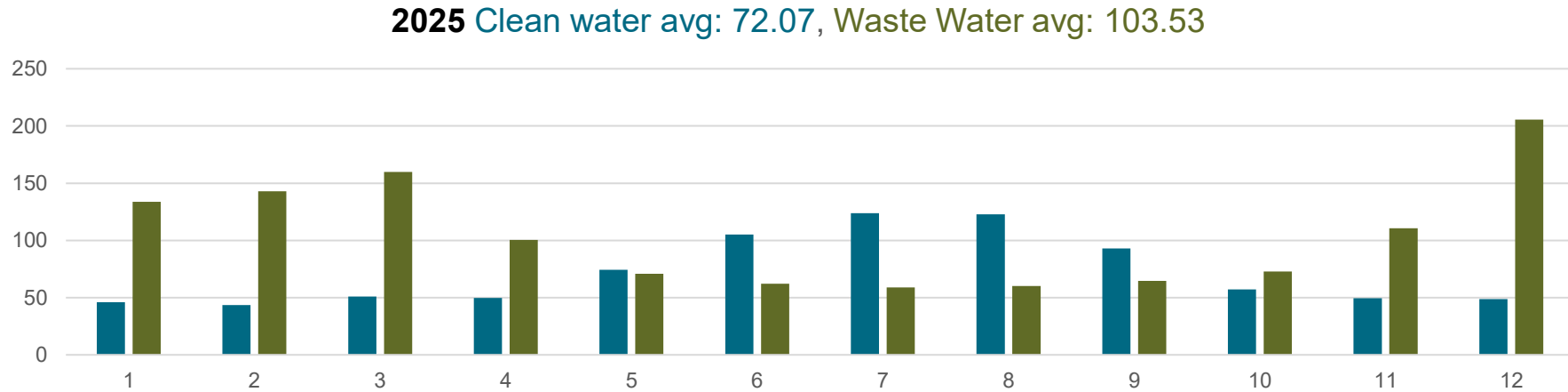
Clean Water 73.3 MG

Waste Water 108.2 MG

Average 2024

Clean Water 71.9 MG

Waste Water 116 MG



Public Works: 1330 work orders completed

**Average
2022**

1452.6

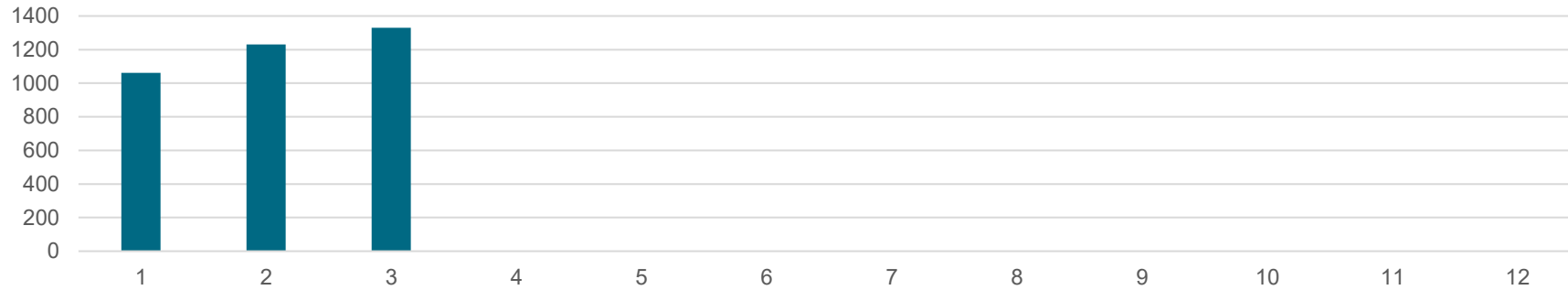
**Average
2023**

1677

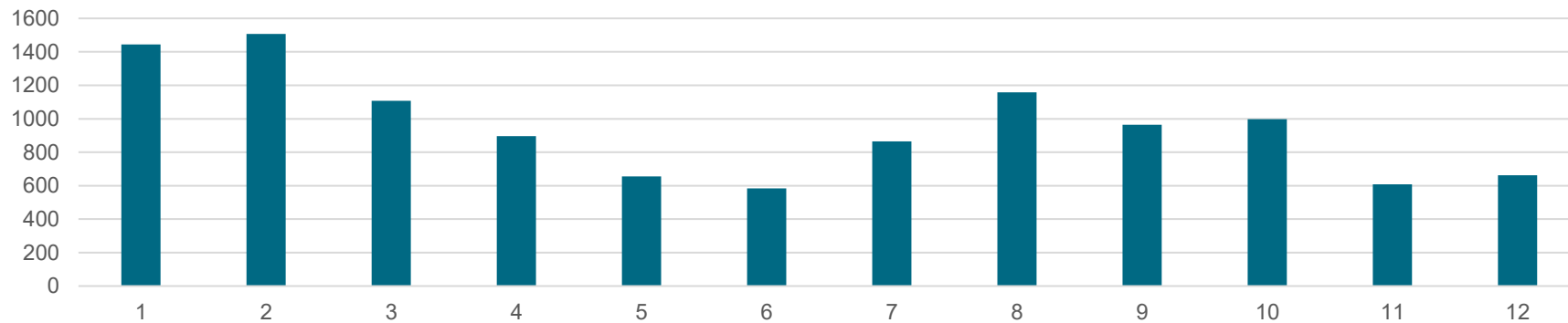
**Average
2024**

1133

Work orders completed



2025 – Work Orders Average: 954.17



So that's the totals to the end of
March 2026

Questions?



City of Newberg & WM

Protecting the environment.
Looking toward the future.

Dave Huber – Sr. Manager Public Sector
Jason Wille – District Manager
Mike Jefferies – Area Pricing Director
Meg Gallagher – Pricing Analyst

May 18, 2026



Tonight's Discussion

1. Collection Services
2. Site Improvements
3. Annual Report Review 2025
4. Rate Comparisons
5. Benefits of our Partnership
6. Questions



WM Collection Services

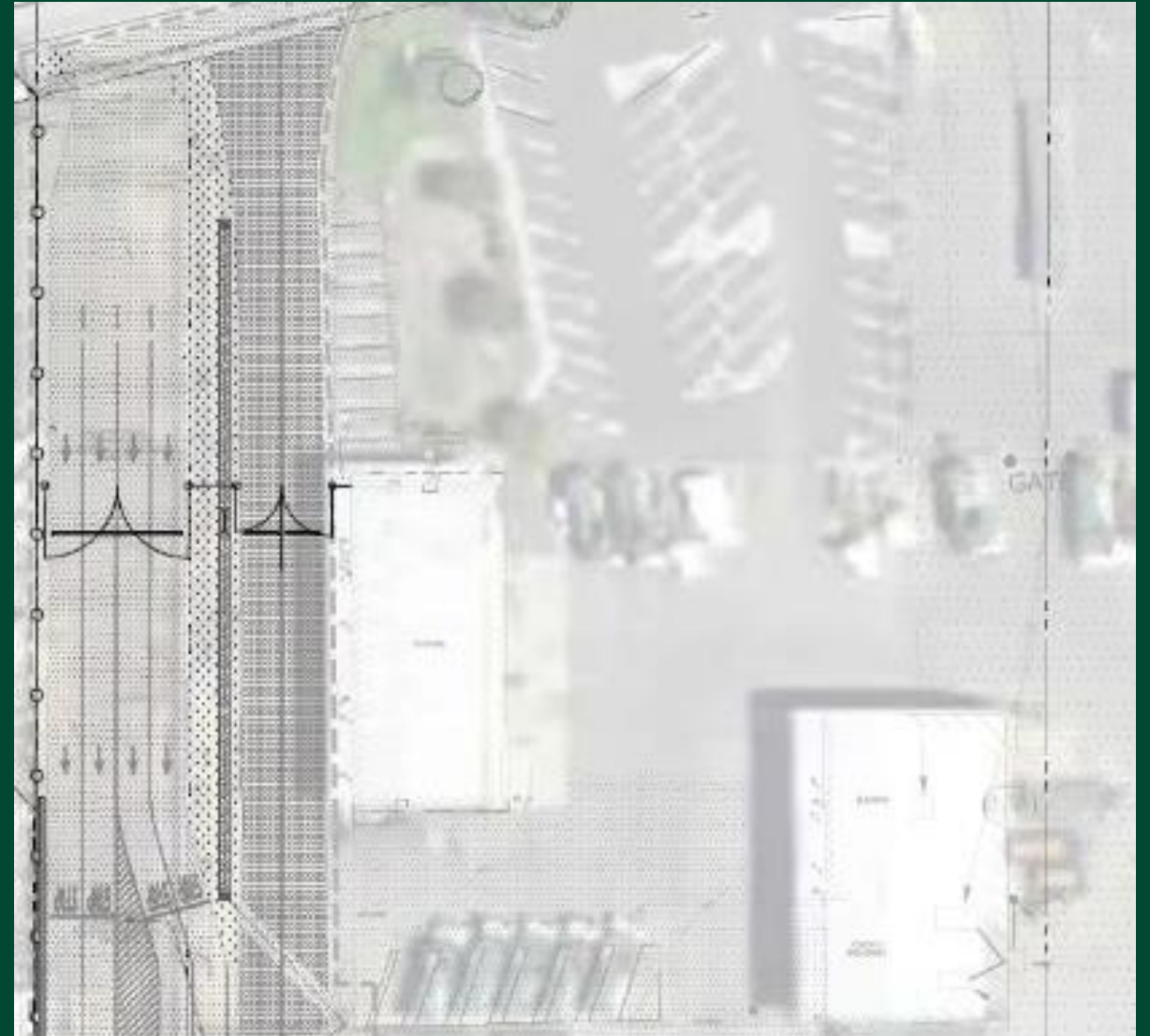
Residential, Commercial, Industrial, Medical

- Community partner for 16 years
- Dedicated customer service representative on site available 12pm-5pm, Mon-Fri
- Comprehensive recycling, yard debris and garbage service
- Serving the following customers:
 - **6,731 Residential**
 - Weekly trash
 - Bi-weekly Recycling/Yard Debris
 - Subscription Glass: 50% participation
 - **555 Commercial**
 - Weekly trash and recycling
 - **Industrial/Drop Box**
 - MSW, Construction, Recycling and Grape Skins/Stems
 - **Medical Waste (Stericycle)**



Site Improvements

- Facility Upgrades
 - Transfer station building/equipment improvements
 - Additional inbound lanes to relieve traffic on Wynooski Road
 - Extended Summer hours added for customer convenience



2025 Annual Report Review

2024 vs 2025 and Projected 2026

	2024	2025	Projected
Total Revenue	\$ 5,507,903	\$ 5,896,676	\$ 6,150,326
Total Direct Costs	\$ 4,296,333	\$ 4,687,724	\$ 4,724,975
Total Indirect Costs	\$ 1,004,527	\$ 997,655	\$ 1,017,266
Operating Income	\$ 207,043	\$ 211,297	\$ 408,084
Return on Revenue	3.76%	3.58%	6.64%

Hours	2024		2025		Variance (2025 vs. 2024)
	Total Company	Newberg	Total Company	Newberg	
Commercial	5,161	3,828	5,480	3,935	107
Res'l Garbage	6,336	3,468	6,648	3,563	95
Res'l Recycling	5,074	2,512	5,013	2,447	(65)
Res'l Yard Waste	1,398	1,177	1,356	1,144	(33)
Rolloff	3,607	1,894	3,646	2,132	239
Total	21,576	12,878	22,142	13,221	343
Tons					
Commercial	7,347	5,973	7,315	5,857	(116)
Res'l Garbage	9,497	5,759	9,695	5,845	86
Res'l Recycling	2,509	1,297	2,404	1,250	(47)
Res'l Yard Waste	2,941	2,465	2,805	2,368	(96)
Rolloff	14,757	6,994	14,044	6,498	(496)
Total	37,051	22,488	36,263	21,818	(669)

Miles	2024		2025		Variance (2025 vs. 2024)
	Total Company	Newberg	Total Company	Newberg	
Commercial	38,162	28,612	39,916	28,827	216
Res'l Garbage	42,007	17,266	42,941	17,232	(33)
Res'l Recycling	39,021	14,674	39,489	15,125	451
Res'l Yard Waste	8,570	7,208	7,937	6,579	(628)
Rolloff	51,636	29,972	48,661	28,245	(1,727)
Total	179,396	97,732	178,944	96,009	(1,723)
Stops					
Commercial	56,818	45,784	58,478	46,450	666
Res'l Garbage	560,566	353,019	566,760	356,379	3,360
Res'l Recycling	420,916	263,269	419,760	263,868	599
Res'l Yard Waste	191,872	161,617	198,157	168,333	6,716
Rolloff	4,731	3,239	3,559	2,652	(588)
Total	1,234,903	826,928	1,246,714	837,681	10,753

CPI	Year			Customers	
	Annual	% Change	Commercial	Residential	
2022	287.49	4.52%	549	6485	
2023	310.51	8.01%	555	6642	
2024	323.83	4.29%	557	6710	
2025	332.95	2.81%	558	6712	
2026	341.85	2.67%	555	6731	

Franchise Payment	Revenue		Fran. Fee
Residential:	2,603,722	5%	130,186
Commercial:	1,925,404	5%	96,270
Drop Box:	1,366,643	5%	68,332
Other	\$ 907	5%	45
Total Income:	\$ 5,896,676		294,834

Based on known increases for 2025, a 3.74% increase will allow us to achieve a reasonable ROR

- Last rate increase of 8.6% effective 7/1/2025
- Higher than expected operating costs
- Projected increases for 2026
 - Disposal cost and processing charges
 - Fuel
 - CPI across the board

Comparison of Rates

3.74% rate adjustment based on DCR

Service	Newberg, current	Monthly increase	Newberg, proposed
20-gallon	\$24.01	\$0.89	\$24.90
32/35-gallon	\$25.88	\$0.96	\$26.84
60/65-gallon	\$31.83	\$1.18	\$33.01
90/95-gallon	\$34.97	\$1.29	\$36.26
Commercial 2-yard 1x/week	\$184.40	\$6.82	\$191.22

Dundee*	Yamhill County*	Washington County^	Clackamas County*
\$24.87	\$0.00	\$31.09	\$37.13
\$27.32	\$29.50	\$33.68	\$43.35
\$34.77	\$36.35	\$47.97	\$56.89
\$38.69	\$42.57	\$56.36	\$67.82
\$225.62	\$214.14	\$200.96	\$238.41

* Rates reflect proposed rates effective 7/1/26

^ Rates include \$2.00 surcharge for recycling and estimated 2026 rate increase



Community Partnership

- **Environment**
 - New WM recycling facility in Portland has led to increased recovery rates in Newberg and surrounding areas
- **Safety**
 - Injury free for over 14 months
- **Employees**
 - Commitment to putting our people first
 - 4th generation employees
 - We have retained 33% of the employees since the purchase in 2010
 - Living wages with great benefits
- **Community**
 - WM's involvement with local service club organizations
 - In-kind services for local community events
 - Public Works day
 - Newberg Old Fashioned Festival
 - Rotary membership
 - Chehalem Valley Chamber members



On behalf of our WM employees who service the Newberg community, thank you for your partnership.

Questions?



Appendix 1 – Calculation of requested increase

A	Projected Costs	\$5,742,242
$B = A \div 0.9$	Revenue Required for 10% ROR	\$6,380,269
C	Projected Revenue	\$6,150,326
$D = B - C$	Revenue Variance	\$229,943
$E = D \div C$	% Increase Needed	3.74%

REQUEST FOR COUNCIL ACTION



Date Action Requested: May 18, 2026

Order <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/> Proclamation <input type="checkbox"/>	
No. 2026-2944	
Subject: Street Closure and Regulation of Rights-of-Way in Newberg Municipal Code	Staff: Jeremiah Cromie Department: Community Development File: GEN25-0007
Business Session	Order On Agenda:
Hearing Type: Legislative <input checked="" type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Administrative <input type="checkbox"/> Not Applicable <input type="checkbox"/>	

Is this item state mandated? Yes No

If yes, please cite the state house bill or order that necessitated this action:

HB2658 (2025) which limits a city's authority to require street frontage improvements in some circumstances.

Recommendation: Move to adopt Ordinance 2026-2944 by title only and waive second reading.

