

ORDINANCE NO. 538

AN ORDINANCE OF THE CITY OF MANOR, TEXAS AMENDING MANOR CODE OF ORDINANCES APPENDIX A FEE SCHEDULE BY ESTABLISHING BUILDING AND DEVELOPMENT RELATED FEES; BUSINESS RELATED FEES; SPECIAL SERVICES BY LAW ENFORCEMENT STAFF; ADMINISTRATIVE AND MISCELLANEOUS FEES; UTILITY SERVICE CHARGES AND FEES; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR PENALTIES; AND PROVIDING FOR SEVERABILITY, OPEN MEETINGS AND EFFECTIVE DATE CLAUSES.

Whereas, the City of Manor (the "City") 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 costs of providing reviews, inspections, and services required to be provided by the City;

Whereas, the City's growth has presented increasingly more complex and time-consuming planning, engineering, and legal issues that have required increased expenditures for professional consulting, including, but not limited to, planning, engineering, and legal fees and expenses;

Whereas, it is the general policy of the City that, to the greatest extent possible, all new development should pay for itself and not pose an undue financial burden on the City or its residents;

Whereas, many of the increased expenditures are related to or associated with particular projects involving prospective industrial, business, commercial, mixed used, multi-family and/or residential uses;

Whereas, the City Council finds that it is in the best interest of the City and its residents for each such project to bear the cost of expenditures for professional consulting related thereto, including, but not limited to, planning, engineering, and legal fees and expenses;

Whereas, the City's fee schedule needs to be updated to establish fees for certain types of services not previously established;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT;

Section 1. Findings. The foregoing recitals are hereby found to be true and correct and are incorporated herein as findings of fact.

Section 2. Amendment to Appendix A, Article A2.000, Section A2.001 Basic building permit, inspection and technology fee charges. Section A2.001 of Appendix A of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

Section A2.001 Basic Building Permit, Inspection and Technology Fee Charges.

The following fees and charges are established and shall be in addition to any fees otherwise pursuant to this schedule. Technology fees are nonrefundable in all sections.

- (a) Double permit fees will be charged for any work started before first obtaining a permit.

(b) No new permits will be issued to an address or property until all permit fees have been paid.

(c) All fees must be paid current before a Certificate of Occupancy or Certificate of Completion is issued.

Permit	Permit Fee	Insp Rate	Tech
Building contractor registration (excluding plumbing contractors)	\$50.00		
Residential Building			
New Build Permit Fee (1 & 2 Fam)	\$.60 per sq ft.	\$60 ea (8)	\$30.00
NOTE:			
(1) Trade permits and Certificate of Occupancy are included in rates above.			
(2) \$100 Non-refundable application fee is included in rates above.			
Additions	\$.60 per sq ft. of addition	\$60.00 ea	\$20.00
Remodel/Repair - Estimated Value		\$60.00 ea	\$20.00
\$0-\$3,000	\$50.00	\$60.00 ea	\$20.00
\$3,001-\$5,000	\$60.00	\$60.00 ea	\$20.00
\$5,000-\$10,000	\$85.00	\$60.00 ea	\$20.00
\$10,001-\$15,000	\$95.00	\$60.00 ea	\$20.00
\$15,001-\$20,000	\$115.00	\$60.00 ea	\$20.00
\$20,001-\$25,000	\$140.00	\$60.00 ea	\$20.00
Above \$25,000	\$140.00 + .007 x cost over \$25,000	\$60.00 ea	\$20.00
Driveway	\$25.00	\$60.00 ea	\$10.00
Plumbing	\$35.00	\$60.00 ea	\$10.00
Electrical	\$35.00	\$60.00 ea	\$10.00
Mechanical	\$35.00	\$60.00 ea	\$10.00
Demolition	\$25.00	\$60.00 ea	\$10.00
Foundation - Leveling/Repair	\$25.00	\$60.00 ea	\$10.00
Certificate of Occupancy	\$50.00	\$60.00 ea	\$10.00
Multi-Family			
New Building (includes trade permits) (MEP Trade permits are the same as Single Family)	\$.20 per sq ft.	\$60.00 ea	\$50.00
Demolition	\$50.00	\$60.00 ea	\$10.00
Certificates of Occupancy	\$50.00 ea	\$60.00 ea	\$10.00

