

# Fee Schedule change proposal (updated)

Shane Pevehouse, Building Official



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# Revisions based on City Council meeting on 2 September, 2025

New Residential Construction reduced to \$1.00/ft<sup>2</sup>

Addition/Alteration/Remodel/Accessory structure reduced to \$0.50/ft<sup>2</sup> (Plus reinspection fees for Scope of Work)

Additional slides demonstrating fee increase impact to Residential and Commercial Construction projects

As proposed, permit fees will not cover operating costs



## Fee Schedule change proposal

# City costs for permitting

| Description                                                                                                                                                                                  | Costs          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Direct</b>                                                                                                                                                                                |                |
| Permitting Software                                                                                                                                                                          | \$1,600/month  |
| Tracers Investigative Software                                                                                                                                                               | \$100/month    |
| Bluebeam Software                                                                                                                                                                            | \$40/month     |
| Administrative time for permit processing (2-4 hours for the life of the permit, including email and phone call support)                                                                     | \$65-\$425     |
| Plan Review (Building (3rd party), Planning, Lighting, Fire, Environmental Health)                                                                                                           | \$170-\$700    |
| Field Inspections (Building (3rd party and in-house), Lighting, Fire, Environmental Health, Public Works, Landscape, Exterior Architecture)                                                  | \$800-\$2,700  |
| <b>Indirect</b>                                                                                                                                                                              |                |
| Facilities and Utilities                                                                                                                                                                     | \$2,116/month  |
| Supporting Staff (City Administrators, Legal Department, Human Resources, Finance, City Secretary, City Engineer, IT, People and Comms, Administrative Assistant/Receptionist, Public Works) | \$11,105/month |
| Vehicles (acquisition, fuel, preventive and corrective maintenance, equipment)                                                                                                               | \$2,340/month  |
| Inspection Equipment (tablets, markers, flashlights, bore scopes, tool bag w/tools, ladders, books, etc.)                                                                                    | \$75/month     |
| Training and Education to maintain a certified, professional, and knowledgeable staff                                                                                                        | \$2,000/month  |
| Clothing                                                                                                                                                                                     | \$300/month    |
| Salaries and Benefits                                                                                                                                                                        | \$56,561/month |
| IT Equipment and Software (laptops and peripherals, desk phones, cell phones, Microsoft Office, Adobe Pro, Ring Central, City Website host)                                                  | \$1,241/month  |



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# Department Operating Costs May '24 – May '25

| Category                  | Details of Category                                                                                                                                                                           |                |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 3rd Party                 | Costs for 3rd Party Residential and Commercial Plan Review and Inspections                                                                                                                    | \$1,146,020.00 |
| Salary and Compensation   | Salaries, Overtime, Health, Dental, Medicare, Social Security, Unemployment, and Retirement                                                                                                   | \$735,291.00   |
| Supporting Staff          | City Administrators, Legal Department, Human Resources, Finance Department, City Secretary, City Engineer, IT, People and Communications, Administrative Assistant/Receptionist, Public Works | \$144,625.00   |
| Vehicles                  | Acquisition, Fuel, Preventive and Corrective maintenance, and Equipment                                                                                                                       | \$30,420.00    |
| IT Equipment and Software | Laptops and Peripherals, Tablets, Desk Phones, Cell Phones, Microsoft Office, Adobe Pro, Ring Central, City Website Host, MGO                                                                 | \$16,133.00    |
| Permit Fees Collected     | Permit Fees collected based on report living area, covered porches, garages, and driveways. Reinspection fees and connection fees are not included                                            | \$1,237,476.40 |
|                           | Total:                                                                                                                                                                                        | -\$862,260.00  |



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# Department Operating Costs May '24 – May '25 using proposed permit fees

| Category                  | Details of Category                                                                                                                                                                           |                |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 3rd Party                 | Costs for 3rd Party Residential and Commercial Plan Review and Inspections                                                                                                                    | \$1,146,020.00 |
| Salary and Compensation   | Salaries, Overtime, Health, Dental, Medicare, Social Security, Unemployment, and Retirement                                                                                                   | \$735,291.00   |
| Supporting Staff          | City Administrators, Legal Department, Human Resources, Finance Department, City Secretary, City Engineer, IT, People and Communications, Administrative Assistant/Receptionist, Public Works | \$144,625.00   |
| Vehicles                  | Acquisition, Fuel, Preventive and Corrective maintenance, and Equipment                                                                                                                       | \$30,420.00    |
|                           |                                                                                                                                                                                               |                |
| IT Equipment and Software | Laptops and Peripherals, Tablets, Desk Phones, Cell Phones, Microsoft Office, Adobe Pro, Ring Central, City Website Host, MGO                                                                 | \$16,133.00    |
|                           |                                                                                                                                                                                               |                |
|                           | Total:                                                                                                                                                                                        | \$2,099,737.00 |
| Permit Fees Collected     | Permit Fees collected based on conditioned space only for New Residential Construction and all other proposed fee changes                                                                     | \$1,794,553.00 |
|                           | Total:                                                                                                                                                                                        | -\$305,184.00  |