Executive Summary:

The City's current street closure process and right-of-way procedures currently have conflicting code language regarding who has authority over certain right-of-way permits and the criteria and procedures that apply to street closures and frontage improvements. This resulted in confusion among departments and the public including the Wednesday Night Market street closure application in 2025. The result of that application indicated the need for changes to the Newberg Municipal Code and permitting processes.

As such, Community Development staff convened a work group comprised of staff in Planning, Development Engineering, Capital Engineering, Police (Code Compliance), Public Works Operations, and City Administration. While the team continues to work together to refine the process, the proposed code amendments accomplish the following:

1. Clarify and streamline the permit process for all special events and street closures. The Police Department will be the decision maker on all special events permits and street closures that are not related to construction, including non-consecutive day events (will include Public Works Maintenance and Capital Engineering as part of review process).
2. Establish clear criteria for where streets can be closed (not on arterials, major collector streets).
3. Establish separate criteria for temporary encroachments (i.e. dumpsters/storage containers), including how long they can stay on street.

REQUEST FOR COUNCIL ACTION



The proposed amendments also address other deficiencies, mostly in Title 12 streets and sidewalks related to designee being able to make decisions as well as compliance with HB2658 (2025) for frontage improvements related to remodels as well as other clean up language to make things clearer for staff and residents.

City council held a work session on the item on May 4, 2026 to discuss the amendments and process improvements.

Fiscal Impact: No direct fiscal impact. The updated permit process and OpenGov automation should improve customer service and reduce staff workload.

Council Goals:

Goal 1: Continue to create and maintain a high level of customer service

Goal 4: Create and maintain a high level of transparency with our residents in order to build trust

Contents:

Exhibit A: Ordinance 2026-2944

Exhibit A-1a: Ordinance 2026-2944 Annotated Title 2, 10 and 12 Code Amendments

Exhibit A-1b: Ordinance 2026-2944 Clean Copy Title 2, 10 and 12 Code Amendments

ORDINANCE NO. 2026-2944



An Ordinance Amending Newberg Municipal Code, Title 2 Administration and Personnel, Title 10 Vehicles and Traffic and Title 12 Streets and Sidewalks to amend street closures, encroachments and right-of-way regulations

Recitals:

1. Through application of the code, staff have found that the current process for street closure and right of way permits is unclear and city code conflicts with recent changes in state law (ORS 455.487) related to street frontage improvement requirements.
2. A work group consisting of staff from community development, city administration, public works maintenance, police and capital engineering reviewed city code requirements for street closures, right-of-way permits, and street frontage improvement and recommended code updates and process improvements.
3. The Newberg City Council held a work session on May 4, 2026, for review of the street closure and right-of-way amendments and process improvements.

The City of Newberg Ordains as Follows:

1. Newberg Municipal Code, Titles 2, 10 and 12 are amended as shown in Exhibit A-1a (“Annotated Amendments”) and A-1b (“Clean Copy Amendments”).

Effective Date of this ordinance is 30 days after the adoption date, which is: _____, 2026.

Adopted by the City Council of Newberg, Oregon, this _____ day of _____, 2026, by the following votes: **AYE:** **NAY:** **ABSTAIN:**

Rachel Thomas, City Recorder

Attest by the Mayor this _____ day of _____, 2026.

Bill Rosacker, Mayor

City Council Ordinance 2026-2944

Exhibit A-1a

Street Closure and Right-of-Way Updates

Title 2, 10, 12 Amendments (Annotated)

GEN25-0007: Street Closure and Right-of-Way Update

Formatting of amendments:

- Code edits and revisions are indicated using double underline for text additions and ~~strike-outs~~ text for deletions.
- The comments in text boxes summarize the proposed changes and the reasons for them

2.15.040 Chief of police – Powers and duties generally.

The powers and duties of the chief of police shall generally be as follows:

A. Establish departmental objectives in line with city council goals. Plan and develop law enforcement policies, procedures, standards and programs based on an analysis of city growth, crime patterns, workload, staffing levels and related economic, legislative and judicial influences to provide appropriate and effective law enforcement services to the community.

B. Have authority and responsibility for the fiscal management of the department, including developing justification for and presentation of department budget requests.

1. Manage and monitor approved department budgets.
2. Prepare and/or review department requests for proposals.
3. Review, prepare and approve department expenditures.

C. Assign, supervise and evaluate the work of subordinates.

1. Hear grievances from and administer disciplinary action to department personnel.
2. Interview and effectively recommend department hiring and termination actions.
3. Ensure provision of adequate training within the department.

D. Supervise and assist in major departmental problems, crimes or accidents and perform such additional duties as may be assigned by the city manager.

E. Prepare reports and advise the city manager and city attorney in regard to resolutions and ordinances pertaining to public safety matters for city council information or action.

F. The chief of police or their designee is authorized to make decisions on all temporary street closures or other temporary traffic changes due to special events, such as Old Fashioned Festival (parade) and other public functions.

G. Permits for closure of the Newberg cultural district festival street are issued under NMC 12.05.245.

<p>Staff Comment: City Engineer was never found in record from ordinances. Ord. 2427 gives the authority for street closures to the “chief of police”. Engineering Department will still be part of review process for closures of streets. This is to update that the Chief of Police and/or designee has the authority for all temporary street closures (moved from 2.15.470)</p>

2.15.470 Authority of city engineer.

The city engineer will have the authority to make traffic decisions as follows:

A. General Authority. The city engineer will have the authority to establish, maintain, remove or alter any traffic control device. Such orders of the city engineer will designate the findings as to reasons for taking such action, will make entry into the schedule of decisions, and submit a report and findings as to reasons for taking such action to the traffic safety commission.

B. Appeal to Commission. At the next regularly scheduled meeting, the city engineer will ratify, affirm, alter or change the action.

~~C. The city engineer and/or designee will have authority to make decisions on all temporary street closures or other temporary traffic changes due to special events, such as Old Fashioned Festival (parade) and other public functions.~~

~~D. Permits for closure of the Newberg cultural district festival street are issued under NMC [12.05.245](#). [Ord. [2829](#) § 1 (Exh. B), 4-2-18; Ord. [2779](#) § 3, 2-17-15; Ord. [2743](#) § 1, 10-3-11; Ord. [2427](#). Code 2001 § 32.29.]~~

Staff Comment: City Engineer was never found in record from ordinances. Ord. 2427 gives the authority for street closures to the “chief of police”. Engineering Department will still be part of review process for closures of streets. Moved these sections to chief of police powers in 2.15.040

Article IV. Parades

10.10.140 Prohibited activity.

No person shall organize or participate in a parade which may disrupt or interfere with traffic without obtaining a permit. A permit shall always be required of a procession of people utilizing the public right-of-way and consisting of 100 or more persons or 25 or more vehicles, other than funerals. [Ord. [1712](#), 9-17-73. Code 2001 § 71.45.]

Penalty: See NMC [10.10.400](#).

10.10.150 Parade permit.

A. Application for a parade permit shall be made to the chief of police or their designee at least ~~15~~ 45 days prior to the intended date of the parade, unless the time is waived by the chief of police or their designee.

B. Applications shall include the following information:

1. The name and address of the person responsible for the proposed parade.
2. The date of the proposed parade.
3. The desired route, including assembling points.
4. The number of persons, vehicles and animals which will be participating in the parade.
5. The proposed starting and ending time.
6. The application shall be signed by the person designated as chairman.

C. If the chief of police or their designee, upon receipt of the application, determines that the parade can be conducted without endangering public safety and without ~~seriously~~ significantly inconveniencing the general public, the chief of police shall approve the route and issue the permit.

D. If the chief of police or their designee determines that the parade cannot be conducted without endangering public safety or significantly ~~seriously~~ inconveniencing the general public, the chief of police or their designee may:

1. Propose an alternate route.
2. Propose an alternate date.
3. Refuse to issue a parade permit.

E. The chief of police or their designee shall notify the applicant of the chief of police or their designee's decision within ~~five~~ fifteen days of receipt of the application.

F. If the chief of police or their designee denies the permit, proposes alternatives to the proposed route, or refuses to issue a permit, the applicant shall have the right to appeal the

chief of police or their designee's decision to the city council. [Ord. [1712](#), 9-17-73. Code 2001 § 71.46.]

Penalty: See NMC [10.10.400](#).

10.10.160 Appeal to city council.

A. An applicant may appeal the decision of the chief of police or their designee by filing a written request of appeal with the city recorder within five days after the chief of police or their designee has proposed alternatives or refused to issue a permit.

B. The city council shall schedule a hearing date following the filing of the written appeal with the city recorder and shall notify the applicant of the date and time that the applicant may appear either in person or by a representative. [Ord. [1712](#), 9-17-73. Code 2001 § 71.47.]

10.10.180 Permit revocable.

The chief of police or their designee may revoke a parade permit if circumstances clearly show that the parade can no longer be conducted consistent with public safety. [Ord. [1712](#), 9-17-73. Code 2001 § 71.49.]

Chapter 12.05

STREETS AND SIDEWALKS

Article I. Street and Sidewalk Construction

12.05.020 Permits.

~~A. Any person who may desire~~A permit is required to construct or that is required by the city engineer or their designee to construct any sidewalk or curb upon public right-of-way property in the city, except that no permit is required for sidewalk or curb construction by City staff or the City's contractors on City projects. shall, before commencing work, apply to the city engineer for a permit; and such application

B. Applications for permits under this section shall specify the property along which such walk or curb is to be laid, the name of the person for whom same is to be constructed, by whom the same is to be done, and the time within which same is to be completed.

CB. It is made the duty of the city engineer or their designee to issue permits for public sidewalks in the city. No person shall construct or cause to be constructed any walk or curb in the city without such permit [Ord. [2048](#), 3-2-81; Ord. [929](#), 7-2-40. Code 2001 § 96.02.]

Penalty: See NMC [12.05.440](#).

12.05.040 Construction and maintenance of sidewalks.

It shall be the duty of the owners of land adjoining any street or highway within the city to construct a portland cement sidewalk when directed by the city engineer or their designee. It shall be the duty of the city engineer or their designee to serve written notice to the property owner in accordance with NMC [12.05.050](#). It shall be the duty of the owners of land adjoining any sidewalk or curb, if the two are integral, to maintain both the sidewalk or curb in good repair to provide safe public access. [Ord. [2089](#), 7-7-82; Ord. [929](#), 7-2-40. Code 2001 § 96.04.]

Penalty: See NMC [12.05.440](#).

12.05.050 Notice.

~~If the owner of any such land adjoining any street in the city shall fail to have and keep in good repair the sidewalk and/or curb in front of, along and abutting upon such land and/or where no sidewalk or curb exists and in the opinion of the city engineer a sidewalk and/or curb or both is~~

~~needed, the city engineer shall post a notice of such land describing the sidewalk to be constructed, repaired or reconstructed by termini or otherwise and directing such owner, owner's agent or the occupant of such land to immediately construct, reconstruct or repair such sidewalk in a good and substantial manner and in accordance with the provisions of this chapter. Such notice shall describe such land by street number or otherwise shall state the date of posting same, shall require such owner, occupant or agent to complete such construction, reconstruction and/or repair within 90 days after such date of posting and shall state that a lien may be levied and assessed upon such land for the cost of the construction, reconstruction and/or repair of such sidewalk and that such owner, occupant or agent may be subjected to the penalties provided by this chapter in the event of failure to so construct, reconstruct and/or repair said sidewalk within the time specified by said notice. Said notice shall also set forth the provisions of NMC [12.05.080](#) as amended. The city engineer shall file with the city an affidavit of posting stating the date and place of such posting and send a similar notice by mail to the owner of such land if known or to the agent of such owner if known, directed to the last known post office address of such owner or agent. A mistake in the name of the owner or agent or a name other than that of the true owner or agent of such property shall not render void such notice, but in such case, the posted notice shall be sufficient. [Ord. [2733](#) Att. A, 2-7-11; Ord. [2048](#), 3-2-81; Ord. [1145](#), 2-1-54; Ord. [929](#), 7-2-40. Code 2001 § 96.05.]~~

A. Upon finding the owner of land abutting any sidewalk and/or curb has failed to maintain and keep in good repair that sidewalk and/or curb and in the opinion of the city engineer or their designee, maintenance or repair of the a sidewalk and/or curb is needed, the city engineer or their designee shall post a notice of such land describing the sidewalk to be constructed, repaired or reconstructed by termini or otherwise and directing such owner, owner's agent or the occupant of such land to immediately construct, reconstruct or repair such sidewalk in a good and substantial manner and in accordance with the provisions of this chapter.

B. Where in the opinion of the city engineer or their designee a sidewalk and/or curb is needed, and the property abutting the street where said sidewalk and/or curb is needed is subject to an agreement with the city requiring the construction of a sidewalk and/or curb, the city engineer or their designee shall post a notice of such land describing the sidewalk to be constructed or reconstructed by termini or otherwise and directing such owner, owner's agent or the occupant of such land to immediately construct, reconstruct or repair such sidewalk in a good and substantial manner and in accordance with the provisions of this chapter.

C. Notices issued under this section shall describe such land by street number or otherwise shall state the date of posting same, shall require such owner, occupant or agent to complete such construction, reconstruction and/or repair within 90 days after such date of posting and shall state that a lien may be levied and assessed upon such land for the cost of the construction, reconstruction and/or repair of such sidewalk and that such owner, occupant or agent may be subjected to the penalties provided by this chapter in the event of failure to so construct, reconstruct and/or repair said sidewalk within the time specified by said notice. Said notice shall also set forth the provisions of NMC [12.05.080](#) as amended. The city engineer or their designee shall file with the city an affidavit of posting stating the date and place of such posting and send a similar notice by mail to the owner of such land if known or to the agent of

such owner if known, directed to the last known post office address of such owner or agent. A mistake in the name of the owner or agent or a name other than that of the true owner or agent of such property shall not render void such notice, but in such case, the posted notice shall be sufficient.

Staff Comment: Restructured for clarity and that outside of repair requirements, city engineer or designee can only require new sidewalk where subject to an agreement. This is typically a non-remonstrance agreement to forming a local improvement district (LID) or make improvements at Owner's cost if required by City. This is most often used when there is a localized project where there are not adjacent improvements at this time.

12.05.060 Repair permits and enforcement.

Before reconstructing and/or repairing any such sidewalks, such owner, agent or occupant shall obtain a permit from the city engineer or their designee describing the nature and type of construction, repair and/or reconstruction which is to be done, together with the materials and specifications, and the name of the contractor who will do the work, all in accordance with the provisions of this chapter. Said owner, agent or occupant shall proceed to complete such construction, repair and/or reconstruction in accordance with such permit in this article within the said period of 90 days of posting such notice. If the owner, agent or occupant of such land shall fail, neglect or refuse to so complete such construction, repairs and/or reconstruction within said time, the city engineer or their designee shall make and complete the same keeping an accurate record and account of cost of labor and materials for the work done on the sidewalk or sidewalks in front of or abutting each parcel of land. The city engineer shall report to the city council the cost of such construction, repairs and/or reconstruction, segregated as to the sidewalk or portion of the sidewalk in front of, adjacent or abutting upon each separate lot or parcel of land. Said report shall also describe each lot or parcel of land in a manner sufficient for identification. [Ord. [2048](#), 3-2-81; Ord. [1145](#), 2-1-54; Ord. [929](#), 7-2-40. Code 2001 § 96.06.]

12.05.070 Assessment.

The city engineer or their designee ~~council~~ shall exercise general supervision and authority over all sidewalk construction, repairs and/or reconstruction within the city, ~~and it~~ The city council shall ~~inspect and~~ examine all reports of sidewalk construction, reconstruction and/or repair made by the city engineer or their designee. ~~and if it~~ If the city council deems the cost of the construction, reconstruction and/or repair to be reasonable, it ~~shall approve the same.~~ Thereafter, the city council may shall assess each lot, tract or parcel of land fronting on or abutting or adjoining such sidewalk so constructed, repaired and/or reconstructed in accordance with state law the cost of such construction, repairs and/or reconstruction ~~as approved by the city council~~, together with the additional sum of 15 percent of such cost to

defray cost of notice, engineering and advertising. Such assessment shall be entered on the docket of the city liens and collected in the same manner as is provided for special assessments for street improvements. [Ord. [2048, 3-2-81](#); Ord. [1145, 2-1-54](#); Ord. [929, 7-2-40](#). Code 2001 § 96.07.]

Cross-reference: See ORS Chapter [308](#) pertaining to assessments.