Permit	Permit Fee	Insp Rate	Tech Fee
Manufactured Homes			
Individual Unit	\$250 + trade permits	\$60.00 ea	\$25.00
Trade Permits (same as Residential, only outdoor inspections)			
Foundation	\$25.00	\$60.00 ea	\$10.00
Re - inspection Fees for Residential			
Single Family, Multi-Family, Manufactured Home			
1st	\$75.00 each		
2nd & more	\$100.00 each		
Commercial Building, Trade Permits & Technology Fees			
Commercial Building Permit	\$.70 per sq. ft, includes trade permits	\$80.00 ea	\$50.00
Plan Review with Outside Agency	TBD		
New Build - Shell/Spec	\$.35 per sq. ft, includes trade permits	\$80.00 ea	\$50.00
Tenant Finish Out (TFO)	\$.35 per sq. ft, includes trade permits	\$80.00 ea	\$50.00
Additions	\$.70 per sq. ft of the addition, includes trade permits	\$80.00 ea	\$25.00
Electrical	\$80.00	\$80.00 ea	\$10.00
Plumbing	\$80.00	\$80.00 ea	\$10.00
Mechanical	\$80.00	\$80.00 ea	\$10.00
Grease Trap	\$80.00	\$80.00 ea	\$10.00
Vent Hood Type 1	\$200.00 (includes M & E permits)	\$80.00 ea	\$10.00
Vent Hood Type II	\$160.00 (includes M & E permits)	\$80.00 ea	\$10.00
Driveway/Parking	\$.05 per sq ft	\$80.00 ea	\$10.00

Permit	Permit Fee	Insp Rate	Tech Fee
Re - inspection Fees for Commercial			
1st	\$100.00 each		
2nd & more	\$125.00 each		
Remodel/Repair			
\$0-\$3,000	\$50.00	\$80.00 ea	\$50.00
\$3,001-\$5,000	\$60.00	\$80.00 ea	\$50.00
\$5,000-\$10,000	\$85.00	\$80.00 ea	\$50.00
\$10,001-\$15,000	\$95.00	\$80.00 ea	\$50.00
\$15,001-\$20,000	\$115.00	\$80.00 ea	\$50.00
\$20,001-\$25,000	\$140.00	\$80.00 ea	\$50.00
Above \$25,000	\$140.00 + .007 x cost over \$25,000	\$80.00 ea	\$50.00
Foundation Repair	\$35.00	\$80.00 ea	\$10.00
Demolition	\$100.00	\$80.00 ea	\$10.00
Certificates of Occupancy	\$80.00 ea	\$80.00 ea	\$10.00
Re-issue or copy	\$50.00 ea		\$10.00
Accessory Structures			
Equal to or larger than 120 sq ft	\$35.00	\$60.00 ea	\$10.00
Carports	\$35.00	\$60.00 ea	\$10.00
Detached Garage	\$35.00	\$60.00 ea	\$10.00
Deck & Patio Covers	\$35.00	\$60.00 ea	\$10.00
Deck	\$35.00	\$60.00 ea	\$10.00
Patio	\$35.00	\$60.00 ea	\$10.00
Swimming Pools			
Residential (in or above ground)	\$80.00 + trade permits	\$60.00 ea	\$10.00
Commercial (in or above ground)	\$150.00 + trade permits	\$80.00 ea +	\$10.00
Hot Tub / Spa Commercial	\$120.00 + trade permits	\$80.00 ea +	\$10.00
Hot Tub / Spa Residential	\$80.00 + trade permits	\$60.00 ea	\$10.00

