

**CITY OF SANTA CLARA**

**FEE SCHEDULE**

**#2020-005**

## Table of Contents

Section 1. Short Title .....	5
Section 2. Applications .....	5
Section 3. Property Division and Land Development .....	5
Section 4. Zoning .....	5
Section 5. Development Agreements .....	6
Section 6. Site Development and Utility Construction .....	6
Section 7. ROW Construction.....	7
Section 8. Building Plans, Permits and Inspections .....	7
Section 9. Fire Safety and Onsite Sewage Facilities .....	12
Section 10. Driveway Permits .....	12
Section 11. Tree Removal .....	13
Section 12. Signage .....	13
Section 13. Other Entity Permits and Fees .....	14
Section 14. Food and Beverage .....	14
Section 15. Vendors .....	15
Section 16. Game Room and Amusement Redemption Machines .....	15
Section 17. Special Services (Reserved) .....	15
Section 18. Miscellaneous Fees .....	16
Section 19. Administrative and Professional Services .....	17
Section 20. Repeal of Conflicting Ordinances and Parts of Ordinances .....	18
Section 21. Penalties .....	18
Section 22. Severability .....	18
Section 23. Effective Date .....	18

City of Santa Clara, Texas (“City”) Fee Schedule # 2020-005

Section 24. Savings Clause ..... 18

Section 25. Open Meetings Act ..... 18

**Ordinance No. 2020 -005**

**AN ORDINANCE OF THE CITY OF SANTA CLARA, TEXAS, ADOPTING AND ESTABLISHING A CITY FEE SCHEDULE FOR THE CITY OF SANTA CLARA TO INCLUDE ALL FEES CHARGED FOR CITY SERVICES, PUBLIC FACILITY USE, DEVELOPMENT, ZONING, PERMITS, INSPECTIONS AND OTHER CITY FEES NECESSARY FOR THE OPERATION OF THE CITY; REPLACING AND REPEALING ALL OTHER FEE SCHEDULES AND PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; REPEALING AND REPLACING ORDINANCE 2019-003; PROVIDING FOR PENALTY, SEVERABILITY, OPEN MEETINGS AND EFFECTIVE DATE CLAUSES.**

**Whereas**, the City Council of the City of Santa Clara acknowledges that the current fees charged by the City are located in many different ordinances;

**Whereas**, the City of Santa Clara is experiencing significant growth and development and such growth is expected to continue;

**Whereas**, many of the City's fees and charges are not adequate to cover the City's actual cost of providing certain services;

**Whereas**, the City Council of the City of Santa Clara finds that it is in the best interest of the City and its residents for request for service or use of City resources to bear the cost of expenditures to fulfill such request or use;

**Whereas**, the City Council of the City of Santa Clara desires to adopt and establish a City Fee Schedule, for the purpose of setting forth the comprehensive fees assessed and collected by the City;

**Whereas**, the City Council of the City desires to have the City Fee Schedule amended annually during the budget process to amend or remove existing fees or add new fees;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SANTA CLARA, TEXAS, THAT;**

**Section 1. Short Title.**

This Ordinance shall be known as the City of Santa Clara, Texas (“City”) Fee Schedule.

**Section 2. Applications.**

All applications require a non-refundable application fee of \$25.00 unless otherwise stated herein.

**Section 3. Property Division (Plats) and Land Development (Plans).**

The following fees and charges are established and shall be collected for the division of property within the City or its extraterritorial jurisdiction (“ETJ”):