12.05.090 Permits and certificates.

A. Concurrent with the issuance of a building permit for the construction of a building for residential use or business structures or an addition to a dwelling or business structure, the value of which is \$30,000 or more except as the city engineer or their designee may require on building permits of lesser value in accordance with NMC [12.05.040](#), the owner, builder or contractor to whom the building permit is issued shall meet the following requirements:

1. Construct a sidewalk within the dedicated right-of-way for the full frontage in which a sidewalk in good repair does not exist. The sidewalk construction shall be completed within the building construction period or prior to issuance of an occupancy permit, whichever is the lesser.
2. Dedicate right-of-way in accordance with the city transportation plan.

B. The city engineer or their designee may issue a permit and certificate allowing noncompliance with all or some of the provisions of subsection (A) of this section to the owner, builder or contractor when, in the city engineer's or their designee's opinion, the construction of a sidewalk is impractical for one or more of the following reasons:

1. Sidewalk grades have not and cannot be established for the property in question within a reasonable period of time.
2. Future installation of public utilities or street paving would, of necessity, cause severe damage to existing sidewalks.
3. Topography or contours make the construction of a sidewalk impractical.
4. The noncompliance provided in subsection (B)(1) of this section shall be temporary and shall cease to exist when grades are established for sidewalks by the public works department or when public utilities or street paving have been constructed. The permit shall indicate the reason for its issuance.

5. The building permit is for renovation of an existing building that is not adding any square footage or footprint or changing the occupancy of the building and the alteration cost does not exceed \$150,000 of the effective date of Ordinance 2026-2944 as annually

adjusted to the Consumer Price Index for All Urban Consumers, West Region (All Items), as published by the Bureau of Labor Statistics of the United States Department of Labor

C. If the owner, builder or contractor considers any of the requirements impractical for any reason, they may appeal the decision to the ~~planning commission~~ City Council.

D. If a sidewalk is not constructed within the time required by this section, then the city may construct it for the full street frontage in front of the property and proceed with the construction, assessment and collection of costs as provided for in NMC [12.05.070](#). [Ord. [2048](#), 3-2-81; Ord. [1857](#), 5-2-77; Ord. [929](#), 7-2-40. Code 2001 § 96.09.]

Staff Comment: B(5) was added to address HB2658 (2025) which states the City can't require sidewalks for existing businesses remodeling if the cost does not exceed \$150,000 except for certain circumstances (i.e. ADA), but the city still can require right-of-way dedication as part of the permit.

12.05.100 Closing of streets and sidewalks during construction.

Whenever new construction work or repair work is underway upon a street or part of a street, the contractor or person directly in charge of the work shall obtain a permit. With the consent of the ~~chief of police~~ city engineer or their designee, the street and/or sidewalk may be closed, by reason that the street and/or sidewalk is made dangerous for public traffic due to the work. The ~~chief of police~~ city engineer and/or designee may also close the street and/or sidewalk or part of a street and/or sidewalk to public traffic, whenever such closing is necessary to properly carry on the work of construction or repair; and the street and/or sidewalk or part of a street and/or sidewalk shall remain closed during the period of work. Proper notice shall be sent to all public services including emergency services.

[Ord. [1711](#), 9-17-73. Code 2001 § 96.10.]

Staff Comment: Designee made to match other spaces for closing of streets. Changed chief of police to city engineer for construction work. Sidewalk added for clarity about closure of sidewalks

12.05.110 Barriers.

Whenever a street or a part of a street and/or sidewalk is closed, the contractor or person directly in charge of the work shall construct and maintain at either end of the construction work, and other places as the city shall direct, proper and suitable barriers and signs notifying the public of the construction work and that the street and/or sidewalk or part of a street

and/or sidewalk is closed to public traffic and closed to parking. [Ord. [1711](#), 9-17-73. Code 2001 § 96.11.]

Penalty: See NMC [12.05.440](#).

Staff Comment: Sidewalk language is added for clarity as often sidewalks also need to be closed during construction for safety purposes.

Article III. Driveway, Curb, and Gutter Construction

12.05.160 Permits.

A. Permit Required. No person shall remove, alter or construct any curb, driveway or gutter on or in any public street, alley or other property owned by or dedicated to or used by the city and over which it has jurisdiction to regulate the matters covered by this chapter without first obtaining a permit from the city.

B. Application for Permit. An application for a permit shall be filed with the city engineer or their designee recorder on a form prescribed by the city and shall contain such information and data as required by it.

C. Fees for Permits. Before any permit is issued, the applicant shall pay to the city a permit fee as set by city council resolution. [Ord. [1772](#), 4-7-75. Code 2001 § 96.41.]

Penalty: See NMC [12.05.440](#).

12.05.170 Supervision.

All work done under a permit issued in compliance with this article shall be under the direction and supervision of the city engineer or their designee inspector. A permit issued under the provisions of this article may be revoked by the city engineer or their designee inspector at any time the city inspector engineer or their designee is satisfied that the work is not being performed according to the provisions of this article. [Ord. [1772](#), 4-7-75. Code 2001 § 96.42.]

Staff Comment: City inspector is not a job title or designated position elsewhere in code. Updated for clarity.

12.05.190 Maintenance and removal.

A. Every driveway approach or entrance to abutting property shall be maintained and kept in safe condition by the owner of the abutting property; and any such driveway approach shall not be so maintained and kept, or which shall interfere with or obstruct the drainage carried by such street or the use of said street for the purpose of travel, shall be repaired to conform with the specifications of this article and the city engineer or their designee inspector, or be removed. Upon the termination of any driveway, whether by revocation of permit or expiration of term, or abandonment or otherwise, the authority, rights and privileges granted shall cease. The owner of the property to which said driveway leads shall, within six months after receiving notice by registered mail from the city, remove or modify the driveway improvements; and the sidewalks, parkway, curb and other areas where said improvements were located shall be restored or reconstructed to the end that the portion of said sidewalk space, parkway and curb areas which were used for said driveway shall be made safe for public travel and be placed in the same condition as the adjacent sidewalk space, parkway and curb areas. Said restoration work shall be done by said property owner at the property owner's own expense.

B. In the event of the failure, neglect or refusal on the part of any property owners to remove driveways and restore the sidewalk spaces, parkways and curb areas to the restoration condition heretofore mentioned, the city may proceed to restore the same and charge the expense of the restoration to the properties to which said driveways have led; and the cost of the restoration shall become liens upon said properties, and shall be entered as liens upon the same lien docket of the city. [Ord. [1772](#), 4-7-75. Code 2001 § 96.44.]

Penalty: See NMC [12.05.440](#).

12.05.200 Variances.

~~Upon written application for a variance, the city council may grant variances from the requirements of this article if it determines that the following conditions are present:~~

~~A. The exception or variance desired arises from peculiar physical conditions not ordinarily existing in similar districts in the city, or is due to the nature of the business or operation on the abutting property.~~

~~B. That the exception or variance desired is not against the public interest, particularly safety, convenience and general welfare.~~

~~C. That the granting of the permit for the exception or variance will not adversely affect the rights of adjacent property owners or tenants.~~

~~D. The strict application of the terms of this article will work unnecessary hardship on the property owner or tenant. [Ord. [1772](#), 4-7-75. Code 2001 § 96.45.]~~

Staff Comment: Provisions for this are handled with public works design standards for design exceptions

Article IV. Street and Sidewalk Obstructions

12.05.205 Definitions.

For the purpose of this article, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

*“Dumpster” is any portable container used or designed for collection of, transportation of, or disposal of solid waste or the like. **Dumpsters** shall include, but are not limited to, roll-off containers, collection bins, and tubs.*

“Portable storage container” is a portable, weather-resistant receptacle designed and used for the storage or shipment of household goods, wares, building materials or merchandise.

12.05.210 Structures and encroachments placed on streets.

It shall be unlawful for any person, firm, association, or corporation to place or maintain any structure or other encroachment of any nature whatsoever in any right-of-way of the street, ~~or~~ alley, or sidewalk within the corporate limits of the city or to cause any structure or other encroachment to be placed therein without first obtaining a permit, from the city, to do so as outlined in this article.

Exemptions to permits for structures and other encroachments into the right-of-way from this article include:

1. Mailboxes approved by the United States Postal Service Postmaster
2. Signs that are in compliance with NMC 15.435.110.
3. Emergencies as declared by the Chief of Police or City Manager or designee
4. Transit Shelter approved with a public improvement permit
5. Franchise Utilities properly permitted under NMC 12.05.320
6. Street and Sidewalk furniture that meets the requirements of NMC 12.05.225

7. Allowed encroachments that are provided elsewhere in this code

Staff Comment: Updated to more than structures for all items that are encroachments into the City's ROW

Penalty: See NMC [12.05.440](#).

12.05.215 Special events using public right-of-way.

- A. A person wishing to use the right-of-way for a special event must apply for and obtain a special event permit from the City. Special Events include but are not limited to the following: farmers markets, block parties, and athletic events. Parades are subject to the rules and permits of NMC Title 10 Article IV Parades Sections 10.10.140 through 10.10.180
- B. An application for a special event permit must be on the form provided by the city and include any fee as set by council resolution. All special events must be applied for at least 45 days prior to the event(s) with all fees paid unless otherwise waived by the chief of police or their designee. The Chief of Police or their designee will take final action on a permit no more than 15 business days after a receipt of a completed application.
- C. Special Events will not be permitted on any arterial or collector street as functionally classified by the City's Transportation System Plan unless otherwise approved by the Chief of Police
- D. The following must be submitted with the special event permit:
1. Location(s) of proposed event
 2. Date(s) of events
 3. Hours of event(s)
 4. Anticipated number of persons expected to participate
 5. Traffic control plan
 6. Any musical or amplified noise expected to be used
 7. If alcohol will be provided in any manner
 8. Any other information that the Chief of Police or designee deems necessary
- E. Criteria for approval:
1. Does not create a public safety concern

- F. The chief of police or designee may require conditions of approval for a special event permit
- G. Issuance of a special event permit neither obligates nor requires the city to provide any support to the special event.

Penalty: See NMC [12.05.440](#).

Staff Comment: New section for special events since none existed including criteria and additional details.

12.05.225 Street and Sidewalk Closures (Non-Construction)

A. Street and sidewalk closures that are not pursuant to Article 1. Street and Sidewalk Construction, a special event as seen in NMC 12.05.215, a franchise utility as seen NMC 12.05.310 through 15.320, or a parade as seen in NMC Title 10 Article IV Parades, shall obtain an encroachment permit pursuant to NMC 12.05.240 before any street or sidewalk can be closed.

The encroachment permit shall contain a traffic control plan for all street and sidewalk closures.

12.05.225 Street Furniture and Sidewalk Dining

A. All street furniture and sidewalk dining must meet all applicable ADA standards. A 4-foot access pathway and vertical clearance of at least 7 feet from the ground level for umbrellas (any portion) or other elements protruding into the pedestrian through zone. This section does not apply to permanent structures.

Staff Comment: To clear confusion around outdoor seating and making sure there is a through pedestrian zone

12.05.235 Portable Storage Containers and Dumpsters

A. Portable storage containers and dumpsters placed on the street or right-of-way must meet the following conditions:

1. Portable Storage Containers and/or Dumpsters are not to be stored on any right-of-way for more than 30 calendar days
2. Must not be placed in the following locations*:
 - a. In location that may interfere with emergency services;
 - b. A location that interferes with mailboxes;
 - c. In a no-parking, loading, or other time-limited zone;
 - d. Within 6 feet from any driveway;
 - e. Within an existing striped bike lane;
 - f. Within 20 feet from a crosswalk or crossing area, marked or unmarked;
 - g. Within 15 feet from a fire hydrant;
 - h. In a location that obstructs regulatory signage;
 - i. On any sidewalk;
 - j. Within a vision clearance triangle setback as seen in NMC 15.410.060;
 - k. On any arterial or major collector roads

**This list is not all-inclusive and other factors or circumstances may be considered by the Chief of Police or designee and Capital Engineering Department when reviewing an encroachment permit application.*

3. Corners of the portable storage container or dumpster must have retroreflective tape
4. Must not exceed 20 feet in length and 8 feet in width
5. A site plan showing compliance with the above conditions must be submitted with the encroachment permit or the permit will be denied.

Staff Comment: There are currently no standards for putting portable storage containers or dumpsters in the City ROW including any time limits. This section provides location placement and time limits for safety and livability for all residents.

Penalty: See NMC [12.05.440](#).

12.05.240 Structure and Encroachment Permits.

Encroachment and structure permit applications shall be made not less than 15 business days prior to the encroachment being placed and shall be accompanied by an application fee, should the city council set such fee by resolution.

The ~~city planning and building director~~ chief of police or their designee is authorized to issue a permit for the use of public right-of-way to place and maintain structures, for construction activities required to construct structures on private property, ~~and for allowing merchandise on the sidewalk or parking strip, and for any other encroachment~~ with certain conditions as listed below and outlined previously in this article:

A. That the permit may be revoked at any time by the ~~city planning and building director~~ chief of police or designee;

B. That any structure, construction activity or other activity will not interfere with the public health and safety of the public;

C. That the area will be maintained in a safe manner at all times;

D. That the owner will hold the city harmless for any damage or injuries caused by the permitted use (proof of insurance may be required);

E. That the permitted use will be for a specific time period as stated in the permit;

F. Plans shall be submitted with any application to demonstrate that the above conditions can be met;

~~G. Use of the sidewalk or parking strip for merchandise will be limited to special events—business hours only.~~[Ord. [2310](#), 11-4-91. Code 2001 § 96.58.]

<p>Staff Comment: Basic changes to chief of police and to be consistent with other changes for the permits.</p>
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Article VII. Penalty

12.05.440 Penalty.

A. Any person violating any of the provisions of this chapter for which no penalty is otherwise provided shall have committed a city Class 4 civil infraction and shall be processed in accordance with the procedure set forth in Chapter [2.30](#) NMC, Article IV, Uniform Civil Infraction Procedure. Each day that a violation of this chapter shall continue shall be considered a separate violation.

B. Any person violating any of the provisions of NMC [12.05.210](#) through [12.05.2405](#) shall have committed a city Class 5 civil infraction and shall be processed in accordance with the procedures set forth in Chapter [2.30](#) NMC, Article IV, Uniform Civil Infraction Procedure.

C. Any person violating any of the provisions of NMC [12.05.270](#) through [12.05.430](#) shall have committed a city Class 1 civil infraction and shall be processed in accordance with the procedure set forth in Chapter [2.30](#) NMC, Article IV, Uniform Civil Infraction Procedure.

D. Nothing in this chapter shall be construed as limiting any judicial or other remedies the city may have at law or in equity for enforcement of this chapter. Each violation of the provisions of this chapter constitutes a separate civil infraction in accordance with the class above indicated.

Staff Comment: Added Cultural district to penalty in B as it was previously not included.

City Council Ordinance 2026-2944

Exhibit A-1b

Street Closure and Right-of-Way

Titles 2, 10, 12 Code Amendments (Clean Copy)

GEN25-0007: Street Closure and Right-of-Way Update

Formatting of amendments:

- This draft is a “clean copy” with all track changes and commentary removed
- For reference, see track changes and commentary in Exhibit A-1a

2.15.040 Chief of police – Powers and duties generally.

The powers and duties of the chief of police shall generally be as follows:

A. Establish departmental objectives in line with city council goals. Plan and develop law enforcement policies, procedures, standards and programs based on an analysis of city growth, crime patterns, workload, staffing levels and related economic, legislative and judicial influences to provide appropriate and effective law enforcement services to the community.

B. Have authority and responsibility for the fiscal management of the department, including developing justification for and presentation of department budget requests.

1. Manage and monitor approved department budgets.
2. Prepare and/or review department requests for proposals.
3. Review, prepare and approve department expenditures.

C. Assign, supervise and evaluate the work of subordinates.

1. Hear grievances from and administer disciplinary action to department personnel.
2. Interview and effectively recommend department hiring and termination actions.
3. Ensure provision of adequate training within the department.

D. Supervise and assist in major departmental problems, crimes or accidents and perform such additional duties as may be assigned by the city manager.

E. Prepare reports and advise the city manager and city attorney in regard to resolutions and ordinances pertaining to public safety matters for city council information or action.

F. The chief of police or their designee is authorized to make decisions on all temporary street closures or other temporary traffic changes due to special events, such as Old Fashioned Festival (parade) and other public functions.

