

**City of Portland**  
**Bureau of Development Services**  
**Sign, Awning Permit and Registration Fee Schedule**  
**Effective Date: July 1, 2024**

Sign, Awning Permit and Registration Fees	Current Fee	Proposed Fee
<b>Illuminated (electric) Sign Review and Permit Fee</b> - Fascia, freestanding or projecting signs with direct (neon), internal or changing image lighting or other electrical components		
Up to 20 square feet	\$ 299.00	\$ 323.00
Over 20 square feet and up to 40 square feet	\$ 369.00	\$ 399.00
Over 40 square feet and up to 60 square feet	\$ 427.00	\$ 462.00
Over 60 square feet and up to 80 square feet	\$ 468.00	\$ 506.00
Over 80 square feet and up to 100 square feet	\$ 511.00	\$ 552.00
Over 100 square feet and up to 120 square feet	\$ 570.00	\$ 616.00
Over 120 square feet and up to 140 square feet	\$ 597.00	\$ 645.00
Over 140 square feet and up to 160 square feet	\$ 623.00	\$ 673.00
Over 160 square feet and up to 180 square feet	\$ 656.00	\$ 709.00
Over 180 square feet	\$ 681.00	\$ 736.00
<b>Non-illuminated Sign Review and Permit Fee</b> - Fascia, freestanding or projecting signs without direct or internal lighting or other electrical components		
Up to 20 square feet	\$ 229.00	\$ 248.00
Over 20 square feet and up to 40 square feet	\$ 313.00	\$ 339.00
Over 40 square feet and up to 60 square feet	\$ 369.00	\$ 399.00
Over 60 square feet and up to 80 square feet	\$ 384.00	\$ 415.00
Over 80 square feet and up to 100 square feet	\$ 397.00	\$ 429.00
Over 100 square feet and up to 120 square feet	\$ 426.00	\$ 461.00
Over 120 square feet and up to 140 square feet	\$ 441.00	\$ 477.00
Over 140 square feet and up to 160 square feet	\$ 468.00	\$ 506.00
Over 160 square feet and up to 180 square feet	\$ 511.00	\$ 552.00
Over 180 square feet	\$ 542.00	\$ 586.00
Wall painted or adhered signs (i.e. vinyl, paper or similar material) - <i>per square foot</i>	\$ 1.49	\$ 1.61
Minimum Fee	\$ 49.00	\$ 53.00
<b>Additional Plan Review Fee:</b> Charged for changes, additions or revisions to plans and for review of proposed "pre-approved" structural designs		
One half-hour or less of plan review time	\$ 95.00	\$ 103.00
More than one half-hour of plan review time - <i>per hour or fraction thereof</i>	\$ 190.00	\$ 206.00
<b>Alternate methods Appeal Fees - Chapter 32.44 - <i>per appeal</i></b>	\$ 353.00	\$ 382.00
<b>Awning Review and Permit Fees</b>		
Awning without signs - <i>per linear foot of awning</i>	\$ 12.16	\$ 13.14
Sign and awning combinations - <i>per square foot of sign area</i>	\$ 2.04	\$ 2.21
Signs added to existing awning - <i>Fee as required for non-illuminated sign</i>		
<b>Early Assistance for Sign Permits</b>		
Early assistance sign code meeting	\$ 104.00	\$ 113.00
Fee for each additional staff in attendance	\$ 122.00	\$ 132.00

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<b>Inspections Outside of Normal Business Hours</b>		
Minimum	\$ 258.00	\$ 279.00
Hourly Rate - <i>per hour or fraction of an hour</i>	\$ 258.00	\$ 279.00
<b>Investigation Fee</b> - For commencement of work before obtaining a permit		
Minimum	\$ 134.00	\$ 145.00
Hourly Rate - <i>per hour or fraction of an hour</i>	\$ 134.00	\$ 145.00
<b>Other Inspections Not Specifically Identified Elsewhere</b>		
Minimum	\$ 190.00	\$ 206.00
Hourly Rate - <i>per hour or fraction of an hour</i>	\$ 190.00	\$ 206.00
<b>Permit Reactivation Processing Fee</b> - Fee for renewal of a permit that has been expired, provided no changes have been made to the original plans and specifications for such work. A permit may be renewed only once. Fee - <i>The renewal fee shall be one half the amount required for a new permit</i>		
Minimum Fee	\$ 190.00	\$ 206.00
<b>Portable Signs (A-Board) Registration</b>		
1 years	\$ 100.00	\$ 108.00
2 years	\$ 178.00	\$ 193.00
4 years	\$ 320.00	\$ 346.00
<b>Reinspection Fee</b> - <i>per inspection</i>	\$ 134.00	\$ 145.00
<b>Sign &amp; Awning Plan Reivew</b>		
<i>Maximum number of allowable checksheets: 2</i>		
Additional checksheet fee - <i>per checksheet</i>	\$ 271.00	\$ 293.00
<b>Structural Alteration to Existing Sign</b> - <i>same fee as for new sign</i>		
<b>Structural Plan Review Fee</b> - 65% of the permit fee		
Required for:		
Fascia signs over 400 pounds		
All projecting signs		
All freestanding signs over 6 feet in height		
All pitched roof signs		
All awnings		
Minimum Fee	\$ 190.00	\$ 206.00
<b>Temporary Baloon Registration</b> - <i>Maximum of once, per lot, per calendar year</i>	\$ 54.00	\$ 59.00
<b>Tempoary Banner Registration</b> - <i>Maximum of six (6) months, per lot, per calendar year - per month</i>	\$ 54.00	\$ 59.00
<b>Tempoary Fascia or Temporary Freestanding Sign Registration</b> - <i>per sign , per year</i>	\$ 105.00	\$ 114.00