

**CITY OF HIGHLAND HAVEN**  
**ORDINANCE # 104, Revision 2**  
**September 7, 2021**

**AN ORDINANCE ADOPTING THE CITY OF HIGHLAND HAVEN, TEXAS FEE SCHEDULE FOR BUILDING PERMIT FEES, INSPECTION FEES AND CLEANUP DEPOSIT FEES, ADMINISTRATIVE FEES; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN OPEN MEETING AND EFFECTIVE DATE.**

**WHEREAS**, the City of Highland Haven ("City") is allowed and authorized to charge and/or obtain reimbursement of the costs of providing various services necessary to undertake the various services required for building permits, inspections, and cleanups as well as other administrative fees.

**WHEREAS**, City Ordinance #020, Section 10 provides that the permit fee schedule for building permits, inspections, and cleanup deposit be established via Ordinance of the Board of Aldermen;

**NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF HIGHLAND HAVEN, TEXAS THAT:**

**Section 1. Findings of Fact.** The findings and recitations set out in the preamble of this Ordinance are found to be true and correct, and that they are hereby adopted by the Board of Aldermen and made a part hereof for all purposes. It is further found that collection of the fees provided herein is necessary to fund water services and provide for the public health and safety.

**Section 2. Adoption of Fees.** The City's Board of Aldermen do hereby approve and adopt the attached building permit fee, inspection fee, cleanup deposit fee and administrative fee schedules set out in Exhibit "A," attached hereto and incorporated herein for all purposes, dated October 1, 2021. These schedules are effective concurrent with the approval of this Ordinance to become effective October 1, 2021 and shall remain effective until revised by future Ordinance.

**Section 3. Amendment of Conflicting Ordinances.** The above-referenced sections of the Ordinances are hereby amended as provided in this Ordinance. All parts of ordinances in conflict herewith are hereby amended to the extent of such conflict only. To the extent of a conflict between this Ordinance and another ordinance of the City, this Ordinance shall control.

**Section 4. Savings Clause.** All rights and remedies of the City are expressly saved as to any and all violations of the provisions of any ordinances affecting utilities and utility fees which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.


**Section 5. Severability.** It is hereby declared to be the intention of the Board of Aldermen that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any section, paragraph, sentence, clause or phrase of this Ordinance should be declared invalid by the

final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses and phrases of this Ordinance, since the same would have been enacted by the Board of Aldermen without the incorporation in this Ordinance of any such invalid section, paragraph, sentence, clause or phrase. If any provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision, and to this end the provisions of this Ordinance are declared to be severable.

**Section 6. Open Meetings.** It is hereby officially found and determined that the meeting at which this Ordinance was 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, Texas Government Code, Chapter 551.

**PASSED AND APPROVED** on this the 7th day of September 2021, during a scheduled meeting by the Board of Aldermen of the City of Highland Haven, Texas.

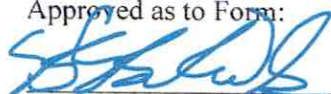
Attest:

  
Jeffery Lederer, City Secretary

  
Olan Kelley, Mayor

seal

Approved as to Form:

  
Barbara Boulware-Wells, City Attorney



Ordinance # 104  
New Construction Permit Fee Schedule  
Effective October 1, 2021

Construction Type	Permit Fee	City Insp Fee	Bldg Code Insp Fee	Customer Svc Insp Fee	Floodplain Review Fee	Clean-up Deposit	Total	Notes
Carport/Attached Garage	\$100	50	\$300			\$200	\$650	
Concrete Pad (exterior)	\$50	50	\$75			\$200	\$375	
Driveway Approach	\$50	\$50				\$200	\$300	
Driveway, Sidewalk, Deck, Walkway, Steps, Raised Flower Bed	\$50	50	\$75			\$200	\$375	
Fencing	\$50	\$50				\$50	\$150	
Irrigation System (Lawn)	\$50	\$50	\$75	\$125		\$200	\$500	Cross-connect Backflow Prevent Insp
Landscaping (Raw Land)	\$50	\$50				\$200	\$300	
Outbuilding (Garage, gazebo, greenhouse)	\$100	50	\$150			\$200	\$500	
Patio (Covered)	\$50	50	\$150			\$200	\$450	
Patio (Open)	\$50	50	\$75			\$200	\$375	
Pergola (Outbuilding)	\$50	50	\$150			\$200	\$450	Detached from SFR no floor, or on existing slab, with utilities
Pergola (Outbuilding)	\$50	50	\$75			\$200	\$375	No utilities
Pergola (Attached)	\$50	50	\$75			\$200	\$375	No utilities
Pergola (Attached)	\$50	50	\$75			\$200	\$375	Attached to SFR, no floor or on existing slab with utilities
Pergola (With new foundation)	\$50	50	\$195			\$200	\$495	Similar to covered patio
Septic System (Perk-Test**)	\$25					\$200	\$225	
Septic System (Construction**)	\$50				\$50	\$200	\$300	LCRA Permit Req'd Prior to city permit
Single Family Residence Less than 2400 SF	\$350	100	\$550	\$125	\$50	\$500	\$1,675	
Single Family Residence More than 2400 SF	\$400	100	\$550	\$125	\$50	\$500	\$1,725	

