

**Consider Amending LVCC, Appendix A Fee  
Schedule  
Increase Curb Cut and Sidewalk Permit Fees**

Roque Salinas, MPA

Director of Economic Development

City Council Meeting 6/4/2024

# Summary

- Question

- Should the City Council increase fees being charged for curb cut and sidewalk permits to recover out of pocket costs to the city for review, inspection, and staff processing associated with this work?

- Options

- Approve
- Deny
- Other

- Declaration

- Staff recommends increasing fees for curb cut and sidewalk permits to recover out of pocket costs associated with the review and inspection of these two permits

# Current process

- |                                       |                 |
|---------------------------------------|-----------------|
| • Application is received by the City |                 |
| • Permit Fee                          | \$75            |
| • Building Inspector charges:         |                 |
| • Steel inspection                    | \$65            |
| • Concrete pour                       | \$65            |
| • Total                               | <u>\$130</u>    |
| • Loss to City                        | <del>\$55</del> |
| • City Reinspection fee               | \$75            |
| • Building Inspector reinspection fee | <u>\$65</u>     |
| • Profit to City                      | <u>\$10</u>     |
| • <b>Net loss to city</b>             | <b>\$45</b>     |
- Current fees do not cover initial review, inspection, and staff processing time - City is losing funds on this permit
  - Increase in fees will address the issue

# Proposed Fees

## **Sec. A8.006 Curb cut permit**

- A. Commercial: \$275.00, includes initial and final inspection only.
- B. Residential: \$175.00, includes initial and final inspection only.
- C. Commercial reinspection: \$150.00.
- D. Residential reinspection: \$100.00.
- E. Resubmittal of plan for review: \$150.00 flat fee.

## **Sec. A8.018 Sidewalk permit**

- A. Commercial: \$275.00, includes initial and final inspection only.
- B. Residential: \$175.00, includes initial and final inspection only.
- C. Commercial reinspection: \$150.00.
- D. Residential reinspection: \$100.00.
- E. Resubmittal of plan for review: \$150.00 flat fee.

# Fiscal Impact

- Fees will recover costs associated with the permitting, processing, and inspection of these 2 permits
- Funds are deposited to the General Fund which pays for Planning and Zoning Department operations
- Funds are in keeping with other cities that issue similar permits

# Recommendation

- Staff recommends approving an Ordinance amending Appendix A Fee Schedule to increase the fees for curb cut and sidewalk permits