G. Permits for closure of the Newberg cultural district festival street are issued under NMC 12.05.245.

2.15.470 Authority of city engineer.

The city engineer will have the authority to make traffic decisions as follows:

A. General Authority. The city engineer will have the authority to establish, maintain, remove or alter any traffic control device. Such orders of the city engineer will designate the findings as to reasons for taking such action, will make entry into the schedule of decisions, and submit a report and findings as to reasons for taking such action to the traffic safety commission.

B. Appeal to Commission. At the next regularly scheduled meeting, the city engineer will ratify, affirm, alter or change the action.

Article IV. Parades

10.10.150 Parade permit.

A. Application for a parade permit shall be made to the chief of police or their designee at least 45 days prior to the intended date of the parade, unless the time is waived by the chief of police or their designee.

B. Applications shall include the following information:

1. The name and address of the person responsible for the proposed parade.
2. The date of the proposed parade.
3. The desired route, including assembling points.
4. The number of persons, vehicles and animals which will be participating in the parade.
5. The proposed starting and ending time.
6. The application shall be signed by the person designated as chairman.

C. If the chief of police or their designee, upon receipt of the application, determines that the parade can be conducted without endangering public safety and without significantly inconveniencing the general public, the chief of police shall approve the route and issue the permit.

D. If the chief of police or their designee determines that the parade cannot be conducted without endangering public safety or significantly inconveniencing the general public, the chief of police or their designee may:

1. Propose an alternate route.

2. Propose an alternate date.
3. Refuse to issue a parade permit.

E. The chief of police or their designee shall notify the applicant of the chief of police or their designee's decision within fifteen days of receipt of the application.

F. If the chief of police or their designee denies the permit, proposes alternatives to the proposed route, or refuses to issue a permit, the applicant shall have the right to appeal the chief of police or their designee's decision to the city council.

Penalty: See NMC [10.10.400](#).

10.10.160 Appeal to city council.

A. An applicant may appeal the decision of the chief of police or their designee by filing a written request of appeal with the city recorder within five days after the chief of police or their designee has proposed alternatives or refused to issue a permit.

B. The city council shall schedule a hearing date following the filing of the written appeal with the city recorder and shall notify the applicant of the date and time that the applicant may appear either in person or by a representative.

10.10.180 Permit revocable.

The chief of police or their designee may revoke a parade permit if circumstances clearly show that the parade can no longer be conducted consistent with public safety. [Ord. [1712](#), 9-17-73. Code 2001 § 71.49.]

Chapter 12.05

STREETS AND SIDEWALKS

Article I. Street and Sidewalk Construction

12.05.020 Permits.

A. A permit is required to construct or that is required by the city engineer or their designee to construct any sidewalk or curb upon public right-of-way in the city, except that no permit is required for sidewalk or curb construction by City staff or the City's contractors on City projects.

B. Applications for permits under this section shall specify the property along which such walk or curb is to be laid, the name of the person for whom same is to be constructed, by whom the same is to be done, and the time within which same is to be completed.

C. It is made the duty of the city engineer or their designee to issue permits for public sidewalks in the city. No person shall construct or cause to be constructed any walk or curb in the city without such permit.

Penalty: See NMC [12.05.440](#).

12.05.040 Construction and maintenance of sidewalks.

It shall be the duty of the owners of land adjoining any street or highway within the city to construct a portland cement sidewalk when directed by the city engineer or their designee. It shall be the duty of the city engineer or their designee to serve written notice to the property owner in accordance with NMC [12.05.050](#). It shall be the duty of the owners of land adjoining any sidewalk or curb, if the two are integral, to maintain both the sidewalk or curb in good repair to provide safe public access.

Penalty: See NMC [12.05.440](#).

12.05.050 Notice.

A. Upon finding the owner of land abutting any sidewalk and/or curb has failed to maintain and keep in good repair that sidewalk and/or curb and in the opinion of the city engineer or their designee, maintenance or repair of the a sidewalk and/or curb is needed, the city engineer or their designee shall post a notice of such land describing the sidewalk to be constructed, repaired or reconstructed by termini or otherwise and directing such owner, owner's agent or

the occupant of such land to immediately construct, reconstruct or repair such sidewalk in a good and substantial manner and in accordance with the provisions of this chapter.

B. Where in the opinion of the city engineer or their designee a sidewalk and/or curb is needed, and the property abutting the street where said sidewalk and/or curb is needed is subject to an agreement with the city requiring the construction of a sidewalk and/or curb, the city engineer or their designee shall post a notice of such land describing the sidewalk to be constructed or reconstructed by termini or otherwise and directing such owner, owner's agent or the occupant of such land to immediately construct, reconstruct or repair such sidewalk in a good and substantial manner and in accordance with the provisions of this chapter.

C. Notices issued under this section shall describe such land by street number or otherwise shall state the date of posting same, shall require such owner, occupant or agent to complete such construction, reconstruction and/or repair within 90 days after such date of posting and shall state that a lien may be levied and assessed upon such land for the cost of the construction, reconstruction and/or repair of such sidewalk and that such owner, occupant or agent may be subjected to the penalties provided by this chapter in the event of failure to so construct, reconstruct and/or repair said sidewalk within the time specified by said notice. Said notice shall also set forth the provisions of NMC 12.05.080 as amended. The city engineer or their designee shall file with the city an affidavit of posting stating the date and place of such posting and send a similar notice by mail to the owner of such land if known or to the agent of such owner if known, directed to the last known post office address of such owner or agent. A mistake in the name of the owner or agent or a name other than that of the true owner or agent of such property shall not render void such notice, but in such case, the posted notice shall be sufficient.

12.05.060 Repair permits and enforcement.

Before reconstructing and/or repairing any such sidewalks, such owner, agent or occupant shall obtain a permit from the city engineer or their designee describing the nature and type of construction, repair and/or reconstruction which is to be done, together with the materials and specifications, and the name of the contractor who will do the work, all in accordance with the provisions of this chapter. Said owner, agent or occupant shall proceed to complete such construction, repair and/or reconstruction in accordance with such permit in this article within the said period of 90 days of posting such notice. If the owner, agent or occupant of such land shall fail, neglect or refuse to so complete such construction, repairs and/or reconstruction within said time, the city engineer or their designee shall make and complete the same keeping an accurate record and account of cost of labor and materials for the work done on the sidewalk or sidewalks in front of or abutting each parcel of land. The city engineer shall report to the city council the cost of such construction, repairs and/or reconstruction, segregated as to the sidewalk or portion of the sidewalk in front of, adjacent or abutting upon each separate lot

or parcel of land. Said report shall also describe each lot or parcel of land in a manner sufficient for identification.

12.05.070 Assessment.

The city engineer or their designee shall exercise general supervision and authority over all sidewalk construction, repairs and/or reconstruction within the city. The city council shall examine all reports of sidewalk construction, reconstruction and/or repair made by the city engineer or their designee. If the city council deems the cost of the construction, reconstruction and/or repair to be reasonable, it may assess each lot, tract or parcel of land fronting on or abutting or adjoining such sidewalk so constructed, repaired and/or reconstructed in accordance with state law the cost of such construction, repairs and/or reconstruction, together with the additional sum of 15 percent of such cost to defray cost of notice, engineering and advertising. Such assessment shall be entered on the docket of the city liens and collected in the same manner as is provided for special assessments for street improvements.

Cross-reference: See ORS Chapter [308](#) pertaining to assessments.

12.05.090 Permits and certificates.

A. Concurrent with the issuance of a building permit for the construction of a building for residential use or business structures or an addition to a dwelling or business structure, the value of which is \$30,000 or more except as the city engineer or their designee may require on building permits of lesser value in accordance with NMC [12.05.040](#), the owner, builder or contractor to whom the building permit is issued shall meet the following requirements:

1. Construct a sidewalk within the dedicated right-of-way for the full frontage in which a sidewalk in good repair does not exist. The sidewalk construction shall be completed within the building construction period or prior to issuance of an occupancy permit, whichever is the lesser.
2. Dedicate right-of-way in accordance with the city transportation plan.

B. The city engineer or their designee may issue a permit and certificate allowing noncompliance with all or some of the provisions of subsection (A) of this section to the owner, builder or contractor when, in the city engineer's or their designee's opinion, the construction of a sidewalk is impractical for one or more of the following reasons:

1. Sidewalk grades have not and cannot be established for the property in question within a reasonable period of time.

2. Future installation of public utilities or street paving would, of necessity, cause severe damage to existing sidewalks.

3. Topography or contours make the construction of a sidewalk impractical.

4. The noncompliance provided in subsection (B)(1) of this section shall be temporary and shall cease to exist when grades are established for sidewalks by the public works department or when public utilities or street paving have been constructed. The permit shall indicate the reason for its issuance.

5. The building permit is for renovation of an existing building that is not adding any square footage or footprint or changing the occupancy of the building and the alteration cost does not exceed \$150,000 of the effective date of Ordinance 2026-2944 as annually adjusted to the Consumer Price Index for All Urban Consumers, West Region (All Items), as published by the Bureau of Labor Statistics of the United States Department of Labor

C. If the owner, builder or contractor considers any of the requirements impractical for any reason, they may appeal the decision to the City Council.

D. If a sidewalk is not constructed within the time required by this section, then the city may construct it for the full street frontage in front of the property and proceed with the construction, assessment and collection of costs as provided for in NMC [12.05.070](#). [Ord. [2048](#), 3-2-81; Ord. [1857](#), 5-2-77; Ord. [929](#), 7-2-40. Code 2001 § 96.09.]

12.05.100 Closing of streets and sidewalks during construction.

Whenever new construction work or repair work is underway upon a street or part of a street, the contractor or person directly in charge of the work shall obtain a permit. With the consent of the city engineer or their designee, the street and/or sidewalk may be closed, by reason that the street and/or sidewalk is made dangerous for public traffic due to the work. The city engineer and/or designee may also close the street and/or sidewalk or part of a street and/or sidewalk to public traffic, whenever such closing is necessary to properly carry on the work of construction or repair; and the street and/or sidewalk or part of a street and/or sidewalk shall remain closed during the period of work. Proper notice shall be sent to all public services including emergency services.

12.05.110 Barriers.

Whenever a street or a part of a street and/or sidewalk is closed, the contractor or person directly in charge of the work shall construct and maintain at either end of the construction work, and other places as the city shall direct, proper and suitable barriers and signs notifying

the public of the construction work and that the street and/or sidewalk or part of a street and/or sidewalk is closed to public traffic and closed to parking.

Penalty: See NMC [12.05.440](#).

Article III. Driveway, Curb, and Gutter Construction

12.05.160 Permits.

A. Permit Required. No person shall remove, alter or construct any curb, driveway or gutter on or in any public street, alley or other property owned by or dedicated to or used by the city and over which it has jurisdiction to regulate the matters covered by this chapter without first obtaining a permit from the city.

B. Application for Permit. An application for a permit shall be filed with the city engineer or their designee on a form prescribed by the city and shall contain such information and data as required by it.

C. Fees for Permits. Before any permit is issued, the applicant shall pay to the city a permit fee as set by city council resolution. [Ord. [1772](#), 4-7-75. Code 2001 § 96.41.]

Penalty: See NMC [12.05.440](#).

12.05.170 Supervision.

All work done under a permit issued in compliance with this article shall be under the direction and supervision of the city engineer or their designee. A permit issued under the provisions of this article may be revoked by the city engineer or their designee at any time the city engineer or their designee is satisfied that the work is not being performed according to the provisions of this article.

12.05.190 Maintenance and removal.

A. Every driveway approach or entrance to abutting property shall be maintained and kept in safe condition by the owner of the abutting property; and any such driveway approach shall not be so maintained and kept, or which shall interfere with or obstruct the drainage carried by such street or the use of said street for the purpose of travel, shall be repaired to conform with the specifications of this article and the city engineer or their designee, or be removed. Upon the termination of any driveway, whether by revocation of permit or expiration of term, or abandonment or otherwise, the authority, rights and privileges granted shall cease. The owner

of the property to which said driveway leads shall, within six months after receiving notice by registered mail from the city, remove or modify the driveway improvements; and the sidewalks, parkway, curb and other areas where said improvements were located shall be restored or reconstructed to the end that the portion of said sidewalk space, parkway and curb areas which were used for said driveway shall be made safe for public travel and be placed in the same condition as the adjacent sidewalk space, parkway and curb areas. Said restoration work shall be done by said property owner at the property owner's own expense.

B. In the event of the failure, neglect or refusal on the part of any property owners to remove driveways and restore the sidewalk spaces, parkways and curb areas to the restoration condition heretofore mentioned, the city may proceed to restore the same and charge the expense of the restoration to the properties to which said driveways have led; and the cost of the restoration shall become liens upon said properties, and shall be entered as liens upon the same lien docket of the city.

Penalty: See NMC [12.05.440](#).

12.05.200 Variances.

Repealed by Ord. 2944

Article IV. Street and Sidewalk Obstructions

12.05.205 Definitions.

For the purpose of this article, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

"Dumpster" is any portable container used or designed for collection of, transportation of, or disposal of solid waste or the like. **Dumpsters** shall include, but are not limited to, roll-off containers, collection bins, and tubs.

"Portable storage container" is a portable, weather-resistant receptacle designed and used for the storage or shipment of household goods, wares, building materials or merchandise.

12.05.210 Structures and encroachments placed on streets.

It shall be unlawful for any person, firm, association, or corporation to place or maintain any structure or other encroachment of any nature whatsoever in any right-of-way of the street, ~~or~~ alley, or sidewalk within the corporate limits of the city or to cause any structure or other

encroachment to be placed therein without first obtaining a permit, from the city, to do so as outlined in this article.

Exemptions to permits for structures and other encroachments into the right-of-way from this article include:

1. Mailboxes approved by the United States Postal Service Postmaster
2. Signs that are in compliance with NMC 15.435.110.
3. Emergencies as declared by the Chief of Police or City Manager or designee
4. Transit Shelter approved with a public improvement permit
5. Franchise Utilities properly permitted under NMC 12.05.320
6. Street and Sidewalk furniture that meets the requirements of NMC 12.05.225
7. Allowed encroachments that are provided elsewhere in this code

Penalty: See NMC [12.05.440](#).

12.05.215 Special events using public right-of-way.

- A. A person wishing to use the right-of-way for a special event must apply for and obtain a special event permit from the City. Special Events include but are not limited to the following: farmers markets, block parties, and athletic events. Parades are subject to the rules and permits of NMC Title 10 Article IV Parades Sections 10.10.140 through 10.10.180
- B. An application for a special event permit must be on the form provided by the city and include any fee as set by council resolution. All special events must be applied for at least 45 days prior to the event(s) with all fees paid unless otherwise waived by the chief of police or their designee. The Chief of Police or their designee will take final action on a permit no more than 15 business days after a receipt of a completed application.
- C. Special Events will not be permitted on any arterial or collector street as functionally classified by the City's Transportation System Plan unless otherwise approved by the Chief of Police
- D. The following must be submitted with the special event permit:
 1. Location(s) of proposed event
 2. Date(s) of events
 3. Hours of event(s)
 4. Anticipated number of persons expected to participate

5. Traffic control plan
 6. Any musical or amplified noise expected to be used
 7. If alcohol will be provided in any manner
 8. Any other information that the Chief of Police or designee deems necessary
- E. Criteria for approval:
1. Does not create a public safety concern
- F. The chief of police or designee may require conditions of approval for a special event permit
- G. Issuance of a special event permit neither obligates nor requires the city to provide any support to the special event.

Penalty: See NMC [12.05.440](#).

12.05.225 Street and Sidewalk Closures (Non-Construction)

A. Street and sidewalk closures that are not pursuant to Article 1. Street and Sidewalk Construction, a special event as seen in NMC 12.05.215, a franchise utility as seen NMC 12.05.310 through 15.320, or a parade as seen in NMC Title 10 Article IV Parades, shall obtain an encroachment permit pursuant to NMC 12.05.240 before any street or sidewalk can be closed.

The encroachment permit shall contain a traffic control plan for all street and sidewalk closures.

12.05.225 Street Furniture and Sidewalk Dining

A. All street furniture and sidewalk dining must meet all applicable ADA standards. A 4-foot access pathway and vertical clearance of at least 7 feet from the ground level for umbrellas (any portion) or other elements protruding into the pedestrian through zone. This section does not apply to permanent structures.

