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DIRECTOR

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MEMORANDUM

TO: Clackamas County Board of County Commissioners (BCC)
FROM: Dan Johnson, DTD Director
RE: Septic and Onsite Wastewater fee correction for FY 25/26
DATE: April 15, 2025

REQUEST: Staff are seeking Board approval to correct two proposed fee amounts to the Department of Transportation and Development (DTD) Septic and Onsite Wastewater Program identified in Appendix A – Fees to be implemented in the 2025/26 Fiscal Year's budget.

BACKGROUND: On February 4, 2025, the BCC held a Policy Session to discuss fee and fine modifications for DTD with the intention that any modifications would take effect on July 1, 2025. The BCC voted to authorize the requested modifications. Since then, staff have discovered two errors in the requested fee changes for the Septic and Onsite Wastewater Program. The errors occurred when reconciling data between different spreadsheets.

- **Major Repair Residential and Major Repair Residential – Non-standard System** were proposed with the same fee of \$900. Non-standard systems are more complex and require more staff time for review. *The correct proposal is for the non-standard system fee to be \$1150.*
- **Major Alteration and Major Alteration Residential – Non-standard System** were proposed with a fee of \$1000 and \$900, respectively. Non-standard systems are more complex and require more staff time for review. *The correct proposal is for the non-standard system fee to be \$1250.*

RECOMMENDATION: Staff respectfully recommend the Board authorize the correction of two proposed fee amounts to the DTD Septic and Onsite Wastewater Program identified in Appendix A – Fees to be implemented in the 2025/26 Fiscal Year's budget.

Respectfully Submitted,

Dan Johnson, Director

Attachments: Appendix A – Fees

