

ST. TAMMANY PARISH COUNCIL

ORDINANCE

ORDINANCE CALENDAR NO.: 8087

ORDINANCE COUNCIL SERIES NO.: 26-_____

COUNCIL SPONSOR: MS. TANNER/PRES. COOPER

PROVIDED BY: PLANNING & DEVELOPMENT

INTRODUCED BY: MS. CAZAUBON

SECONDED BY: MR. SMITH

ON THE 9TH DAY OF APRIL, 2026

ORDINANCE TO AMEND PART I OF THE ST TAMMANY PARISH CODE OF ORDINANCES, CHAPTER 2 – ADMINISTRATION, ARTICLE XVII – PARISH FEES TO REVISE CERTAIN ADMINISTRATIVE, DEVELOPMENT, PERMITTING, AND LICENSING FEES (PARISHWIDE).

WHEREAS, the St. Tammany Parish Council has adopted a Code of Ordinances establishing fees associated with administrative services, development review, permitting, and licensing; and

WHEREAS, the Parish periodically reviews such fees to ensure they reflect the administrative costs associated with processing applications, conducting inspections, and providing public services; and

WHEREAS, certain fees within Chapter 2 – Administration, Article XVII – Parish Fees have not been updated in several years and no longer reflect current administrative processing costs; and

WHEREAS, the proposed amendments revise certain fees, clarify language, correct inconsistencies within the fee schedule, and establish several new fees related to development review and permitting processes; and

WHEREAS, the proposed amendments may result in increases or decreases in fee revenue depending on annual application activity but will not require additional personnel or expenditures to implement.

NOW, THEREFORE, THE PARISH OF ST. TAMMANY HEREBY ORDAINS that it amends Part I: Code of Ordinances in accordance with the code amendments detailed in the UDC Text Amendments: Fees attachment, to revise administrative, permitting, zoning, subdivision, and licensing fees and to renumber sections where necessary, as more full set forth in Attachment "A", attached hereto and made part hereof.

REPEAL: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SEVERABILITY: If any provision of this Ordinance shall be held to be invalid, such invalidity shall not affect other provisions herein which can be given effect without the invalid provision and to this end the provisions of this Ordinance are hereby declared to be severable.

EFFECTIVE DATE: This Ordinance shall be effective 10 days after final signature.

MOVED FOR ADOPTION BY: _____

SECONDED BY: _____

WHEREUPON THIS ORDINANCE WAS SUBMITTED TO A VOTE AND RESULTED IN THE FOLLOWING:

YEAS:

NAYS:

ABSTAIN:

ABSENT:

THIS ORDINANCE WAS DECLARED DULY ADOPTED AT A REGULAR MEETING OF THE PARISH COUNCIL ON THE 7TH DAY OF MAY, 2026; AND BECOMES ORDINANCE COUNCIL SERIES NO. 26-
_____.

CHERYL TANNER, COUNCIL CHAIR

ATTEST:

KATRINA L. BUCKLEY, COUNCIL CLERK

MICHAEL B. COOPER, PARISH PRESIDENT

Published Introduction: MARCH 25, 2026

Published Adoption: _____

Delivered to Parish President: _____, 2026 at _____

Returned to Council Clerk: _____, 2026 at _____

FISCAL NOTE

TITLE	ORDINANCE TO AMEND CHAPTER 2 – ADMINISTRATION, ARTICLE XVII – PARISH FEES OF THE ST. TAMMANY PARISH CODE OF ORDINANCES TO REVISE CERTAIN ADMINISTRATIVE, DEVELOPMENT, PERMITTING, AND LICENSING FEES (PARISHWIDE) <ul style="list-style-type: none"> • Amend Chapter 2 – Administration, Article XVII – Parish Fees to update various administrative, zoning, subdivision, permitting, and licensing fees. • Adjust certain fees to reflect inflation, administrative processing costs, and current review practices. • Clarify certain fee structures and correct inconsistencies within the existing fee schedule.
INTRODUCED	April 9, 2026
EXPENDITURE EXPLANATION	Expenditures would not change. The proposed ordinance revises certain administrative and development-related fees within Chapter 2, Article XVII of the St. Tammany Parish Code of Ordinances. Implementation of these revisions would be carried out by existing Parish staff as part of their regular job duties and would not require additional personnel, equipment, or operational expenses.
REVENUE EXPLANATION	The proposed ordinance adjusts several existing Parish fees related to administrative documents, permitting, zoning applications, subdivision review, and licensing. Depending on annual application activity, the proposed adjustments may result in an increase or decrease in fee revenue. Actual fiscal impact will vary based on the number and type of applications received each year.
SUMMARY OF FISCAL CHANGES	<ul style="list-style-type: none"> • Fees Increased: 15 • Fees Decreased: 3 • New Fees Created: 7 • Language Clarified/Administrative: 8
AMENDMENTS WITH NO DIRECT FISCAL IMPACT	<ul style="list-style-type: none"> • Removal of floppy disk references • Removal of Sec. 2-660 (antiquated licenses) • Clarification of land clearing permit doubling if after-the-fact • Addition of exemption language for rezoning requests for Manufactured Housing Overlays with specific parameters • Moving zoning verification letters between sections • Clarifying advertising language where fee already existed

