

**CITY OF HIGHLAND HAVEN
ORDINANCE # 104, REVISION 4
August 1, 2023**

**AN ORDINANCE UPDATING 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, requires building permits, inspections, and cleanup deposit be established via Ordinance of the Board of Aldermen;

WHEREAS, the Board of Aldermen, having reviewed the costs over the last few years, have determined that such fees and costs need to be updated to reflect and cover such increased costs to the City;

WHEREAS, City Ordinance #104, establishes the fees for such permits, inspections and attendant actions and this Revision 4, updates such fees and deposits.

**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 building permit fee, inspection fee, construction compliance deposit fee and administrative fee schedules set out in this Revision 4, Exhibit “A,” attached hereto and incorporated herein for all purposes, dated October 1, 2023. These schedules are effective concurrent with the approval of this Ordinance to become effective October 1, 2023 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 1st day of August 2023, during a scheduled meeting by the Board of Aldermen of the City of Highland Haven, Texas.



Olan Kelley, Mayor

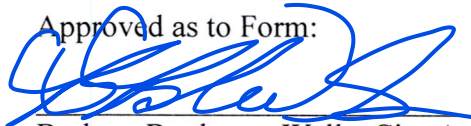
Attest:



Lezley Baum, City Secretary

seal

Approved as to Form:



Barbara Boulware-Wells, City Attorney

Ordinance # 104
City of Highland Haven Building Permit Fees / Administrative Fees
October 1, 2023
Exhibit "A"

Building Permit Fees					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 3000 sq.ft. plus	\$1,800	\$450	\$1,200	\$75 each as required by scope of work	12 months	\$500	\$1,000
Single Family Residence 1999 sq.ft to 2999 sq.ft.	\$1,500	\$350	\$1,200	\$75 each as required by scope of work	12 months	\$500	\$1,000
Single Family Residence 1600 sq.ft to 1999 sq.ft.	\$1,200	\$250	\$1,200	\$75 each as required by scope of work	12 months	\$500	\$1,000
Demolition SFR or Waterfront	\$300	\$100	\$750	\$75 each as required by scope of work	6 months	\$300	\$500
Re-Model, Major	\$750	\$250	\$1,000	\$75 each as required by scope of work	12 months	\$250	\$500
Waterfront, Major	\$600	\$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	6 months	\$250	\$250
Outbuildings	\$250	\$100	\$250	\$75 each as required by scope of work	6 months	\$250	\$250
Secondary Structures	\$100	\$100	\$250	\$75 each as required by scope of work	6 months	\$100	\$100
Demolition Outbuilding or Secondary Structure	\$100	\$100	\$250	\$75 each as required by scope of work	6 months	\$100	\$100
Non-Structure	\$100	\$50	\$200	\$75 each as required by scope of work	6 months	\$100	\$100
Swimming Pool, Hot Tub, Fountain	\$200	\$100	\$300	\$75 each as required by scope of work	6 months	\$200	\$200
Start of Construction Prior to Permit Issuance	Double						
Construction Activity Variance	\$500						
Provisional Certificate of Occupancy	\$100						
Certificate of Occupancy	\$200						
Deductions From Compliance Deposit							
Stop Work Order			\$250				
Construction Site Clean Up Violation			\$200/Day				
Clean Up Costs Incurred by the City			Actual Costs + \$200				
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				

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Administrative Fees							
<u>Service</u>	<u>Fee</u>		<u>Notes</u>				
Replat Fee	\$400						
Replat Fee (after project started)	\$800						
Variance Fee	\$400						
Variance Fee (after project started)	\$800						
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						
USB Flash Drive	Cost						
DVD	\$3.00						
Magnetic Tape, Data or Tape Cartridge	Cost						
Regular Lot Mowing Fee/Lot	\$200		Plus Administrative Fee				
Lot Mowing Program Fee/Lot Clearing	varies		Contractor Cost, plus Administrative Fee				
Administrative Fee/Lot	\$50		additional to mowing fee				
Late Payment Fee/Lot/Month	\$15		Lot Mowing Program				
<i>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.</i>							