Ordinance # 104  
New Construction Permit Fee Schedule  
Effective October 1, 2021

Construction Type	Permit Fee	City Insp Fee	Bldg Code Insp Fee	Customer Srvc Insp Fee	Floodplain Review Fee	Clean-up Deposit	Total	Notes
Swimming Pool Hot Tub, Fountain	\$50	50	\$250	<b>\$125</b>		\$200	\$675	
Wall, Retaining (Water front**)	\$150	50	\$75			\$200	\$475	**Does not include LCRA Requirements
Wall, Retaining (off water front)	\$50	50	\$75			\$200	\$375	Structural Engr. Approval req'd >4 ft
<b>Water Front Facility (Includes boat/PWC docks)**</b>	<b>\$300</b>	<b>50</b>	<b>\$175</b>			<b>\$200</b>	<b>\$725</b>	
<b>PWC Pre-fab lift or floating dock</b>	<b>\$100</b>		<b>\$75</b>			<b>\$100</b>	<b>\$275</b>	
Water Well Plugging/Drilling	\$50		\$75			\$200	\$325	
Building Code Inspection	\$75		Each trip					Extra trips /re-inspections in addition to fee schedule
City Inspection	\$50		Each trip					Extra trips /re-inspections in addition to fee schedule
Customer Service Inspection (cross connect/backflow)				<b>\$125</b>				
Floodplain Review Fee					<b>\$50</b>			
City Administration Fees -Construction	<b>\$100</b>		Each					Each change to original plan affecting floor plan or footprint of structure
City Administration Fees-	<b>\$100</b>		Per Occurance					Drainage, right of way, outside appliances, etc.
Late Permit Fees	\$200 or doubled		Higher of					After work has started
Permit Extension	<b>\$100</b>							3 Months
Variance Request	\$200							
Late Variance Request	\$400							After work has started

\*\* Does not include LCRA requirements

Ordinance #104  
Remodel/Repair Permit Fee Schedule  
Effective October 1, 2021

Construction Type	Permit Fee	City Insp Fee	Bldg Code Insp Fee	Customer Svc Insp Fee	Floodplain Review Fee	Clean-up Deposit	Total	Notes
Carport/Attached Garage	\$100	\$50	\$250			\$200	\$600	
Concrete Pad (exterior)	\$50	\$50	\$75			\$200	\$375	Attached to existing slab
Demolition, Total Structure	\$50	\$50	\$50			\$500	\$650	Total removal
Demolition, Major	\$50	\$50	\$50			\$200	\$350	Structural, HVAC, Utilities
Demolition, Minor	\$50	\$50	\$50			\$50	\$200	No HVAC, utilities
Driveway Approach	\$50	\$50				\$200	\$300	
Driveway, Sidewalk, Deck, Steps, Raised Flower Bed	\$50	\$50	\$75			\$200	\$375	
Electric, Service Panel Update/Repair/New Circuit or Wiring	\$50	\$0	\$75			\$200	\$325	
HVAC, mechanical, needing construction work	\$50		\$75			\$200	\$325	Scope of project is larger than "repair or replace"
Fencing	\$50	\$50				\$50	\$150	
Irrigation System (Lawn)	\$50	\$50	\$75			\$200	\$375	Cross-connect Backflow Prevent Insp
Landscaping (Raw Land)	\$50	\$50				\$200	\$300	
Outbuilding (Garage, gazebo, greenhouse, pergola)	\$100	\$50	\$250			\$200	\$600	
Patio (Covered)	\$50	\$50	\$150			\$200	\$450	
Patio (Open)	\$50	\$50	\$75			\$200	\$375	
Plumbing Only	\$50		\$75			\$200	\$325	
<b>Remodel, SFR, Major</b>	<b>\$300</b>	<b>\$50</b>	<b>\$325</b>	<b>\$125</b>	<b>\$50</b>	<b>\$500</b>	<b>\$1,350</b>	<b>Changes to any or all-footprint, structural, roofline, façade, floorplan</b>
<b>Remodel, SFR, Minor</b>	<b>\$200</b>	<b>\$50</b>	<b>\$150</b>			<b>\$200</b>	<b>\$600</b>	<b>No changes noted as Major</b>
<b>Roof Alterations</b>	<b>\$50</b>	<b>\$50</b>				<b>\$200</b>	<b>\$300</b>	<b>Changing type of roof material</b>
<b>Roof Alterations w/ structural changes</b>	<b>\$100</b>	<b>\$50</b>	<b>\$150</b>			<b>\$200</b>	<b>\$500</b>	<b>Structural, HVAC, Utilities changes</b>
Room Addition, 2 or more, New Slab	\$100	\$50	\$325		\$50	\$500	\$1,025	Includes enclosing carport, repurpose garage, patio, sunroom
Room Addition, 2 or more, Existing Slab	\$100	\$50	\$300			\$500	\$950	Includes enclosing carport, repurpose garage, patio, sunroom
Room Addition, New Slab	\$100	\$50	\$300		\$50	\$500	\$1,000	Includes enclosing carport, repurpose garage, patio, sunroom