Permit	Permit Fee	Insp Rate	Tech Fee
Sign Permits			
Permanent			
Wall or Pole Signs			
Up to 40 sq ft	\$50.00 + trade permit	\$80.00 ea	\$10.00
41 sq ft to 60 sq ft	\$75.00 + trade permit	\$80.00 ea	\$10.00
61 sq ft or larger + \$1.00 per sq ft over 61 sq. ft	\$100.00 + trade permit	\$80.00 ea	\$10.00
Monument Sign	Above rates + trade permit	\$80.00 ea	\$10.00
Temporary			
Up to 16 sq ft only	\$25.00		\$10.00
Uniform Sign Plan	\$200.00		\$25.00
Uniform Sign Plan Amendment	\$200.00		\$25.00
Miscellaneous Permits			
Moving a Structure			
Residential	\$85.00 + PD Escort Fees	\$60.00 ea	\$10.00
Commercial	\$85.00 + PD Escort Fees	\$80.00 ea	\$10.00
Fence	\$35.00		\$10.00
Irrigation			
Residential	\$35.00	\$60.00 ea	\$10.00
Commercial & Multi Family	\$80.00	\$80.00 ea	\$10.00
Other Demolition Residential	\$35.00	\$60.00 ea	\$10.00
Other Demolition Commercial	\$35.00	\$80.00 ea	\$10.00

Other Agency Fees: The City of Manor does not assess nor collect fees for reviews of Building Construction Plans by agencies having jurisdictional authority. All fees for other agencies are established and collected by each of the authorities conducting review.

Permit	Permit Fee	Insp Rate	Tech Fee
Educational Permits			
New Building	\$.70 per sq ft	\$80.00 ea	\$50.00
Addition	\$.70 per sq ft	\$80.00 ea	\$50.00
* All impact fees are waived for schools and universities.			
Remodel/Repair (trades not included)			
\$0-\$3,000	\$50.00	\$80.00 ea	\$50.00
\$3,001-\$5,000	\$60.00	\$80.00 ea	\$50.00
\$5,000-\$10,000	\$85.00	\$80.00 ea	\$50.00
\$10,001-\$15,000	\$95.00	\$80.00 ea	\$50.00
\$15,001-\$20,000	\$115.00	\$80.00 ea	\$50.00
\$20,001-\$25,000	\$140.00	\$80.00 ea	\$50.00
Above \$25,000	\$140.00 + .007 x cost over \$25,000	\$80.00 ea	\$50.00
Educational Trades			
Electrical, Plumbing, Mechanical	\$80.00 ea	\$80.00 ea	\$10.00 ea

Section 3. Amendment to Appendix A, Article A3.000, Section A3.001 Vendors. Section A3.001 of Appendix A of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

Section A3.001 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 food vendor.

Door to door solicitation

Bond	\$5000.00
Per day	\$5.00 per day up to 7 days
Per week	\$10.00
Per Month	\$25.00
Three Months	\$50.00
Six Months	\$75.00
Per year	\$100.00

Mobile Food Establishment

Per day	\$5.00 per day up to 7 days
Per week	\$10.00
Per Month	\$25.00
Three Months	\$50.00
Six Months	\$75.00
Per year	\$100.00

Section 4. Amendment to Appendix A, Article A4.000 Special Services by Law Enforcement Staff.
 Article A4.000 of Appendix A of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

The following fees and charges are established and shall be collected for special services provided by Law Enforcement Staff:

Incident Report Copy	\$5.00
Crash Report Copy	\$6.00
Finger Printing Fees	
First two finger print cards	\$10.00 per card (come in two card packages)
Each additional card	\$5.00
Alarm Permit Fees	
Residential Systems	\$50.00
Commercial Systems	\$50.00
Multi-family Systems	\$50.00 per unit
Common Areas	\$50.00 each building
Government Agencies	No fee
Schools and Similar Occupancies	\$50.00
Renewal Fee	\$25.00
Late Fee	\$5.00
False Alarm Fees	
Up to 3 per year	No fee
4th and 5th per year	\$50.00
5th, & 7th per year	\$75.00
8th and more per year	\$100.00
Police Car Fee	\$15.00 per hour (no minimum)
Police Officer Fee	\$45.00 minimum per hour (4 Hour Minimum)
Traffic Control Device Fee	\$100.00 minimum
Wreckers and Towing Fees	
Tow Management Fee	\$45.00
Annual Inspection Sticker Fee	\$50.00
Daily Evidentiary Fee (Manor Police held	\$35.00/day

vehicles, billed by the Manor Police Dept.
to registered owner or responsible party)

Section 5. Amendment to Appendix A, Article A5.000 Administrative and Miscellaneous Fees.

Article A5.000 of Appendix A of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

Section A5.001 Administrative fees

The following fees and charges are established and shall be collected for administrative fees and for copying and/or producing records upon request:

Administrative Fees - All departments

B/W Copies - standard letter size	\$0.10 per page of printed material
B/W Copies - legal or larger	\$0.50 per page of printed material
Color Copies - standard letter size	\$0.25 per page of printed material
Color Copies -legal or larger	\$0.50 per page of printed material
Specialty Paper (Mylar, Blueprint etc.)	Actual cost
Notary fee	\$6.00
Every other signature	\$1.00
CD copies	\$25.00
Other electronic media	Actual cost
PDF of Ordinance/Utility Bill	No charge
Labor and overhead charge	\$15.00 per hour > 50 copies, or locate information compile, and reproduce requested when records located in remote facility
Postal Expenses	Actual cost to transmit information paid prior to release
Certified Copies	\$2.00
Returned Check Fee	\$35.00
Administrative fee	\$20.00
Animal registration	\$10.00
Animal Microchipping	\$10.00
Credit card payments	\$2.00

Section A5.002 Park rental permit fees

The following fees and charges are established and shall be collected for park rental. Deposits may be refunded minus city staff costs if required.

Up to 4 hours	\$50.00
Maintenance Deposit	\$25.00
4 - 8 hours	\$75.00
Maintenance Deposit	\$50.00
Per Day	\$100.00
Maintenance Deposit	\$100.00
Debris Removal	\$20.00
Cancelation Fee (less than 48 hours before event)	50% of total fee paid non-refundable

Section A5.003 Special event permit fees

The following fees and charges are established and shall be collected for all special events:

Park rental fees as provided in Section A5.002, excluding Maintenance Deposit	
Closure or obstruction of public street or right-of-way, including parking lots and on-street parking	\$50.00 per block
City Staff Maintenance	\$40.00/hour minimum per staff member (minimum 2 hours)
City Vehicle Use	\$15.00 per hour
Barricades	\$100
Cancelation Fee (less than 48 hours before event)	50% of total fee paid non-refundable

Section A5.004 Film projects using city property

Application fee	\$25.00
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Use of city-owned real estate:

Activity	Per day fee
Total or disruptive use (regular operating hours) of a public building, park, right-of-way, or public area	\$500.00

Partial, nondisruptive use of a public building, park, right-of-way, or public area	\$250.00
Total closure or obstruction of public street or right-of-way, including parking lots and on-street parking (for film purposes)	\$50.00 per block
Partial closure or obstruction of public street or right-of-way, including parking lots and on-street parking (for film purposes)	\$25.00 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).	\$50.00 per block

Section A5.005 Permit for fireworks display

Application fee \$40.00

Section A5.006 Fee for report of abandoned vehicle by garagekeeper

A fee of ten dollars (\$10.00) shall accompany the report of the garagekeeper that a motor vehicle has been deemed abandoned.

