

**Proposed Changes Key:**

**Blue, Bold, and Underlined Text** – Added Text

~~Red and strikethrough text~~ - Deleted Text

**Proposed amendments to St. Tammany Parish’s Part I– Code of Ordinances, include the following:**

Text changes to Part I of the Code of Ordinances are not under the authority of the Planning and Zoning Commission and therefore shall not be included with the recommendation of the Planning and Zoning Commission.

**1. Amend Part I of the Code of Ordinances, Chapter 2 – Administration, Article XVII – Parish Fees to revise development and permitting fees and renumber as necessary, to read as follows:**

ARTICLE XVII – PARISH FEES

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DIVISION 2 – GENERAL GOVERNMENT

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**Sec. 2-658 – Administrative documents.**

The following are administrative documents:

- (1) Code of ordinances, per copy \$300.00
- (2) Supplement to Code, per page \$0.50
- (3) Photocopy of ordinances, resolutions, minutes, etc., per page \$0.50
- (4) Certification, each \$1.50
- (5) Mailout agenda/notices, per year **\$315.00** ~~\$210.00~~
- (6) Public records request:
  - a. Copies—Black and white, per page \$0.50
  - b. Copies—Color, per page \$1.00
  - c. Preproduced/standardized maps—Non-GIS:
    - 8.5 × 11 paper map \$5.00
    - 8.5 × 14 paper map \$7.00
    - 11 × 17 paper map \$10.00
    - 30 × 40 paper map \$35.00
    - Map on CD \$15.00
    - Map on DVD \$20.00
    - ~~Map on floppy disk \$10.00~~
  - d. Custom/nonstandardized maps—Non-GIS:

8.5 × 11 paper map \$5.00

8.5 × 14 paper map \$7.00

11 × 17 paper map \$10.00

30 × 40 paper map \$35.00

Map on CD \$15.00

Map on DVD \$20.00

~~Map on floppy disk \$10.00~~

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**Sec. 2-659 – Alcoholic Beverage Permit.**

(a) Alcoholic beverage permits (per year, except as otherwise listed):

- 1) Retail dealer (first year) \$525.00;
- 2) Retail dealer (high content), per year \$325.00;
- 3) Dispenser's license, four years \$60.00;
- 4) Class R (restaurant), per year \$25.00; and
- 5) Class LW (light wine), per year \$30.00.

(b) The amounts indicated in this section include a ~~\$150.00~~ \$525.00 fee to be paid to cover administrative costs and processing.

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**Sec. 2-660 – Reserved License fees.**

~~The following are license fees:~~

- ~~1) Dance hall, per year \$250.00.~~
- ~~2) Amusement park, per year \$250.00.~~
- ~~3) Public swimming pool, per year \$100.00.~~
- ~~4) Circus show:~~
  - ~~a. Wholesale (low content), per year \$125.00.~~
  - ~~b. Class A retail (low content), per year \$72.00.~~
  - ~~c. Class B retail (low content), per year \$60.00.~~
  - ~~d. Wholesale (high content), per year \$525.00. Annual, per year \$2,400.00:~~
    - ~~1. Daily, per day \$500.00.~~
    - ~~2. Music festival:~~
      - ~~i. Annual, per year \$4,800.00.~~
      - ~~ii. Daily, per day \$100.00.~~
      - ~~iii. Application fee, each \$6.00.~~

**Sec. 2-661 Bingo license.**

The following are fees for a bingo license:

1. Annual, per year ~~\$100.00~~ \$240.00
2. One-time, each ~~\$25.00~~ \$60.00
3. Bingo fees – Fixed flat rate of ~~three~~ seven percent of net proceeds after allowable expenses.  
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## DIVISION 3 – DEVELOPMENT

### Subdivision I. – In General

#### Sec. 2-674 – Tree Bank Program fee.

The method for calculation for payments to the Tree Bank Program shall be based on the following formula: ~~\$150.00~~ \$200.00 per caliper inch.

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### Subdivision II. – Building Permits; Registration and Associated Fees

#### Sec. 2-683 – Building permits.

The following are types of building permits and their associated fees:

1. Commercial.
  - a. \$300.00 plus \$0.31 per square foot;
  - b. Additions \$300.00 plus \$0.31 per square foot;
  - c. Remodel \$100.00 plus \$5.00 per \$1,000.00 of executed contract amount;
  - d. New Commercial Plan Review \$150.00 base fee plus \$0.01 per square foot;
  - e. Temporary Certificate of Occupancy Fee \$250.00.
  - f. Minor Modification to Approved Commercial Plans \$250.00**
2. Residential.
  - a. New \$300.00 plus \$0.31 per square foot.
  - b. Additions \$300.00 plus \$0.10 per square foot.
  - c. Remodel \$100.00 plus \$5.00 per \$1,000.00 of executed contract amount.
  - d. Residential plan review fee (\$50.00 + \$0.01 per square foot).
3. Mobile homes.
  - a. Mobile homes \$100.00 plus \$0.10 per square foot.
  - b. Licensed parks \$100.00

