

**CITY OF HIGHLAND HAVEN  
ORDINANCE # 104, Revision 3  
August 16, 2022**

**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 11 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, 2022. These schedules are effective concurrent with the approval of this Ordinance to become effective October 1, 2022 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

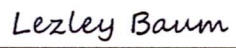
final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses and phrases of this Ordinance, since the same would have been enacted by the Board of Aldermen without the incorporation in this Ordinance of 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.

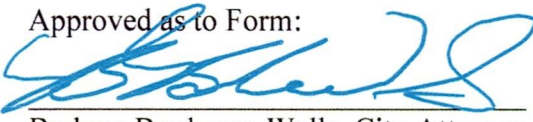
**PASSED AND APPROVED** on this the 16th day of August 2022, during a scheduled meeting by the Board of Aldermen of the City of Highland Haven, Texas.

  
\_\_\_\_\_  
Olan Kelley, Mayor

Attest:

  
\_\_\_\_\_  
Lezley Baum, City Secretary

seal

Approved as to Form:  
  
\_\_\_\_\_  
Barbara Boulware-Wells, City Attorney



Ordinance # 104  
City of Highland Haven Building Permit Fees  
October 1, 2022  
Exhibit "A"

Permit Fees, Deposits and Deductions From Deposits					Permit Extensions 3 months each		
	Permit Fee	City Inspection Fee	Construction Compliance Deposit	Building Code Inspections	Initial Permit Period	1 st	2nd & additional
Single Family Residence	\$960	\$200	\$1,200	\$75 each as required by scope of work	12 months	\$500	\$1,000
SFR - Total Demolition	\$250	\$100	\$750	\$75 each as required by scope of work	3 months	\$500	\$1,000
Re-Model, Major	\$600	\$200	\$1,000	\$75 each as required by scope of work	12 months	\$250	\$500
Waterfront, Major	\$500	\$150	\$750	\$75 each as required by scope of work	6 months	\$250	\$500
Re-Model, Minor	\$350	\$150	\$350	\$75 each as required by scope of work	6 months	\$250	\$250
Waterfront, Minor	\$250	\$100	\$250	\$75 each as required by scope of work	3 months	\$250	\$250
Structures / Outbuildings	\$250	\$100	\$250	\$75 each as required by scope of work	3 months	\$250	\$250
Structures / Outbuildings Total Demolition	\$100	\$100	\$250	\$75 each as required by scope of work	3 months	\$250	\$250
Non-Structure	\$100	\$50	\$200	\$75 each as required by scope of work	3 months	\$250	\$250
Swimming Pool, Hot Tub, Fountain	\$200	\$100	\$300	\$75 each as required by scope of work	6 months	\$250	\$250
Start of Construction Prior to Permit Issuance	Double	Double					
Construction Activity Variance	\$500						
Provisional Certificate of Occupancy	\$100						
Certificate of Occupancy	\$200						
<b>Deductions From Compliance Deposit</b>							
Stop Work Order			\$250				
Construction Site Clean Up Violation			\$200/Day				
Clean Up Costs Incurred by the City			Actual Costs				
Minor Nuisance Affecting Adjacent Neighbors			\$250/Day				
Major Nuisance			\$500/Day				
Major Nuisance lasting 4 hours+			\$1000/Day				
Change in Scope Violation			\$500/Event				
Failure to obtain Building Code Inspection			\$500/Inspection				

Ordinance #104  
City of Highland Haven Administrative Fees  
October 1, 2022

Exhibit "A"

Service	Fee	Notes		
Replat Fee	\$200			
Replat Fee (after project started)	\$400			
Variance Fee	\$200			
Variance Fee (after project started)	\$400			
City Administration Fees	\$100	Drainage, ROW, Outside Appliance etc.		
Returned Check Fee	\$35	Plus Bank Charges		
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			
Flash Drive	Cost			
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.				