

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** June 4, 2024  
**TO:** Mayor and Council  
**FROM:** Roque Salinas, Director of Economic Development  
**THROUGH:** Crystal Caldera, Ph.D., City Manager  
**SUBJECT:** Presentation And Discussion to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, Section A8.006 Curb Cut Permit and Section A8.018 Sidewalk Permit to Increase Fees for Curb Cut and Sidewalk Permits

**SPONSOR(S):** N/A

### PURPOSE

A review of the current fees being charged for curb cuts and sidewalk permits was performed and it was discovered that the fees being charged do not recover the costs being invoiced to the city by the Building Inspector and for staff processing time.

### **Current**

The current fee for each permit is \$75.00 for initial permit issuance and an additional \$75.00 for the reinspection fee.

Building Inspector charges:

Steel inspection	\$ 65.00
Concrete pour	\$ 65.00
Total	<u>\$130.00</u>
<b>Loss to City</b>	<b>\$ 55.00</b>

City Reinspection fee	\$ 75.00
Building Inspector reinspection fee	<u>\$ 65.00</u>
Profit to City	\$ 10.00

**Net loss to city** **\$ 45.00**

### **Proposed**

*Sec. A8.006 Curb cut permit*

Commercial:	\$275.00, includes initial and final inspection only.
Residential:	\$175.00, includes initial and final inspection only.
Resubmittal of plan for review	\$150.00

Commercial reinspection: \$150.00  
Residential reinspection: \$100.00

*Sec. A8.018 Sidewalk permit*

Commercial: \$275.00, includes initial and final inspection only.  
Residential: \$175.00, includes initial and final inspection only.  
Resubmittal of plan for review: \$150.00 flat fee

Commercial reinspection: \$150.00.  
Residential reinspection: \$100.00.

**FISCAL IMPACT**

The fee increase will reduce revenue loss to the city for curb cut and sidewalk permits and will place the City of Leon Valley in line with fees being charged by other cities in the area. The increase of this fee will ensure the Leon Valley Planning and Zoning department continues to generate sufficient revenue to be financially self-sufficient.

**RECOMMENDATION**

Staff recommends approval of an Ordinance amending LVCC Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, Section A8.006 Curb Cut Permit and Section A8.018 Sidewalk Permit to increase fees for these permits.

APPROVED : \_\_\_\_\_ DISAPPROVED : \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS :

\_\_\_\_\_  
\_\_\_\_\_

ATTEST :

\_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary