



**NOTICE OF REGULAR MEETING AGENDA
LANCASTER CITY COUNCIL
MUNICIPAL CENTER CITY COUNCIL CHAMBERS
211 N. HENRY STREET, LANCASTER, TEXAS**

Monday, October 9, 2023 - 7:00 PM



While one or more City Council Members may be present via video or audio link, a quorum of the City Council will be at the Municipal Center-City Council Chambers, as required by the Texas Open Meetings Act.

Please click the link below for forms:

<https://www.lancaster-tx.com/1413/Notice-Regarding-Public-Participation>

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83499497834?pwd=MXRvRERobGFzL1AvVWJPRnQ1Tytdz09>

The meeting will be broadcast live via video at the following address:

<http://www.lancaster-tx.com/324/Watch-Meetings>

7:00 P.M. REGULAR MEETING:

CALL TO ORDER

INVOCATION: Lancaster Interdenominational Ministerial Alliance

PLEDGE OF ALLEGIANCE: Deputy Mayor Pro Tem Betty Gooden- Davis

PROCLAMATION:

Breast Cancer Awareness Month

Domestic Violence Awareness Month

PUBLIC TESTIMONY/CITIZENS COMMENTS:

At this time, citizens who have pre-registered before the call to order will be allowed to speak on any matter for a length of time not to exceed three minutes. No Council action or discussion may take place on a matter until such matter has been placed on an agenda and posted in accordance with law. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

CONSENT AGENDA:

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Council Member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consider approval of minutes from the Special Meeting held on September 11, 2023

2. Consider a resolution amending Articles 2.000, 10.000, 16.000, and 17.000 of the Master Fee Schedule for all fees and charges assessed and collected by the City of Lancaster.
3. Consider an amendment to Ordinance 2018-12-53 by adding a public engagement committee and making board specific updates.

ACTION:

4. Discuss and consider the City's nomination for the fourth member of the Dallas Central Appraisal District (DCAD), Board of Directors.

EXECUTIVE SESSION:

5. In accordance with Chapter 551 of the Texas Government Code (the Texas Open Meetings Act), the City Council may meet in executive session to discuss the following:

(a) Section 551.071 of the Texas Government Code, to confer with the City's attorney to discuss a proposed residential incentive program.

(b) Section § 551.074 (a)(1) of the Texas Government Code to deliberate the appointment, employment, evaluation, duties or dismissal of a public officer, to wit: the City Attorney.

(c) Section § 551.074 (a)(1) of the Texas Government Code to deliberate the appointment, employment, evaluation, duties or dismissal of a public officer, to wit: the City Secretary.

ADJOURNMENT

EXECUTIVE SESSION: The City Council reserves the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the Texas Government Code to seek legal advice concerning such subject.

ACCESSIBILITY STATEMENT: Meetings of the City Council are held in municipal facilities that are wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.

PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

CONFORME A LA SECCION 30.07 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO AL AIRE LIBRE CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO AL AIRE LIBRE.

Certificate

I hereby certify the above Notice of Meeting was posted at Lancaster City Hall on October 5, 2023, @ 8:05 p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.

A handwritten signature in blue ink, reading "Carey D. Neal, Jr.", is written over a horizontal line.

Carey D. Neal, Jr.
Deputy City Manager

CITY OF LANCASTER CITY COUNCIL

City Council Regular Meeting

1.

Meeting Date: 10/09/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

Goal(s):

- Financially Sound Government
- Healthy, Safe & Engaged Community
- Sound Infrastructure
- Quality Development
- Professional and Committed City Workforce

Submitted by: Jennifer Avila, Deputy City Secretary

Agenda Caption:

Consider approval of minutes from the Special Meeting held on September 11, 2023

Background:

Attached for your review and consideration are the minutes of the Special Meeting held on September 11, 2023

Attachments

September 11, 2023 Minutes

MINUTES

LANCASTER CITY COUNCIL REGULAR MEETING OF SEPTEMBER 11, 2023

The City Council of the City of Lancaster, Texas, met in a called a Regular Meeting in the Council Chambers of City Hall on September 11, 2023, at 7:15 p.m. with a quorum present to-wit:

Councilmembers Present (City Hall & Zoom):

Clyde C. Hairston, Mayor
Carol Strain-Burk
Stanley M. Jaglowski
Marco Mejia (Zoom)
Derrick Robinson
Mitchell Cheatham, Mayor Pro Tem
Betty Gooden-Davis, Deputy Mayor Pro Tem

City Staff Present (City Hall & Zoom):

Opal Mauldin-Jones, City Manager
Sorangel O. Arenas, City Secretary
David T. Ritter, City Attorney
Andy Waits, Director of Public Works
Carey Neal, Deputy City Manager
Chris Youngman, Emergency Management and Communications Chief
Christine Harris-Reed, Director of Finance
Dori Lee, Assistant City Manager
Jermaine Sapp, Director of Equipment and Facility Services
Kenneth, Johnson, Fire Chief
Lisa Wube, Director of Parks and Recreation
Sam Urbanski, Police Chief
Shane Shepard, Director of Economic Development
Vicki Coleman, Director of Development Services
Cheryl Womble, Purchasing Agent
Gregory Carrell, Budget Analyst
Jacqueline Thompson, Assistant Finance Director
Jennifer Avila, Deputy City Secretary
Keaira English, Public Relations Manager
Ron Gleaves, IT Manager
Anthony Medcalf, Fleet Superintendent

Call to Order:

Mayor Hairston called the meeting to order at 7:20 p.m. on September 11, 2023.