Section 6. Amendment to Appendix A, Article A7.000, Section A7.003 Water Rates. Section A7.003 of Appendix A of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

Minimum rate. In addition to other fees, a minimum monthly fee shall be assessed for meters of the following size at the rate indicated:

Rate Table – Minimum Monthly Water Fee

Inch	Meter Type	L.U.E.	Rate
5/8	Residential	1	\$27.16
5/8	Residential (senior)	1	\$23.13
5/8	Commercial – Positive Displacement	1	\$10.08
3/4	Commercial – Positive Displacement	1.5	\$15.12
1	Residential	1.5	\$45.36
1	Commercial - Positive Displacement	2.5	\$25.20
1-1/2	Commercial – Positive Displacement	5	\$50.40
2	Commercial – Positive Displacement	8	\$80.64
2	Commercial - Compound	8	\$80.64
2	Commercial - Turbine	10	\$100.80
3	Commercial - Compound	16	\$161.28

3	Commercial - Turbine	24	\$241.92
4	Commercial - Compound	25	\$252.00
4	Commercial - Turbine	42	\$423.36
6	Commercial - Compound	50	\$504.00
6	Commercial - Turbine	92	\$927.36
8	Commercial - Compound	80	\$806.40
8	Commercial - Turbine	160	\$1,612.80
10	Commercial - Compound	115	\$1,159.20
10	Commercial - Turbine	250	\$2,520.00
12	Commercial - Turbine	330	\$3,326.40

Usage fee. Unless otherwise provided and established by the city council, the following additional rates shall be charged for residential and commercial water service according to usage:

Residential Service

Residential Volume Table

0 – 2,000 gallons	\$0.56
2,001 – 5,000 gallons	\$3.02
5,001 – 10,000 gallons	\$3.36
10,001 – 15,000 gallons	\$3.64
15,001 – 25,000 gallons	\$3.92
25,000 + gallons	\$4.76

Commercial Service

Commercial Volume Table

All per 1,000 gallons	\$6.30
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Fire Hydrant Service

Fire Hydrant Volume Table

All per 1,000 gallons	\$6.30
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Effluent Water Service

Effluent Water Volume Table

All per 1,000 gallons	To be determined in 2021
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Section 7. Amendment to Appendix A, Article A7.000, Section A7.005 Debris/solid waste rates and charges. Section A7.005 of Appendix A of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

Section A7.005 Debris/solid waste rates and charges

Residential. The minimum monthly charge per Residential Unit shall be as follows:

Rate Table – Residential Solid Waste

Residential Trash Cart per cart	\$17.50
Residential Recycle Bin – One (1)	No Charge

Commercial. The minimum monthly charge per Commercial Unit shall be as follows:

Rate Table – Commercial Solid Waste

Commercial/Non-Residential per cart	\$17.50
Commercial Recycle Bin – One (1)	No charge

Section 8. Repeal of Conflicting Ordinances. All ordinances or parts of ordinances, and sections of the City Code of Ordinances, in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 9. Penalties. Any person who commences work requiring a permit before obtaining the necessary permits shall be in violation of this Ordinance and subject to a penalty fee equal to the rate of the permit.

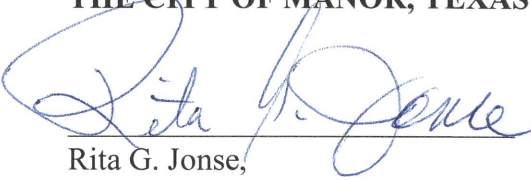
Section 10. Severability. If any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications hereof which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

Section 11. Effective Date. This Ordinance shall take effect January 1, 2019.

Section 12. Open Meetings Act. That it is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chap. 551, Tex. Gov't Code.

PASSED AND APPROVED on this the 19th day of December 2018.

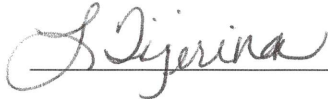
THE CITY OF MANOR, TEXAS



Rita G. Jonse,

Mayor

ATTEST:



Lluvia Tijerina, TRMC

City Secretary

