

Summary of Schedule of Development Fees

City of Alamo Heights Code of Ordinances

Under previously adopted ordinances, administrative development fees have been scattered throughout the City of Alamo Heights Code of Ordinances making development difficult with regards to understanding the fee requirements within the city. The proposed revisions to Chapter 5 Building and Building Regulations include pulling these scattered fee sections out of the code itself and placing them into a comprehensive and concise format, outlined in a systematic approach to development so that property owners, developers, architects, and contractors alike understand the existing fee systems. The proposed Schedule of Development Fees includes all existing fees as previously adopted with only a few changes. Many of the changes within Chapter 5 and the proposed Schedule of Development Fees reduce the amount of fees being charged, alleviate some projects from additional steps reducing fees, and eliminate redundant fees. The proposed Schedule of Development Fees includes existing fees that were re-located from existing ordinances such as Chapters 2-Administration, 6-Fire Prevention, 7-Flood Damage, Prevention and Control, and 8-Food Establishments. The effects of the revisions to Chapter 5 regarding fees and the adoption of the Schedule of Development Fees are summarized below.

- **ADMINISTRATIVE REVIEW**

The following types of projects currently require submission to the Architectural Review Board (A.R.B.) and a \$250.00 application fee. Proposed revisions to Chapter 5 Building and Building Regulations will provide for administrative review through the Community Development office rather being submitted to the A.R.B. and will not require the additional \$250.00 A.R.B. application fee.

Elimination of the following fees:

- Commercial Interior Finish/Remodels - \$250.00
- Commercial Minor Repair and Maintenance - \$250.00
- Multi-Family Interior Finish/Remodels - \$250.00
- Multi-Family Minor Repair and Maintenance - \$250.00

The following types of projects currently require submission to the City Council for demolition review and require a \$500.00 application fee. Proposed revisions to Chapter 5 Building and Building Regulations will provide for administrative review through the Community Development office rather being submitted to the City Council and will not require the additional \$500.00 application fee.

Elimination of the following fees:

- Single-story accessory structures - \$500.00

- **PLAN REVIEW**

Currently building projects with a total cost of construction in excess \$50,000 require a plan review fee be submitted with the application and building plans. Plan review ensures that contractors and architects have drawn their plans to meet the minimum safety standards of the building codes as well as zoning and construction regulations such as but not limited to setbacks, maximum heights and height looming, lot coverage, location of structures and noisy mechanical equipment, and drainage. However, even smaller projects such as accessory buildings, remodels, and spas which may not exceed the \$50,000 threshold for actual plan review and may not appear by cost to be a significant project but still may very well have a significant impact on neighbors or their properties. Plan review ensures that neighboring properties are not adversely affected by what would appear by cost to be insignificant construction. In order to maintain the level of review necessary the proposed adoption of the Schedule of Development Fees includes requiring building projects in excess of \$10,000 submit for formal plan review.

- **DEMOLITION**

Over the past few years, demolitions of older structures and development of the replacement structures have become a great concern within our community. The revisions to Chapter 5 include sending all

required demolition reviews to the A.R.B. Sending these types of projects to the A.R.B. provides a second opportunity for public comment and review but provides a reduction in fees required for the submittal, which saves the applicant money.

Elimination of the following fees:

- \$250.00 Application fee for demolition review by the A.R.B. (not requiring this review fee despite additional step in the public review process for demolitions)
- \$500.00 Application fee for demolition review (single-story accessory structures)

- FIRE PERMITS

Addition of the following permit fee:

- New fire sprinkler system (single-family residential)-
 - 1-10 heads, \$62.50
 - 11-25 heads, \$75
 - 26-200 heads, \$100
 - 201 +, \$100 + 75 cents per head, \$1,000.00 max, and \$20.00 each additional floor.
- Modification to existing fire sprinkler system (single-family residential with heads)-
 - 1-9 heads, \$6.00 per head
 - 10-25 heads, \$62.50
 - 26-200 heads, \$75.00
 - 201 +, \$75 + 75 cents per head, \$1000 max, and \$10.00 each additional floor.
- Modification to existing fire sprinkler system (single-family residential no heads) – \$50.00

Elimination of the following redundant and or un-necessary permit fees:

- \$250.00 Alternative fire protection system
- \$175.00 Smoke control system
- \$200.00 Underground fire system
- \$100.0 Hot work operation
- \$150.00 Motor fuel dispensing locations
- \$300.00 Carnivals and Fairs
- \$75.00 Inspection rescheduling
- \$30.00 Re-Inspection
- \$100.00 Inspection after-hours