12.05.235 Portable Storage Containers and Dumpsters

A. Portable storage containers and dumpsters placed on the street or right-of-way must meet the following conditions:

1. Portable Storage Containers and/or Dumpsters are not to be stored on any right-of-way for more than 30 calendar days

2. Must not be placed in the following locations*:
 - a. In location that may interfere with emergency services;
 - b. A location that interferes with mailboxes;
 - c. In a no-parking, loading, or other time-limited zone;
 - d. Within 6 feet from any driveway;
 - e. Within an existing striped bike lane;
 - f. Within 20 feet from a crosswalk or crossing area, marked or unmarked;
 - g. Within 15 feet from a fire hydrant;
 - h. In a location that obstructs regulatory signage;
 - i. On any sidewalk;
 - j. Within a vision clearance triangle setback as seen in NMC 15.410.060;
 - k. On any arterial or major collector roads

**This list is not all-inclusive and other factors or circumstances may be considered by the Chief of Police or designee and Capital Engineering Department when reviewing an encroachment permit application.*

3. Corners of the portable storage container or dumpster must have retroreflective tape
4. Must not exceed 20 feet in length and 8 feet in width
5. A site plan showing compliance with the above conditions must be submitted with the encroachment permit or the permit will be denied.

Penalty: See NMC [12.05.440](#).

12.05.240 Structure and Encroachment Permits.

Encroachment and structure permit applications shall be made not less than 15 business days prior to the encroachment being placed and shall be accompanied by an application fee, should the city council set such fee by resolution.

The chief of police or their designee is authorized to issue a permit for the use of public right-of-way to place and maintain structures, for construction activities required to construct structures on private property, ~~and~~ for allowing merchandise on the sidewalk or parking strip, and for any other encroachment with certain conditions as listed below and outlined previously in this article:

- A. That the permit may be revoked at any time by the chief of police or designee;
- B. That any structure, construction activity or other activity will not interfere with the public health and safety of the public;

- C. That the area will be maintained in a safe manner at all times;
- D. That the owner will hold the city harmless for any damage or injuries caused by the permitted use (proof of insurance may be required);
- E. That the permitted use will be for a specific time period as stated in the permit;
- F. Plans shall be submitted with any application to demonstrate that the above conditions can be met;

Article VII. Penalty

12.05.440 Penalty.

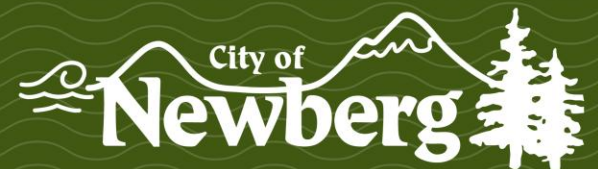
- A. Any person violating any of the provisions of this chapter for which no penalty is otherwise provided shall have committed a city Class 4 civil infraction and shall be processed in accordance with the procedure set forth in Chapter [2.30](#) NMC, Article IV, Uniform Civil Infraction Procedure. Each day that a violation of this chapter shall continue shall be considered a separate violation.
- B. Any person violating any of the provisions of NMC [12.05.210](#) through [12.05.245](#) shall have committed a city Class 5 civil infraction and shall be processed in accordance with the procedures set forth in Chapter [2.30](#) NMC, Article IV, Uniform Civil Infraction Procedure.
- C. Any person violating any of the provisions of NMC [12.05.270](#) through [12.05.430](#) shall have committed a city Class 1 civil infraction and shall be processed in accordance with the procedure set forth in Chapter [2.30](#) NMC, Article IV, Uniform Civil Infraction Procedure.
- D. Nothing in this chapter shall be construed as limiting any judicial or other remedies the city may have at law or in equity for enforcement of this chapter. Each violation of the provisions of this chapter constitutes a separate civil infraction in accordance with the class above indicated.

Street Closures and Right-of-Way Code Amendments

Public Hearing

Newberg City Council

May 18, 2026



Background

- During the permitting process for the 2025 Wednesday Night Market, there was considerable discussion around criteria used for closure of streets or partial closures and encroachments into the ROW. The proper department authority to issue such permits was also a major issue raised.
- Staff reviewed current city code and found conflicting authority and little to any criteria in code or policies related to closures of streets or encroachment of streets outside of construction projects.
- Staff convened a meeting with Police, Community Development, Public Works, Engineering, TVFR and Administration in the fall of 2025 to discuss issues raised and to commit to easier and understandable processes and code for all involved with follow up meetings as needed.

- The following came from the meeting:
 1. Police Department to be the final decision maker for all non-construction street closures and temporary street encroachment permits such as storage containers/dumpsters
 2. Added criteria for street closures and other encroachments into City rights-of-way.
 3. Clean up existing code to have the right departmental staff added.
 4. Make sure that departments and public are properly notified.

Snapshot of Proposed Code Amendments to Title 2 (Administration and Personnel), 10 (Vehicles and Traffic), and 12 (Streets and Sidewalks):

1. Adds “or their designee” to Chief of Police and City Engineer.
2. Increases the amount of time that parades or street closure permits need to be submitted before event (45 days) to avoid conflicts. Exception can be made by police chief/designee
3. Added application process and criteria for closures of events including not allowing on arterial or collector streets in Newberg unless otherwise approved by Police Chief.
4. Add criteria for encroachment permits and time limits for dumpsters/storage containers on the street and exemptions to such permit.
5. Updated frontage improvement requirement for compliance with HB2658 (2025) which limits required improvements in most cases if building permit for remodel is \$150,000 or less and not changing occupancies or adding to the footprint.
6. Other cleanup language including variances that are currently found in public works design standards, including sidewalks in street closures (if needed).

Staff recommend adopting Ordinance 2026-2944

Suggested Motion:

“Move to adopt Ordinance 2026-2944 by title only, and waive second reading (if desired)”

REQUEST FOR COUNCIL ACTION



Date Action Requested: May 18, 2026

Order <input type="checkbox"/>	Ordinance <input type="checkbox"/>	Resolution <input type="checkbox"/>	Motion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>	Proclamation <input type="checkbox"/>
Subject: Elections Announcement			Staff: Rachel Thomas Department: Administration		
			Order On Agenda: New Business		

Is this item state mandated? Yes No

If yes, please cite the state house bill or order that necessitated this action:

Recommendation: Receive elections information and deadlines.

Executive Summary: The 2026 General Election will be held November 3, 2026. In Newberg, the mayor and three Councilors will be elected to the Newberg City Council. The current terms of office for Bill Rosacker (Mayor), Peggy Kilburg (District 2), Robyn Wheatley (District 4), and Derek Carmon (District 6) will end on December 31, 2026.

Filing for office opens June 3, 2026, and deadlines are August 18th for elected incumbent candidates and August 25th for non-incumbent and appointed incumbent candidates. The 2026 candidate elections are for Councilors in Districts 2, 4, and 6 for a term of January 1, 2027 - December 31, 2030. While candidates for each position must live within their district, all offices are elected at large.

Candidates must be registered voters in the state of Oregon and have lived in the City of Newberg for 12 months immediately preceding the election. Candidates for Councilor positions must also reside in the district where they are running for office. A link to the City's District map is available online at www.newbergoregon.gov/government/city_council/city_council_members.

Election filings will be held by appointment with the City Recorder. To run for office in Newberg, residents can either:

- A. File a declaration of candidacy (SEL 101) and a petition (SEL 121) and collect 25 signatures of qualified, legal voters from their district of the City of Newberg, Yamhill County, Oregon or
- B. File a declaration of candidacy (SEL 101) and pay a \$25 filing fee.

Chapter VII of the Newberg City Charter and Chapter 2.05, Article II lists requirements for local candidate elections. Please note, Ordinance 2026-2943 was passed on May 4, 2026, aligning Newberg's filing deadlines with the State. The Yamhill County Clerk conducts the election. Elections are bound by Oregon Election Law as administered by the Secretary of State.

For more information, visit: <https://www.newbergoregon.gov/citymanager/page/elections>

REQUEST FOR COUNCIL ACTION



For questions or to make a filing appointment contact:

Rachel Thomas
Newberg City Recorder/Elections Officer
(503) 537-1283
cityrecorder@newbergoregon.gov

Fiscal Impact: N/A

Council Goals:

Goal 3: Create and maintain a high level of transparency with our residents in order to build trust.

O1: Expand communication outreach in regard to regular city events and additional involvement with city businesses by the end of 2026.

REQUEST FOR COUNCIL ACTION



Date Action Requested: June 1, 2026

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/> No. 2026-4022	
Subject: A Resolution to update the Master Fee Schedule including removal of the Communication Officer Public Safety Fees as well as updates to the Wastewater and Transportation SDC fees	Staff: Dan Keuler, Accounting Manager Department: Finance File No.
Business Session	Order On Agenda:
Hearing Type: Administrative	

Recommendation:

Adopt Resolution No. 2026-4022, a resolution updating the Master Fee Schedule for the City of Newberg.

Executive Summary:

The Master Fee Schedule (MFS) was established in April 2016 with Resolution 2016-3268 and last updated in March of 2025 via Resolution 2025-3961. The MFS does not include any franchise fees, city taxes, or pass-through fees collected for other entities. Various fees are tied to consumer price index (CPI) measurements. The fee-in-lieu of parking program fee is tied to the Engineering News Record Construction Cost Index for Seattle for December of each year, which for 2025 is 4.1%. All other rates subject to annual CPI increase use the CPI-U, which for December 2025 is 2.7%. These fees subject to the approval of the Master Fee Schedule will be effective on July 1, 2026.

Highlight of Fee Changes:

- **City Recorder:** There is no change to City Recorder fees.
- **Finance:** The Municipal Services Statement Fees were updated as presented on the MFS to appropriately reflect the increases that took place on January 1, 2026. Additionally, the Communication Officer Public Safety Fee was removed per Newberg's debt reduction plan.
- **Library:** There is no change to Library fees.
- **Permit Center:** Building and Planning Fees subject to CPI adjustments were updated in accordance with the above-mentioned CPI-U, and the Fee-in-lieu of Parking rate updated using the Engineering News Record Construction Cost Index for Seattle.

Various fee descriptions were added to assist customers in determining permit type and fee amount including sign, swimming pool, manufactured building – commercial, air conditioner, and mini-split. These fees are not new but are simply splitting out separately from where they previously were charged under for more clarity.

The Grading Permit fees were removed as they are no longer required due to a change in the Oregon Structural Specialty Code (OSSC) 101.2.2.1.

The Mural Sign Review Fee was added to ensure fair pricing, as mural projects are often large-scale and can result in disproportionately high costs under standard sign review pricing.

The Type II Vacation Rental Review fee line item has been separated for clarity and transparency, but continues to be charged at the same rate as "Any Type II actions not specifically listed in this section".

The Trees in Public Right of Way Removal Permit line item has been added to correct an oversight. The fee has been consistently applied in practice for many years but was not previously reflected in the fee schedule.

Bike Rack Cost Sharing Program is being removed due to inactivity. It was part of the Bike Newberg initiative in 2012, it has not been maintained since 2016 and has not generated any applications or requests in recent years.

The System Development Charge updates are as follows:

- Wastewater SDC: Decreasing by 7% - as the work that the City of Newberg has completed on the Wastewater Facility is allowing the city to move infrastructure concentration to higher prioritized needs for the city.
- Transportation SDC: Increasing by 6.06% to fund planned infrastructure projects for the upcoming biennium.
- Stormwater and Water SDC: No change for this biennium
- **Police:** The Police Reports fee for police record requests is being increased from \$15 to \$20. This fee has remained the same for over eight years and no longer reflects the true cost of processing, producing, and distributing records. This increase is necessary to ensure the agency can adequately recover labor and operational costs associated with fulfilling records requests. Additionally, the Dance Permit was removed.
- **Public Works:** There is no change to Public Works fees.

Fiscal Impact:

Fees are necessary to help the City provide municipal services and recover resources used.

Strategic Assessment:

Resolution 2026-4022 helps the City to manage and operate the City government in an efficient and effective manner.

RESOLUTION NO. 2026-4022

A Resolution to update the Master Fee Schedule including removal of the Communication Officer Public Safety Fees as well as updates to the Wastewater and Transportation SDC fees.

Recitals:

1. The City performs and offers certain services, the cost of which are most reasonably borne by the resident, as opposed to paying for said services from general City funds.
2. In April, 2016, the City established a Master Fee Schedule via Resolution 2016-3268 to create transparency and increase efficiency in managing city services and was last updated via Resolution 2025-3961 in March of 2025.
3. Following a change to Oregon Structural Specialty Code (OSSC) 101.2.2.1 Grading Fees are now listed as matters outside the statutory authority of this code.
4. The City previously provided, installed, and maintained bike racks downtown for the cost of \$100 per rack, as a facet of the downtown bicycle rack cost-sharing program established as part of a comprehensive bike program created by council action in 2011. The city is ending this program due to inactivity.
5. In February 2024 the City Council Ordinance 2024-2922, an ordinance to modify the system development charge model and to adopt code amendments to the system development charges chapter of the Newberg Municipal Code. The new fees were established via Resolution 2025-3961 in March of 2025.
6. The City submitted Building fees on April 15, 2026 to the Oregon Building Codes Division and posted notice in the Newberg Graphic on April 16, 2026, per Oregon Administrative Rule 918-020-0220.

The City of Newberg Resolves as Follows:

1. To remove the Communication Officer Public Safety Fee.
2. To remove Grading Permit Fees.
3. To remove the Bike Rack Cost Sharing Fee of \$100.
4. To remove the \$10 dance permit fee.
5. To update the Master Fee Schedule approved via Resolution No. 2026-4022 for all city departments.
6. Have the fee schedule attached to this resolution as Exhibit A take effect July 1, 2026 with the exception of fees not subject to this approval process, as they are established separately via code or resolution.

Effective Date of this resolution is July 1, 2026.

Adopted by the City Council of Newberg, Oregon, this 1st day of June, 2026

Rachel Thomas, City Recorder

Attest by the Mayor this ___ day of June, 2026.

Bill Rosacker, Mayor

Resolution 2026-4022 Exhibit A
Master Fee Schedule

CITY RECORDER	
PUBLIC RECORDS FEES – Initially set by Resolution 2008-2771	
<i>Research Requests – These fees are in addition to any copy, shipping, and handling fees. When research is less than 15 minutes, research fees may be waived. Research is charged at 1 hour minimum and billed in 15 minute increments after 1 hour.</i>	
General records research	\$60.00 per hour
City Attorney research	\$404.00 per hour
Paper Copies and prints – Fees noted are for one sided copies. For two-sided copies, fees are double those shown.	
Letter, legal, or tabloid size. Larger sizes charged at third copy party rate	25 cents per page, per copy
Copies by third party	Actual Cost
Shipping and Handling	Actual Cost
Other Records	
City of Newberg Street maps	\$3.00
Comprehensive Plan Map and Zoning Maps	\$15.00
Custom Maps – Engineering (GIS/Large)	\$15.00 per map plus \$62.00 per hour labor
OTHER CITY RECORDER / ADMIN FEES	
Notarization Fee (By appointment only)	\$10.00 per action
Grant writing services (by appointment only)	\$50.00 per hour

Resolution 2026-4022 Exhibit A
Master Fee Schedule

FINANCE	
GENERAL FEES	
Lien Search	\$27.00
NSF returned checks	\$25.00
MUNICIPAL SERVICES STATEMENT FEES - Administrative	
Late Fee	\$20.00 per meter
Water Connection Fee	\$20.00 per meter
Water Re-connection Fee	\$50.00 per meter

FINANCE	
MUNICIPAL SERVICES STATEMENT FEES - Public Safety Fees ¹	
Public Safety Fee ²	
5/8" or 3/4" meter	\$4.70
1" meter	\$11.75
1.5" meter	\$23.50
2" meter	\$37.60
3" meter	\$75.20
4" meter	\$117.50
8" meter	\$376.00

¹ These fees are updated via a separate approval process.