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# Residential Fee schedule

| Dept            | Residential                                                                                        | FY 2025 | FY 2026    |
|-----------------|----------------------------------------------------------------------------------------------------|---------|------------|
| <b>Building</b> | One- and Two-Family New Residential Permit                                                         | Varies  | \$1.00/ft2 |
| <b>Building</b> | Mobile/Modular Home Permit (Plus inspections for Scope of Work)                                    | \$450   | \$0.50/ft2 |
| <b>Building</b> | Construction Trailer Permit (Plus inspections for Scope of Work)                                   | N/A     | \$0.50/ft2 |
| <b>Building</b> | Addition/Alteration/Remodel (Plus inspections for Scope of Work)                                   | \$120   | \$0.50/ft2 |
| <b>Building</b> | Accessory Building (Plus inspections for Scope of Work)                                            | \$192   | \$0.50/ft2 |
| <b>Building</b> | Additional Dwelling Unit                                                                           | Varies  | \$1.00/ft2 |
| <b>Building</b> | Stand Alone Trade Permit (Plus inspections for Scope of Work)                                      | \$120   | \$200      |
| <b>Building</b> | Inspection Fee (for inspections not covered by the Residential Permit Fee)                         | \$100   | \$100      |
| <b>Building</b> | After Hours Inspection Fee                                                                         | N/A     | \$200      |
| <b>Building</b> | Remote Virtual Inspection Fee                                                                      | N/A     | \$100      |
| <b>Building</b> | Reinspection Fee (Including Remote Virtual Reinspection)                                           | Varies  | \$150      |
| <b>Building</b> | Expired Permit Renewal Fee (Site visit inspection and plan review)                                 | Varies  | \$250      |
| <b>Building</b> | Pre-Construction Meeting (only upon request and limited to 1 hour max)                             | N/A     | \$180/hour |
| <b>Building</b> | Swimming Pool Permit                                                                               | \$450   | \$450      |
| <b>Building</b> | Swimming Pool Review (for pools not requiring building review with certain Development Agreements) | \$75    | \$100      |
| <b>Building</b> | Plan reviews requiring more than 3 rounds of comments (\$50/additional review)                     | N/A     | \$50       |



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# Residential Fee schedule

| Dept     | Residential                                                | FY 2025 | FY 2026 |
|----------|------------------------------------------------------------|---------|---------|
| Building | Plan Review \$95/hour                                      | N/A     | \$95    |
| Building | Plan Revision for Approved Permit (\$50/additional review) | N/A     | \$50    |
| Building | Unauthorized Occupancy                                     | \$750   | \$2,000 |
| Building | Waiver/Variance                                            | \$500   | \$500   |
| Building | Demolition Permit                                          | \$100   | \$250   |
| Building | On Site Sewage Facility Permit                             | Varies  | \$600   |
| Building | Child/Adult Care Sanitation Permit (renewed annually)      | \$200   | \$300   |
| Building | Double permit fees for project started without a permit    | Varies  | Varies  |



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# Current fees vs. All inclusive @ \$1.00/sqft

\* If fee increases to \$1.00/ft<sup>2</sup> without changing to conditioned space only

| Reported square feet | Current price per square foot | Price difference at \$1.00/ft <sup>2</sup> |
|----------------------|-------------------------------|--------------------------------------------|
| 2,017                | \$0.84                        | \$317                                      |
| 3,022                | \$0.59                        | \$1,227                                    |
| 4,092                | \$0.50                        | \$1,618                                    |
| 8,934                | \$0.40                        | \$5,290                                    |
| 13,615               | \$0.32                        | \$9,193                                    |
| 18,337               | \$0.27                        | \$13,301                                   |

\* Same homes as above using reported conditioned space only

| Reported conditioned space | Current price for conditioned space | Price difference at \$1.00/ft <sup>2</sup> conditioned |
|----------------------------|-------------------------------------|--------------------------------------------------------|
| 1,595                      | \$1.00                              | -\$105                                                 |
| 1,668                      | \$1.07                              | -\$127                                                 |
| 3,106                      | \$0.80                              | \$632                                                  |
| 6,041                      | \$0.60                              | \$2,397                                                |
| 7,085                      | \$0.62                              | \$2,663                                                |
| 7,944                      | \$0.62                              | \$2,908                                                |



