



ENB-14.08 - Sign, Awning Permit and Registration Fee Schedule

Binding City Policies (BCP)

Policy category: [Permitting & Development Fee Schedules](#)

Policy number: ENB-14.08

[Ordinance 191299 Exhibit E](#)

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Keywords

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History

Ordinance No. 176529, passed by City Council May 29, 2002 and effective July 1, 2002.

Filed for inclusion in PPD September 29, 2004.

Amended by Ordinance No. 181007, passed by City Council May 31, 2007 and effective July 1, 2007.

Amended by Ordinance No. 181834, passed by City Council May 14, 2008 and effective July 1, 2008.

Amended by Ordinance No. 182842, passed by City Council May 27, 2009 and effective July 1, 2009.

Amended by Ordinance No. 183831, passed by City Council May 26, 2010 and effective July 1, 2010.

Amended by Ordinance No. 184624, passed by City Council May 25, 2011 and effective June 24, 2011.

Amended by Ordinance No. 185373, passed by City Council May 30, 2012 and effective June 29, 2012.

Amended by Ordinance No. 186054, passed by City Council May 29, 2013 and effective June 28, 2013.

Amended by Emergency Ordinance No. 186388, passed by City Council December 18, 2013 and effective January 1, 2014.

Amended by Ordinance No. 186611, passed by City Council May 28, 2014 and effective June 27, 2014.

Amended by Ordinance No. 189525, passed by City Council May 29, 2019 and effective July 1, 2019.

Amended by Ordinance No. [190182](#), passed by City Council October 28, 2020 and effective December 1, 2020.

Amended by Ordinance No. [190408](#), passed by City Council May 19, 2021 and effective July 1, 2021.

Amended by Ordinance No. [190822](#), passed by City Council May 18, 2022 and effective July 1, 2022.

Amended by Ordinance No. [191299](#), passed by City Council May 31, 2023 and effective July 1, 2023.

City of Portland
Bureau of Development Services
Sign, Awning Permit and Registration Fee Schedule
Effective Date: July 1, 2023

Sign, Awning Permit and Registration Fees		Current Fee	Proposed Fee
Illuminated (electric) Sign Review and Permit Fee - Fascia, freestanding or projecting signs with direct (neon), internal or changing image lighting or other electrical components			
Up to 20 square feet	\$	284.00	\$ 299.00
Over 20 square feet and up to 40 square feet	\$	351.00	\$ 369.00
Over 40 square feet and up to 60 square feet	\$	406.00	\$ 427.00
Over 60 square feet and up to 80 square feet	\$	445.00	\$ 468.00
Over 80 square feet and up to 100 square feet	\$	486.00	\$ 511.00
Over 100 square feet and up to 120 square feet	\$	542.00	\$ 570.00
Over 120 square feet and up to 140 square feet	\$	568.00	\$ 597.00
Over 140 square feet and up to 160 square feet	\$	593.00	\$ 623.00
Over 160 square feet and up to 180 square feet	\$	624.00	\$ 656.00
Over 180 square feet	\$	648.00	\$ 681.00
Non-illuminated Sign Review and Permit Fee - Fascia, freestanding or projecting signs without direct or internal lighting or other electrical components			
Up to 20 square feet	\$	218.00	\$ 229.00
Over 20 square feet and up to 40 square feet	\$	298.00	\$ 313.00
Over 40 square feet and up to 60 square feet	\$	351.00	\$ 369.00
Over 60 square feet and up to 80 square feet	\$	365.00	\$ 384.00
Over 80 square feet and up to 100 square feet	\$	378.00	\$ 397.00
Over 100 square feet and up to 120 square feet	\$	405.00	\$ 426.00
Over 120 square feet and up to 140 square feet	\$	420.00	\$ 441.00
Over 140 square feet and up to 160 square feet	\$	445.00	\$ 468.00
Over 160 square feet and up to 180 square feet	\$	486.00	\$ 511.00
Over 180 square feet	\$	516.00	\$ 542.00
Wall painted or adhered signs (i.e. vinyl, paper or similar material) - <i>per square foot</i>	\$	1.41	\$ 1.49
Minimum Fee	\$	46.00	\$ 49.00
Additional Plan Review Fee: 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	\$	90.00	\$ 95.00
More than one half-hour of plan review time - <i>per hour or fraction thereof</i>	\$	180.00	\$ 190.00
Alternate methods Appeal Fees - Chapter 32.44 - <i>per appeal</i>	\$	336.00	\$ 353.00
Awning Review and Permit Fees			
Awning without signs - <i>per linear foot of awning</i>	\$	11.58	\$ 12.16
Sign and awning combinations - <i>per square foot of sign area</i>	\$	1.94	\$ 2.04
Signs added to existing awning - <i>Fee as required for non-illuminated sign</i>			
Early Assistance for Sign Permits			
Early assistance sign code meeting	\$	99.00	\$ 104.00
Fee for each additional staff in attendance	\$	116.00	\$ 122.00

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Sign, Awning Permit and Registration Fees		Current Fee	Proposed Fee
Inspections Outside of Normal Business Hours			
Minimum		\$ 245.00	\$ 258.00
Hourly Rate - <i>per hour or fraction of an hour</i>		\$ 245.00	\$ 258.00
Investigation Fee - For commencement of work before obtaining a permit			
Minimum		\$ 127.00	\$ 134.00
Hourly Rate - <i>per hour or fraction of an hour</i>		\$ 127.00	\$ 134.00
Other Inspections Not Specifically Identified Elsewhere			
Minimum		\$ 180.00	\$ 190.00
Hourly Rate - <i>per hour or fraction of an hour</i>		\$ 180.00	\$ 190.00
Permit Reactivation Processing Fee - 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		\$ 180.00	\$ 190.00
Portable Signs (A-Board) Registration			
1 years		\$ 95.00	\$ 100.00
2 years		\$ 169.00	\$ 178.00
4 years		\$ 304.00	\$ 320.00
Reinspection Fee - <i>per inspection</i>		\$ 127.00	\$ 134.00
Sign & Awning Plan Reivew			
<i>Maximum number of allowable checksheets: 2</i>			
Additional checksheet fee - <i>per checksheet</i>		\$ 258.00	\$ 271.00
Structural Alteration to Existing Sign - <i>same fee as for new sign</i>			
Structural Plan Review Fee - 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		\$ 180.00	\$ 190.00
Temporary Baloon Registration - <i>Maximum of once, per lot, per calendar year</i>		\$ 51.00	\$ 54.00
Tempoary Banner Registration - <i>Maximum of six (6) months, per lot, per calendar year - per month</i>		\$ 51.00	\$ 54.00
Tempoary Fascia or Temporary Freestanding Sign Registration - <i>per sign , per year</i>		\$ 100.00	\$ 105.00