Fee Comparison Summary					
Section	Item	Prior Fee	New Fee	Quantity 2024	Quantity 2025
2-658(5)	Mailout Agenda/ Notices (annual subscription)	\$210.00	\$315.00	11	11
2-659(b)	Alcoholic Beverage Permit Administrative Review Fee	\$150.00	\$525.00	33	25
2-661	Bingo License: Annual	\$100.00	\$240.00	3	2
2-661	Bingo License: One-Time	\$25.00	\$60.00	0	0
2-661	Bingo License: Flat Rate	3%	7%	3	2
2-674	Tree Bank Program Fee (per caliper inch)	\$150.00	\$200.00	157	80
2-683	Minor Modification to Approved Commercial Plans	New Fee	\$250.00	New Fee	New Fee

2-683	Solar Energy System Review Fee	New Fee	\$60.00 per acre	New Fee	New Fee
2-684(2)(a)	Electrical Permit Fees	A \$140.00 plus \$3.00 per ton of A.C.	\$0.10 per square foot under beam, minimum of \$140.00	1,839	1,459
Fee Comparison Summary					
Section	Item	Prior Fee	New Fee	Quantity 2024	Quantity 2025
2-685(2)(a)	Mechanical Permit Fees	A \$140.00 base plus \$3.00 per ton of A.C.	\$0.10 per square foot under beam, minimum of \$140.00	1,704	1,369
2-685(2)(b)	Mechanical Permit Fees	Change outs \$125.00 per unit/component.	Residential Renovation 2% of contract value, minimum of \$140.00	166	248
2-686(2)(a)	Plumbing Permit Fees	A \$140.00 base plus \$1.00 per fixture.	\$0.10 per square foot under beam, minimum of \$140.00	1,704	1,369
2-686(2)(b)	Plumbing Permit Fees	New Fee	Residential Renovation: 2% of contract value, minimum of \$140.00	New Fee	New Fee
2-690(1)	Registration and Renewal Fees	Building, electrical, mechanical, plumbing and gas \$100.00	\$100.00 annually	3,131	3045
2-710(2)	Conditional Use/ Planned Corridor Overlay Advertising Fee	\$75.00	\$150.00	2	2
2-710(3)	Traffic Impact Analysis (Conditional Use/PCO)	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/propo	\$500.00	0	0

		sed development in study area that have submitted a tentative plat or conditional use application.			
2-711(4)	Zoning Verification Letter (moved to administrative section)	\$50.00	\$50.00	28	24
2-713(1)	Board of Adjustments – Variance	\$250.00	\$500.00	47	43
2-743(3)	Resubdivision Advertising Fee	\$75.00	\$150.00	14	16
2-744	Revocation Process Advertising Fee	\$75.00	\$150.00	6	4
Fee Comparison Summary					
Section	Item	Prior Fee	New Fee	Quantit y 2024	Quantit y 2025
2- 746(2)(b)	Mobile Home Parks/RV Campground Licensing Fees	Renewal: \$10.00 per space for the first five spaces and \$5.00 per space for each additional space.	Annual Renewal: \$15.00 per space.	15	16
2- 746(2)(c)	Mobile Home Parks/RV Campground Licensing Fees	Transfer per space for the first five spaces and \$5.00 per space for each additional space.	Transfer fee \$250.00	0	2
2-747	Seismic Exploratory Permit	\$250.00	\$5,000.00	0	0
2-747(1)	Seismic Exploratory Inspection	\$150.00	\$1,000.00	0	0
0	Seismic Exploratory Penalty	\$200.00	\$10,000.00	0	0
2-750	Minor Subdivision Advertising Fee	\$75.00	\$150.00	48	71
2-751	Act of Correction Advertising Fee	\$75.00	\$150.00	0	0
2-753	Old Business Request	New Fee	\$500.00	New Fee	New Fee
2-753	Old Business Advertising Fee	New Fee	\$150.00	New Fee	New Fee
2-754	Enter the Parish/Trace ROW Application	New Fee	\$500.00	0	0
2-754	Enter the Parish/Trace ROW Advertising Fee	New Fee	\$150.00	0	0

EXPENDITURES			
	FY 2026	FY 2027	FY 2028
GENERAL FUND	\$	\$	\$
DEDICATED FUNDS:	\$	\$	\$
GRANT FUNDS:	\$	\$	\$
OTHER FUND:	\$	\$	\$
OTHER FUND: DEVELOPMENT	\$-0-	\$-0-	\$-0-
ANNUAL TOTAL	\$-0-	\$-0-	\$-0-

REVENUES			
	FY 2026	FY 2027	FY 2028
GENERAL FUND	\$	\$	\$
DEDICATED FUNDS:	\$	\$	\$
GRANT FUNDS:	\$	\$	\$
OTHER FUND:	\$	\$	\$
OTHER FUND: DEVELOPMENT	\$10,000	\$20,000	\$20,000
ANNUAL TOTAL	\$10,000	\$20,000	\$20,000

PROVIDED BY:	Departments of Finance and Engineering
DATE:	March 12, 2026