

ORDINANCE No. 2218

AN ORDINANCE OF THE CITY OF SAINT HEDWIG, TEXAS, ADOPTING A CONSOLIDATED MUNICIPAL FEE SCHEDULE FOR FISCAL YEAR 2022-2023 FOR DEVELOPMENT RELATED PERMITS, BUILDING PERMIT FEES, VARIANCE REQUEST APPLICATIONS, AND OTHER CITY SERVICES; DECLARING A PUBLIC PURPOSE; INCORPORATING RECITALS; PROVIDING A REPEALER; PROVIDING FOR SEVERABILITY AND SETTING AND EFFECTIVE DATE.

WHEREAS, the City of Saint Hedwig is in the process of adopting its 2022-2023 fiscal year budget and as part of the process, city staff reviewed its municipal fees and charges and now wishes to recommend to City Council the fees for the upcoming fiscal year; and

WHEREAS, setting forth municipal fees in a single ordinance will eliminate confusion and increase efficiency in conducting municipal business with the City; and

WHEREAS, upon its review, City Council finds these fees to be reasonable and necessary and should be adopted for the upcoming fiscal year.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAINT HEDWIG, TEXAS:

SECTION 1. AUTHORIZATION. The City of Saint Hedwig adopts the fees provided in Exhibit "A" hereto are incorporated for all purposes as its official fees and charges.

SECTION 2. PUBLIC PURPOSE. The City declares the adoption of its municipal fees and charges for the upcoming fiscal year are in the best interest of the health, safety and welfare of the City and the fees are reasonable and necessary to administer the services provided by the City.

SECTION 3. REPEALER. All ordinances, resolutions, and municipal orders in conflict herewith are repealed to the extent of such conflict.

SECTION 4. SEVERABILITY. The sections, paragraphs, sentences, clauses, and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this ordinance, since the same would have been enacted by the City of St. Hedwig's City Council without the incorporation in this ordinance of any such unconstitutional or invalid phrase, clause, sentence, paragraph or section.

SECTION 5. FINDINGS. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes and findings of fact.

SECTION 6. EFFECTIVE DATE. This Ordinance shall be effective upon its adoption and any publication required by law.

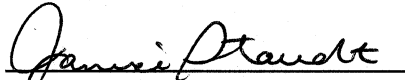
PASSED, ORDERED AND APPROVED THIS 15TH DAY OF SEPTEMBER 2022.

CITY OF SAINT HEDWIG



Dee Grimm, Mayor

Attest:


Janice Staudt, City Secretary



CITY OF SAINT HEDWIG FEE SCHEDULE

Exhibit A

SECTION 1 RECORDS REQUEST		
a. Standard paper copy, per page (front and back is 2 pages)		\$.10
b. Nonstandard-size copy: Oversized paper copy 11x17, per page		\$.50
c. Specialty paper (Mylar, blueprint, blue line, map, photographic)		Actual
e. Postage and shipping charge		Actual
Labor charge: locating, compiling, and reproducing, per hour for (documents consisting of 50 pages or more)		\$15.00
i. Overhead charge-% of labor charge		20%
j. Remote document retrieval charge		Actual
* No Sales Tax shall be applied to copies of public information		
SECTION 2 NOTARY FEES		
a) Acknowledgement, Certified Copies, Jurat's Oaths and Affirmation		\$5.00
b) Additional Signatures (each)		\$1.00
SECTION 3 CONVENIENCE FEE		
a. Credit Card Convenience		\$2.65%/\$3.00 Whichever is more
b. Return Check Fee		\$25.00
SECTION 4 POLICE DEPARTMENT		
a. Police and Accident Reports, each		\$5.00
SECTION 5 DEVELOPMENT RELATED FEES		
b. Preliminary Plat Review	Base	\$250.00
+Single Family Development (per lot)		\$30.00
Non-Single-Family Development (per Acre)		\$400.00
Single Family Development (per Acre)		
>2 to 5 Acres		\$250.00
>5 to 10 Acres		\$500.00
>10 to 19 Acres		\$750.00
>20 Acres \$1,250.00 Plus \$100.00 per Acre over 20 acres		\$1,250.00
+ Attorney review cost		\$185.00 per hour (if need it)
+ Planner Review		\$140.00 per hour
+ Engineer review cost		
+ Current USPS costs		