Invocation:

Pastor Donniel Wilson Sr., New Harmony Church gave the invocation.

Pledge of Allegiance:

Councilmember Robinson led the pledge of allegiance.

Proclamation:

Mayor Hairston read the Jack & Jill of America, Inc. Southwest Suburban Dallas Chapter Day and Constitution Week Proclamations.

Public Testimony/Citizen's Comments:

Tasha LaFlore, 645 Francis St., Lancaster, TX 75146, requested that the City Council consider amending the City Charter to include compensation and term limits for City Council members. Additionally, she shared information about the upcoming St. Vincent DePaul Neighborhood of Hope community event scheduled for October 4th.

Carol Burk, 400 S. Lancaster Hutchins Rd, Lancaster, TX 75146 shared that the North Central Singing Men of Texas will perform at First Baptist Lancaster Church on October 14th. She also reported that the Pleasant Run Chapter of the Daughters of the American Revolution volunteered and cleaned the town square marker.

Keaira English, 211 N. Henry St. Lancaster, TX 75146; shared information regarding the upcoming Town Hall Meetings and the upcoming Best Southwest Emergency Preparedness Fair.

Consent Agenda

1. **Consider approval of minutes from the Special Meeting held on August 7, 2023, and the Regular Meeting held on August 14, 2023.**
2. **Consider a resolution adopting the City of Lancaster's Financial Policy providing for prudent financial management of all funds to enable the City to maintain a long-term stable and positive financial condition; and to provide guidelines for the day-to-day planning and operation of the City's financial matters.**
3. **Consider a resolution approving the City of Lancaster's Investment Policy providing that all funds of the city be managed and invested for safety, liquidity, and diversification and yield investments chosen in a manner that promotes diversity by market sector, credit, and maturity; providing that this policy serves to satisfy the requirements of Chapter 2256 of the Local Government Code, "Public Funds Investment Act".**
4. **Consider a resolution approving the City of Lancaster Debt Management Policy establishing guidelines for debt financing to provide for land, long-term capital additions, and infrastructure improvements while minimizing the impact of debt payments on current and future revenues.**
5. **Consider a resolution approving the terms and conditions of an interlocal agreement by and between the City of Lancaster and Dallas County Department of Health and Human Services to provide certain health services.**
6. **Consider a resolution approving the terms and conditions of an interlocal agreement by and between the City of Lancaster and Dallas County to provide certain food establishment inspections and environmental services.**

MOTION: Deputy Mayor Pro Tem Gooden-Davis made a motion, seconded by Councilmember Jaglowski to approve consent items C1 – C6. The vote was cast 7 for, 0 against.

Action

- 7. Discuss and consider an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Beltline Ashmoore Public Improvement District.**

City Manager Mauldin-Jones gave a staff report regarding action item 7.

MOTION: Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski to approve item 7. The vote was cast 7 for, 0 against.

- 8. Discuss and consider an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Boardwalk Public Improvement District.**

MOTION: Deputy Mayor Pro Tem Gooden-Davis made a motion, seconded by Councilmember Strain-Burk to approve item 8. The vote was cast 7 for, 0 against.

- 9. Discuss and consider an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Glendover Estates Public Improvement District.**

MOTION: Councilmember Jaglowski made a motion, seconded by Mayor Pro Tem Cheatham to approve item 9. The vote was cast 7 for, 0 against.

- 10. Discuss and consider an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Lancaster Mills Public Improvement District.**

MOTION: Councilmember Strain-Burk made a motion, seconded by Mayor Pro Tem Cheatham to approve item 10. The vote was cast 7 for, 0 against.

- 11. Discuss and consider an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Meadowview Estates Public Improvement District.**

MOTION: Deputy Mayor Pro Tem Gooden-Davis made a motion, seconded by Councilmember Jaglowski to approve item 11. The vote was cast 7 for, 0 against.

- 12. Discuss and consider an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Millbrook East Public Improvement District.**

MOTION: Mayor Pro Tem Cheatham made a motion, seconded by Councilmember Strain-Burk to approve item 12. The vote was cast 7 for, 0 against.

- 13. Discuss and consider an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Pleasant Run Estates Phase 1-A and Phase 1-B Public Improvement District.**

MOTION: Councilmember Strain-Burk made a motion, seconded by Mayor Pro Tem Cheatham to approve item 13. The vote was cast 7 for, 0 against.