<b>Pre-Application Conference</b>	\$100 per hour (\$100 minimum) + Professional Fees
<b>Concept Plan</b>	\$500 + Professional Fees
<b>Preliminary Plat/Plan</b>	\$1000 + \$50 per lot + Professional Fees
<b>Extension of Preliminary Plat/Plan Approval</b>	\$500.00
<b>Final Plat/Plan</b>	\$500.00 + \$25 per lot + Professional Fees
<b>Variance Request</b>	\$500.00 per request + \$20 per lot + Professional Fees
<b>Final Plat/Plan Amendment</b>	\$500.00 + Professional Fees
<b>Vacating Final Plat/Plan</b>	\$500.00
<b>Parkland Fee</b> (due upon final plat/plan approval)	\$1200.00 per lot
<b>Parkland and/or Open Space Dedication</b> (City Council Approval Required)	
additional Dedication in Lieu of Parkland Fee	\$2000.00 credit per 0.2acres
additional Parkland Fee in Lieu of Dedication	\$3000.00 add’tl fee per 0.2acres
<b>Parkland and/or Open Space Improvements</b> (City Council Approval Required)	
credit for actual cost of approved improvements to dedicated open space up to total of parkland dedication fee	
<b>Traffic Impact Analysis Review</b>	\$500 + Professional Fees
<b>Right-of-Way (“ROW”) Impact</b> (due upon final plat/plan approval)	\$1200.00 per lot
<b>Public Improvements Letter of Completion</b>	\$500.00 + Professional Fees
<b>Annexation</b> in Lieu of Fees (City Council Approval Required)	

**Any division of property or development of land without following the proper platting and/or plan submittal requirements shall result in double the City Fees.**

**Section 4. Zoning.**

The following fees and charges are established and shall be collected for the zoning of property within the City:

<b>Zoning Change Request</b>	\$500.00 per lot + \$10 per 0.2 acre
<b>Planned Unit Development District</b>	\$5000.00 + \$100 per acre + Professional Fees
<b>Public Infrastructure District Petition</b>	\$5000.00 + \$100 per acre + Professional Fees
<b>Amendment to Planned Development District</b>	\$2500.00 + \$25 per acre

	+ Professional Fees
<b>Temporary use permits</b> (valid for 180 days)	\$150.00 per lot
<b>Conditional (Special and/or Specific) Use Permit</b>	\$250.00 per lot + \$5 per 0.2 acre
<b>Appeal of Planning &amp; Zoning Decision</b>	\$500.00
<b>Variance Request</b>	\$500.00 per request + Professional Fees
<b>Zoning Determination Request</b>	\$50.00

**Notices:** Public hearings are required on a proposed change in a zoning classification or a conditional (special and/or specific) use permit. Written notice of each public hearing on a proposed change in a zoning classification or a conditional (special and/or specific) use permit shall be sent to each owner, as indicated by the most recently approved municipal tax roll, of real property within a 200-foot radius of the affected area. All fees include the initial notification fees. However, subsequent notifications will be charged to the applicant prior to making each additional notice at the rates stated herein.

### Section 5. Development Agreements

The following fees and charges are established and shall be collected for development agreements with the City:

<b>Development Agreement</b>	\$5000.00 + \$100 per acre + Professional Fees
<b>Amendment to Development Agreement</b>	\$2500.00 + \$25 per acre + Professional Fees

### Section 6. Site Development and Utility Construction.

All Site Development and Utility Construction in the City incorporated limits and/or the City ETJ is required to have the plans reviewed and obtain permits prior to performing any work. Additionally, all associated inspections with such Site Development and Utility Construction permits shall be completed and passed prior to receiving a certificate of completion. The following fees and charges are established and shall be collected for site development and utility construction within the City incorporated limits and/or the City ETJ:

<b>Pre-Application Conference</b>	\$100 per hour (\$100 minimum) + Professional Fees
<b>Site Plan Review</b>	Professional Fees
<b>Site Development or Utility Construction Permit and Inspections</b>	2% of estimated costs
<b>Re - inspection Fees</b>	1st \$150.00 each 2nd & more \$175.00 each
<b>Certificate of Completion</b>	\$75.00
<b>Revisions to Site Plan</b>	\$250.00 + Professional Fees
<b>Extension of Plan Approval</b>	\$500.00
<b>Variance Request</b>	\$500.00 + Professional Fees
<b>Annexation</b> in Lieu of Fees (City Council Approval Required)	

**Any Site Development work or Utility Construction work prior to receiving a permit shall result in double the Permit and Inspections Fee.**

**Section 7. ROW Construction.**

All construction in the City ROW is required to have the plans reviewed and obtain permits prior to performing any construction in the City ROW. Additionally, all associated inspections with such permits shall be completed and passed prior to receiving a certificate of completion. The following fees and charges are established and shall be collected for ROW construction within the City incorporated limits:

