

**MAYOR AND COUNCIL COMMUNICATION**

**DATE:** June 4, 2024  
**TO:** Mayor and City 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, A8.003 Plan Review Fee Assessment, to Add a Subsection (c) Re-Review Plan Fee (1st Read as Required by City Charter), R. Salinas, Director of Economic Development.

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

**PURPOSE**

While reviewing fees being charged for plan review, it was discovered that several reviews were being performed after the initial review and that the applicants were not being charged for these subsequent reviews. The City Engineer, Building, and Health Inspectors charge the city for these subsequent reviews, which results in a revenue loss to the City when applications have multiple plan reviews performed.

This new fee will place the City of Leon Valley in line with other Cities in the area, that do charge additional fees for subsequent reviews as part of their fee schedule. The addition of this fee is vital to assure that Leon Valley Planning and Zoning department continues to generate enough revenue to be financially self-sufficient.

**FISCAL IMPACT**

The new fee will be a flat \$150.00 for additional plan reviews. The addition of the fee will increase revenue for the general fund.

**RECOMMENDATION**

Staff recommends approval of the Ordinance as presented.

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

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

APPROVED WITH THE FOLLOWING AMENDMENTS :

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ATTEST :

SAUNDRA PASSAILAIGUE, TRMC  
City Secretary