14. Discuss and consider an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Rolling Meadows Public Improvement District.

MOTION: Deputy Mayor Pro Tem Gooden-Davis made a motion, seconded by Mayor Pro Tem Cheatham to approve item 14. The vote was cast 6 for, 0 against [Jagowski recused].

15. Discuss and consider an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Tribute at Mills Branch and Tribute East at Mills Branch Public Improvement District.

MOTION: Councilmember Jagowski made a motion, seconded by Mayor Pro Tem Cheatham to approve item 15. The vote was cast 7 for, 0 against.

16. Discuss and consider a resolution approving a negotiated settlement between Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the company's 2023 rate review mechanism filing; declaring existing rates to be unreasonable; and adopting tariffs that reflect rate adjustments consistent with the negotiated settlement.

City Manager Mauldin-Jones gave a staff report regarding action item 16.

MOTION: Deputy Mayor Pro Tem Gooden-Davis made a motion, seconded by Councilmember Jagowski to approve item 16. The vote was cast 7 for, 0 against.

17. Discuss and consider a resolution amending the rate for certain fees and charges assessed and collected by the City for water and wastewater services; providing a repealing clause; and providing an effective date.

City Manager Mauldin-Jones gave a staff report regarding action item 17.

MOTION: Councilmember Jagowski made a motion, seconded by Mayor Pro Tem Cheatham to approve item 17. The vote was cast 7 for, 0 against.

18. Discuss and consider a resolution authorizing and ordering the issuance of City of Lancaster, Texas, Certificates of Obligation, Series 2023; prescribing the terms and form thereof; providing for the payment of the principal thereof and interest thereon; awarding the sale thereof; authorizing the preparation and distribution of an official statement to be used in connection with the sale of the certificates of obligation; making other provisions regarding such certificates of obligation, including use of the proceeds thereof, and matters incident thereto.

City Manager Mauldin-Jones gave a staff report regarding action item 18.

Nick Bulaich, the City of Lancaster Financial Advisor from Hilltop Securities, requests that it be noted in the record that the language as written pertains to the sale of the certificate. The correct wording is: "a resolution authorizing the publication of a notice of intention to issue a certificate of obligation for the design, acquisition, construction, and improvement of certain public works and authorizing related matters."

City Attorney Ritter clarified that the Open Meeting Act stipulates that only agenda-listed matters can be considered. Since item 18 is listed and Financial Advisor Bulaich clarified the language, includes the preparatory steps.

MOTION: Councilmember Strain-Burk made a motion, seconded by Deputy Mayor Pro Tem Gooden-Davis to approve item 18. The vote was cast 7 for, 0 against.

Public Hearing

- 19. Conduct a public hearing and discuss an ordinance regarding the proposed revenue increase from levying ad valorem taxes for fiscal year 2023/2024 at \$0.639004 per one hundred dollars assessed valuation of all taxable property within the corporate limits to provide revenues for current maintenance and operational expenses and interest and sinking fund requirements; providing due and delinquent dates; penalties and interest; providing a homestead exemption and disability exemption.**

City Manager Mauldin-Jones gave a staff report regarding public hearing item 19.

No Speakers.

MOTION: Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski to close the public hearing. The vote was cast 7 for, 0 against.

- 20. Conduct a public hearing and discuss an ordinance regarding the proposed budget for the fiscal year 2023/2024 beginning October 1, 2023, and ending September 30, 2024; providing that expenditures for said fiscal year shall be in accordance with said budget.**

City Manager Mauldin-Jones gave a staff report regarding public hearing item 20.

No Speakers.

MOTION: Councilmember Jaglowski made a motion, seconded by Deputy Mayor Pro Tem Gooden-Davis to close the public hearing. The vote was cast 7 for, 0 against.

MOTION: Councilmember Strain-Burk made a motion, seconded by Mayor Pro Tem Cheatham to adjourn. The vote was cast 7 for, 0 against.

The meeting was adjourned at 8:04 p.m.

ATTEST:

APPROVED:

Sorangel O. Arenas, City Secretary

Clyde C. Hairston, Mayor

CITY OF LANCASTER CITY COUNCIL

City Council Regular Meeting

2.

Meeting Date: 10/09/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

Goal(s): Financially Sound Government
Healthy, Safe & Engaged Community

Submitted by: Sorangel O. Arenas, City Secretary

Agenda Caption:

Consider a resolution amending Articles 2.000, 10.000, 16.000, and 17.000 of the Master Fee Schedule for all fees and charges assessed and collected by the City of Lancaster.

Background:

At the August 28, 2023 City Council Work Session, Council discussed proposed changes to the Master Fee Schedule. At the September 18, 2023 City Council Special Meeting, Council approved the master fee as part of the budgeting process. The City Council reviewed proposed changes to the City's Master Fee Schedule. The Master Fee Schedule is adopted by resolution. Changes to the fee schedule may be made throughout the year, as needed, by resolution, and currently, the schedule lacks fees related to animal services and airport usage, which are essential aspects of our city's operations.