<b>Application</b>	\$75.00
<b>Expedited Application</b>	\$250.00
<b>Construction Plan Review</b>	Professional Fees
<b>ROW Construction Permit and Inspections</b>	2% of estimated costs
<b>Re - inspection Fees</b>	1st \$150.00 each 2nd & more \$175.00 each
<b>Certificate of Completion</b>	\$75.00
<b>Revisions to Construction Plan</b>	\$75.00 + Professional Fees
<b>Extension of Plan Approval</b>	\$250.00
<b>Variance Request</b>	\$500.00 + Professional Fees

**Any ROW Construction work prior to receiving a permit shall result in double the Permit and Inspections Fee.**

**Section 8. Building Plans, Permits and Inspections.**

All vertical construction, to include but not limited to all structures, in the City is required to have the plans reviewed and obtain permits prior to performing any vertical construction in the City. Additionally, all associated inspections with such permits shall be completed and passed prior to receiving a certificate of occupancy. **Any Vertical Construction work prior to receiving a permit shall result in double the Permit and any occupancy prior to issuance of a Certificate of Occupancy shall result in re-inspection(s) and double the Certificate of Occupancy fee.** The following fees and charges are established and shall be collected for vertical construction within the City incorporated limits:

**A. Residential Buildings**

**1) Single Family**

<b>Application and Plan Review</b>	\$25.00 + Professional Fees
<b>New Build Permit and Inspections (including all trades)</b>	

1 to 500 sq ft	\$500.00
501 to 1500 sq ft	\$500.00 for the first 500 sq ft plus \$45 for each additional 50 sq ft
1501 to 3000 sq ft	\$1400.00 for the first 1500 sq ft plus \$40 for each additional 50 sq ft
3001 to 5000 sq ft	\$2600.00 for the first 3000 sq ft plus \$35 for each additional 50 sq ft
5001 to 10000 sq ft	\$4000.00 for the first 5000 sq ft plus \$30 for each additional 50 sq ft
10001 to 20000 sq ft	\$7000.00 for the first 10000 sq ft plus \$25 for each additional 50 sq ft
20001 + sq ft	\$12000.00 for the first 20000 sq ft plus \$20 for each additional 50 sq ft

**Additions/Remodel/Repair Permit and Inspections**  
 (not including trades) \$0.30 per sqft. of add/remodel

**Other Non-Habitable Structure Permit and Inspections**  
 (not including trades) \$0.25 per sqft.

**Foundation - Leveling/Repair** \$250.00 + required trades

**Trade Permits and Inspections**

**Plumbing** \$0.15 per sqft. of add/remodel

**Electrical** \$0.15 per sqft. of add/remodel

**Mechanical (HVAC)** \$0.15 per sqft. of add/remodel

**Re - inspection Fees**  
 1st \$100.00 each  
 2nd & more \$125.00 each

**Certificate of Occupancy** \$50.00

**Moving Permit** \$500.00 + 3<sup>rd</sup> party escort fees

**Variance Request** \$500.00 per request  
 + Professional Fees

**Single Family Demolition Permit and Inspection**

1 to 500 sq ft	\$250.00
501 to 1500 sq ft	\$295.00 for the first 500 sq ft plus \$8.25 for each additional 50 sq ft
1501 to 3000 sq ft	\$555.00 for the first 1500 sq ft plus \$5.94 for each additional 50 sq ft
3001 to 5000 sq ft	\$900.00 for the first 3000 sq ft plus \$4.10 for each additional 50 sq ft
5001 to 10000 sq ft	\$1310.00 for the first 5000 sq ft plus \$3.28 for each additional 50 sq ft
10001 to 20000 sq ft	\$2030.00 for the first 10000 sq ft plus \$2.79 for each additional 50 sq ft
20001 + sq ft	\$3215.00 for the first 20000 sq ft plus \$1.86 for each additional 50 sq ft