Resolution 2026-4022 Exhibit A
Master Fee Schedule

FINANCE		
MUNICIPAL SERVICES STATEMENT FEES - Transportation Utility Fee ¹		
Residential Land Uses		
Single Family Detached Housing	\$6.86	per dwelling unit
Multi-Family	\$4.63	per dwelling unit
Mobile Home	\$3.59	per dwelling unit
Non-Residential Land Uses		
Class 1 - Manufacturing	\$5.12	per 1000 sf
Class 2 - Office	\$20.16	per 1000 sf
Class 3 - Auto Repair, Clinic	\$29.36	per 1000 sf
Class 4 - Sit Down Restaurant	\$46.01	per 1000 sf
Class 5 - Convenience Store, Drive Thru	\$133.61	per 1000 sf
Class 6 - Others		
Senior Adult Housing Attached	\$2.81	per dwelling unit
Congregate Care	\$1.54	per dwelling unit
Assisted Living	\$2.02	per bed
Continued Care Retirement Community	\$1.83	per unit
Hotel	\$6.22	per room
Motel	\$4.29	per room
City Park	\$1.44	per acre
County Park, Farmland, Commercial Agriculture	\$1.72	per acre
Golf Course	\$27.19	per hole
Public Elementary School	\$0.50	per student
Public Middle/Junior High School	\$0.62	per student
Public High School	\$0.66	per student
Private School (K-12)	\$1.88	per student
Junior/Community College	\$0.94	per student
University/College	\$1.31	per student
Quick Lubrication Veh. Shop	\$17.70	per service position
Gas/serve Station	\$74.39	per fueling position
Gas/Serve Station with Conv. Market	\$54.51	per fueling position
Food Cart	\$65.54	per food cart

¹ These fees are updated via a separate approval process.

Resolution 2026-4022 Exhibit A
Master Fee Schedule

FINANCE	
MUNICIPAL SERVICES STATEMENT FEES - Water Service Charges¹	
Service Charge (\$/month)	\$3.98
Meter Charge (\$/month)	
3/4" meter	\$22.22
1" meter	\$37.77
1.5" meter	\$73.33
2" meter	\$117.77
3" meter	\$222.20
4" meter	\$371.07
6" meter	\$739.93
8" meter	\$1,184.33
10" meter	\$1,850.93
Nonpotable Meter Charge (\$/month)	
4" meter	\$62.21
8" meter	\$195.75
Volume Charge (\$/ccf)	
Single Family Residential	\$4.86
Multi-family Residential	\$4.10
Commercial	\$5.02
Industrial	\$5.99
Irrigation	\$9.30
Outside City	\$7.29
Public Agency	\$5.59
Non-Potable	\$3.25

¹ These fees are updated via a separate approval process.

Resolution 2026-4022 Exhibit A
Master Fee Schedule

FINANCE	
MUNICIPAL SERVICES STATEMENT FEES - Wastewater Service Charges ¹	
Service Charge (\$/month)	\$33.63
Multi-family per unit Charge	\$26.41
Volume Charge (\$/ccf)	
Single Family Residential	\$10.95
Multi-family Residential	\$10.95
Commercial 1	\$10.95
Commercial 2	\$13.87
Commercial 3	\$22.54
Industrial	\$13.87
Outside City	\$10.95
Sewer Only (no water service) Flat Rate including monthly service charge	\$77.41
MUNICIPAL SERVICES STATEMENT FEES - Stormwater Service Charges ¹	
Service Charge (\$/month)	\$19.06

¹ These fees are updated via a separate approval process.

Resolution 2026-4022 Exhibit A
Master Fee Schedule

LIBRARY	
Damage to Items	Time & Materials (up to replacement cost)
Lost or Destroyed Items	Price of the item. <i>Fines are set by CCRLS</i>
Computer Printing & Copies	20¢ each B & W 50¢ each Color
Exam Proctoring Fee	10¢ each B & W; 50¢ each color per page for printing \$5.00 per test
Inter Library Loan Fee	\$5 each after 12 items per year
Non-resident Library Card Fee	\$79 per year-Household \$40 for 6 months \$70 per year- Senior, \$35 for 6 months Free limited-access library cards available

Resolution 2026-4022 Exhibit A
Master Fee Schedule

BUILDING	
PERMIT CENTER FEES	
Building Permit Fees - Valuation Table^{1,2}	
\$1 - \$500	\$111.14
\$501 - \$2,000	\$111.14 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000	\$133.64 for the first \$2,000 plus \$7.80 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$313.04 for the first \$25,000 plus \$5.85 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$459.29 for the first \$50,000 plus \$3.90 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and above	\$654.29 for the first \$100,000 plus \$3.25 for each additional \$1,000 or fraction thereof
Fire Alarm Permit, Fire Sprinkler Permit – Commercial, Fire Suppression Permit – for Type 1 Hood	Use Building Valuation Table
Sign	Use Building Valuation Table
Swimming Pool	Use Building Valuation Table
Manufactured Building - Commercial	Use Building Valuation Table
Fire Sprinkler Permit – Residential Stand Alone	Not part of the plumbing system, requires a building permit and plumbing (backflow) permit
Solar	\$111.14 - Prescriptive Based on Building Value - Non-Prescriptive
Building Plan Review Fee	85% of the Building Permit Fee
Fire and Life Safety Plan Review Fee	60% of the Building Permit Fee
Technology Fee (This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)	5% of the permit amount
Community Development Fee¹	.75% of the project valuation

¹ See Glossary for Valuation Definitions

² See Glossary for ICC Valuation Data February 2026

Resolution 2026-4022 Exhibit A
Master Fee Schedule

BUILDING	
PERMIT CENTER FEES	
Phased Permit Fees¹	\$348.74 plus 10% of the Building Permit Fee with a maximum of \$1,500 excluding Phase 1
Other Fees:	
Inspections Outside of normal business hours	\$111.14 per hour minimum of 2 hours
Additional plan review required by changes, additions or revisions to approved plans, Inspections for which no fee is specifically indicated, occupancy change permit	\$111.14 first hour, fraction thereof each ¼ hour, minimum of 1 hour
Reinspection Fee / Reinstatement Fee	\$111.14 each
Investigation Fee	\$111.14 per hour minimum ¼ hour
Deferred Submittal	\$287.35 for each deferred or 10% of the permit fee for the value of the deferred work, whichever is greater

¹ See Glossary for Valuation Definitions

Resolution 2026-4022 Exhibit A
Master Fee Schedule

BUILDING - Mechanical		
PERMIT CENTER FEES		
Furnace:	Res Fee	Com Est. Value
FAU/Gravity Furnace <100K BTU	\$27.40	\$2,074.46
FAU/Gravity Furnace > 100K BTU	\$27.40	\$2,393.62
Wall/Floor/Suspended/Mounted	\$27.40	\$2,074.46
Other Heating Units:		
Wood/Fireplace/Masonry/Factory Built	\$44.80	\$1,595.75
Room Heaters, Non-Portable	\$27.40	\$159.58
Appliance Vents and Air Ducts	\$15.21	\$957.45
Boilers/Compressors/Absorption Systems:		
1 - 100K BTU	\$25.66	\$2,074.46
101K – 500K BTU	\$41.62	\$3,670.20
501K – 1,000K BTU	\$56.96	\$4,946.78
1,001K – 1,750K BTU	\$83.05	\$7,340.60
> 1,750K BTU	\$135.24	\$10,691.42
Air Conditioner	\$20.46	\$2,393.62
Air Handler:		
1 - 10K CFM	\$20.46	\$2,393.62
>10K CFM	\$27.40	\$2,393.62
Mini-Split	\$20.46	\$2,393.62
Evaporative Coolers	\$27.40	\$2,074.46
Ventilation and Exhaust:		
Ventilation Fan – Single Duct	\$15.21	\$957.45
Ventilation System	\$20.46	\$957.45
Exhaust Hoods	\$20.46	\$1,595.75
Incinerator:		
Domestic	\$30.89	N/A
Commercial/Industrial	N/A	\$9,893.58
Gas Piping:		
Gas Pipe Outlet 1-4	\$18.70	\$795.50
Gas Pipe Outlet Each Outlet over 4	\$8.25	\$159.58
Miscellaneous: Clothes Dryer/Water Heater/Etc.	\$20.46	N/A
Minimum Fee (min fee is charged unless the calculated fee is greater):	\$111.14	N/A

Resolution 2026-4022 Exhibit A
Master Fee Schedule

BUILDING - Mechanical	
PERMIT CENTER FEES	
Mechanical Permit Fee - Valuation Table – Commercial/Industrial	
\$1 - \$2,000	\$111.14
\$2,001 - \$5,000	\$111.14 for the first \$2,000 and \$2.30 for each additional \$100 or fraction thereof, to and including \$5,000
\$5,001 - \$10,000	\$180.14 for the first \$5,000 and \$1.80 for each additional \$100 or fraction thereof, to and including \$10,000
\$10,001 - \$50,000	\$270.14 for the first \$10,000 and \$1.50 for each additional \$100 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$870.14 for the first \$50,000 and \$1.25 for each additional \$100 or fraction thereof, to and including \$100,000
\$100,001 and above	\$1,495.14 for the first \$100,000 and \$1.10 for each additional \$100 or fraction thereof
Type 1 Hood	Use Mechanical valuation table
Mechanical Plan Review Fee	50% of the Mechanical permit fee
Technology Fee (This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)	5% of the permit amount

Resolution 2026-4022 Exhibit A
Master Fee Schedule

BUILDING - Plumbing	
PERMIT CENTER FEES	
1 & 2 Family New:	
1 Bath	\$269.57
2 Bath	\$356.54
3 Bath	\$443.52
Each additional bath/kitchen	\$111.14
1 & 2 Family Alteration	
Per Fixture	\$26.11
1 & 2 Family Fire Sprinkler system – multi-purpose (is part of the plumbing system):	
0 - 2,000 Square Feet	\$111.14
2,001 - 3,600 Square Feet	\$148.16
3,601 - 7,200 Square Feet	\$185.22
>7,201 Square Feet	\$259.30

Resolution 2026-4022 Exhibit A
Master Fee Schedule

BUILDING - Plumbing	
PERMIT CENTER FEES	
Commercial:	
Per Fixture	\$26.11
Water/Sanitary/ Sewer:	
First 100 Feet	\$111.14
Each additional	\$43.50
1 & 2 Family Rain Drains: Downspouts	\$111.14
Miscellaneous:	
Alternative Water Heating	\$111.14
Backflow Device	\$111.14
Minimum Fee: Minimum Fee is charged unless the calculated fee is greater	\$111.14
Medical Gas Permit Fee - Valuation Table	
\$1 - \$25,000	\$349.48
\$25,001 - \$50,000	\$349.48 for the first \$25,000 + \$5.85 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$495.73 for the first \$50,000 + \$3.90 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and above	\$690.73 for the first \$100,000 + \$3.25 for each additional \$1,000 or fraction thereof
Plumbing Plan Review Fee	50% of the Plumbing Permit Fee
Technology Fee (This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)	5% of the permit amount

Resolution 2026-4022 Exhibit A
Master Fee Schedule

BUILDING - Manufactured Parks									
PERMIT CENTER FEES									
Manufactured Dwelling Park Permit Fee – Table 1									
\$1 - \$500					\$15.00				
\$501 - \$2,000					\$15.00 for the first \$500 plus \$2.00 for each additional \$100 or fraction thereof, to and including \$2,000				
\$2,001 - \$25,000					\$45.00 for the first \$2,000 plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$25,000				
\$25,001 - \$50,000					\$252.00 for the first \$25,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000				
\$50,001 - \$100,000					\$414.50 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000				
\$100,001 - \$500,000					\$639.50 for the first \$100,000 plus \$3.50 for each additional \$1,000 or fraction thereof, to and including \$500,000				
\$500,001 - \$1,000,000					\$2,039.50 for the first \$500,000 plus \$2.00 for each additional \$1,000 or fraction thereof, to and including \$1,000,000				
\$1,000,001 and above					\$3,039.50 for the first \$1,000,000 plus \$2.00 for each additional \$1,000 or fraction thereof				
Manufactured Dwelling Park Valuation Fee - Table 2¹									
Park Class	Spaces Per Acre								
	4	5	6	7	8	9	10	11	12
	A	23,956.42	22,397.47	21,098.37	20,059.09	19,019.77	18,240.31	17,720.67	17,421.51
B	22,344.70	21,211.25	19,486.67	18,447.36	17,408.09	16,628.61	16,108.99	15,849.15	15,443.18
C	21,555.39	20,412.26	18,707.21	17,667.89	17,330.94	15,849.15	15,329.51	15,069.67	14,809.83

¹ See glossary for definitions

Resolution 2026-4022 Exhibit A
Master Fee Schedule

BUILDING - Manufactured Parks
PERMIT CENTER FEES
Formula for Manufactured Dwelling Park Permit and Plan Review Fee:
1. Square Feet of Area being developed ÷ 43,560 (43,560 = 1 acre)
2. Number of spaces ÷ number of acres = valuation in Table 2
3. Valuation in Table 2 x Number of spaces = Permit Fee in Table 1
4. The Permit Fee is taken from Table 1
5. The Plan Review Fee is 85% of the Permit Fee

BUILDING - Recreational Parks	
PERMIT CENTER FEES	
Recreational Park Permit Fee – Table 1	
\$1 - \$500	\$15.00
\$501 - \$2,000	\$15.00 for the first \$500 plus \$2.00 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000	\$45.00 for the first \$2,000 plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$252.00 for the first \$25,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$414.50 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 - \$500,000	\$639.50 for the first \$100,000 plus \$3.50 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 - \$1,000,000	\$2,039.50 for the first \$500,000 plus \$2.00 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and above	\$3,039.50 for the first \$1,000,000 plus \$2.00 for each additional \$1,000 or fraction thereof

Resolution 2026-4022 Exhibit A
Master Fee Schedule

BUILDING - Recreational Parks									
PERMIT CENTER FEES									
Recreational Park Valuation Fee¹ - Table 2									
Park Class	Spaces Per Acre								
	6	8	10	12	14	16	18	20	22
A	2,637	2,470	2,320	2,189	2,074	1,978	1,907	1,849	1,798
B	2,483	2,317	2,176	2,035	1,920	1,824	1,754	1,696	1,645
C	1,792	1,626	1,485	1,344	1,229	1,133	1,062	1,005	954
Formula for Recreational Park Permit and Plan Review Fee:									
1. Square Feet of Area being developed ÷ 43,560 (43,560 = 1 acre)									
2. Number of spaces ÷ number of acres = valuation in Table 2									
3. Valuation in Table 2 x Number of spaces = Permit Fee in Table 1									
4. The Permit Fee is taken from Table 1									
5. The Plan Review Fee is 85% of the Permit Fee									

BUILDING - Manufactured Building	
PERMIT CENTER FEES	
Manufactured Building Permit Fees:	
Manufactured Building in a Park	\$798.56 Flat Fee (technology fee included)
Manufactured Building Elsewhere	\$987.57 Flat Fee (technology fee included)
Manufactured Building Commercial	Based on Building Value
Technology Fee (This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)	5% of the permit amount

¹ See glossary for definitions

Resolution 2026-4022 Exhibit A
Master Fee Schedule

PLANNING	
PERMIT CENTER FEES	
Pre-Application Review	\$100.00
Type I (Administrative Review):	
Any Type I action not specifically listed in this section	\$219.00
ADU Design Review	\$219.00
Cottage Cluster Design Review	\$440.00
Property Consolidation	\$219.00
Code Adjustment	\$550.00
Design Review – (Commercial/Industrial minor addition review)	0.3% of project value, \$550 minimum
Minor modification or extension of Type I decision	\$219.00
Major modification of Type I decision	50% of original fee
Partition final plat	\$1,107 + \$94 per parcel
Property line adjustment	\$1,107.00
Sign review	\$95 + \$1 per sq. ft. of sign face
Mural Sign review	\$95 + \$1 per sq. ft. of sign face, \$200 maximum
Subdivision, PUD or Condominium final plat	\$2,219 + \$94 per lot or unit
Type II (Land Use Decision):	
Any Type II action not specifically listed in this section	\$1,107.00
Minor modification or extension of Type II decision	\$219.00
Major modification of Type II decision	50% of original fee
Design Review (Including Mobile/Manufactured Home Parks)	0.6% of total project cost, \$1,107 minimum
Middle Housing Land Division	\$1,107 + \$94 per parcel
Partition preliminary plat	\$1,107 + \$94 per parcel
Subdivision preliminary plat	\$2,219 + \$94 per lot
Variance	\$1,107.00
Vacation Rental review	\$1,107.00
Type III (Quasi-Judicial Review)	
Any Type III action not specifically listed in this section	\$2,351.00
Annexation	\$3,091 + \$293 per acre
Comprehensive plan amendment (Site specific)	\$2,897.00
Conditional Use Permit	\$2,351.00
Minor modification or extension of Type III decision	\$219.00
Major modification of Type II decision	50% of original fee