Legal Considerations:

The resolution has been reviewed and approved as to form by the City Attorney.

Public Information Considerations:

This item is being considered at a Regular Meeting of the City Council noticed in accordance with the Texas Open Meetings Act.

Options/Alternatives:

1. City Council may approve the resolution amending the Master Fee Schedule as presented.
2. City Council may approve the resolution with changes and state those changes.
3. City Council may deny the resolution.

Recommendation:

Staff recommends approval as presented.

Attachments

Resolution

Exhibit A

Redline Version

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, PROVIDING FOR ADOPTION OF THE AMENDED MASTER FEE SCHEDULE FOR ALL FEES AND CHARGES ASSESSED AND COLLECTED BY THE CITY, WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A"; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lancaster desires to adopt an updated Master Fee Schedule to provide for the fees and charges assessed and collected by the City; and

WHEREAS, after consideration and review, the City Council finds that the Master Fee Schedule, which is attached hereto and incorporated herein as Exhibit "A", should be adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS:

SECTION 1. That a Master Fee Schedule, which is attached hereto and incorporated herein as Exhibit "A", be, and the same is, hereby adopted to provide for fees and charges assessed and collected by the City.

SECTION 2. That all provisions of any resolution of the City Council of the City of Lancaster in conflict with the provisions of this resolution be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this resolution shall remain in full force and effect.

SECTION 3. This Resolution shall become effective October 9, 2023, from and after its passage, as the law and charter in such cases provide.

DULY PASSED and approved by the City Council of the City of Lancaster, Texas, on this the 9th day of October, 2023

ATTEST:

APPROVED:

Sorangel O. Arenas, City Secretary

Clyde C. Hairston, Mayor

APPROVED AS TO FORM:

David T. Ritter, City Attorney

CITY OF LANCASTER FEE SCHEDULE

ARTICLE 1.000	911 EMERGENCY TELEPHONE SERVICE FEE	2
ARTICLE 2.000	ANIMAL CONTROL FEES	2
ARTICLE 3.000	BUILDING RELATED FEES	3
ARTICLE 4.000	BUSINESS RELATED FEES	10
ARTICLE 5.000	FIRE SERVICES FEES	13
ARTICLE 6.000	ABATEMENT OF PROPERTY MAINTENANCE NUISANCE	19
ARTICLE 7.000	LIQUID WASTE TRANSPORT PERMIT	19
ARTICLE 8.000	LIBRARY FINES AND FEES	19
ARTICLE 9.000	MUNICIPAL DRAINAGE UTILITY SYSTEM FEES	20
ARTICLE 10.000	UTILITY RELATED FEES	21
ARTICLE 11.000	PLANNING AND ZONING RELATED FEES	3129
ARTICLE 12.000	MUNICIPAL COURT	31
ARTICLE 13.000	ADMINISTRATIVE FEES	31
ARTICLE 14.000	POLICE DEPARTMENT	3634
ARTICLE 15.000	PARKS AND RECREATION	3836
ARTICLE 16.000	AIRPORT FEES	4846
ARTICLE 17.000	DEVELOPMENT FEES	4947

Effective October [991](#), 2023 Resolution 2023-xx-xx

CITY OF LANCASTER FEE SCHEDULE

ARTICLE 1.000 911 EMERGENCY TELEPHONE SERVICE FEE

There is hereby imposed on each telephone subscriber's local exchange access line, or its equivalent, in the City of Lancaster, a 911 emergency service fee of eighty-two cents (\$0.82) per month for each residential line, and one dollar and fifty-two cents (\$1.52) per month for each business line, or two dollars and fifty cents (\$2.50) per month for each business trunk line. Such fees shall be used only to provide for the purchase, installation, operating and maintenance expenses of 911 emergency services, including required personnel.

(Ordinance 2007-08-38, adopted 8/13/07)

ARTICLE 2.000 ANIMAL CONTROL FEES

Sec. 2.100 General

(a) Animal Impound Fee

(1) 1 st Offense	\$45.00
(2) 2 nd Offense	\$55.00
(3) 3 rd Offense	\$85.00
(4) 4 th Offense	\$110.00
(5) Each subsequent offense is increased by	\$50.00
(b) <u>Boarding While Impounded</u>	\$10.00 per day
(c) <u>Rabies and Quarantine Observation Fee</u>	\$15.00 per day
(d) <u>Rabies Observation Quarantine Redemption</u>	\$150.00
(e) <u>Adoption Fees</u>	
(1) Small Dogs and Puppies	\$15.00
(2) Large Dogs	\$25.00
(3) Cats	\$15.00
(f) <u>Surrender of Animal</u>	
(1) Residential Surrender Fee	\$20.00 per animal or litter
(2) Non-residential Surrender Fee	\$25.00
(g) <u>Euthanization / Dogs & Cats Only</u>	
(1) At Owner's Request	\$30.00
(h) <u>Pick Up Deceased Animal for Owner</u>	\$30.00
(i) <u>Microchip Fee</u>	\$15.00 per animal
(j) <u>Animal Trap Deposit</u>	\$50.00 per trap

Sec. 2.200 Dangerous Dog Registration Fee

The required annual fee for the registration of a dangerous dog shall be fifty dollars (\$50.00).