- CERTIFICATES OF OCCUPANCY

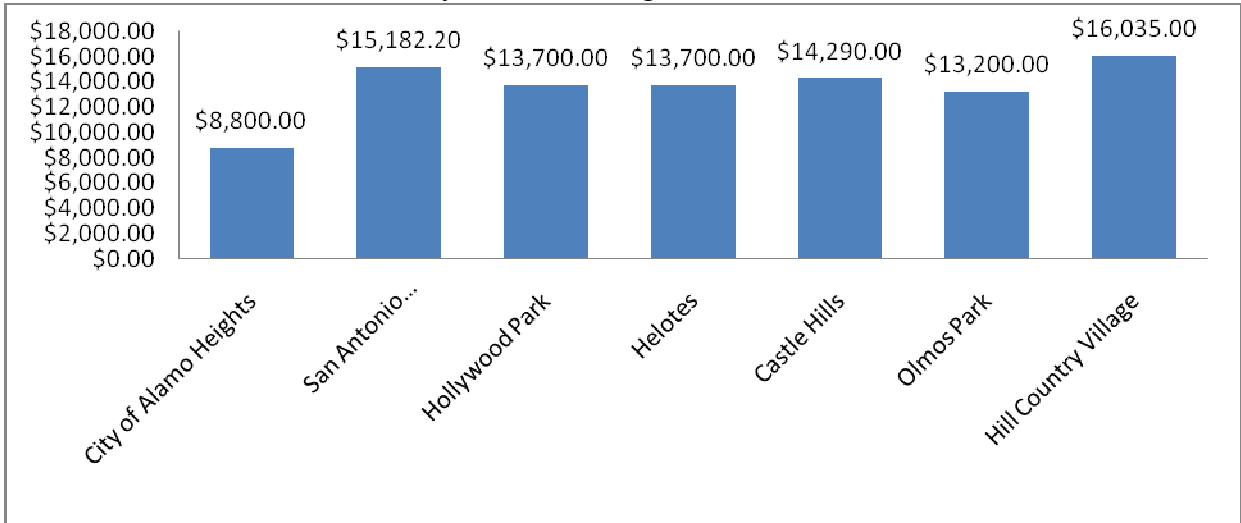
Certificates of occupancy are required for all multi-family structures and commercial type structures and their tenants. Certificates of occupancy are required by the building codes as a public protection mechanism which reviews each occupied space for its type of construction and location and the proposed use of the space. Certificates of occupancy also provide an opportunity for inspection of structures after tenant or ownership change to ensure compliance with minimum safety standards further ensuring the protection of the public. However, current ordinances do not specify or distinguish between smaller uses and larger ones. The current fee for certificates of occupancy is \$250.00 regardless of square footage or use. Proposed revisions provide flexibility for smaller businesses and structures by lowering fees depending on the square footage and use. The maximum is still \$250.00, but the majority of our businesses will no longer be charged such a high price for occupancy.

Reduction of the following fees:

- Commercial structures
 - Single tenant (\$150.00)
 - Multi-tenant (\$250.00)
 - Building Shell (\$100.00)

- Commercial tenants Spaces
 - 0 – 150 square feet (\$50.00)
 - 151 – 500 square feet (\$100.00)
 - 501 – 2000 square feet (\$150.00)
 - 2001 – 10,000 square feet (\$200.00)
 - 10,001 square feet or greater (\$250.00)
 - Multi-family properties with an on-site management office or semi-public pool (\$100.00)
- FOOD ESTABLISHMENTS (Pending 1/21/10 business owner meeting comments and research related to cost to provide service)

The City of Alamo Heights food establishment fees are significantly lower than neighboring cities. These fees help administer all health inspections on a consistent basis and ensure the quality of inspection provides the greatest health and sanitation protection. Permit fees for food establishments are calculated per the number of employees for a given business. Employees for the purposes of fee calculation only include cooks, wait staff, and any employee which would likely handle food. The following table reflects the annual fees calculated under neighboring cities food establishment permit fee systems using the food establishments that exist within the City of Alamo Heights.



Proposed changes to the food establishment fees would increase the fees to reflect the average rates as noted in the table below. The proposed fee increase would bring the City of Alamo Heights in line with the systems for Hollywood Park, Helotes, Castle Hills, and Olmos Park and would provide adequate revenue to provide the general public with quality health and sanitation inspections.

Alamo Heights Current Food Establishment Fees		Alamo Heights Proposed Food Establishment Fees*	
1-3	\$100.00	1-3	\$110.00
4-6	\$200.00	4-6	\$220.00
7-10	\$300.00	7-10	\$440.00
11-20	\$400.00	11-25	\$660.00
20+	\$500.00	26-50	\$880.00
		51+	\$1,100.00