

**ORDINANCE NO. 2023-020**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HITCHCOCK, TEXAS ADOPTING THE FISCAL YEAR 2023-2024 COMPREHENSIVE FEE SCHEDULE, ESTABLISHING AND REVISING FEES AND CHARGES FOR SERVICES PROVIDED BY THE CITY; AND CONTAINING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.**

**WHEREAS**, the City of Hitchcock has adopted numerous ordinances that provide for various fees and charges that are subject to change from time to time; and

**WHEREAS**, the Local Government Code provides that certain filing fees, permit fees, inspection fees, deposits, and conditions of service may from time to time be established or updated, and

**WHEREAS**, the City Council of the City of Hitchcock has determined that the cost of providing certain services, such as filing fees, permit fees, inspection fees, and deposits should be required to pay for materials and special services, performed by City staff, are required, where it benefits the individual and not of general benefit, and

**WHEREAS**, the City Council may adjust fees for certain services from time to time and incorporate all adjusted and/or new fees for services provided into one comprehensive schedule, and

**WHEREAS**, the City Council has found it necessary to adjust fees for services, and to maintain a comprehensive document which incorporates most or all fees for services provided by the City into one schedule,

**WHEREAS**, the City has determined that the fees and charges specified herein are reasonable, necessary, fair, and designed to fund the various activities to which they pertain; and

**WHEREAS**, the establishment of new fees or revised fees are hereby established in the Comprehensive Fee Schedule as provided for in Exhibit A; and

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HITCHCOCK, TEXAS THAT:**

**Section 1.** That the Comprehensive Fee Schedule is hereby adopted as presented in the attached Exhibit A with an effective date of October 1, 2023.

**Section 2.** Each City ordinance that originally provided a fee, charge, or fine that is mentioned on Exhibit A is hereby amended as shown on Exhibit A.


**Section 3.** Except as amended in Section 1, above, the FY 2023-2024 Comprehensive Fee Schedule shall remain in full force and effect.

**Section 4.** All ordinances in conflict herewith are repealed to the extent of such conflict.

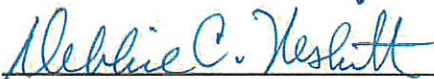
**Section 5.** In the case of a fee listed in another Ordinance but not included in this Comprehensive Fee Schedule, the previous listed fee amount shall apply. This ordinance shall then be amended to include the particular fee.

**Section 6.** This ordinance is severable and, in the event that any part of this ordinance is stricken by a court of competent jurisdiction, the remainder, not so stricken shall remain in full force and effect.

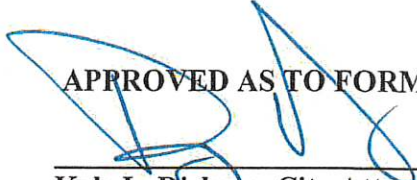
**PASSED AND APPROVED** this the 18th day of September 2023.

  
\_\_\_\_\_  
**Christopher Armacost, Mayor**  
City of Hitchcock

**ATTEST:**

  
\_\_\_\_\_  
**Debbie C. Nesbitt, City Secretary**  
City of Hitchcock

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
**Kyle L. Dickson, City Attorney**  
City of Hitchcock

