



Oregon

Tina Kotek, Governor



Department of Consumer
and Business Services

Notice of proposed fee adoption

City of Wilsonville

The State of Oregon Building Codes Division (division) has received the enclosed notice of intent to adopt building inspection program fees from City of Wilsonville on April 17, 2026.

Notice requirements

Pursuant to Oregon Administrative Rule 918-020-0220, municipalities seeking to adopt fees are required to provide all the following information to the division 45 days prior to the proposed adoptive date.

- A. The affected specialty code or program areas.
- B. A description of the proposed building inspection program fees including the approximate percentage change when applicable.
- C. The proposed effective date.
- D. The date of the last fee increase in the specialty code or program area if applicable.
- E. The anticipated date, time and location of the local municipal hearing scheduled pursuant to Oregon Revised Statute (ORS) 294.160.
- F. The name, phone number and title of a contact person.
- G. A narrative explaining the purpose of the proposed fee adoption.

The division is required to notify interested parties after receiving a notice of intent to adopt building inspection program fees from a municipality. Enclosed is the information provided to the division pursuant to the above administrative rule requirements.

Municipal hearing information

If you have concerns about this proposed fee change, you may contact the municipality directly, or attend the local municipal hearing on:

Hearing date(s) and time(s): June 1, 2026, at 7 p.m.
Address: 29799 SW Town Center Loop East
Wilsonville, Oregon 97070
Contact information: Dan Carlson, Building Official
503-570-1557, carlson@wilsonvilleoregon.gov

If you still have unresolved concerns, you may, pursuant to ORS 455.210(3), appeal this fee adoption by sending a written request to the division. Appeal requests must be filed no later than 60 days after the fee adoption notice was received by the division.



April 17, 2026

BCD Rules Coordinator
Oregon Building Codes Division
PO Box 14470
Salem, OR 97309-0404

via email: RulesCoordinator.BCD@oregon.gov

RE: City of Wilsonville - Notice of Proposed Annual Fee Adjustment

Dear Rules Coordinator,

Please accept this as notification that the City of Wilsonville is proposing to amend its fee schedule for all state specialty codes administered locally.

Per Wilsonville Resolution 2802, City Council has chosen to evaluate permit fees and adjust annually based on the CPI-U West Region Index, December to December annual change. Based on this index, the planned 2026 increase to building program permit and plan review fees is 3.0%. If adopted, this adjustment would likely be effective July 1, 2026. The last fee update was 2.7% effective on July 1, 2025.

This annual adjustment is intended to keep pace with inflation and recover the costs of providing inspection and plan review services. Stakeholders have indicated they prefer smaller annual adjustments that are tied to an annual index. This is more predictable rather than larger sporadic increases. Without the increase, the building fund will fall behind and likely experience revenue shortfalls which will adversely impact service delivery. The City's fees are in line with the *average* of fee rates for Wilsonville's seven (7) comparator jurisdictions.

The proposed fees are planned to be included in the budget adoption by City Council on June 1, 2026, at Wilsonville City Hall located at: 29799 SW Town Center Loop East, Wilsonville, Oregon 97070. During the City Council meeting, which begins at 7:00 pm, the Wilsonville City Council will hold a public hearing on the matter in the Council Chambers. It is anticipated that City Council will subsequently adopt the proposed budget with increase as it adopts the City's budget for FY 2026-2027. If adopted, the fees will likely become effective July 1, 2026. The City will be conducting outreach and meeting with stakeholders in advance of the public hearing.

This notice is being forwarded to you at least 45 days prior to the adoption date as required by ORS 455.210, and OAR 918-020-0220. If you or any other interested parties have any questions regarding the proposed new fees, please contact me at (503) 570-1557 or email at carlson@wilsonvilleoregon.gov.

Respectfully,

Dan Carlson, Building Official