



Agenda Information Sheet

November 12, 2015

Agenda Item

Consider and act on a resolution creating, consolidating and adopting a schedule of fees pertaining to Building Regulations – Chapter 7 of the City of Marshall Code of Ordinances. (Director of Planning & Development)

Background & Summary of Request:

As a part of the process in updating our Building Inspections Division staff has reviewed our current building inspections fee schedule. These are fees that the Building Inspections Division charges residents and contractors for pulling permits related to construction activities within the City. During our review we looked at the layout of our fee schedule to ensure it's easy to read and use and compared our fees to other cities our size and in our region to ensure we stay competitive within our region. One thing that was clear to staff that we needed to condense our fee schedule, we currently have a 56 page fee schedule document, it's not only difficult for staff to utilize but typically confuses the public. In addition we determined that the actual fees we are charging are fairly consistent with cities our size in our region. The attached fee schedule will accomplish the following:

1. Establishes a revised formula to determine permit fees for all new construction, renovations, or additions. This formula allows us to consolidate the current 56 page fee schedule down to a 2 page fee schedule. Also this new formula keeps the permit fees consistent to what we are charging today;
2. Establishes a flat fee for a lot of the normal day to day permits that we issue, making it easier on citizens and contractors by taking out the "guessing game" on what their permit fee might be; and
3. Includes our Planning & Zoning fees, Health Department fees, and Code Enforcement fees to make it easier for new businesses to find everything in one document.

Attachments:

1. Adopting Resolution
2. Proposed Fee Schedule
3. Comparison of Current Fee Schedule with Proposed

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF MARSHALL, TEXAS, SETTING THE SERVICE FEES FOR CERTAIN SERVICES PROVIDED BY THE CITY PLANNING AND DEVELOPMENT DEPARTMENT; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS CONDUCTED IN STRICT COMPLIANCE WITH THE TEXAS OPEN MEETINGS ACT; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Commission has determined that setting fees and charges for services provided by City personnel to citizens by resolution will save money and staff time by eliminating the need for continual updates to the Code of Ordinances to reflect changes in such fees and charges; and

WHEREAS, the City Commission desires to adopt fees and charges that accurately compensate the City for its costs in providing the facilities, services, and materials;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF MARSHALL, TEXAS:

SECTION 1. That the findings set out in the preamble to this resolution are hereby in all things approved.

SECTION 2. That all fees charged by the Planning and Development Department shall follow the fee schedule attached to this resolution (Attachment A).

SECTION 3. That the meeting at which this resolution was passed was conducted in strict compliance with the Texas Open Meetings Act (Texas Government Code Chapter 551).

SECTION 4. That all other prior resolutions or portions of resolutions of the City of Marshall in conflict with the terms and provisions of this resolution are hereby repealed to the extent of such conflict only.

SECTION 5. That the repeal of any resolution or portion of a resolution by this resolution shall not affect the validity of any pending enforcement action or fees outstanding and due and payable for services rendered on or before the effective date of this resolution.

SECTION 6. That this resolution shall be effective on the 1st day of January, 2016.

Passed and approved this ____ day of November, 2015.

Chairman of the City Commission of the
City of Marshall, Texas

Attest:

Debbie Manuel, Interim City Secretary



2016 Planning & Community Development Department Fee Schedule

General Construction –

Total Valuation (Dollars)	Fee
\$1,000.00 and less	\$20.00
\$1,001.00 - \$50,000.00	\$20.00 for the 1 st \$1,000.00 plus \$5.00 for each additional thousand or fraction thereof, up to and including \$50,000.00.
\$50,001.00 - \$100,000.00	\$265.00 for the 1 st \$50,000.00 plus \$4.00 for each additional thousand or fraction thereof, up to and including \$100,000.00.
\$100,001.00 - \$500,000.00	\$465.00 for the 1 st \$100,000.00 plus \$3.00 for each additional thousand or fraction thereof, up to and including \$500,000.00.
\$500,001.00 - up	\$1,665.00 for the 1 st \$500,000.00 plus \$2.00 for each additional thousand or fraction thereof.

Residential Construction Notes:

- 1) Residential shall be classified as single-family attached, detached, duplex and accessory buildings.
- 2) Plan Review fee of \$100.00 is required for all new construction, renovations, and additions.
- 3) Plan Review for accessory buildings is \$50.00.
- 4) The fee for mechanical, electrical, and plumbing permits issued in conjunction with new residential permits shall be 10% of the building permit fee.

Non-Residential Construction Notes:

- 1) Plan Review equal to 50% of the permit fee is required for all new construction, renovations, and additions.
- 2) The fee for mechanical, electrical, and plumbing permits issued in conjunction with the above permit the permit fee shall be 10% of the building permit fee.