# **COMPREHENSIVE FEE SCHEDULE**

# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – City Secretary

	FY 2023 ADOPTED	FY 2024 Adopted
<b>CITY SECRETARY</b>		
Copies (8 1/2 x 11)	\$0.10 per page	\$0.10 per page
Copies (8 1/2 x 14)	\$0.10 per page	\$0.10 per page
Copies (11 x 17)	\$0.25 per page	\$0.25 per page
Color Copies	\$1.00 per page	\$1.00 per page
Certified Copies	\$1.00 per page	\$1.00 per page
Fax Outgoing Same Area Code	Remove	Remove
Fax Outgoing Long Distance	Remove	Remove
Fax Incoming	Remove	Remove
Return Check, ACH and/or credit card charges Fee	\$35	\$35
<b>Voluntary Fees on Monthly Utility Bills</b>		
Library Donation	\$1.10	\$1.25
Hitchcock Volunteer Fire Department Donation	\$7.00	\$7.00
<b>Occupational Tax:</b>		
Local Cartage Permit (E)	\$30	Remove/No longer Available
Beverage Cartage Permit (PE) Annual	\$20	Remove/No longer Available
Caterer's Permit (CB) Annual	\$500	Remove/No longer Available
Mixed Beverage Late Hours (LB) Annual	\$150	Remove/No longer Available
Package Store Permit (P) Annual	\$500	\$500
Wine Only Package Store (Q) Annual	\$75	\$75
Beer Retailer Off Premise (BF) License Annual	\$60	\$60
Retail Beer & Wine On Premise (BG) Annual	\$175	\$175
Retail Beer & Wine Off Premise (BQ) License Annual	\$60	\$60
Retail Beer On Premise (BE) Annual	\$150	\$150
(FB) Food & Beverage Certificate	\$1500 for First Renewal \$750 for 3rd and Subsequent	\$1500 for First Renewal \$750 for 3rd and Subsequent
Brewpub License (BP) Annual	\$500	\$500
Other Liquor Permits (TX Alcohol Beverage Code)	1/2 State Fee/yr	1/2 State Fee/yr
Other Beer Licenses	1/2 State Fee/yr	1/2 State Fee/yr
<b>Mixed Beverage Permit:</b>		
Original	\$3,000	Remove/Addressed Above
1st Renewal	\$2,250	Remove/Addressed Above
2nd Renewal	\$1,500	Remove/Addressed Above
3rd Renewal and All Subsequent Renewals	\$750	Remove/Addressed Above
<b>Peddler License</b>		
Annual Peddler/Solicitor License	\$150	\$150
Late charge on Annual Peddler / Solicitors License Renewal	\$0	\$25
Annual Itinerant Vendor License	\$150	\$150
Late charge on Annual Itinerant License Renewal	\$0	\$25
Junk & Second Hand Dealer Permit	\$350	\$350
Sexually Oriented Business Application Fee	\$500	\$500
Credit Card Convenience Fee	2.50%	2.50%



# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Community Development

	FY 2023 ADOPTED	FY 2024 Adopted
<b>Amusement Permits (Annual)</b>		
License Establishment	\$5,000	\$5,000
Device Operation	\$1200.00/machine	\$1300.00/machine
Criminal Background Check / Badge	\$100/person	\$100/person
Badge renewal late fee	\$0	\$5
5 Devices or less	\$25.00/machine	\$100.00/machine
Machine Replacement Fee	\$0	\$108.33 p/month (Pro Rated)
Replacement Badge Fee	\$0	\$25
Machine License Fee Late Charge	\$0	\$5.00 per machine
<b>PID/PUD Application Fee</b>	\$100,000	\$100,000
<b>TIRZ Application Fee</b>	\$100,000	\$100,000
<b>Mobile Home/RV Park License</b>		
Mobile Home Park Annual License Fee	\$25.00 per space	\$25.00 per space
RV Park Annual License Fee (less than 10 spaces)	\$50.00 per space	\$50.00 per space
RV Park Annual License Fee (more than 10 spaces)	\$25.00 per space	\$25.00 per space
Mobile Home / RV Park License Fee Late Charge	\$0	\$ 5.00 per space
RV License Transfer	\$100	\$100
<b>Vacant Structure Registry</b>		
Registration Fee		\$50
Inspection Fee		\$75
<b>Oil Wells &amp; Chemical Transportation</b>		
Drilling Permit	\$10,000 plus \$25,000 Cash Bond	\$10,000 plus \$25,000 Cash Bond
Supplemental Permit Deepen Oil Well	\$5,000	\$5,000
Oil Well Maintenance, Repair, Modification	\$500	\$500
Mineral Exploration Permit (Chapter 111)	\$1,000/mile or any portion	\$1,000/mile or any portion
Transportation of Industrial Waste/Chemicals Permit	\$1,500/year	\$1,500/year
<b>Infrastructure :</b>		
<b>Infrastructure Plan Review Fee</b>		
\$50,000 and less	1% of actual construction cost of the project	1% of actual construction cost of the project
\$50,000.01 and up	\$500 for first \$50,000 plus 0.5% of the actual construction cost over \$50,000	\$500 for first \$50,000 plus 0.5% of the actual construction cost over \$50,000
<b>Infrastructure Permit Fee (Construction Portion)</b>	1% of the actual construction cost of the project.	1% of the actual construction cost of the project.
<b>FRANCHISE FEES (Chapter 117):</b>		
<b>Permit Fee</b>		
New Pipeline Application Fee (Ordinance 2019-022)	\$2,000 plus \$500 for each Street and Drainage Crossing.	\$2,000 plus \$500 for each Street and Drainage Crossing.

# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Community Development (Continued)

	FY 2023 ADOPTED	FY 2024 Adopted
<b>ROW or Use of City Property Rental Charge Fee:</b>		
<b>Gathering Line Franchise</b>		
Initial Franchise Fee	\$5,000	\$5,000
First Year, per rod	\$25	\$25
Annual Renewal per rod less than 24 inches	\$40 per rod < 24" in nominal diameter	\$40 per rod < 24" in nominal diameter
Annual Renewal per rod ≥ 24 inches	\$80 per rod ≥ 24" in nominal diameter	\$80 per rod ≥ 24" in nominal diameter
<b>Network Node Activity</b>		
Network Node on Node Support Pole	\$1000.00 per application \$500.00 for up to 5 network nodes per application \$250.00 for each additional network node	\$1000.00 per application \$500.00 for up to 5 network nodes per application \$250.00 for each additional network node
Network Node on Electric or Telephone Utility Pole	\$500.00 for up to 5 network nodes per application \$250.00 for each additional network node	\$500.00 for up to 5 network nodes per application \$250.00 for each additional network node
<b>Network Node Annual Site Rental Fee</b>		
For Each Network Node not attached to City-owned pole	\$250	\$250
For Each Network Node attached to City-owned pole	\$270	\$270
<b>PLATTING:</b>		
<b>Minor Plat/Minor Replat*</b>		
<i>*Plats administratively reviewed &amp; approved only.</i>		
Single & Two Family Residential	\$500 + \$30/Lot	\$500 + \$30/Lot + County F. Fees
Non-residential/Mixed Use/Other Residential	\$800 + \$40/acre	\$800 + \$40/acre + County F. Fees
<b>Amending Plat*</b>		
<i>*Plat administratively reviewed &amp; approved only.</i>		
Single & Two Family Residential	\$300 + \$30/lot	\$300 + \$30/lot + County F. Fees
Non-residential/Mixed Use/Other Residential	\$500 + \$40/acre	\$500 + \$40/acre + County F. Fees
<b>Preliminary/Final Plat/Replat*</b>		
<i>*Consultant Fees &amp; Legal Fees may apply</i>		
Single- & Two-Family Residential		
0 to 5 acres	\$500 + \$25/Lot	\$500 + \$25/Lot + County F. Fees
5+ to 10 acres	\$750 + \$25/Lot	\$750 + \$25/Lot + County F. Fees
10+ to 20 acres	\$1,000 + \$25/Lot	\$1,000 + \$25/Lot + County F. Fees
20+ to 50 acres	\$1,500 + \$25/Lot	\$1,500 + \$25/Lot + County F. Fees
50+ acres	\$2,000 + \$25/Lot	\$2,000 + \$25/Lot + County F. Fees
Other Residential/Non-Residential/Mixed Use/PUD	\$1,000 + \$50/acre and/or \$25/Lot whichever is greater.	\$1,000 + \$50/acre and/or \$25/Lot whichever is greater + County F. Fees

# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Community Development (Continued)

	FY 2023 ADOPTED	FY 2024 Adopted
Extension of Plat Approval	\$250	\$250
Vacation of Plat	\$1,000	\$1,000
Exemption from Platting	\$500	\$500
Plat Recordation	Recording Fee + \$25 Administrative Fee. Galveston Co. \$71 plus \$50 for additional pages.	Recording Fee + \$25 Administrative Fee. Galveston Co. \$71 plus \$50 for additional pages.
<b>GENERAL FEES:</b>		
<i>*Consultant Fees -Review of construction plans,reports, drainage studies, TIA's &amp; any other documents associated with plats,site plans, mixed use concept plans or special legal instruments or submittals as necessary per application submitted. Fees include professional fees as billed by engineering and planning consultants or any consultant utilized bt the City to review development applicaions. Fee may be waived by City Administrator if project is minor in nature.</i>	Reimbursement due to City based on actual consultant fees incurred by City plus 15% Administration Fee. \$2,000, minimum as a deposit against consultant fees. Staff may reduce to \$750 against consultants fees if a projects is of a minor nature where limited engineering review is anticipated.	Reimbursement due to City based on actual consultant fees incurred by City plus 15% Administration Fee. \$2,000, minimum as a deposit against consultant fees. Staff may reduce to \$750 against consultants fees if a projects is of a minor nature where limited engineering review is anticipated.
<i>*Legal Fees -All legal fees incurred by the City in the review, preparation and/or amendment of any legal document associated with a development application, such as, but not limited to Development Agreement or Public Infrastructure Agreement.</i>	Reimbursement due to City based on actual legal fees incurred by the City plus 10% Administration Fee.	Reimbursement due to City based on actual legal fees incurred by the City plus 10% Administration Fee.
<i>Extension of Time -Fee may be waived by the City Commission if the extension is requested prior to any approval expiring &amp; subject to applicant proving cause for the extension. In granting an extension of time, the applicant will be subject to any new regulations and standards adopted by the City.</i>	\$250 per extension	\$250 per extension
<b>Postponement*</b> <i>*On an agenda for which a public hearing was scheduled. Fee may be waived by City Manager at his/her discretion</i>	\$100	\$100
<b>ZONING:</b>		
Re-Zoning Application < 5 acres	\$350 + any required consulting/ legal fees.	\$350 + any required consulting/ legal fees + certified mail out fees
Re-Zoning Application > 5 acres	\$350 + any required consulting/ legal fees.	\$350 + any required consulting/ legal fees + certified mail out fees
May require Consultant Fees and/or Legal Fees		
Zoning Verification Letter	\$50	\$50
Request for Variance	\$100	250 + certified mail out fees
Request for a Specific Use Permit	\$100	250 + certified mail out fees
Board of Adjutment Appeal	\$500 each	\$500 each
Vested Rights Petition or Development Rights Determination	\$500 plus City Attorney Fees	\$500 plus City Attorney Fees

# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Community Development (Continued)

	FY 2023 ADOPTED	FY 2024 Adopted
<b>Floodplain Development Permit</b>	\$50 plus Consultant Fees	\$50 plus Consultant Fees
<b>Drainage Review:</b>		
Commercial	Actual Cost Plus 10%	Actual Cost Plus 10%
Residential (Initial and As Built plus 1 resubmission)	\$150	\$150
Residential - Additional Submittals	\$75	\$75
<b>BUILDING PERMIT FEE:</b>		
<b>Contractor Registration Fee</b>		
Contractor/Builder Annual Registration Fee	\$50	\$50
<b>RESIDENTIAL PERMIT FEE</b>		
Fee based upon construction square footage for project. Consultant fee may apply in additon to Residential Permit Fee		
New Single-Family Dwelling, Townhouse, Two-Family	\$150 Minimum	\$150 Minimum
Garages, Carports, Deck, Porches and Storage Buildings	\$150.00 Minimum	\$150.00 Minimum
<b>COMMERCIAL PERMITS:</b>		
<b>BUILDING PERMIT- OTHER CONSTRUCTION</b>		
Fee based upon construction square footage for project.	First 10,000 sq. ft at \$0.50	First 10,000 sq. ft at \$0.50
Consultant fee may apply in additon to Construction Permit Fee	10,001 sq. ft. - 15,000 sq. ft. at \$0.35 over 15,000 sq. ft. at \$0.15	10,001 sq. ft. - 15,000 sq. ft. at \$0.35 over 15,000 sq. ft. at \$0.15
<b>ELECTROMAGNETICALLY LOCKS</b>		
Electromagnetically locks	\$0	\$300
Plan Review	\$0	\$150
<b>Trade permits not included.</b>		
<b>House Leveling / Elevation Permit (Includes one inspection)</b>	\$150	\$150
<b>Full Fenestration Replacement Permit (Includes 2 inspections)</b>	\$150	\$150
<b>PLAN REVIEW FEES</b>		
<i>Charged at time of submittal of a construction permit application for review of application and accompanying documents. Non-Refundable</i>	50% of building permit fee	50% of building permit fee
<i>Any additional plan review will be two hour minimum for commercial projects</i>	\$50/hour	\$50/hour



# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Community Development (Continued)

