

November 14, 1994

TO: All Holders of the City of Salem Design Standards

EFFECTIVE DATE: April 15, 1994

SUBJECT: **DEVELOPMENT BULLETIN #14**

The following information is distributed as a public service to the Salem development community of engineers, architects, contractors, builders, and developers to make them aware of any changes in the City permit and plan approval process, design standards, or construction standards which may have an impact on their operations:

## **DOUBLE FEE**

### **PURPOSE: INFORMATION ABOUT CITY POLICY REGARDING WORK WITHOUT A PERMIT**

Recent instances of work being done in the public right-of-way without a valid Public Works permit are prompting this reminder and clarification of the policy regarding assessment of the double fee.

Please be advised that Salem Revised Code 77.110 requires the assessment of a fee double that of the prescribed fee for any work undertaken without first obtaining the proper permits.

The Public Works Department will consistently double the prescribed permit fee for any start of work in the public right-of-way before the Contractor, Developer, or Developer's Engineer first obtaining a valid Public Works permit. The fee will be doubled for only that portion of the work found to have commenced without a valid permit. For example, if a project consists of water, sanitary sewer, storm sewer, and street work and **only** the sanitary sewer was started, then **only** the sanitary sewer permit fee will be doubled. As a further example, if the contractor started both street work and sanitary sewer work but not storm or water, then only the street and sanitary portions of the permit fee would be doubled.

For more information, please contact the Public Works Department Permit Application Center, at (503) 588-6211.

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Chief Development Services Engineer

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