## 4. Miscellaneous.

- a. Seasonal retail (tents, temporary structures, prefab) \$300.00 plus \$0.25 per square foot.)
- b. Land clearing \$250.00 Fee will double if the permit is applied for after the fact land clearing activities that have already begun.
- c. Residential demolition \$100.00
- d. Commercial demolition \$250.00
- e. Towers (including, but not limited to: telecommunications, radio and digital) \$2,500.00
- f. Tower locations tower co-location \$1,250.00
- g. Traffic impact fee analysis. This fee shall consist of a \$500.00 submittal fee plus \$50.00/mile of roadway to be studied plus \$50.00/intersection in study area plus \$50.00/proposed development in study area that have submitted a tentative plat or conditional use application.
- h. Solar Energy System - Permit applications shall adhere to all other Parish Fees as listed within Article XVII – Parish Fees and shall also incur the following review fee upon submission of building permit or site work application: \$60.00 per acre.

**Sec. 2-684 – Electrical Permit Fees**

The following are fees for electrical permits:

1. Commercial.
  - a. One percent of the executed electrical contract.
  - b. Minimum fee of \$140.00
  - c. Electrical connection permit \$20.00
2. Residential.
  - a. ~~A \$140.00 plus \$3.00 per ton of A.C.~~ \$0.10 per square foot under beam, minimum of \$140.00
  - b. ~~Change-outs \$125.00 per unit/component.~~ Residential Renovation 2% of contract value, minimum of \$140.00

**Sec. 2-685 – Mechanical permit fees.**

The following are fees for mechanical permits:

1. Commercial.
  - a. Two percent of the executed mechanical contract.
  - b. Minimum fee is \$140.00
2. Residential
  - a. ~~A \$140.00 base plus \$3.00 per ton of A.C.~~ \$0.10 per square foot under beam, minimum of \$140.00
  - b. ~~Change outs \$125.00 per unit/component.~~ Residential Renovation 2% of contract value, minimum of \$140.00
3. Miscellaneous:
  - a. Elevators, builders' hoists and moving stairs are based on number of floors served: two to four floors \$150.00; five to ten floors \$175.00; over ten floors \$200.00.
  - b. Cargo lifts \$140.00.

**Sec. 2-686 – Plumbing permit fees.**

The following are fees for plumbing permits:

1. Commercial.
  - a. Two percent of the executed plumbing contract;
  - b. Minimum fee \$140.00
2. Residential.
  - a. ~~A \$140.00 base plus \$1.00 per fixture.~~ \$0.10 per square foot under beam, minimum of \$140.00
  - b. Residential Renovation: 2% of contract value, minimum of \$140.00

**Sec. 2-687 Gas permit fees.**

The following are fees for gas permits:

1. Commercial.
  - a. Two percent of the executed gas contract;
  - b. Minimum fee \$140.00
2. Residential.

- a. A \$140.00 base plus \$1.00 per drop.

**Sec. 2-688 – Re-inspection fee.**

The following fee for building permits is for a re-inspection:

1. Re-inspection fee \$100.00

**Sec. 2.-689 – Special inspections.**

The following fees are for special inspections:

1. Special inspections \$100.00

**Sec. 2-690 Registration and renewal fees.**

The following fees are for registration and renewals:

1. ~~Building, electrical, mechanical, plumbing and gas~~ \$100.00 annually

**Subdivision III. – Zoning and Associated Fees****Sec. 2-709 Zoning Changes.**

The following fees are for zoning:

1. All zoning changes:
  - a. Per acre \$100.00
  - b. Maximum acreage fee \$5,000.00
  - c. Processing fee \$500.00
  - d. Advertising fee \$150.00
2. Amendments to Planned Unit Development and Regional Business Center Overlay:
  - a. Minor Amendments: \$500.00;
  - b. Major Amendments: \$500.00;
  - c. Advertising fee \$150.00.
3. Exemptions. If a manifestly unreasonable financial hardship is demonstrated by an applicant requesting a Manufactured Housing Overlay on a single parcel, the processing fee may be waived, subject to the following parameters:
  - a. A manifestly unreasonable hardship shall be defined as a situation where the demonstrated income of the property owner falls within the parameters set by the

most recent U.S. Department of Housing and Urban Development—Public Housing and Section 8 Income Limits for Very Low Income (50 percent of regional median income).

- b. Adequate financial documentation shall be presented to the impact fee administrator to determine qualifications for said waiver.
- c. No individual may receive more than a single waiver of said fees.