**2) Multi-Family**

**Application and Plan Review** \$250.00 + Professional Fees

**New Build Permit and Inspections (including all trades)**

1 to 500 sq ft	\$750.00
501 to 1500 sq ft	\$750.00 for the first 500 sq ft plus \$55 for each additional 50 sq ft
1501 to 3000 sq ft	\$1850.00 for the first 1500 sq ft plus \$50 for each additional 50 sq ft
3001 to 5000 sq ft	\$3350.00 for the first 3000 sq ft plus \$45 for each additional 50 sq ft



City of Santa Clara, Texas (“City”) Fee Schedule # 2020-005

5001 to 10000 sq ft	\$5150.00 for the first 5000 sq ft plus \$40 for each additional 50 sq ft
10001 to 20000 sq ft	\$9150.00 for the first 10000 sq ft plus \$35 for each additional 50 sq ft
20001 to 50000 sq ft	\$16150.00 for the first 20000 sq ft plus \$30 for each additional 50 sq ft
50001 to 100000 sq ft	\$34150.00 for the first 50000 sq ft plus \$25 for each additional 50 sq ft
100001 to 200000sq ft	\$59150.00 for the first 100000 sq ft plus \$20 for each additional 50 sq ft
200001 +	\$99150.00 for the first 200000 sq ft plus \$15 for each additional 50 sq ft

**Additions/Remodel/Repair Permit and Inspections**

(not including trades) \$0.35 per sqft. of add/remodel

**Foundation - Leveling/Repair**

\$500.00 + required trades

**Trade Permits and Inspections**

**Plumbing** \$0.20 per sqft. of add/remodel

**Electrical** \$0.20 per sqft. of add/remodel

**Mechanical (HVAC)** \$0.20 per sqft. of add/remodel

**Re - inspection Fees**

1st \$150.00 each

2nd & more \$175.00 each

**Certificate of Occupancy**

\$25.00 per unit

**Variance Request**

\$500.00 per request + \$25 per unit + Professional Fees

**Multi-Family Demolition Permit and Inspection**

1 to 500 sq ft	\$300.00
501 to 1500 sq ft	\$345.00 for the first 500 sq ft plus \$8.50 for each additional 50 sq ft
1501 to 3000 sq ft	\$605.00 for the first 1500 sq ft plus \$6.19 for each additional 50 sq ft
3001 to 5000 sq ft	\$950.00 for the first 3000 sq ft plus \$4.35 for each additional 50 sq ft
5001 to 10000 sq ft	\$1360.00 for the first 5000 sq ft plus \$3.53 for each additional 50 sq ft
10001 to 20000 sq ft	\$2080.00 for the first 10000 sq ft plus \$3.29 for each additional 50 sq ft
20001 + sq ft	\$3265.00 for the first 20000 sq ft plus \$2.11 for each additional 50 sq ft

**3) Manufactured Homes**

**Application and Plan Review**

\$25.00 + Professional Fees

**Moving Permit**

\$500.00 + 3rd party escort fees

**Single Unit Instillation or Removal**

(not including trade permits)

\$500

**Additions/Remodel/Repair Permit Fee**

(not including trade permits) \$0.30 per sq ft. of add/remodel

**Foundation - Leveling/Repair** \$250.00 + required trades

**Trade Permits**

**Plumbing** \$0.15 per sq ft

**Electrical** \$0.15 per sq ft

**Mechanical (HVAC)** \$0.15 per sq ft

**Re - inspection Fees**  
1st \$100.00 each  
2nd & more \$125.00 each

**Certificate of Occupancy** \$50.00

**Variance Request** \$500.00 per request  
+ Professional Fees

**Manufactured Home Demolition Permit and Inspection**

1 to 500 sq ft	\$250.00
501 to 1500 sq ft	\$295.00 for the first 500 sq ft plus \$8.25 for each additional 50 sq ft
1501 to 3000 sq ft	\$555.00 for the first 1500 sq ft plus \$5.94 for each additional 50 sq ft
3001 to 5000 sq ft	\$900.00 for the first 3000 sq ft plus \$4.10 for each additional 50 sq ft
5001 to 10000 sq ft	\$1310.00 for the first 5000 sq ft plus \$3.28 for each additional 50 sq ft
10001 to 20000 sq ft	\$2030.00 for the first 10000 sq ft plus \$2.79 for each additional 50 sq ft
20001 + sq ft	\$3215.00 for the first 20000 sq ft plus \$1.86 for each additional 50 sq ft

