

CITY OF COOS BAY CITY COUNCIL

Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
November 18, 2025	5.c

TO: Mayor Benetti, Council President DiNovo, and City Councilors

FROM: Marci Goodrich, Building Codes Administrator

THROUGH: Chelsea Schnabel, Community Development Director

ISSUE: Consideration of Proposed Increases to the Building Codes Fee Schedule

SUMMARY:

Staff recommends a 16% adjustment to the Building Codes Base Rate Fees on the City's Fee Schedule to maintain the current Building Program and to begin realignment of the Building Program budget to match current economic conditions.

ACTION REQUESTED:

If it pleases Council, approve the proposed fee increases to the Building Codes Fee Schedule and submission of the required 45-day notice to the State Building Codes Division (with future adoption of an amended City Fee Schedule via resolution).

BACKGROUND:

Building Codes is a division of the Community Development Department. The budget for the Building Codes Division operates as an enterprise fund with the revenue from permits fully supporting related program expenses.

The City's Fee Schedule sets the program/permit fees for the Building Codes Division. These fees are comprised of two components: Construction Value and Base Rate Fees. The Construction Value is incorporated into the City's Fee Schedule with annual updates from the State Building Codes Division. This can be sufficient to generate revenue that matches current economic conditions. When it is not, the Base Rate Fees are adjusted. The last adjustment to the Base Rate Fees was in 2018.

Refer to attachments for additional information.

BUDGET IMPLICATIONS:

Realignment of Fund 08 - Building Codes to ensure program continuity.

ATTACHMENT(S):

- Building Codes Permit Fee Increase proposal.pdf
- Building Codes Permit Fee Schedule proposal.pdf