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# Current fees vs. proposed increase

| Project type            | Square feet | Current fees paid | Fees as proposed |
|-------------------------|-------------|-------------------|------------------|
| Deck and patio          | 240         | \$192             | \$320            |
| Deck and pergola        | 378         | \$192             | \$489            |
| Workout room addition   | 288         | \$192             | \$344            |
| Remodel                 | 442         | \$552             | \$621            |
| Sales Office conversion | 420         | \$390             | \$510            |
| Remodel and addition    | 825         | \$624             | \$1,413          |
| Repair damaged garage   | 100         | \$192             | \$550            |
| Workshop and garage     | 1,193       | \$192             | \$1,500          |
| ADU                     | 600         | \$192             | \$600            |
| ADU                     | 1,337       | \$192             | \$1,337          |
| ADU                     | 518         | \$192             | \$518            |
| ADU                     | 1,160       | \$192             | \$1,160          |



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# Commercial Fee schedule

| Dept            | Commercial and Multi-Family                                                                                                                    | FY 2025 | FY 2026    |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------|---------|------------|
| <b>Building</b> | Building Permit Fee - per ICC Building Valuation Data Table and fees below                                                                     |         |            |
| <b>Building</b> | \$1.00 - \$10,000 valuation                                                                                                                    | \$160   | \$200      |
| <b>Building</b> | \$10,000.01 - \$25,000.00 valuation (\$200+ \$17.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00)         | Varies  | Varies     |
| <b>Building</b> | \$25,000.01 - \$50,000.00 valuation (\$455+ \$13.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00)         | Varies  | Varies     |
| <b>Building</b> | \$50,000.01 - \$100,000 valuation (\$780+ \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00)           | Varies  | Varies     |
| <b>Building</b> | \$100,000.01 - \$500,000.00 valuation (\$1,230+ \$8.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00)     | Varies  | Varies     |
| <b>Building</b> | \$500,000.01 - \$1,000,000.00 valuation (\$4,430+ \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00) | Varies  | Varies     |
| <b>Building</b> | Valuation more than \$1,000,000.00 (\$7,930+ \$5.00 for each additional \$1,000.00, or fraction thereof)                                       | Varies  | Varies     |
| <b>Building</b> | Construction Trailer/Modular Building Permit                                                                                                   | Varies  | \$0.50/ft2 |
| <b>Building</b> | Stand Alone Trade Permit                                                                                                                       | \$120   | \$300      |
| <b>Building</b> | Inspection Fee (for inspections not covered by the Commercial Permit Fee)                                                                      | N/A     | \$200      |
| <b>Building</b> | After Hours Inspection Fee                                                                                                                     | N/A     | \$300      |
| <b>Building</b> | Remote Virtual Inspection Fee                                                                                                                  | N/A     | \$150      |
| <b>Building</b> | Reinspection Fee                                                                                                                               | Varies  | \$250      |



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## Fee Schedule change proposal

# Commercial Fee schedule

| Dept            | Commercial and Multi-Family                                                    | FY 2025    | FY 2026    |
|-----------------|--------------------------------------------------------------------------------|------------|------------|
| <b>Building</b> | Expired Permit Renewal (Site visit inspection and plan review)                 | Varies     | \$500      |
| <b>Building</b> | Pre-Construction Meeting (only upon request and limited to 1 hour max)         | \$180/hour | \$180/hour |
| <b>Building</b> | Swimming Pool Annual Inspection                                                | \$240      | \$240      |
| <b>Building</b> | Plan Review requiring more than 3 rounds of comments (\$100/additional review) | N/A        | \$100      |
| <b>Building</b> | Plan Revisions (\$100/additional review)                                       | N/A        | \$100      |
| <b>Building</b> | Certificate of Occupancy (includes plan review and 1 inspection)               | \$60       | \$180      |
| <b>Building</b> | Unauthorized Occupancy                                                         | \$750      | \$2,000    |
| <b>Building</b> | Outdoor Lighting Review                                                        | N/A        | \$138/hour |
| <b>Building</b> | Outdoor Lighting Inspection                                                    | N/A        | \$138/hour |
| <b>Building</b> | Waiver/Variance                                                                | \$500      | \$500      |
| <b>Building</b> | Demolition Permit                                                              | \$200      | \$400      |
| <b>Building</b> | On Site Sewage Facility Permit                                                 | \$800      | \$1,250    |
| <b>Building</b> | Food Establishment Permit (renewed annually)                                   | Varies     | \$450      |
| <b>Building</b> | Food Establishment Compliance Inspection Fee                                   | \$200      | \$200      |
| <b>Building</b> | Mobile Food Unit Permit (restricted and unrestricted)                          | \$200      | \$200      |
| <b>Building</b> | Change of Name/Ownership                                                       | \$100      | \$100      |
| <b>Building</b> | Temp Food Event (fee per day)                                                  | \$30       | \$30       |
| <b>Building</b> | Child/Adult Care, Church, School Establishment Permit (renewed annually)       | Varies     | \$300      |
| <b>Building</b> | Double permit fees for project started without a permit                        | Varies     | Varies     |