**B. Commercial Building**

**Application and Plan Review** \$250.00 + Professional Fees

**New Commercial Building Exterior Shell**  
(includes exterior trade permits) \$0.30 per sq. ft

**New Commercial Building Interior Buildout**  
(includes interior trade permits) \$0.40 per sq. ft

**New Commercial Building Permit and Inspections** (including all trades)

1 to 500 sq ft	\$750.00
501 to 1500 sq ft	\$750.00 for the first 500 sq ft plus \$55 for each additional 50 sq ft
1501 to 3000 sq ft	\$1850.00 for the first 1500 sq ft plus \$50 for each additional 50 sq ft
3001 to 5000 sq ft	\$3350.00 for the first 3000 sq ft plus \$45 for each additional 50 sq ft
5001 to 10000 sq ft	\$5150.00 for the first 5000 sq ft plus \$40 for each additional 50 sq ft

City of Santa Clara, Texas (“City”) Fee Schedule # 2020-005

10001 to 20000 sq ft	\$9150.00 for the first 10000 sq ft plus \$35 for each additional 50 sq ft
20001 to 50000 sq ft	\$16150.00 for the first 20000 sq ft plus \$30 for each additional 50 sq ft
50001 to 100000 sq ft	\$34150.00 for the first 50000 sq ft plus \$25 for each additional 50 sq ft
100001 to 200000sq ft	\$59150.00 for the first 100000 sq ft plus \$20 for each additional 50 sq ft
200001 +	\$99150.00 for the first 200000 sq ft plus \$15 for each additional 50 sq ft

**Additions/Remodel/Repair Permit and Inspections**

(not including trades) \$0.40 per sqft. of add/remodel

**Foundation - Leveling/Repair**

\$500.00 + required trades

**Trade Permits and Inspections**

**Plumbing** \$0.20 per sqft. of add/remodel

**Electrical** \$0.20 per sqft. of add/remodel

**Mechanical (HVAC)** \$0.20 per sqft. of add/remodel

**Specialty Machinery (include permit and inspection)**

**Grease Trap** \$175.00

**Vent Hood Type 1** \$200.00

**Vent Hood Type II** \$150.00

**Re - inspection Fees**

1st \$150.00 each  
2nd & more \$175.00 each

**Certificate of Occupancy**

\$75.00 per occupied space

**Variance Request**

\$500.00 per request + \$0.05 per  
sqft + Professional Fees

**Commercial Demolition Permit and Inspection**

(not including structures containing TCEQ or EPA regulated substances)

1 to 500 sq ft	\$300.00
501 to 1500 sq ft	\$345.00 for the first 500 sq ft plus \$8.50 for each additional 50 sq ft
1501 to 3000 sq ft	\$605.00 for the first 1500 sq ft plus \$6.19 for each additional 50 sq ft
3001 to 5000 sq ft	\$950.00 for the first 3000 sq ft plus \$4.35 for each additional 50 sq ft
5001 to 10000 sq ft	\$1360.00 for the first 5000 sq ft plus \$3.53 for each additional 50 sq ft
10001 to 20000 sq ft	\$2080.00 for the first 10000 sq ft plus \$3.29 for each additional 50 sq ft
20001 + sq ft	\$3265.00 for the first 20000 sq ft plus \$2.11 for each additional 50 sq ft

**C. Builder/Contractor/Trade Annual Registration**

(per company)

<b>Builder/General Contractor</b>	\$500.00
<b>Mechanical (HVAC)</b>	\$250.00
<b>Electrical</b>	\$250.00
<b>Plumbing</b>	\$250.00
<b>Landscape/Irrigation</b>	\$250.00

**D. Accessory Structures**

All Accessory Structures require an application and permit prior to construction or instillation and then passage of proper inspections prior to a certificate of completion being issued.