(1994 Code of Ordinances, Chapter 2, Article 2.600, Section 2.604)

CITY OF LANCASTER FEE SCHEDULE

Sec. 2.300 Vaccination for Rabies Prior to Redemption

The required fee for vaccination for rabies prior to redemption shall be (\$5.00).

(Chapter 4, Article 4.04 Impoundment, Section 4.04.007)

ARTICLE 3.000 BUILDING RELATED FEES

Sec. 3.100 Fees Adopted

Building Permit fees when assessed by Table 1A shall be based on the fair market value of the proposed improvements, including the architectural, structural, electrical, plumbing, mechanical, landscaping, paving, parking, and drive approach. The Director or his/her designee may require the applicant to verify the value and/or the square footage.

TABLE 1-A

Total Valuation

\$1.00 to \$500.00	\$100.00 (minimum permit fee)
\$501.00 to \$2,000.00	\$100.00 for the first \$500.00 plus \$12.50 for each additional \$1000.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$125.00 for the first \$2,000.00 plus \$15.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$470.00 for the first \$25,000.00 plus \$12.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$782.50 for the first \$50,000.00 plus \$10.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,307.50 for the first \$100,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$4,307.00 for the first \$500,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$7,057.00 for the first \$1,000,000.00 plus \$3.50 for each additional \$1,000.00 or fraction thereof

CITY OF LANCASTER FEE SCHEDULE

- | | | |
|-----|--|-------------------------|
| (a) | <u>Moving Permit Fees</u> | |
| | (1) Base Fee
(structures 200 sq. ft. and over) | Per Table 1-A |
| | (2) Inspection Fee
(plus .35 cents per mile to building location) | Per Table 1-A |
| (b) | <u>Portables/Storage Building Permit Fees</u> | |
| | (1) Under 200 sq. ft. base fees | Per Table 1-A |
| | (2) Over 200 sq. ft. | Per Table 1-A |
| (c) | <u>Fence Permit Fees</u> | |
| | (1) Non-residential | Per Table 1-A |
| | (2) A-O Zoning (Agricultural Fencing) | \$25.00 |
| | Accessory Structures less than 400 sq. ft. | \$50.00 |
| | Accessory Structures greater than 400 sq. ft. | \$100.00 |
| | All other construction and related additions or remodeling work will be permitted and charged in accordance with Table 1-A | |
| (d) | <u>Driveway, Drive Approach, Curb, Gutter and Sidewalk Permit Fees (Bond Required)</u> | |
| | (1) Non-residential zones, per approach | \$25.00 + per Table 1-A |
| (e) | <u>Paving Private/Commercial Property Permit Fees</u> | |
| | (1) Non-residential zones, per approach | Per Table 1-A |
| | (2) Commercial Parking Lots | Per Table 1-A |
| (f) | <u>Permit Fees</u> | |
| | (1) Multi-family, apartment, condominium townhouse, commercial and remodels per Table 1-A. Fee assessed per address. | |
| (g) | <u>Backflow Test Report (Per Device)</u> | \$25.00 |
| (h) | <u>Sewer/Water/Gas Lines & Replacements</u> | |
| | (1) Sewer line repair/install | Per Table 1-A |
| | (2) Sewer line replacement | Per Table 1-A |
| | (3) Water line repair/install | Per Table 1-A |
| | (4) Water line replacement | Per Table 1-A |
| | (5) Gas line repair/install | Per Table 1-A |
| | Additional charge per outlet | |

CITY OF LANCASTER FEE SCHEDULE

(6) Gas line Replacement Additional charge per outlet (this fee will be included in the total fee)	Per Table 1-A
(7) Drainage, vent system repair/replacement	Per Table 1-A
(8) Water heater replacement	Per Table 1-A
(9) Fixtures, addition/replacement	Per Table 1-A
(10) Grease trap, sand trap, grit trap and other Approved catch basins	Per Table 1-A
(11) Water treatment/water softener	Per Table 1-A
(12) Solar heater	Per Table 1-A
(13) Others as may be required	Per Table 1-A
(i) <u>Electrical Fees</u>	
(1) Temporary service pole (not related to construction permit) To and including 200 amp	Per Table 1-A / \$25.00
Over 200 amp to 1,000 amp	Per Table 1-A
Over 1,000 amp and up	Per Table 1-A
(2) Receptacle, switch and lighting circuits	Per Table 1-A / \$25.00 min.
(3) Lighting fixture and lamp holding device	Per Table 1-A
(4) Building Rewire	Per Table 1-A
(5) Nonresidential Use Appliances [Nonresidential use appliances not exceeding 2 horsepower (hp), kilowatt (kw) or kilowatt ampere(kva)]	Per Table 1-A
(6) Power Apparatus (Base Fee) Motor over 1 hp, transformer, generator, heating/air conditioning units, heat pumps, cooking/baking	Per Table 1-A
(7) Equipment-Rated in hp, kw, kva, kvar	Per Table 1-A
Up to and including 1	Per Table 1-A
Over 1-10	Per Table 1-A
Over 10-50	Per Table 1-A
Over 50-100	Per Table 1-A
Over 100	Per Table 1-A
Minimum fee	Per Table 1-A

