Bureau of Transportation
Procedures for New Fee Schedule
Temporary Parking, Sidewalk, Lane, & Street Closure Permits

The Bureau of Transportation adopted a new fee schedule July 1, 2013 that changed the way fees are assessed for temporary Right-of-Way use permits. The new method applies fees at a weekly rate, also taking into account the amount of Right-of-Way being used. The purpose of the change was to update the fee methodology to one that best links quantity and duration of use to the fee paid. Because it assessed fees at a simple, flat rate, the old fee structure inadvertently gave permit holders a financial incentive to use more Right-of-Way for longer durations.

Procedures

Parking Permits in Non Metered Districts (New Permits)

The parking permit fee schedule for FY 12/13 is used to calculate fees on parking permits through December 31, 2014 based on demonstrated need when the applicant is able to substantiate a building / construction permit application was submitted in FY 12/13. The applicant shall provide a valid building permit number with their application for parking permits. Parking permits in conjunction with building and construction permit applications received on or after July 1, 2013 are assessed at FY 13/14 fees.

Sidewalk, Lane and Street Closure Permits in Non Metered Districts (New Permits)

Sidewalk and lane closure permit fees are assessed at FY 13/14 fee schedule regardless of application date for building permits.

Parking Permits in Non Metered Districts (Renewals)

If the original parking permit was issued prior to July 1, 2013, consecutive renewals are assessed using the FY 12/13 fee schedule through December 31, 2014 based on demonstrated need. The applicant shall provide a valid building or construction permit number with their application for parking permits.

Sidewalk, Lane and Street Closure Permits in Non Metered Districts (Renewals)

If the permit was issued prior to July 1, 2013, there is a one time renewal of permits for 13 weeks at FY 12/13 fee schedule. All subsequent permits are renewed at the FY 13/14 fee schedule.

Metered Districts

Fees assessed per the adopted fee schedule for FY 13/14.

Fees

All other fees are applicable as per the Bureau of Transportations published fee schedule for FY 13/14.

Non-discrimination notice: The Portland Bureau of Transportation (PBOT) fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. Any persons who believe they have been aggrieved by an unlawful discrimination practice have the right to file a formal complain with PBOT. **Accommodation requests:** To help ensure equal access to City programs, services and activities, we will provide auxiliary aids and service