**Swimming Pools and Spa**

New	\$250.00
Repair / Remodel	\$75.00
Removal	\$25.00

**Fencing**

New	\$250.00
Repair / Remodel	\$75.00
(property zoned AG shall be exempt)	
Removal	\$25.00

**Section 9. Fire Safety and Onsite Sewage Facilities.**

The City refers all fire safety inspections to the Fire Marshal. Obtaining required fire safety inspections are the applicant’s sole responsibility and proof of satisfactory completion shall be required to obtain certificates of completion or occupancy for the related construction or structure.

Additionally all on-site sewage facility permits and inspections are managed and maintain by Guadalupe County. Obtaining required on-site sewage permits and inspections are the applicant’s sole responsibility and proof of satisfactory completion shall be required to obtain certificates of completion or occupancy for the related construction or structure.

**Section 10. Driveway Permits.**

Each Driveway within the incorporated limits of the City shall obtain a permit prior to instillation, construction or remodel and shall pass Inspection prior to use. Any driveway constructed prior to obtaining a permit shall result in double the permit fees.

**A. Residential Driveway Permits**

Application and Plan Review	\$25.00 + Professional Fees
Driveway without Culvert	\$350.00
Driveway with Culvert	\$500.00
Circle Driveway (two ROW attachments)	
Without culvert	\$600.00
With culvert	\$750.00
Culvert Only	\$350.00
Inspections	
1 <sup>st</sup>	Included

City of Santa Clara, Texas (“City”) Fee Schedule # 2020-005

	2 <sup>nd</sup>	\$100.00
Variance Request		\$50.00 + Professional Fees
<b>C. Commercial Driveway Permits</b>		
Application and Plan Review		\$50.00 + Professional Fees
Driveway without Culvert		\$500.00
Driveway with Culvert		\$750.00
Each Pair of One-Way Driveways		
without Culvert		\$750.00
with Culverts		\$1000.00
Culvert Only		\$500.00
Inspections		
	1 <sup>st</sup>	Included
	2 <sup>nd</sup>	\$150.00
Variance Request		\$100.00 + Professional Fees

**Section 11. Tree Removal.**

A tree protection and removal plan is required for all site development in addition to the following fees. Dangerous trees may be removed

<b>Tree Protection and Removal Plan Review</b>	\$250.00
<b>Removal Permits</b>	
<b>Developed Site/Project</b>	
DBH of >2.5” to 6”	\$20.00
DBH of >6” to 12”	\$50.00
DBH of >12” to 18”	\$100.00
DBH of >18” to 24”	\$150.00
DBH of >24”	\$200.00 + \$10.00 per inch
<b>Undeveloped/Re-Development Site/Project</b>	
DBH of >6” to 12”	\$50.00
DBH of >12” to 18”	\$100.00
DBH of >18” to 24”	\$150.00
DBH of >24”	\$200.00 + \$10.00 per inch

**Any tree removal prior to receiving a permit shall result in double the Permit Fee.**

**Section 12. Signage.**

The placement and/or erecting of any signage throughout the City shall require an application and a uniform sign plan in addition to the following applicable fees:

<b>Uniform Sign Plan (Annual Permit)</b>	\$225.00
<b>Uniform Sign Plan Amendment</b>	\$75.00
<b>Permanent</b>	
<b>Pole Signs</b>	
Up to 40 sq ft	\$125.00
41 sq ft to 60 sq ft	\$175.00
61 sq ft or larger	\$175.00 + \$1.00
	per sq ft over 60 sq. ft
<b>Wall or Monument Sign</b>	
Up to 40 sq ft	\$100.00

City of Santa Clara, Texas (“City”) Fee Schedule # 2020-005

41 sq ft to 60 sq ft	\$150.00
61 sq ft or larger	\$150.00 + \$1.00 per sq ft over 60 sq. ft

**Billboards**

Pole sign rates (max of 672sq ft per face)

**Temporary**

Up to 16 sq ft	\$25.00 per sign per period
Over 16 sq ft (requires special approval)	\$50.00 per sign per period

