To: **Historic Preservation Commission**
From: **Sara Varvarigos, AICP – Senior Planner**
Date: **September 3, 2026**
RE: **COA Application Fees**

I. COA Application Fee Findings

On June 4, 2026, the Historic Preservation Commission requested that the Planning Department conduct research on fees for COA applications. The purpose of this request is to adopt COA permit fees. Although the City of Dripping Springs waives COA application permit fees for property owners that comply with the City of Dripping Springs' Historic Preservation and Historic District Ordinance, violators will be required to pay these fees once the City of Dripping Springs Historic Preservation Ordinance revision is adopted in the future.

Staff compiled research on COA application fees for 13 cities in the State of Texas, in order to gather a baseline for the range of fees that are currently charged throughout the following jurisdictions:

1. Houston
2. San Antonio
3. New Braunfels
4. Austin
5. Fredericksburg
6. Georgetown
7. Fort Worth
8. Boerne
9. Denison
10. Grapevine
11. Wimberley
12. Elgin
13. San Marcos

The findings are presented in the table below.

Jurisdiction	COA Application Fees				
	COA New Construction and Additions ($)	COA Accessory Structures ($)	COA Restoration and Alteration ($)	COA Demolition/ Relocation ($)	Revision to Previously Approved COAs ($)
1. Houston	$331.87	$146.46	$149.99	$367.45	$146.46
2. San Antonio	**Commercial COA fee**- $100 **Stop Work**- $500 application **Signage:** $100			**Commercial Building:** $100 **Residential Building:** $50	
3. New Braunfels	Currently No COA fees; work begun without a COA is sent to court & $500 fine				
4. Austin	**COA Fee**: $80 **Building Permit Application for National Register Historic Districts**: $75 **Historic Sign Review**: $197.14 **Public Hearing Preparation Fee**: $587.18 **Historic District Zoning Application**: $1223.66 **Historic Landmark Plaque**: $390			**Residential Principal Building Fees:** $125 Partial Demolition Total Demolition ($200) Relocation Review ($200) **Residential Accessory Building Fees:** Demolition/ Relocation ($40) **Commercial Building Fees:** Demolition/Relocation Review ($390)	
5. Fredericksburg	**Administrative Review:** $50 **Historic Board Review:** $150				
6. Georgetown	**Historic and Architectural Review Commission (HARC) Review** $503	**HPO review**: $181 **Minor HPO review** (signage, paint color or awning color/fabric changes, exterior lighting and			

		mechanical equipment $120			
7. Fort Worth	Currently No COA fees				
8. Boerne	**Sign Fee:** $150 **All other COA Fees:** $250				
9. Denison	Currently No COA fees				
10. Grapevine	Provides assistance, at no charge, to owners by helping them plan modifications they may be considering. Guides owners through the application process necessary to implement those changes.				
11. Wimberley	**HPO Review:** $100 **Architect Review:** Cost of consultant review				
12. Elgin	$50				
13. San Marcos	**Technology Fee:** $15 **Filing Fee:** $150				