	FY 2023 ADOPTED	FY 2024 Adopted
<b>Non-Compliance fee:</b>		
<b>Work started or performed without a permit</b>	2 X Construction Permit Fee Payment of the double fee shall not relieve any person from fully complying with the requirementd of the Code in the executionof the work, nor from any other penalties prescribed herein.  A fee of \$100 assessed for proceeding with any work without first having an approved inspection at the required stage of construction.	2 X Construction Permit Fee Payment of the double fee shall not relieve any person from fully complying with the requirementd of the Code in the executionof the work, nor from any other penalties prescribed herein.  A fee of \$100 assessed for proceeding with any work without first having an approved inspection at the required stage of construction.
<b>Re-Inspection Fees:</b>		
Work not ready for inspection 1st Time	\$75 per failed inspection	\$75 per failed inspection
Work not ready for inspection 2nd Time	\$150	\$150
Work not Ready for Inspection 3rd Time	\$225	\$225
After Hours Inspection (Additional Hour or Portion of Hour)	\$100	\$100
<b>Administrative fee for cancellation of issued permit</b>	10% of permit fee	Non-Refundable
<b>Building Permit Extension Fee (Up to 6 months)</b>	50% of original permit fee	50% of original permit fee
<b>Certificate of Occupancy:</b>		
Residential	\$50	\$50
Commercial	\$200	\$200
Temporary	Same as regular	Same as regular
Fire Life Safety Inspection	\$250/per building	\$250/per building
Failure to obtain certificate of occupancy prior to occupying	\$200	\$200
<b>Moving building permit including temporary structures</b>	\$100	\$100
<b>Remodel Fee (Residential/Commercial)</b>	\$100 minimum up to 100 square feet plus ea. additional sq. ft. \$.50	\$100 minimum up to 100 square feet plus ea. additional sq. ft. \$.50
<b>Roof Permit</b>	\$70	\$70
<b>Fence Construction Permit</b>		
Residential Fence - over 7 foot	\$50	\$50
Commercial Fence	\$50	\$50
<b>Driveway Permit</b>	\$100	\$125
<b>Site Inspection/Walk Through Fees:</b>		
City Inspector	\$50	\$50
Fire Marshall	\$50	\$50
<b>Mobile Home Permits</b>		
Move-in mobile home on property or in park and inspection fee	\$90	\$150
Out of City, pre approval inspection fee	\$0	\$300
<b>RV Park Building Permit</b>	\$100 x Number of Spaces	\$100 x Number of Spaces

# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Community Development (Continued)

	FY 2023 ADOPTED	FY 2024 Adopted
<b>GENERAL FEES:</b>		
Moving of any building or structure *	\$100	\$100
For movement of structure on City Streets or ROW where city assistance is required.		
*Only for moving structure where no plan review or inspection is required. All others will be charged regular permit and plan review fees.		
<b>Demolition Building Permit Fee:</b>		
Residential	\$50	\$50
Commercial	\$100	\$100
<b>Swimming Pools &amp; Hot Tubs Permit Instalation or Removal</b>		
Swimming Pool	\$200	\$200
Spa/Hot Tub	\$175	\$175
Swimming Pool w/Spa	\$250	\$250
Swimming Pool or Spa Deck (non-structural)	\$100	\$100
Swiimmin Pool Plumbing	\$100	\$100
Spa/Hot Tub Plumbing	\$100	\$100
Swimminp Pool w/Spa Plumbing	\$150	\$150
Swimming Pool Electric	\$100	\$100
<b>Bulk Head Permit</b>	\$2.50/lineal foot	\$2.50/lineal foot
<b>Plumbing Permit</b>		
Minimum Fee	\$50 minimum	\$50 minimum
New Construction or Addition	\$125 Base Fee + \$25 additonal for each additional group. (1 to 4 fixtures/area)	\$125 Base Fee + \$25 additonal for each additional group. (1 to 4 fixtures/area)
Mobile Home Plumbing Permit	\$100	\$100
RV Plumbing Permit	\$20 x Number of Spaces + cost of 2 inspections	\$20 x Number of Spaces + cost of 2 inspections
Gas Test Only	\$50	\$50
Residential Repairs (Water/Sewer Pipes)	\$125	\$125
Commercial Repairs (Water/Sewer Pipes)	\$200	\$200
Sewer/Pipe Replacement	\$125 each	\$125 each
Sewer Disconnect	\$100	\$100
Water Heater Installation	\$50	\$50
<b>Irrigation Permit</b>		
Residential	\$75	\$75
Commercial (Backflow Certification Required)	\$100	\$100

# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Community Development (Continued)