**Event / Single Use**

Up to 4 sq ft	\$0.25 per sign per day
>4 to <10 sq ft	\$0.50 per sign per day
>10 sq ft (requires special approval)	\$1.00 per sign per day

**Sign Impoundment**

\$15.00 per sign

**Variance Request**

\$50.00 per requested variance

**Section 13. Other Entity Permits and Fees.**

The City of Santa Clara does not assess nor collect fees for reviews or inspections required by 3<sup>rd</sup> party entities or agencies having jurisdictional authority to review the construction of and attachment to 3<sup>rd</sup> party regulated facilities including, but not limited to water, wastewater, electric and road attachments. All fees for other agencies are established and collected by each of the authorities requiring and conducting review.

**Section 14. Food and Beverage.**

**Restaurant**

(plus appropriate TABC license and registration)

<b>Registration</b>	\$500.00
<b>Compliance Inspection</b>	\$100.00
<b>Re-Inspection</b>	\$150.00

**Bar (no food service)**

(plus appropriate TABC license and registration)

<b>Registration</b>	\$500.00
<b>Compliance Inspection</b>	\$50.00
<b>Re-Inspection</b>	\$75.00

**Mobile (Off-Premise) Food (no-alcohol) Establishment**

(includes compliance inspection fees)

Per day up to 6 days	\$10.00
Per week	\$55.00
Per Month	\$200.00
Three Months	\$500.00
Six Months	\$850.00
Per year	\$1500.00

**Off premise Alcoholic Beverage (no food) Services**

(plus appropriate TABC license)

Per day up to 6 days	\$5.00
----------------------	--------

City of Santa Clara, Texas (“City”) Fee Schedule # 2020-005

Per week	\$30.00
Per Month	\$100.00
Three Months	\$250.00
Six Months	\$400.00
Per year	\$750.00

**Alcoholic Beverage Manufacturer’s Registration (Brewery/Winery)**

1 <sup>st</sup> Establishment	\$1500.00
2 <sup>nd</sup> Establishment	\$1000.00
3 <sup>rd</sup> + Establishments	\$500.00

**Brewpub/Winetasting Establishment**

Bar or Restaurant Registration + Alcoholic Beverage Manufacturer’s Registration

**Section 15. Vendors.**

The following fees and charges are established and shall be collected prior to the review and approval of an application to solicit, peddle, or operate a food establishment as a seasonal, semi- permanent or temporary vendor.

**Stationary Peddler** (Per person and Pending location approval)

Per day up to 6 days	\$5.00
Per week	\$25.00
Per Month	\$75.00
Three Months	\$200.00
Six Months	\$350.00
Per year	\$500.00

**Door to door solicitation** (Per person)

Per day up to 6 days	\$10.00
Per week	\$50.00
Per Month	\$150.00
Three Months	\$400.00
Six Months	\$700.00
Per year	\$1000.00

**Fireworks display** \$75.00

**Training Courses** fees as posted by course

**Section 16. Game Room and Amusement Redemption Machines.**

The following fees and charges are established and shall be collected prior to the review and approval of an application to operate a game room establishment.

Application (per establishment)	\$200
License (per amusement redemption machine)	\$100
Renewal	\$100 per machine

(No application fee necessary if license has not expired)

**Section 17. Special Services.**

Reserved.

**Section 18. Miscellaneous Fees.**

The following fees and charges are established and shall be collected for Special Events, Park Rental, Film Projects, and other miscellaneous activities or services as listed:

<b>Special Events / Parades / Film projects using City property</b>	
Application	\$50.00
Activity Per Day Fee	
Total disruptive use (regular operating hours) of a public building, park, right of way or other public area	\$500.00
Partial non disruptive use of a public building right of way or other public area	\$250.00
Total closure or obstruction of a public street or right of way, including parking lots and onstreet parking (for filming purposes)	\$100.00 per block
Partial closure or obstruction of a public street, right of way, including parking lots and on-street parking (for filming purposes)	\$50.00 per block
Use of city parking lots, parking areas, and city streets (for the purpose of parking film trailers, buses, catering trucks, and other large vehicles)	\$100.00 per block
<b>Miscellaneous Fees</b>	
City Limit Determination Request	\$50.00
City ETJ Determination Request	\$50.00
Zoning Determination Request	\$50.00
Development Regulations Request	\$500.00
City Staff	\$50.00 + position hourly rate
City Vehicle Use	\$15.00 per hour
Credit card payments	greater of \$5.00 or 3.5% of charge
<b>City Facility/Park Rental Permit Fees</b>	
Up to 4 hours	\$75.00
>4 to 8 hours	\$150.00
Maintenance Deposit	\$75.00
Cleaning Fee	\$200.00
Debris Removal	\$250.00 + \$20.00/hr
Barricades set up & take down	\$75.00 + \$20.00/hr
Additional Inspections (not otherwise listed)	\$100.00
Variance Request (not otherwise listed)	\$500.00
Appeals of Planning and Zoning Variance Determinations	\$500.00
Certificate of Completion or Occupancy (not otherwise listed)	\$100.00
Change of Occupancy Use	\$100.00



**Section 19. Administrative and Professional Services.**

The following fees and charges are established and shall be collected for Administrative and Professional Services:

**Administrative Fees**

Administrative fee to compile and produce requested information <50 copies/documents	\$25.00
Labor and overhead charge to compile and produce requested information >50 copies/documents and/or when physical retrieval is required from offsite location	\$25.00 Admin Fee + \$15.00/hr
PDF of Ordinance/Utility Bill from previous 12 months	No charge
PDF of Ordinance/Utility Bill from over one year	Applicable Administrative Fee

The following shall include one of the above administrative fees per request of the following:

Document Copies	
B/W	
- standard letter size	\$0.15 per page
- legal	\$0.50 per page
Color	
- standard letter size	\$0.25 per page
-legal	\$0.75 per page
Map Copies	
11”x17”	\$10.00
19”x26”	\$25.00
36”x22”	\$50.00
37”x52”	\$75.00
Map Index Pages	
<36”x22”	\$25.00
>=36”x22”	\$50.00
Specialty Paper	Actual cost
CD copies	\$5.00
Other electronic media	Actual cost

Public Hearing Notice (Newspaper)	\$150.00
Property Owner Notification	\$5 per Property Owner
Notary fee	\$10.00
All other signatures (witnesses)	\$1.00
Certified Document Fee	\$25.00
Re-issue of Permits or Occupancy Certificates	\$25.00
Returned Check Fee	\$35.00
Postal Expenses	Actual cost

**Professional Fees**

In addition to the City fees and charges set forth herein, the applicant, proposer, developer, owner or subdivider shall reimburse and pay to the City the actual costs and expenses for professional services, including but not limited to engineers, attorneys and planners, incurred by the City with respect to such application, plan review, subdivision, plat, development, ect., plus ten percent (10%) for City Administrative services associated with Professional Services and Fees.

**Section 20. Repeal of Conflicting Ordinances and Parts of Ordinances.**

All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict. Ordinance 2019-003 is repealed and replaced in its entirety by this Fee Schedule Ordinance.

**Section 21. Penalties.**

Any person who commences work or an activity requiring a permit or fee before obtaining the necessary permits or paying the necessary fee shall be in violation of this ordinance and subject to a penalty fee equal to double the rate of the permit or fee.

**Section 22. Severability.**

If any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications hereof which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

**Section 23. Effective Date.**

This Ordinance shall take effect immediately from and after its passage and publication in the manner set forth with the provisions of the Tex. Loc. Gov't Code.

**Section 24. Savings Clause.**

This Ordinance shall remain in full force and effect, save and except as amended.

**Section 25. Open Meetings Act.**

It is hereby found and determined that the meeting at which this Ordinance is passed was open to the public as required and the specific notice of the time, place and purpose of said meeting was given as required by the Texas Open Meetings Act, Chap. 551, Tex. Gov't Code.

**PASSED AND APPROVED** this 13<sup>th</sup> day of July, 2020.



  
\_\_\_\_\_  
Jeff Hunt, Mayor

ATTEST:

  
\_\_\_\_\_  
Donna White, City Secretary