c. Construction Plan Review		\$ 500.00 or 5% of the amount of the approved estimate of the improvements
d. Final Plat Review	Base fee	\$250.00
+Single Family Development (per Lot)		\$30.00
Non-Single-Family Development (per Acre)		\$400.00
>2 to 5 Acres		\$250.00
>5 to 10 Acres		\$500.00
>10 to 19 Acres		\$750.00
>20 Acres \$1,250.00 Plus \$100.00 per Acre over 20 acres		
+ Attorney review cost		
+ Planner Review		
+ Engineer review cost		
+ Current USPS costs		
+ County filling fee		
e. Amended Plat		\$250.00
+ \$10.00 per lot		
+ Attorney review cost		
+ Engineer review cost		
+ Current USPS costs		
+ County filling fee+\$75.00 GIS		
f. Minor Plat		\$200.00
+ \$20.00 per lot and/or \$25.00 each acre not designated as lots, exclusive of streets		
+ Attorney review/Planner review		
+ Engineer review cost		
+ Current USPS costs		
+ County filling fee+\$75.00 GIS		
g. Pre-Construction Meeting		\$200.00 per hour Minimum one hour
h. Short Form Final Plat		\$200.00
+ \$25.00 per lot		
+ Attorney review /Planner Review cost		
+ Engineer review cost		
+ Current USPS costs		
+ County filling fee+\$75.00 GIS		
i. Vacate and Re-plat		\$350.00
j. Planned Unit Development		\$500.00
k. Replat fee with Public Hearing		\$350.00
+ Attorney review cost		
+ Planner Review		
+ Engineer review cost		
+ Current USPS costs		
+ County filling fee		

l.	Postponement of Planning Commission Hearing fee	\$200.00
m.	Annexation Petition by Property Owner-Plus all related fees	\$750.00
*	USPS costs are based on current first-class certified mail rate	
n.	Variance Request Planning and Zoning Commission Board of Adjustments	\$350.00 \$300.00
SECTION 6.1 ENGINEERING FEES (HOURLY)		
a.	Principal-Registered Professional Engineer	\$185.00
b.	Project Manager-Registered Professional Engineer	\$173.00
c.	Graduate Engineer/Engineer in Train	\$108.00
d.	Design Technician	\$110.00
e.	Draftsman- CAD Operator	\$88.00
f.	Administrative	\$65.00
h.	Sub-Consultants- Vary depending on the consults	
i.	Subdivision reviews will be billed on an hourly basis with the following not-to – exceed limits:	
	<ul style="list-style-type: none"> Each review/comment period-3.5 hours at \$144.00/hour – Comment response within 7 business days Construction plan review (each) – 6 hours at \$144/hour – Comment response within 10 business days Meetings with developers and construction observation will be billed hourly required by the development and requested by the city. 	\$144.00/Hr.
SECTION 6.2 ZONING CHANGES		
a.	Zoning Changes 0 - 100+ Acres	\$2,500.00
SECTION 6.3 PARK FEES		
a.	Fee in Lieu of Land Dedication (Per dwelling unit)	\$450.00
b.	Park Development fee (per dwelling unit)	\$350.00
SECTION 6.6 EXCAVATION		
a.	Permit Fee	\$250.00
SECTION 7 BUILDING PERMIT FEES		
A. COMMERCIAL CONSTRUCTION INSPECTION FEES		

Completing/Starting work before permit submittal		2 times the cost of the permit
Permit renewal 100 % of the original permit		
<u>Valuation</u>		<u>Fee</u>
\$1.00 to \$10,000.00		\$130.00
\$10,001.00 to 25,000.00	\$130.00 for the first \$10,000.00 plus \$10.92 for each additional \$1,000.00	
\$25,001.00 to \$50,000.00	\$305.18 for the first \$25,000.00 plus \$7.88 for each additional \$1,000.00	
\$50,001.00 to \$100,000.00	\$502.13 for the first \$50,000.00 plus \$5.46 for each additional \$1,000.00	
\$100,001.00 to \$500,000.00	\$775.13 for the first \$100,000.00 plus \$4.37 for each additional \$1,000.00	
\$500,001.00 to \$1,000,000.00	\$2,511.53 for the first \$500,000.00 plus \$3.71 for each additional \$1,000.00	
\$1,000,001.00 and up	\$4374.83 for the first \$1,000,000.00 plus \$2.46 for each additional \$1,000.00	
B. COMMERCIAL CONSTRUCTION PLAN REVIEW		
Completing/Starting work before permit submittal		2 times the cost of the permit
Permit Renewal		100% of the original Permit
\$1.00 to \$10,000.00		\$65.00
\$10,001.00 to 25,000.00	\$91.90 for the first \$10,000.00 plus \$7.10 for each additional \$1,000.00	
\$25,001.00 to \$50,000.00	\$198.37 for the first \$25,000.00 plus \$5.12 for each additional \$1,000.00	
\$50,001.00 to \$100,000.00	\$326.42 for the first \$50,000.00 plus \$3.55 for each additional \$1,000.00	
\$100,001.00 to \$500,000.00	\$503.87 for the first \$100,000.00 plus \$2.85 for each additional \$1,000.00	
\$500,001.00 to \$1,000,000.00	\$1,642.67 for the first \$500,000.00 plus \$2.41 for each additional \$1,000.00	
\$1,000,001.00 and up	\$2,845.17 for the first \$1,000,000.00 plus \$1.60 for each additional \$1,000.00	
REFUNDS		
*Building permit refunds will be original permit cost minus \$25.00 administration fee. No refunds will be given if any plan review, work and/or inspections has begun.		
C. NEW CONSTRUCTION OR IMPROVEMENT OF A RESIDENTIAL DWELLING PERMIT		
Completing/Starting work before permit submittal		2 times the cost of the permit
Permit Renewal 100% of the original permit		
01-1,500 Square feet		\$850.00
1,501-10,000 Sq Ft		\$850 for the first 1,500 sf plus .50 for each additional sf to and including 10,000 sf