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# Current fees vs. proposed increase

| Project type      | Valuation   | Current fees paid | Fees as proposed |
|-------------------|-------------|-------------------|------------------|
| Remodel           | \$90,000    | \$1,325           | \$1,590          |
| Remodel           | \$191,479   | \$2,024           | \$2,762          |
| Remodel           | \$794,868   | \$5,575           | \$9,994          |
| Tenant Finish Out | \$48,700    | \$1,065           | \$1,088          |
| Tenant Finish Out | \$375,000   | \$3,384           | \$4,230          |
| Tenant Finish Out | \$2,000,000 | \$10,943          | \$17,930         |
| New Construction  | \$158,769   | \$1,899           | \$2,500          |
| New Construction  | \$1,700,000 | \$10,405          | \$16,430         |
| New Construction  | \$7,500,000 | \$32,975          | \$45,430         |



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# Sign Fee schedule

| Dept            | Signs                                                                           | FY 2025 | FY 2026 |
|-----------------|---------------------------------------------------------------------------------|---------|---------|
| <b>Building</b> | Real Estate Sign (12-month permit; requires annual renewal)                     | \$50    | \$150   |
| <b>Building</b> | Real Estate - Individual Lease Units (12-month permit; requires annual renewal) | \$0     | \$100   |
| <b>Building</b> | Monument Sign (\$7.50/ft2)                                                      | Varies  | Varies  |
| <b>Building</b> | Building Sign (Wall, Fence, Awning, Hanging) (\$4.50/ft2)                       | Varies  | Varies  |
| <b>Building</b> | Banner and Temporary Sign                                                       | \$25    | \$25    |
| <b>Building</b> | Construction Development Sign (12-month permit; requires annual renewal)        | \$50    | \$150   |
| <b>Building</b> | Restaurant Menu (\$7.50/ft2)                                                    | \$225   | Varies  |
| <b>Building</b> | Tenant Panel on Multi-unit monument (\$7.50/ft2)                                | \$250   | Varies  |
| <b>Building</b> | Master Sign Plan and Ordinance Review (does not include sign or variance fees)  | \$300   | \$500   |
| <b>Building</b> | Impounded Sign Recovery Fee                                                     | \$25    | \$25    |
| <b>Building</b> | Waiver/Variance                                                                 | \$150   | \$500   |
| <b>Building</b> | Plan Review requiring more than 3 rounds of comments (\$50/additional review)   | N/A     | \$50    |
| <b>Building</b> | Plan Revisions (\$50/additional review)                                         | N/A     | \$50    |
| <b>Building</b> | Double permit fees for project started without a permit                         | Varies  | Varies  |



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Current fees vs. proposed increase

| Project type     | Size      | Current fees paid | Fees as proposed |
|------------------|-----------|-------------------|------------------|
| Banner           | 32sqft    | \$25              | \$25             |
| Real Estate Sign | 18sqft    | \$50              | \$150            |
| Monument         | 23.73sqft | \$225             | \$178            |
| Monument         | 32sqft    | \$225             | \$240            |
| Tenant Panel     | 2.6sqft   | \$250             | \$19             |
| Wall Sign        | 25sqft    | \$275             | \$113            |
| Wall Sign        | 64sqft    | \$275             | \$288            |

## Staff Recommendation and Next Steps

- Staff recommends adopting the fee schedule as proposed with New Residential Permits being assessed at \$1.00/sq ft conditioned space.
- Staff recommends phasing out the doubling reinspection fee and replacing it with a fixed reinspection fee.
- Staff recommends adopting the new fee schedule format and all other fees as proposed.

*If approved,*

- Proposed changes will be implemented 90-days after adoption. Notification will be via:
  - Newspaper announcement
  - Notification on Dripping Springs Website
  - Notification on Building Department Website
  - Notification on MGO generated documents
  - Notifications posted in the lobby at City Hall and Development Services
  - Notification on Building Department Staff email signatures
  - Mass email to all builders and trades

**QUESTIONS?**