CITY OF LANCASTER FEE SCHEDULE

(8) Signs

Initial CKT	Per Table 1-A
Each additional CKT	Per Table 1-A

(9) Busways

Initial 100 feet	Per Table 1-A
Each additional 100 feet or fraction thereof	Per Table 1-A

(10) Subpanels

Initial panel	Per Table 1-A
Each subsequent panel	Per Table 1-A

Service change charge does not include additional circuits required.

(j) HVAC Installation Fees

- | | |
|--|---------------|
| (1) Installing/replacing HVAC system (condensing unit, evaporator, coil, furnace and piping) up to and including 5 tons of air conditioning, and/or 200,000 Btu input of heating per system. | Per Table 1-A |
| (2) Installing/replacing HVAC system over Stans of air conditioning and/or over 200,000 Btu input of heating per system. | Per Table 1-A |
| (3) Component Installation/Replacement. | Per Table 1-A |
| Condensing unit up to 5 tons | Per Table 1-A |
| Over 5 tons, \$10.00, plus per ton | Per Table 1-A |
| Furnace up to 200,000 Btu input | Per Table 1-A |
| Over 200,000 Btu input, \$10.00 plus per 100,000 | Per Table 1-A |
| (4) Unit heater/suspended heater/duct heater | Per Table 1-A |
| (5) Ventilation/exhaust fans/hoods - Type I, Type II, Hoods, Exhaust Fans, each | Per Table 1-A |
| (6) Boilers | Per Table 1-A |
| (7) Other as may be required by mechanical code | Per Table 1-A |

(k) Swimming Pool/Spa/Hot Tub Permit Fees

- | | |
|-----------------------|---------------|
| (1) In ground pool | Per Table 1-A |
| (2) Above ground pool | Per Table 1-A |
| (3) Spa/hot tub | Per Table 1-A |

(Above permits include electric and plumbing work, trades must validate)

CITY OF LANCASTER FEE SCHEDULE

(l)	<u>Apartment Registration and Inspection Fee</u>	\$15.00 per apartment unit
(m)	<u>Satellite Dish Permit Fees</u>	
	(1) Pole style or roof mount	Per Table 1-A
(n)	<u>Installation or Removal of Underground Fuel Storage Tank and/or Hazardous Chemicals</u>	
	(1) Storage tank permit fees	Per Table 1-A
(o)	<u>Repair of Underground Fuel Storage Tank and/or Lines Permit Fees</u>	
	(1) Contractor's Registration (per year)	\$100.00
	(2) Repairs of underground fuel storage tanks (base fee)	Per Table 1-A
(p)	<u>Above Ground LPG Storage Tank System Permit Fees</u>	
	(1) Contractor's Registration (per year)	\$100.00
	(2) Base Fee	Per Table 1-A
(q)	<u>Fire Sprinkler and/or Standpipe System Permit Fees</u>	
	(1) Contractor's Registration (per year)	No Charge
	(2) Base Fee	Per Table 1-A
(r)	<u>Fire Alarm Fees</u>	
	(1) Base Fee	\$100.00
(s)	<u>Fixed Fire-Extinguishing System Permit Fees</u>	
	(1) Contractor's Registration (per year)	No Charge
	(2) Base Fee	Per Table 1-A
(t)	<u>Tents and/or Air Support System Permit Fees</u>	
	(1) 200 sq. ft. or larger	\$50.00
(u)	<u>Grading Filling and Excavating Permit Fees</u>	
	(1) Base Fee	Per Table 1-A
(v)	<u>Fee Assessment for Traffic Signals</u>	
	There shall be an assessment of thirty- five dollars \$35.00 per acre for each acre of development to provide for future traffic signalization.	
	(1) New Construction	\$75.00
	(2) Existing Structure	\$75.00
(w)	<u>Certificate of Occupancy Fees</u>	
	(1) New Construction	\$75.00
	(2) Existing Structure	\$75.00
(x)	<u>Concrete Permit</u>	
	(1) All contractors must submit \$300,000.00 liability insurance made out with the City of Lancaster as a certificate holder.	