	FY 2023 ADOPTED	FY 2024 Adopted
<b>Electrical Permit* (New, Repair, Upgrades)</b>	Based on amps \$100 for 125 amps or less \$150 for 150 amps \$200 for 200 amps \$250 for 200 amps or more	Based on amps \$100 for 125 amps or less \$150 for 150 amps \$200 for 200 amps \$250 for 200 amps or more
T-Pole & TCI	\$50	\$100
Mobile Home Electric Permit	\$75	\$75
New RV Electric Permit	\$10. X Number of spaces plus cost of 2 inspections	\$25.00 X Number of spaces
<b>Emergency Generators</b>		
Installation (includes electrical, plumbing, slab)	\$250	\$250
Solar Panels (includes Install and electrical Installation of Battery Backup, Service Work	\$200 \$100	\$200 \$100
<b>Mechanical/HVAC Permit</b>		
Residential New	\$125 each	\$125 each
Residential Repair or Partial Change	\$75 each	\$75 each
Commercial New or Complete Change	\$125 under 4 Ton/each \$150 over 4 Ton/each	\$125 under 4 Ton/each \$150 over 4 Ton/each
<b>Commercial Mechanical</b>	\$0	.0267 Per Ton (Example: 80 Ton Times .0267 =
<b>Commercial Mechanical Boiler System</b>	\$0	.0015 Per BTU (Example: 1 Mil BTU times .0015 =
Commercial Repair or Partial Change	\$75 each	\$75 each
Mobile Homes	\$100 each	\$100 each
<b>Sign Permit</b>		
Billboard	\$500	\$500
All Other Signs	\$100	\$100
<b>Fill Grade Permit (Fill Dirt)</b>		
General Fill Grade < 10 cubic yards	Free	Free
General Fill Grade < 1000 cubic yards	\$50	\$100
Engineered Fill Grade 1000+ cubic yards, 3 or more	\$500	\$500
Site Fill/Grading Permit	\$500	\$500
<b>Flatwork Permit</b>		
Over 2 yards, 1 inspection	\$125	\$125
Large pours requiring multiple inspections such as replacing or new driveways, parking lots, roads etc.	\$75 per additional inspections	\$75 per additional inspections
<b>Miscellaneous Permits/Inspections</b>		
Access Gates	\$50	\$50
Occupant Load Evaluation	\$50	\$50
Product Line Inspection	\$200	\$200
Underground Storage Tank	\$200	\$200
Hot Work (Welding, Asphalt Kettles, Roof Torching)	\$300	\$300

# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Street Department

	FY 2023 ADOPTED	FY 2024 Adopted
<b>Culvert Installation Fee</b>		
No Material Added	\$15/lineal foot (\$50 min.)	\$15/lineal foot (\$50 min.)
Material Added	\$25/lineal foot (\$50 min.)	\$25/lineal foot (\$50 min.)
> than 16 lineal foot	City's cost for material and labor	City's cost for material and labor
Construct Street Permit Fee	\$100 permit fee	\$100 permit fee
Street Excavation Permit	\$100 permit fee	\$100 permit fee



# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Fire Prevention

	FY 2023 ADOPTED	FY 2024 Adopted
<b>Commercial &amp; Multi-Family Construction</b>		
<b>Fire Alarm and/or Fire Suppression System Plan Review*</b>		
<i>*Based upon construction valuation</i>		
Less than \$6,250	\$250	\$250
\$6,250 to \$250,000	\$375	\$375
\$251,000 to \$500,000	\$531	\$531
\$501,000 to \$1,000,000	\$690	\$690
\$1,001,000 to \$3,000,000	\$1,000	\$1,000
\$3,001,000 to \$6,000,000	\$1,500	\$1,500
\$6,000,000 and up	\$1,500 for the first \$6,000,000 plus \$0.31 for each additional \$1,000.	\$1,500 for the first \$6,000,000 plus \$0.31 for each additional \$1,000.
<b>Commercial &amp; Multi-Family Construction</b>		
<b>Fire Alarm and/or Fire Suppression System Permit*</b>		
<i>*Based upon construction valuation for project</i>		
Less than \$6,250	\$375	\$375
\$6,250 to \$250,000	\$531	\$531
\$251,000 to \$500,000	\$656	\$656
\$501,000 to \$1,000,000	\$845	\$845
\$1,001,000 to \$3,000,000	\$1,190	\$1,190
\$3,001,000 to \$6,000,000	\$1,785	\$1,785
	\$1,785 plus \$0.48 for each additional \$1,000.	\$1,785 plus \$0.48 for each additional \$1,000.
\$6,000,000 and up		
<b>Fire Extinguisher Suppression System</b>		
Type 1 Hood	\$460 per permit w/1 Inspection \$0	\$500.00 (Including inspections) \$500.00 (Including inspections)
Plan Review	\$0	\$150
Type 2 Hood	\$0	\$500
Plan Review	\$0	\$150
<b>Multi-Family Residential/Hotels/Motels (Annual)</b>		
3-20 Dwelling Units	\$200	\$200
21 or more Dwelling Units	\$400	\$400
<b>High Hazard Operations (Annual)</b>		
Hazardous Materials Storage Tier I	\$350	\$350
Auto Wrecking Yards	\$150	\$150
Automotive Repair	\$250	\$250
Salvage Yard	\$350	\$350
Industrial Ovens	\$225	\$225
Lumberyards	\$260	\$260
Tire Storage	\$150	\$150
High Pile Storage Level I: 2500 to 20,000 sq. ft.	\$475	\$475
High Pile Storage Level I: 2500 to 20,000 sq. ft.	\$700	\$700
Scrap Metal Yards	\$150	\$150
Motor Vehicle Fuel Dispensing	\$350	\$350
Welding Shops, Iron Works	\$300	\$300
<b>Indoor Firing Range License Fee</b>		
Initial Permit Fee	\$1,000	\$1,000
Annual Permit	\$125/year	\$125/year
<b>Special Assembly Occupancies</b>		
Carnivals/Circus/Car Shows Etc..	\$400	\$400
Temporary Membrane Structures/Tents	\$125	\$125

# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Fire Prevention (Continued)

	FY 2023 ADOPTED	FY 2024 Adopted
<b>Explosives and Pyrotechnics</b>		
Explosives Use/Storage	\$400	\$400
Pyrotechnics Use/Storage	\$300	\$300
Fireworks Displays	\$500	\$500
<b>Plan Review Miscellaneous</b>		
Automatic Extinguishing System	\$100	\$100
Emergency Evacuation Plan	\$25	\$100
<b>Assembly Use Occupancy</b>		
1-99 Person Occupant Load	\$250	\$250
99-299 Person Occupant Load	\$350	\$350
300 or more Person Occupant Load	\$500	\$500
<b>Licensed Facilities Providing Less Than 24 Hour Care</b>		
Licensed for 1-25 Children	\$100	\$100
Licensed for 26-49 Children	\$150	\$150
Licensed for 50-99 Children	\$200	\$200
Licensed for 100-149 Children	\$250	\$250
Licensed for 150 or more Children	\$300	\$300
Fuel Dispensing Device	\$25.00/nozzle/yr	\$25.00/nozzle/yr
<b>Group Home Day Care</b>		
Licensed for 1-12 People	\$100	\$100
<b>Foster Homes/Group Foster Homes 24 Hour Care</b>		
Licensed for 1-6 Children	\$100	\$100
Licensed for 7-12 Children	\$200	\$200
<b>Hospitals/Nursing Homes Providing 24 Hour Care</b>		
Licensed for 1-99 Beds	\$300	\$300
Licensed for 100-199 Beds	\$400	\$400
Licensed for 200-499 Beds	\$500	\$500
Licensed for 500 or more Beds	\$600	\$600
<b>Other 24 Hour Care Facilities</b>		
Licensed for 1-3 Occupants	\$100	\$100
Licensed for 4-16 Occupants	\$175	\$175
Licensed for 17-25 Occupants	\$250	\$250
Licensed for 26 or more Occupants	\$325	\$325

# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Animal Control

	FY 2023 ADOPTED	FY 2024 Adopted
<b>Pet License:</b>		
Annual Fee Per Animal	\$5	\$5
Three Year Renewal	\$15	\$15
Neutered Animal Lifetime	\$15	\$15
Dangerous Animal License Annual	\$100 Annual	\$100 Annual
 <b>Running at Large and/or Not Tagged</b>		
Per Citation	\$284	\$284
 <b>Animal Pet Shop Application Fee</b>	\$150	\$150

# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Police

	FY 2023 ADOPTED	FY 2024 Adopted
<b>Police Reports</b>		
Past Department Reports	\$15/hr, 1 hr minimum	\$15/hr, 1 hr minimum
Accident Report Copy	\$6	\$6
Accident Report Certified Copy	\$8	\$8
Police Report Copy	\$0.10 per page	\$0.10 per page
<b>Body and In-Car Camera Footage</b>		
Release of video	\$10	\$10
Per each minute of Video	\$1	\$1
<b>Wrecker Permit Fees</b>		
Annual Wrecker Company Rotation Permit Fee	\$1,000	\$1,000
Annual Wrecker Rotation Fee Per Wrecker	\$100	\$100
Annual Wrecker Driver Resgistration Fee Per Driver	\$100	\$100
<b>Alarm Permit Fees</b>		
One Time Residential Alarm Permit	\$25	\$25
Annual Commercial Alarm Permit	\$100	\$100
Late Fee	\$10	\$10
<b>False Alarm Fees (Yearly)</b>		
Between 3 and 5 false alarms (each)	\$50	\$50
Between 6 and 8 false alarms (each)	\$75	\$75
More than 8 false alarms (each)	\$100	\$100
Four or more in a quarter	\$50/per alarm	\$50/per alarm
Monitoring Company failure to verify alarm	\$200	\$200
Appeal Fee	\$25	\$25
Use of a non-permitted alarm system	\$100	\$100
Use of an alarm during alarm permit suspension	\$200	\$200
<b>Golf Cart Fees (per Golf Cart)</b>		
Initial Inspection and Permit Sticker (2 year period)	\$50	\$50
Re-Inspection	\$10	\$10
Mass Gathering Permit Application Fee	\$500	\$500



# CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

## FY2024 ADOPTED Fee Schedule

### Adopted Fee Schedule – Utilities

	FY 2023 ADOPTED	FY 2024 PROPOSED
Deposit - Residential	\$250	\$250
Deposit - Commercial	\$600	\$600
Deposit - Multi Unit	2x normal monthly usage	2x normal monthly usage
Ambulance Fee	\$3/month	\$3/month
Penalty Fee	10% of delinquent utility charges.	10% of delinquent utility charges.
Cut-off Administration Fee	\$50	\$50
After Hours Reconnect Fee	\$150	\$150
Re-Read Fee	\$5	\$5
After Hour Call Out	\$50	\$50
Meter replacement due to customer damage	Cost plus 10%	Cost plus 10%
Repair Water/Sewer Service Damaged by Construction	Actual Cost plus 10% \$250 min.	Actual Cost plus 10% \$250 min.
All Special W/WW Services & Special Applications	Actual Cost	Actual Cost
Not Covered		
<b>Tampering Fees</b>		
First Offense	\$500	\$500
Offense after first	\$750	\$750
Police reports are made for each offense		
<b>Hydrant Construction Meter</b>	\$1500 deposit	\$1500 deposit
<b>Bulk Water</b>		
In Town Use	\$15/1000 gallons or any part of	\$15/1000 gallons or any part of
Out of Town Use	\$20/1000 gallons or any part of	\$20/1000 gallons or any part of
<b>New Service Fees:</b>		
<b>Water Tap Fee</b>		
3/4" Meter	\$1,100 plus actual cost & labor*	\$1,100 plus actual cost & labor*
1" Meter	\$1,500 plus actual cost & labor*	\$1,500 plus actual cost & labor*
1 1/2" Meter	\$2,000 plus actual cost & labor*	\$2,000 plus actual cost & labor*
2" Meter (Contracted Out)	\$2,000 plus actual cost & labor*	\$2,000 plus actual cost & labor*
3" or Larger (Contracted Out)	\$2,000 plus actual cost & labor*	\$2,000 plus actual cost & labor*
Push	\$25.00/foot	\$25.00/foot
<b>Sewer Tap Fee</b>		
Standard 4" Short Service	\$900 plus actual cost & labor*	\$900 plus actual cost & labor*
5' and above	\$900 plus actual cost & labor*	\$900 plus actual cost & labor*
Below 5'	\$1200 plus actual cost & labor*	\$1200 plus actual cost & labor*
<b>Industrial Waste Permit</b>	\$2,500	\$2,500
<b>Additional Fee</b>		
5/8" x 3/4" Curb Stop (fee for broken valve/break by customers)	\$60 plus actual cost & labor*	\$60 plus actual cost & labor*
1" Curb Stop (fee for broken valve/breaks by customers)	\$100 plus actual cost & labor*	\$100 plus actual cost & labor*

\*Allows for the adjustment of fees in accordance with cost of providing utility service. Commercial accounts-Service fee will be based on actual cost of installation &

## CITY OF HITCHCOCK – FY2024 ADOPTED FEE SCHEDULE

### FY2024 ADOPTED Fee Schedule

#### Adopted Fee Schedule – Solid Waste

	FY 2023 ADOPTED	FY 2024 PROPOSED
Garbage Deposit	\$50	\$50
Residential Garbage Collection	\$15.70/month	\$17.50/month + 8.25% tax
Commercial Garbage Collection	\$29.20/month	\$29.97/month + 8.25% tax
<b>Waste Water Treatment Plant</b>		
Septic Tank Waste Disposal	\$0.04/gal.	\$0.04/gal.