Work without Permits & Re-Inspection Fees –

Working without a permit:

First Offense -	\$150.00
Second Offense -	\$300.00
Third Offense or more -	\$500.00

Re-Inspection Fees:

First Re-inspection -	\$50.00
Second Re-inspection -	\$75.00
Third Re-inspection -	\$100.00
Afterhours Inspection -	\$50.00/hr (2 hr min)

Sign Permits –

50 sq ft or less (single sided or reface) -	\$50.00
50 sq ft or less (double sided) -	\$65.00
Greater than 50 sq ft (single sided or reface) -	\$100.00
Greater than 50 sq ft (double sided) -	\$150.00



2016 Planning & Community Development Department Fee Schedule

Other Permits & Fees –

Water Heater Replacement - \$30.00	Gas Test/Minor Repair - \$30.00
HVAC Replacement - \$30.00 per system	Electrical Service/SWEPCO - \$30.00
Other Electrical/Plumbing/Mechanical Permit Not Mentioned - \$10.00 per \$1,000.00 value (minimum of \$30.00)	
Temporary Power - \$30.00	Re-Roof - \$50.00
Driveway - \$30.00	Demolition - \$75.00
Fence - \$30.00	Housing Moving - \$125.00
Lawn Irrigation System – Residential - \$100.00	Mobile/Modular Home - \$250.00
Lawn Irrigation System – Non-Residential - \$175.00	Certificate of Occupancy – Non-Residential - \$50.00
Spa or Above Ground Pool - \$75.00	Certificate of Occupancy – Residential - \$25.00
In-Ground Swimming Pool - \$200.00	Contractor Registration \$200.00 good for 2 years
Special Event Permit - \$50.00	Plan Review Fee not already Specified - \$50.00

Zoning & Platting Fees –

- Site Plan Review (Nonresidential Only) - \$100.00
- Annexations - \$400.00
- Planned Unit Developments - \$400.00
- Zoning Change - \$375.00
- Specific Use Permit - \$375.00
- Right-of-Way Abandonment - \$300.00
- Variance - \$250.00
- Preliminary or Final Plat - \$300.00 plus \$5.00 per lot
- Minor Plat (less than 4 lots with no utility extensions) – 250.00 plus 5.00 per lot
- Zoning Verification Letter - \$50.00
- Itinerant Vendor Permit - \$100.00 for 3 day permit

Health Department Fees –

- Annual Food Establishment Permits:
 - 1-13 Employees - \$175.00
 - 14 or more Employees - \$225.00
- Food Vendor/Festival Concession Stand - \$25.00 per vendor
- Catering Trucks/Mobile Units - \$150.00 per year
- Temporary Food Permit - \$75.00 (Good for 14 days)
- Food Handler Cards - \$15.00 (Replacement Cards - \$5.00 each)
- Replacement Food Purveyors Permit - \$25.00
- Day Care w/Food Establishment - \$175.00
- Day Care w/out Food Establishment - \$75.00
- Group Day/Registered Home - \$50.00 per inspection
- Foster Homes - \$25.00 per inspection

Code Compliance Fees –

- \$105.00 per hour plus \$90.00 administrative fee

Building Permit Fee Comparison Chart

Square Footage	Value	Old Permit Fee	New Permit Fee
450 sq ft	\$30,000	\$160.00	\$165.00
1,671 sq ft	\$98,000	\$452.00	\$457.00
2,300 sq ft	\$150,000	\$610.00	\$615.00
5,049 sq ft	\$300,000	\$1,060.00	\$1,065.00
2,160 sq ft	\$500,000	\$1,660.00	\$1,665.00
4,882 sq ft	\$800,000	\$2,260.00	\$2,265.00

Paris

Square Footage	Value	Permit Fee	Compared to Marshall
450 sq ft	\$30,000	\$165.00	\$165.00
1,671 sq ft	\$98,000	\$457.00	\$457.00
2,300 sq ft	\$150,000	\$615.00	\$615.00
5,049 sq ft	\$300,000	\$1,065.00	\$1,065.00
2,160 sq ft	\$500,000	\$1,665.00	\$1,665.00
4,882 sq ft	\$800,000	\$2,265.00	\$2,265.00

Nacogdoches

Square Footage	Value	Permit Fee	Compared to Marshall
450 sq ft	\$30,000	\$170.00	\$165.00
1,671 sq ft	\$98,000	\$462.00	\$457.00
2,300 sq ft	\$150,000	\$620.00	\$615.00
5,049 sq ft	\$300,000	\$1,060.00	\$1,065.00
2,160 sq ft	\$500,000	\$1,660.00	\$1,665.00
4,882 sq ft	\$800,000	\$2,260.00	\$2,265.00

Texarkana

Square Footage	Value	Permit Fee	Compared to Marshall
450 sq ft	\$30,000	\$151.50	\$165.00
1,671 sq ft	\$98,000	\$617.75	\$457.00
2,300 sq ft	\$150,000	\$775.00	\$615.00
5,049 sq ft	\$300,000	\$1,462.25	\$1,065.00
2,160 sq ft	\$500,000	\$7,500.00	\$1,665.00
4,882 sq ft	\$800,000	\$9,500.00	\$2,265.00

Tyler

Square Footage	Value	Permit Fee	Compared to Marshall
450 sq ft	\$30,000	\$72.00	\$165.00
1,671 sq ft	\$98,000	\$151.40	\$457.00
2,300 sq ft	\$150,000	\$193.60	\$615.00
5,049 sq ft	\$300,000	\$313.60	\$1,065.00
2,160 sq ft	\$500,000	\$473.60	\$1,665.00
4,882 sq ft	\$800,000	\$623.60	\$2,265.00