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### **Sec. 2-710 Conditional Uses and Planned Corridor Overlay.**

The following fees are for conditional uses:

1. \$500.00 planned corridor overlay/conditional use.
2. Advertising fee ~~\$75.00.~~ \$150.00
3. Traffic impact analysis fee, if required: \$500.00 ~~Traffic impact fee analysis. This fee shall consist of a \$50.00 submittal fee plus \$50.00/mile of roadway to be studied plus \$50.00/intersection in study area plus \$50.00/proposed development in study area that have submitted a tentative plat or conditional use application.~~
4. Miscellaneous; as determined by development. The above items under subsection (2) of this section will be assessed an advertising fee of \$75.00.
5. ~~Zoning Verification Letters \$50.00~~

### **Sec. 2-711 – Administrative/ADM conditional use.**

1. Home office/occupations \$50.00;
2. Temporary use \$50.00
3. All other uses \$100.00
4. Zoning Verification Letters \$50.00

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### **Sec. 2-713 – Board of Adjustments.**

The following fees are for the Board of Adjustments:

1. Variance ~~\$250.00~~ \$500.00;
2. Appeals of zoning administration \$250.00
3. Advertising fee \$150.00

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**Subdivision IV. – Subdivisions and Associated Fees.**

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**Sec. 2-743 –Resubdivisions.**

The following fees are for resubdivisions:

1. Base fee for all resubdivisions is \$500.00
2. Map recordation fees. Map recordation fees will be collected payable to the “St. Tammany Parish Clerk of Court” in the amount set by the clerk of court.
3. Advertising fee \$150.00

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**Sec. 2-744 – Revocation process.**

The fee for the revocation process for each application is \$500.00, plus \$150.00 advertising fee.

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**Sec. 2-746 – Mobile home parks/RV campgrounds parks/licensing fees.**

The following fees are for mobile home parks/RV campgrounds/licensing, where lots are not being sold:

1. *Review fees.*
  - a. \$250.00 per acre of land or fraction thereof.
  - ~~b. 50 percent of said amount shall be paid to the department of engineering for those inspections and reviews which are equivalent to tentative approval.~~
  - ~~c. 50 percent of said amount be paid to the parish department of planning and development at the time of those inspections and reviews which are equivalent to preliminary approval.~~
2. *License; renewal; transfer fees.*
  - a. Initial license: \$25.00 per space. ~~Annual fee of \$10.00 per space for the first five spaces and \$5.00 per space for each additional space. The license is valid for the calendar year.~~
  - b. Annual Renewal: \$15.00 per space. ~~\$10.00 per space for the first five spaces and \$5.00 per space for each additional space.~~
  - c. Transfer fee \$250.00 ~~per space for the first five spaces and \$5.00 per space for each additional space.~~
  - ~~d. Nonconforming license: \$10.00 per space for the first five spaces and \$5.00 per space for each additional space.~~

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**Sec. 2-747 – Seismic exploratory permit.**

The fees for a seismic exploratory permit, each, is ~~\$5,000.00~~ \$250:

1. Exploratory inspection, each ~~\$1,000.00~~ \$150.00.
2. Exploratory penalty, each ~~\$10,000.00~~ \$200.00

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**Sec. 2-750 – Minor Subdivision**

The following are fees for minor subdivisions and substandard lot of record:

1. Base fee for all minor subdivisions is \$500.00
2. An additional and separate fee shall be required for the recordation of the survey plat as per the fee schedule of the Clerk of Court.
3. Advertising fee ~~\$150.00~~ ~~\$75.00~~

**Sec. 2-751 – Acts of correction.**

The following are fees for each act of correction:

1. Base fee for each act of correction is \$500.00
2. An additional and separate fee shall be required for the recordation of the survey plat as per the fee schedule of the Clerk of Court.
3. ~~\$75~~ ~~\$150.00~~ advertising fee if ~~it~~ the request has to go to the Planning and Zoning Commission.

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**Sec. 2-753 – Old Business Process.**

1. The fee for a Planning and Zoning Commission Old Business Request shall be \$500.00.
2. Advertising fee \$150.00

**Sec. 2-754 - Enter the Parish/Trace Right of Way Process.**

1. The fee for the Enter the Parish/Trace Right of Way process for each application shall be \$500.00.
2. Advertising fee \$150.00

Sec. ~~2-753~~ 2-755 – 2-768. – Reserved

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**Sec. 2.-932 Fees for GIS data/maps**

(a) Fixed rate costs (previously formatted digital images).

Paper maps/paper maps on other media:	
30 by 40 paper	\$35.00
8.5 by 11 paper	\$ 5.00
8.5 by 14 paper	\$ 7.00

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11 by 17 paper	\$10.00
Paper map on CD media	\$ 7.00
Paper map on DVD media	\$12.00
<del>Paper map on floppy disk media</del>	<del>\$3.00</del>