Ordinance #104  
Remodel/Repair Permit Fee Schedule  
Effective October 1, 2021

Construction Type	Permit Fee	City Insp Fee	Bldg Code Insp Fee	Customer Svc Insp Fee	Floodplain Review Fee	Clean-up Deposit	Total	Notes
Room Addition, Existing Slab	\$100	\$50	\$250			\$500	\$900	Includes enclosing carport, repurpose garage, patio, sunroom
Septic System (Perk Test**)	\$25					\$200	\$225	
Septic System (Construction**)	\$50				\$50	\$200	\$300	LCRA Permit Req'd Prior to city permit
Swimming Pool Hot Tub, Fountain	\$50	\$50	\$250			\$200	\$550	
Wall, Retaining (Water front**)	\$150	\$50	\$75			\$200	\$475	**Does not include LCRA Requirements
Wall, Retaining (off water front)	\$50	\$50	\$75			\$200	\$375	Structural Engr. Approval req'd >4 ft
Water Front Facility (Includes boat/PWC docks)**	\$200	\$50	\$175			\$200	\$625	
PWC Pre-fab lift or floating dock	\$100		\$75			\$100	\$275	
Water Well Plugging/Drilling	\$50	\$50	\$75	\$125		\$200	\$500	
Building Code Inspection	\$75		Each trip					Extra trips /re-inspections in addition to schedule
City Inspection	\$50		Each trip					Extra trips /re-inspections in addition to schedule
City Administration Fees - Construction	\$100		Each					Each change to original plan affecting floor plan or footprint of structure
City Administration Fees-	\$100		Per Occurance					Drainage, right of way, outside appliances, etc.
Customer Service Inspection (cross connect/backflow)				\$125				
Floodplain Review Fee					\$50			
Late Permit Fees	\$200 or doubled		Higher of					After work has started
Permit Extension	\$100							3 Months
Variance Request	\$200							
Late Variance Request	\$400							After work has started

\*\* Does not include LCRA requirements

Ordinance #104  
City of Highland Haven Administrative Fees  
October 1, 2021

Service	Fee	Notes		
Replat Fee	\$200			
Replat Fee (after project started)	\$400			
Variance Fee	\$200			
Variance Fee (after project started)	\$400			
Copies (letter/legal size)	\$0.10	double sided print is .20		
Copies (11"x17")	\$0.50	double sided print is \$1.00		
FAX/Email Service (2 pages)	\$1.00	cover and 1 page		
FAX/Email Service (additional pages)	\$0.10			
Diskette, CD	\$1.00			
DVD	\$3.00			
Magnetic Tape, Data or Tape Cartridge	Cost			
Regular Lot Mowing Fee/Lot	\$190	Plus Administrative Fee		
Lot Mowing Program Fee/Lot	varies	Contractor Cost, plus Administrative Fee		
Administrative Fee/Lot	\$25	additional to mowing fee		
Late Payment Fee/Lot/Month	\$15	Lot Mowing Program		
Fees for reproduction of items associated with an open records request, will be based upon the most current Texas Attorney General's Office fee schedule found in the Texas Administrative Code, Title 1, Part 3, Chapter 70.				