Resolution 2026-4022 Exhibit A
Master Fee Schedule

PLANNING	
PERMIT CENTER FEES	
Historic Landmark establishment or modification	\$0.00
Historic Landmark elimination	\$2,696.00
Planned Unit Development	\$4,697 + \$94 per unit
Subdivision preliminary plat	\$2,219 + \$94 per lot
Zoning Amendment (site specific)	\$2,929.00
Type IV (Legislative amendments)	
Comprehensive plan text amendment or large scale map revision	\$3,331.00
Development Code text amendment or large scale map revision	\$3,331.00
Appeals	
Type I or II Appeal to Planning Commission	\$634.00
Type I or II Appeal to City Council	\$1,150.00
Type III Appeal to City Council	\$1,351.00
Type I Adjustments or Type II variances that are not designed to regulate the physical characteristics of a use permitted outright	\$354.00
Exhibitor license fee appeal to the City Council	50% of Exhibitor License Fee
Other Fees:	
Technology Fee (This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)	5% of the permit amount
Expedited Land Division	\$8,255 + \$94 per lot or unit
Urban Growth Boundary amendment	\$5,274.00
Vacation of Public Right-of-Way	\$2,188.00
Fee-in-lieu of Parking Program	\$17,726.00
Trees in Public Right of Way Removal Permit	\$10.00
Vertical Housing Development Zone fees	\$600.00 certification and application fee \$400.00 annual monitoring fee

DEVELOPMENT ENGINEERING			
PERMIT CENTER FEES			
Land Use Review Fees:	BASE	ADDITIONAL	PER
Planning Design Reviews, Partitions, Subdivisions, Type II&III Planned Unit Developments, & MHLD	\$360.14 2-19 lots	\$16.00	lot after 19
Final plat review, partition and subdivision & MHLD	\$360.14	\$9.05	each lot
Development Review for public improvements on Commercial, Industrial, Institutional zone, and Multifamily developments	\$503.66	\$287.69	Additional first acre

Resolution 2026-4022 Exhibit A
Master Fee Schedule

BUSINESS LICENSES AND PERMITS	
Yearly Business Licenses	
General	\$50.00 per year
Home Occupation	\$25.00 per year
Peddler/Solicitor/Street Vendor	\$25.00 per 6 mo only
Perpetual Temporary Merchant in Operations more than 45 days	\$75.00 per year
Exhibitor License	\$160.00
Business Permits - one time fee	
Temporary Merchant in Operations from 4 to 45 days	\$129.00
Temporary Merchant in Operations more than 45 days	\$437.00
Peddler/Solicitor/Street Vendor License	No additional fees

POLICE	
Alarm Permit: False alarms – First 2 free, 3 to 9 false alarms	\$50.00 per incident per calendar year
Alarm Permit: False alarms – Over 10	\$100 per incident per calendar year
Right of Way Permit	\$10.00
Dog Impound Fees	
Kenneling Fees	\$25.00 per day, plus required medical costs associated
Subsequent impound citation – 2nd violation	\$75.00 per incident per calendar year
Subsequent impound citation – 3rd + violations	\$150.00 per incident per calendar year
Police Public Records	
Certified Background Check	\$35.00 per person
Photographs	\$15.00 per link
Reports	\$20.00
Research	\$27.18/hour labor over ½ hour
Audio / Video	\$37.00 per link
Body Cam	\$70.00 plus \$35.00 per half hour of redaction prep past
USB	\$39.00

Resolution 2026-4022 Exhibit A
Master Fee Schedule

PUBLIC WORKS - Operations	
Newgrow Compost (Bulk)	Fees set by City Manager
Sawdust	\$30.00 per cubic yard
Septic Drop-off (permitted septic companies only)	\$.15 per gallon
Recreational Vehicle Waste	\$5.00 per vehicle

PUBLIC WORKS - Maintenance	
Hydrant Meter Fees¹	
Non-refundable Application Fee	\$150.00
Water usage fee > 10,001 gallons	Charged at the current industrial volume rate (\$5.99 @ 100CCF)
Billing Fee	\$10/month
Rental Fee	\$5/day
Monthly Stormwater Service Charge	Charged at the current monthly rate (\$19.06/mo)
Refundable Meter & Valve Deposit	\$1,500.00

¹ These fees are updated via a separate approval process.

Resolution 2026-4022 Exhibit A
Master Fee Schedule

PUBLIC WORKS - Capital Engineering		
PERMIT CENTER FEES		
System Development Charges²		
Wastewater Development Fee¹:		
For the first 18 fixture units	\$5,587.00	
Per each fixture unit over 18	\$310.39	
Water Development Fee¹:	Potable	Nonpotable
3/4" meter	\$7,846.12	\$4,066.00
1" meter	\$13,338.40	\$6,912.20
1.25" meter	\$19,615.30	\$10,165.00
1.5" meter	\$25,892.19	\$13,417.80
2" meter	\$41,584.43	\$21,549.80
3" meter	\$78,461.19	\$40,659.99
4" meter	\$131,030.19	\$67,902.19
6" meter	\$258,921.94	\$134,177.98
8" meter	\$415,844.32	\$215,497.97
Storm System Development Fee:¹		
Single Family - Equivalent Dwelling Unit (EDU) ¹	\$629.57 flat fee	
Other than Single Family	$(\text{Impervious Area}/2877) \times \629.57	

¹ See glossary for definitions and summaries of the incentive programs allowing for various waivers or discounts.

² These fees are established via a separate approval process - Refer to Ordinance No. 2024-2922. Fees are calculated based on the Permit Issuance Date - Ordinance 2023-3887.

Resolution 2026-4022 Exhibit A
Master Fee Schedule

PUBLIC WORKS - Capital Engineering			
PERMIT CENTER FEES			
Transportation Development Fee²:			
Single Family / ADU ¹ / Duplex / Triplex / Quadplex / Cottage Cluster– per	\$6,645.78		
Multi Family – per unit	\$4,365.37		
Manufactured Home – in a park	\$3,192.59		
Manufactured Home – Elsewhere	\$6,645.78		
Commercial/Industrial	See Transportation SDC Calculation Formula in the		
Wastewater Connection Fee	Actual costs		
Water Connection Fee	Actual costs		
Signalization Fee - Single Family	\$285.61		
	BASE	ADDITIONAL	PER
Sidewalk or Driveway approach permit and inspection	\$36.92	\$0.35	Square Feet
Public street ADA ramp review and inspection	\$43.88	N/A	Each ramp

¹ See glossary for definitions and summaries of the incentive programs allowing for various waivers or discounts.

² These fees are established via a separate approval process. The City of Newberg has many incentive programs to encourage business development. These can be found within Ordinance 2024-2922. Fees are calculated based on the Permit Issuance Date - Ordinance 2023-3887.

The formula used to calculate the fee is: $SDC\ Fee^1 = UNIT \times ITE\ PMPH\ Vehicle\ Trip\ Rate \times 1.68 \times \$3,878.26$

The conversion of PM peak hour vehicle trip-ends (PMPHVT) to PM peak hour person trip-end (PMPHPT) is: $PMPHVT \times 1.68$

Resolution 2026-4022 Exhibit A
Master Fee Schedule

PUBLIC WORKS - Capital Engineering			
PERMIT CENTER FEES			
Construction/Site Development Plan Review and Inspection Fees	BASE	ADDITIONAL	PER
Erosion Control Plan review and inspection:			
500 To 5000 Square Feet disturbed	\$215.25	N/A	each permit
5001 Square Feet to less than 1 acre disturbed	\$503.66	N/A	each permit
1 acre and larger disturbed	By DEQ permit	N/A	N/A
Technology Fee (This fee will be added to all Planning, Engineering and Building Fees. This does not apply to System Development Charges.)	5% of the permit amount		
Site Improvement:			
Public Improvement site development permit – refer to application form for additional fee details	5%	N/A	Public construction cost estimate
Single Family house Site Plan Review, stormwater review and Engineering	\$215.25	N/A	EACH PERMIT
Stormwater: Commercial/Industrial/Multi Family private facility storm drainage plan review and final inspection for water quality/quality facilities	\$431.21	\$107.96	
	First Acre	Additional Developed Acre	
Reinspection Fee	\$72.45		
Demolition Permit	\$111.14 flat fee – Complete Based on building value – Partial		
Hardship Requests	\$287.69		
Utility Right of Way Non-refundable Application Fee	\$500.00		
Right of Way, Easement Review	\$260.14		
Subsurface Permit for Franchise	\$215.25		
Stormwater Fee in lieu - Private	\$1.50/SF		
Stormwater Fee in lieu - Public	\$2.00/SF		

Building Permit Fees - Building Valuation Table (see page 24): The Fee complies with the definition of “valuation” in Section 423 of the State of Oregon Structural Specialty Code and includes Architectural, Structural, Electrical, Plumbing, Heating, Ventilation Devices and Equipment. The valuation also includes the contractor’s profit which should not be omitted. The determination of value or valuation under any provisions of this code shall be made by the Building Official. The value shall be the estimated amount from the City of Newberg building valuation data table or the estimated value including 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, whichever is greater.

The square foot construction costs table determines the cost of the project by the building use and type of construction. To calculate the valuation, the cost per square foot is multiplied by the projects total square footage. For projects where square footage is not added, the value is calculated by multiplying product value by 1.6 to determine valuation.

Refund Fee Schedule	
Refund Type	Refund
Outside City Limits	100%
Permit Submitted/Plan Review Not Started	80%
Permit Submitted/Plan Review Started/Completed	Building Plan Review Not Refundable
Permit Submitted/ Plan Review Completed/ Permit Issued	Not Refundable
	Building / Plumbing / Mechanical Plan Review Fees
	80% Refundable
	Permit Fees (Building/Plumbing/Mechanical) / Community Development /
	State Surcharge (Building/Plumbing/Mechanical) / Technology (Building/Plumbing/Mechanical)
	100% Refundable
	Third Party Fees - Chehalem Park & Recreation / School CET

NEWBERG MASTER FEE GLOSSARY FOR 2026-27

Valuation Table ICC Valuation Data February 2026

SQUARE FOOT CONSTRUCTION COSTS		TYPE OF CONSTRUCTION								
GROUP	(INTERNATIONAL BUILDING CODE)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	ASSEMBLY, THEATERS, WITH STAGE	357.33	344.89	333.96	321.01	300.49	291.98	310.03	280.47	269.61
A-1	ASSEMBLY, THEATERS, WITHOUT STAGE	328.57	316.12	305.20	292.25	271.49	262.97	281.27	251.46	240.61
A-2	ASSEMBLY, NIGHTCLUBS	277.44	269.30	260.84	250.89	234.99	228.61	242.28	213.69	205.58
A-2	ASSEMBLY, RESTAURANTS, BARS, BANQUET HALLS	276.44	268.30	258.84	249.89	232.99	227.61	241.28	211.69	204.58
A-3	ASSEMBLY, CHURCHES	331.74	319.29	308.36	295.42	275.14	266.62	284.43	255.12	244.26
A-3	ASSEMBLY, GENERAL, COMMUNITY HALLS, LIBRARIES, MUSEUMS	276.12	263.67	251.75	239.80	218.28	210.76	228.82	198.26	188.40
A-4	ASSEMBLY, ARENAS	327.57	315.12	303.20	291.25	269.49	261.97	280.27	249.46	239.61
B	BUSINESS	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
E	EDUCATIONAL	296.02	285.47	275.84	264.24	245.34	232.84	255.15	214.74	207.79
F-1	FACTORY AND INDUSTRIAL, MODERATE HAZARD	169.11	160.95	150.84	145.13	129.25	122.95	138.37	107.18	99.77
F-2	FACTORY AND INDUSTRIAL, LOW HAZARD	168.11	159.95	150.84	144.13	129.25	121.25	137.37	107.18	99.77
H-1	HIGH HAZARD, EXPLOSIVES	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	N.P.
H234	HIGH HAZARD	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	88.73
H-5	HPM	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
I-1	INSTITUTIONAL, SUPERVISED ENVIRONMENT	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
I-2	INSTITUTIONAL, HOSPITALS	485.04	473.91	463.07	450.80	425.24	N.P.	440.20	398.66	N.P.
I-2	INSTITUTIONAL, NURSING HOMES	334.61	323.48	312.64	300.37	277.75	N.P.	289.77	251.17	N.P.
I-3	INSTITUTIONAL, RESTRAINED	325.77	314.64	303.80	291.53	269.89	260.06	280.93	263.64	230.99
I-4	INSTITUTIONAL, DAY CARE FACILITIES	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
M	MERCANTILE	207.08	198.94	189.48	180.53	164.30	158.91	171.92	143.00	135.89
R-1	RESIDENTIAL, HOTELS	286.53	276.38	266.63	256.68	234.71	228.48	256.15	211.66	204.20
R-2	RESIDENTIAL, MULTIPLE FAMILY	239.24	229.09	219.34	209.38	188.69	182.45	208.85	165.63	158.18
R-3	RESIDENTIAL, ONE- AND TWO-FAMILY	224.62	218.65	213.40	208.84	201.86	194.67	213.06	187.70	175.92
R-4	RESIDENTIAL, CARE/ASSISTED LIVING FACILITIES	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
S-1	STORAGE, MODERATE HAZARD	156.75	148.59	138.48	132.77	117.20	110.90	126.00	95.13	87.73
S-2	STORAGE, LOW HAZARD	155.75	147.59	138.48	131.77	117.20	109.90	125.00	95.13	86.73
U	UTILITY, MISCELLANEOUS	125.18	118.05	109.33	104.91	93.46	87.55	99.89	74.38	71.07
A. PRIVATE GARAGES AND COVERED DECKS, USE UTILITY, MISCELLANEOUS										
B. UNFINISHED BASEMENTS (GROUP R-3) = \$31.50 PER SQ. FT.										
C. FOR SHELL ONLY BUILDINGS DEDUCT 20 PERCENT										
D. N.P. = NOT PERMITTED										
E. CARPORT, COVERED PORCH, PATIO, OR DECK SQUARE FOOTAGE SHALL BE CALCULATED SEPARATELY AT 50% OF THE VALUE OF A PRIVATE GARAGE FROM THE ICC BUILDING VALUATION DATA TABLE CURRENT AS OF APRIL 1 – OAR 918-050-0100										

Community Development Fee: Revenues are used to cover the costs of operating the Permit Center. The Permit Center provides services including customer information, planning and zoning, and engineering review that are necessary prior to building plan review, and are not covered under Building Plan Review Fees.

Manufactured Dwelling Park Valuation Fee – Table 2 Definitions

- * Deduct 10% from the valuation of parks constructed east of the cascade summit
- * Class A Parks contain paved streets, curbs and sidewalks
- * Class B Parks contain no paved streets, no curbs but have sidewalks on one side of each street
- * Class C Parks contain no paved streets, no curbs but have sidewalks on one side of each street
- * Parks containing spaces in more than one class, figure the spaces in each class; then add them together to obtain the total valuation for the park.
- * The Area Development Permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings or structures, mechanical, plumbing or electrical systems, boiler, or elevated or permits required by other agencies.
- * See Oregon Administrative Rule (OAR) 918-600-030 for plan review and inspection fees based on this valuation

Phased Permit Fees: in each phase of Building, Phase 1 – Foundation, Phase 2 – Building “Shell”, Phase 3 – Completion, Building Permits may be obtained as phased permits under the following conditions: 1) In each phase there must be sufficient information provided in order to allow a complete review of the plans. 2) Plans shall be prepared by a licensed Oregon architect or engineer. 3) Deferral of any submittal items shall have prior approval of the Building Official. The licensed Oregon architect or engineer of record shall list the deferred submittals on the plans and shall review the deferred submittal documents for compatibility with the design of the building prior to submittal to the Building Official for review. 4) The City of Newberg will accept plans submitted in the sequence listed for phased development. 5) Grading and site utilities are not part of the phase program.

Recreational Park Valuation Fee - Table 2 Definitions

- * Deduct 10% from the valuation of parks and camps constructed east of the cascade summit
- * Class A Parks and camps contain paved streets and electric, water and sewer service to each R.V or camping space
- * Class B Parks and camps contain electric, water and sewer service to each R.V. or camping space, but do not have paved streets
- * Class C Parks and camps contain a combination of no more than two services involving electric, water or sewer and do not have paved streets
- * When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation

Recreational Park Valuation Fee - Table 2 Definitions (continued)

* The area developed permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings or structures, mechanical, plumbing or electrical systems, boiler, or elevators, or permits required by other agencies

* See Oregon Administrative Rule (OAR) 918-600-030 for plan review and inspection fees based on this valuation

PERMIT CENTER –ENGINEERING**SYSTEM DEVELOPMENT CHARGES DEFINITIONS**

Efficiency Dwelling Unit (EDU): A Studio or one bedroom Accessory Dwelling Unit (ADU) with less than 600 square feet floor area and one bathroom. The unit is located on a lot with other dwelling units or primary uses.