Over 10,000 SF		\$5,100.00 for the first 10,000 S.F plus .25 for each additional SF over 10,000 SF
D. Residential Construction Plan Review and Inspections (For <u>additions, renovations, Pools, Carports, Patios, pergola, garages and storage building (non- living space...etc.)</u>		
<u>Valuation</u>		<u>Fee</u>
\$1.00 - \$1800.00		\$126.00
\$1,801.00 - 2,000.00	\$126.00 for the first \$1,800.00 plus \$12.00 for each additional \$100.00 or fractions thereof, to and including \$2,000.00	
\$2,001.00 - \$40,000.00	\$150.00.00 for the first \$2,000.00 plus \$11.00 for each additional \$1,000.00 or fractions thereof, to and including \$40,000.00	
\$40,001.00 - \$100,000.00	\$547.00 for the first \$40,000.00 plus \$9.00 for each additional \$1,000.00 or fractions thereof, to and including \$100,000.00	
\$100,001.00 - \$200,000.00	\$1,096.00 for the first \$100,000.00 plus \$8.00 for each additional \$1,000.00 or fractions thereof, to and including \$200,000.00	
\$200,001.00 - \$300,000.00	\$1,918.00 for the first \$200,000.00 plus \$7.00 for each additional \$1,000.00 or fractions thereof, to and including \$300,000.00	
\$300,001.00 - \$500,000.00	\$2,611.00 for the first \$300,000.00 plus \$6.00 for each additional \$1,000.00 or fractions thereof, to and including \$500,000.00	
\$500,001.00 - \$1,000,000.00	3,817.00 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fractions thereof, to and including \$1,000,000.00	
\$1,000,001.00 - \$5,000,000.00	\$6,332.00 for the first \$1,000,000.00 plus \$3.00 for each additional \$1,000.00 or fractions thereof, to and including \$5,000,000.00	
\$5,000,001.00 – Over	\$18,325.00 for the first \$5,000,000.00 plus \$2.00 for each additional \$1,000.00 or fractions thereof.	
<u>Refunds:</u>		
Building permit refunds will be original permit cost minus \$25.00 administration fee. No Refunds will be given if any plan review, work and/or inspections has begun.		
<u>SECTION 8 ATTORNEY FEES(HOURLY)</u>		
a. City Attorney		\$185.00
<u>SECTION 9 CERTIFICATE OF OCCUPANCY FEES</u>		
a. Certificate of Occupancy Commercial		\$250.00
b. Failure to obtain Certificate of Occupancy Commercial		\$500.00
<u>SECTION 10 SIGN PERMIT FEES</u>		
Canopy or Awning Sign		\$15.00 per linear foot
Changeable Message Sign		\$50 per sign
Marquee Sign		\$150.00
Portable Sign		\$50.00
Roof Sign		\$15.00 per linear foot
Wall sign		\$15.00 per linear foot

<u>SECTION 11 FLOOD PLAIN PERMIT</u>		
Application		\$100.00
+ Commercial/Large Residential, review fee		\$2,100.00
+ Local Residential (1 lot)		\$400.00
SECTION 12 ADDITIONAL FEES		
Solar Panels		\$230.00
Manufactured Homes		\$450.00
Driveway-Approach		\$200.00
Final Fire inspection		\$850.00