CITY OF LANCASTER FEE SCHEDULE

(y) <u>Irrigation Permit Fee Commercial</u>	Per Table 1-A
(z) <u>Administrative Plan Review-Residential</u>	\$250.00
(aa) <u>Administrative Plan Review-Commercial</u>	65% of permit fee
(bb) <u>Utility Verification Permit</u>	\$50.00
(cc) <u>After Hours Inspections</u>	\$47.00 per hour, minimum 2 hours
(dd) <u>Sign Permit Fees</u>	Per Table 1-A
(ee) <u>Wind Energy System Permit Fee</u>	Per Table 1-A
(ff) <u>Hotel/Motel Property Inspection Fee</u>	\$50.00 per rental unit annually
(gg) <u>Annual Rental Registration and Inspection Fee</u>	\$50.00 per rental unit
(hh) <u>Annual Rental Registration Fee</u> (following initial registration and inspection fee)	\$15.00 per rental unit
<u>Inspection Fee Upon move out</u>	\$55.00 per rental unit
<u>Re-Inspection Fee</u>	\$25.00 per rental unit
(ii) <u>Plan Amendment – Non-residential</u>	65% of permit fee based on valuation
(jj) <u>Plan Amendment Minor Reduction – Non-resident</u>	\$250.00
(kk) <u>Domestic Water Line Flush</u> (Resolution 2014-06-47 adopted 06/09/14) (Resolution 2016-10-88 adopted 10/10/2016)	\$75.00 per test

Contractor Registration Fees

(1) Building Contractor Registration	\$100.00 Annually
(2) HVAC Contractor Registration	No Charge
(3) General Contractor Registration	\$100.00 Annually
(4) Fence Contractor Registration	\$100.00 Annually
(5) Sign Contractor Registration	\$100.00 Annually
(6) Concrete Contractor Registration	\$100.00 Annually
(7) Electrical Contractor	No Charge
(8) Plumbing Contractor	No Charge

Sec 3.102 Residential Permit Fees

(a) Residential Building Permit Fees (new buildings and building additions)	\$0.92/sq. ft.
(b) Residential Remodel, Repair, Alteration to existing house (excludes additions or accessory building)	\$125.00 plus \$50.00 per trade

CITY OF LANCASTER FEE SCHEDULE

(c)	Plan Review Fee for new homes	\$250.00
(d)	Mechanical Equipment Replacement (HVAC)	\$100.00
(e)	Electrical Service Replacement, Upgrade or Repair. Also, includes addition of switches, receptacle or circuits not included in an addition, remodel or repair permit	\$100.00
(f)	Plumbing repairs (including water and sewer line repair or replacement and water heater replacement)	\$100.00
(g)	Residential Fence permit fee	\$75.00
(h)	Residential Subdivision Screen Wall permit fee	\$0.20 per linear foot
(i)	Residential Storage/Accessory Buildings (less than 300 square feet. If 300 – 900 square feet, fee is based on Table 1)	\$125.00
(j)	Residential or Agricultural Accessory Buildings (300 – 900 square feet)	\$225
(k)	Residential or Agricultural Accessory Buildings (900 and larger square feet)	\$450
(l)	Concrete Flatwork including Driveways, Drive Approaches, walkways, Patios, Porches, etc.	\$75.00
(m)	Swimming Pool – In-ground	\$350.00
(n)	Swimming Pool – Above Ground	\$200.00
(o)	Spa or Hot Tub	\$200.00
(p)	HUD Manufactured Homes	\$0.62/sq. ft.
(q)	Industrialized Home Permit Fee	\$0.62/sq. ft.
(r)	Backflow Test Report Per Device	\$25.00
(s)	Residential Irrigation Permit Fee	\$125.00
(t)	Utility Verification	\$50.00
(u)	Foundation Repair Permit	\$100.00
(v)	Roofing Permit (Replacement of more than 100 sq. ft. of shingles)	\$100.00
(w)	Residential Building Permit Fees (new buildings and building additions)	\$0.92/sq. ft.
(x)	Minor Plan Amendment - Residential	\$200.00
(y)	Solar Photovoltaic Systems	\$250.00

CITY OF LANCASTER FEE SCHEDULE

Sec. 3.200 When Fees Doubled

Where work for which a permit is required is started or preceded prior to obtaining said permit, the fees above shall be doubled. The payment of a double fee shall not relieve any persons from fully complying with the regulations prescribed in this article in the execution of the work or from any other penalties prescribed herein.

Sec. 3.300 Second Inspections

Where work for which a permit is required and has been issued is inspected by the Inspection Department's Inspector and failed for noncompliance with city codes, and a second inspection is required, an additional fee of fifty dollars (\$50.00) shall be charged for re-inspection and will increase by ~~\$50.00~~^{\$25.00} for each subsequent re-inspection.