Accessory Dwelling Unit (ADU): An interior, attached or detached residential structure that is used in connection with or that is accessory to a single-family dwelling. An Accessory Dwelling Unit may not exceed 50 percent of the size of the primary unit, up to a maximum of 1,000 square feet. See Newberg Municipal Code 15.05.030.

Dwelling Unit: a single unit of one or more habitable rooms providing complete independent facilities for occupants, including permanent provisions for living, sleeping, eating, cooking and sanitation. See Newberg Municipal Code 15.05.030.

Wastewater System Development Fee: Revenues are used to maintain the City's Wastewater System. This fee is collected for any new connections to the City's Wastewater System and is determined by the number of fixture units i.e. sink, bathtub, etc. in the unit.

Water System Development Fee: Revenues are used to maintain the City's Water System. This fee is collected for each new connection to the City's water system and is determined by the size of the water meter. Standard single family meter size is ¾".

Storm System Development Fee: Revenues are used to maintain the City's Stormwater System. This fee is collected for each new development that connects to or otherwise uses the City Stormwater System and is determined by the square feet of impervious area. Impervious surface is the hard surface area which either prevents or retards entry of water into the soil mantle and/or causes water to run off the surface in greater quantities or at an increased rate of flow from that present under natural conditions. Impervious surface areas include, but are not limited to, rooftops, concrete or asphalt paving, walkways, patios, driveways, parking lots or storage areas and trafficked gravel or other surfaces which impede the natural infiltration or runoff of surface water. An equivalent dwelling unit (EDU) is equal to 2,877 square feet of impervious area.

Transportation System Development Fee: Revenues are used for future expansion of the City's Streets. This fee is collected for each new development that connects to the City's current street system and is determined by a methodology utilizing a PM peak hour person trip-end (PMPHPT) basis for calculating future trip growth. The transportation charge is calculated based on the "land use", "units", and trips during pm peak hours both in a vehicle and as a pedestrian. Land use references the type of development, from a hotel to a golf course to a library to a single-family home, and so on. Units are determined by the land use – municipalities can calculate units based on square footage size, the amount of acreage, or on the number of rooms. The City of Newberg uses the Institute of Transportation Engineers Trip Generation Manual (ITE) to determine trip rates for peak hours. Therefore, different types of development are charged different rates per square foot, or other Unit, as defined in the ITE. The ITE typically provides PM peak hour vehicle trip-ends for the various types of land use categories, or ITE Code designations.

The formula used to calculate the fee is: $SDC \text{ Fee} = \text{UNIT} \times \text{ITE PMPH Vehicle Trip Rate} \times 1.68 \times \$3,878.26$

The conversion of PM peak hour vehicle trip-ends (PMPHVT) to PM peak hour person trip-end (PMPHPT) is: $\text{PMPHVT} \times 1.68 \text{ PMPHPT/PMPHVT} = \text{PMPHPT}$.

**INCENTIVE PROGRAMS TO ENCOURAGE DEVELOPMENT – Refer to Ordinance 2024-2922 Attachment B
Pending amendments to Newberg Municipal Code (NMC) Section 13.05**

13.05.040 (C)

C. For residential developments where dwelling units, as defined by the Oregon Residential Specialty Code, are one thousand square feet or less, except for multifamily housing as defined in ORS 456.515(8), the city will, at the election of the developer, modify the system development charge owed by applying a factor of twenty percent to the system development charge computed for the development. For multi-parcel developments, a factor of twenty percent may be applied only to those parcels whose only above grade improvements are single-family houses with dwelling units that are 1000 square feet or less. Developers that claim this system development charge modifier cannot claim any other waiver or discount for system development charges.

13.05.120 (D)

D. No transportation system development charges shall be charged for applications that only request a change in use for improvements existing at the time of application submission.

13.05.120 (E)

E. Development of child care facilities as defined by ORS 329A.250(5) and certified per ORS 329A.300 are exempt from all system development charges established under this Chapter.

13.05.125 (B)

B. Partial waivers of twenty-five percent for each category of system development charge shall be applied to developments starting or expanding enterprises that provide family wage jobs as further described in this subsection. No developer may claim any other waiver, modifier, or discount for system development charges in addition to the partial waiver described in this subsection. No partial waiver shall be applied unless the city council affirmatively finds that:

1. The enterprise will create at least twenty family wage jobs.
2. The developer will also be the employer of each individual receiving a family wage job.

13.05.125 (B) (Continued)

3. The family wage jobs will not pay less than one hundred and fifty percent of the applicable minimum wage rate provided under ORS 653.025(1).
4. The enterprise has been reviewed and endorsed by the Strategic Economic Development Corporation of the Mid-Willamette Valley, Oregon or another outside Oregon economic development agency.
5. The duration of each family wage job is permanent in nature and will likely last three or more years.
6. A staff report by the city's community development department supports the award of a partial waiver.

REQUEST FOR COUNCIL ACTION



Date Action Requested: (May 18, 2026)

Order <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Information <input checked="" type="checkbox"/> Proclamation <input type="checkbox"/>	
Subject: A resolution to refer a \$0.03 per gallon local gasoline tax to the voters to ameliorate our gravel streets.	Staff: Will Worthey CM Department: Administration
Work Session	Order On Agenda: New Business
Hearing Type: N/A	

Is this item state mandated? Yes No

If yes, please cite the state house bill or order that necessitated this action:

Recommendation:

Staff recommends the discussion of a referral of a potential 3-cent per gallon local gasoline tax to the voters of Newberg.

Executive Summary:

For at least five years elected officials and staff have been in receipt of complaints about the gravel streets in Newberg (see Exhibit A demonstrating the relevant parts of town). Annually \$20,000 to \$30,000 of materials and staff time is spent grading and maintaining these gravel streets to little overall effect. Many residents have asked that these streets be upgraded to a basic improved residential street standard. The honorable Mayor has asked for this matter to be referred to the votes to seek their will on a local gasoline tax. This tax would be used solely to improve these streets and then repealed. I anticipate that the total revenue needed from gas tax to complete this work will be \$8-10 million; which will be added to the available system development funds to complete the work.

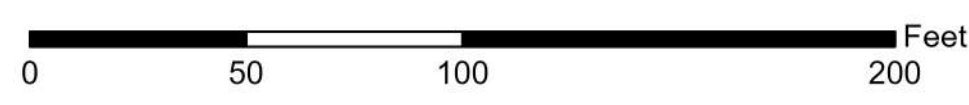
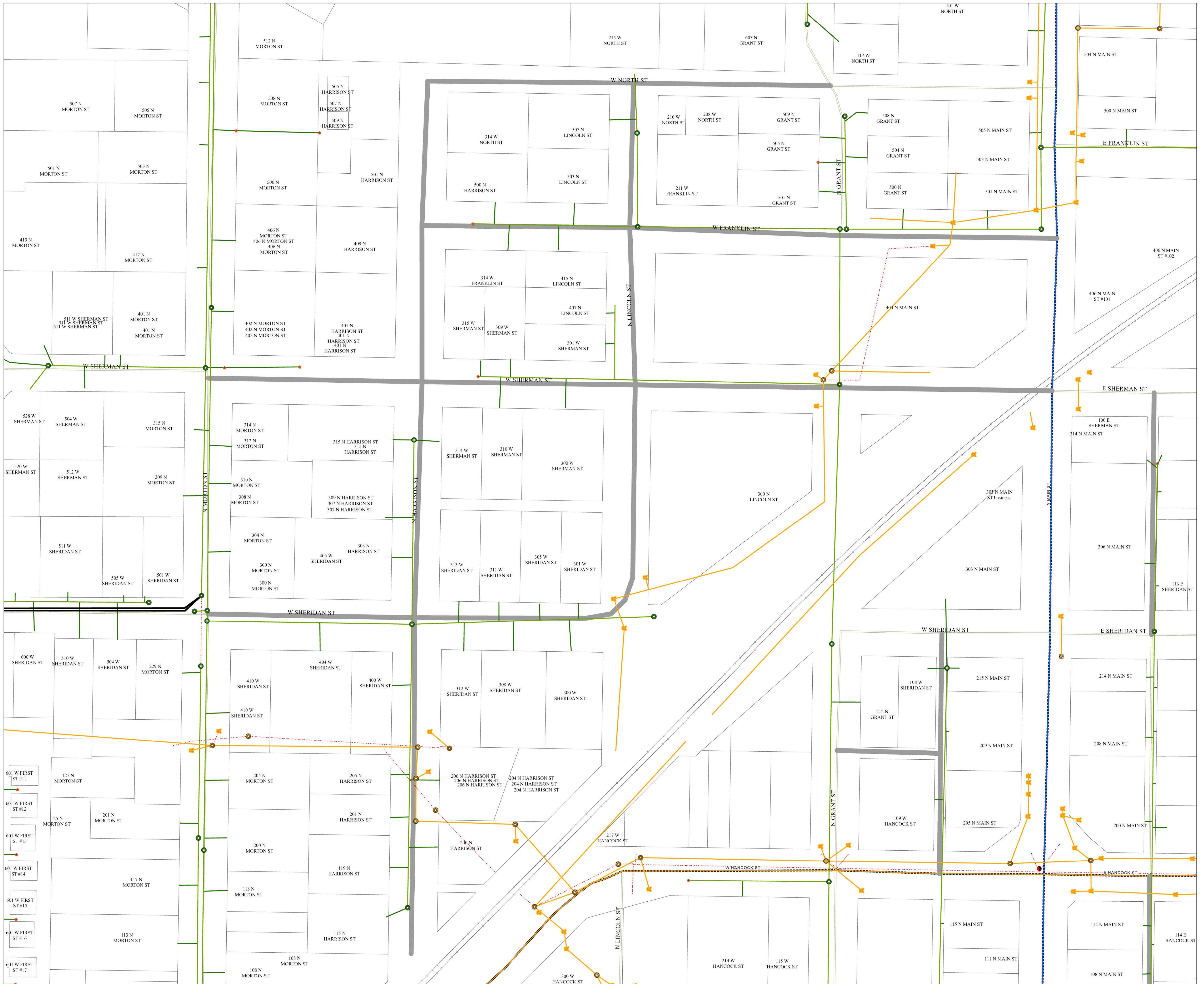
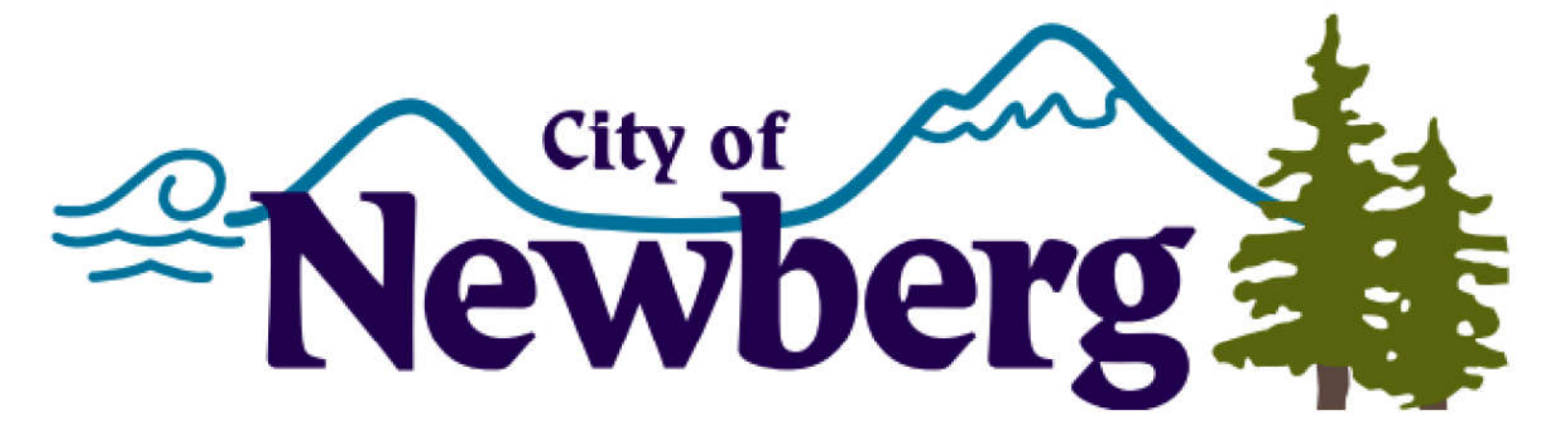
Fiscal Impact:

A 3-cent local tax would generate approximately \$547,500 annually. With the addition of available system development funds, we can assume that this would enable us to improve several blocks every two to three years.

Council Goals:

Goal 4, Objective 4: As a secondary focus to the maintenance of our existing roads ,we will explore the concept of converting small sections of gravel streets to modern paving.

NW Newberg Gravel Streets



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Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
 Projection: Lambert Conformal Conic
 Datum: North American 1983 HARN
 False Easting: 8,202,099.7375
 False Northing: 0.0000
 Central Meridian: -120.5000
 Standard Parallel 1: 44.3333
 Standard Parallel 2: 46.0000
 Latitude Of Origin: 43.6667
 Units: Foot

- Street Segment**
 Gravel Surface
- Storm Manhole**
 Abandoned
 Active
- Storm Cleanout**
 Storm Cleanout
- Storm Pipe**
 Abandoned
 Collector
- Storm Outlet**
 Abandoned
 Active
 Active
 Proposed
 Removed
- Storm Inlet**
 Abandoned
- Storm Structure**
 Bioretention Pond
 Detention Area
 Private Detention Area
 Spillway
 Water Quality Swale
- Wastewater Manholes**
 ABANDONED
 Manhole
- Wastewater Cleanouts**
 Wastewater Cleanouts
- Wastewater Mains**
 Abandoned
 Removed
- Force Main**
 Force Main
- Gravity Main**
 Gravity Main
- Wastewater Laterals**
 Abandoned
 Active
 Active
 Proposed
 Removed
- Rail**
 Rail

Last updated on *Thursday, June 22, 2023*
 Location: O:\GIS\Alan\ArcGIS Pro Projects\MapRequests\MapRequests.aprx

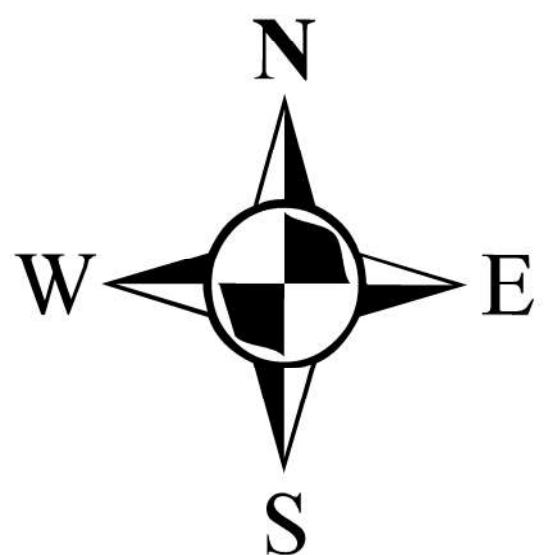


Exhibit B

Potential Text for a November Ballot Measure on a Newberg Local Gasoline Tax

Shall the City of Newberg impose a \$0.03 per gallon motor fuel tax in Newberg to pave and upgrade its gravel streets?

Potential Ballot Measure text

The City Council of Newberg desires to know the will of the residents on this issue. City Council would like to know if residents are willing to add a new fuel tax for the specific purpose of upgrading a set of gravel streets mostly in the southwest section of town.

The tax will only be used to upgrade specific gravel street sections to normal residential standards. This will include storm drainage lines and other infrastructure where appropriate. A three-cent per gallon tax would generate approximately \$547,500 per year that would be dedicated to building out new streets in the relevant part of town that currently has only gravel.

The City shall repeal this tax as soon as the gravel street sections are completed.

The City receives State shared revenues and transportation enhancement funds from the State of Oregon. These are only sufficient to keep up with our existing street repairs rather than address this long-running issue.

The streets in question are limited to any gravel sections of:

E. Ninth St, N. Alice Way, N. Evergreen Dr, N. Harrison Street, N. Lincoln Street,

S. Chehalem St, S. Grant St, S. Lincoln St, W. Fifth St, W. Franklin Street,

W. North Street, W. Sheridan Street, and W. Sherman Street.