



Agenda Information Sheet

December 8, 2016

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 regular housekeeping task, staff asks the Commission to approve our fees on an annual basis for the upcoming year. Below are the itemized changes in the fee schedule for 2017:

- Addition of fees for fire alarm and fire sprinkler permits
- Increase of working without permit fines
- Addition of a plan review fee for sign permits
- Reduction of lawn sprinkler permit fees

No other changes have been made to the proposed fees for 2017.

Attachments:

1. Adopting Resolution
2. Proposed Fee Schedule

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portions of resolutions of the City of Marshall in conflict with the terms and provisions of this resolution are hereby repealed to the extent of such conflict only.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, 2017.

Passed and approved this ____ day of December, 2016.

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

Attest:

Elaine Altman, City Secretary



2017 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 or minor alterations under 250 sq ft. 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 -	\$500.00
Third Offense or more -	Double Permit Fee

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
Plan Review -	25% of Permit Fee



2017 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 - \$125.00	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
Fire Sprinkler Permit - \$50.00	Fire Alarm Permit - \$50.00
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