Sec. 3.400 Public Schools Exempt from Fee Requirements

Any public school within the City of Lancaster shall be exempt from payment of the fees provided by this article, provided that such public schools shall not be excused from the necessary permit approval process enumerated in this code or in any other code or ordinance of the City of Lancaster.
(Ordinance 13-00 adopted 4/24/00)

Sec. 3.500 Excavation Fees

Permit Fees. Permit fees shall be fifty dollars (\$50.00) minimum with a maximum of 2.5% of the construction contract cost. Such fee if paid by check, money order, bank draft or other negotiable instrument, shall be made payable to the city treasurer. If paid by cash, such cash shall be remitted daily to the city treasurer, who shall deposit it to the credit of the general fund. Construction bond for work in a city right-of-way shall be \$10,000.00 bond amount; \$2,000.00 bond amount where work not to exceed \$2,000.00 in value for any one permit that may be acquired for that work within the right-of-way.

(Ordinance 38-99 adopted 11/8/99)

Sec. 3.600 Backflow Prevention Assembly Testers Fees

An annual registration fee of one hundred dollars (\$100.00) shall be paid by each contractor or business for the first certified tester/employee prior to any work commencing with the city. Each additional employee (who is a certified tester) working for a contractor that is registered in the city shall pay an additional fifty dollars (\$50.00) registration fee per tester.

(Ordinance 29-00 adopted 7/24/00)

ARTICLE 4.000 BUSINESS RELATED FEES

Sec. 4.100 Peddlers, Solicitors and Itinerant Vendors

(a) Investigation Fee: Each and every person seeking a permit under the provisions of the Lancaster Code of Ordinances, Chapter 4, Article 4.100 "Peddlers, Solicitors and Itinerant Vendors" shall pay a fee of twenty-five dollar (\$25.00) per year for investigation of such application. Such fee shall be prorated, shall be paid in case at the time such application is made and shall not be returned to the applicant regardless of whether or not such permit is issued or denied. Persons representing firms or corporations shall be required to obtain separate permits, but shall pay only a single investigation fee. Persons involved in interstate commerce shall be exempt from payment of the investigation fee, but shall be required to obtain a permit and otherwise fully comply with all provisions of Chapter 4, Article 4.100.

CITY OF LANCASTER FEE SCHEDULE

- (b) Investigation Fee: Each and every person seeking a permit under the provisions of the Lancaster Code of Ordinances, Chapter 4, Article 4.100 "Peddlers, Solicitors and Itinerant Vendors" shall pay a fee of twenty-five dollar (\$25.00) per year for investigation of such application. Such fee shall be prorated, shall be paid in case at the time such application is made and shall not be returned to the applicant regardless of whether or not such permit is issued or denied. Persons representing firms or corporations shall be required to obtain separate permits, but shall pay only a single investigation fee. Persons involved in interstate commerce shall be exempt from payment of the investigation fee, but shall be required to obtain a permit and otherwise fully comply with all provisions of Chapter 4, Article 4.100.
- (c) The permit fee for itinerant vendors on private property is twenty dollars (\$20.00). The City will not require payment of this permit fee by locally-based charitable organizations or organizations engaged in activities such as bake sales or car washes. The permit is issued for a minimum of five (5) days, but not to exceed forty-five (45) days. Each eligible property may only allow use of the property for a temporary business for a maximum of forty-five (45) days per calendar year in accordance with Chapter 4, Article 4.100, Section 4.114.
- (b) Replacement Permits: Should a permittee lose the permit or otherwise need to obtain a replacement permit from the city, the cost of such replacement permit shall be fifteen dollars (\$15.00).

(Ordinance 2008-06-24; adopted June 23, 2008)

Sec. 4.200 Coin-Operated Machine Fees

- (a) Every owner or operator who owns, controls, possesses, exhibits, displays or permits to be exhibited or displayed in this city any coin-operated machine shall pay and there is hereby levied on each coin-operated machine an annual occupation tax in the amount of twenty-five dollars (\$25.00).

(Ordinance 2002-10-38 adopted 10/14/02)

Sec. 4.300 Reserved for Future Use

Sec. 4.400 Food Service Establishments

The City of Lancaster shall issue a food service permit to the applicant if its inspection reveals that the proposed food service establishment complies with the requirements of Texas Health and Safety Code Chapters 437, Food and Drug Health Regulations, and 121, Local Regulation of Public Health. The permit shall be issued upon payment of a two hundred ten-dollars (\$210.00) annual inspection fee (includes two (2) inspections) set by the Dallas County Department of Health and Human Services plus an administrative fee of fifty dollars (\$50.00), which shall be due and payable on or before October 1 of each year. Such permit shall expire on September 30 of the succeeding year. Such a permit shall be payable in full if the permit is issued at the beginning of the fiscal year or prorated as deemed appropriate by staff depending upon when it is issued within the year. All food service establishment permits shall expire on September 30 of each year and be issued upon inspection and payment of the required fee, to be effective on October 1. Beginning with the third food establishment inspection or any other food inspection outside of the two yearly inspections, also including a re-opening inspection, a one hundred five dollar (\$105.00) fee will be assessed for each additional inspection along with a seventy five dollar (\$75.00) administrative fee.

CITY OF LANCASTER FEE SCHEDULE

Sec. 4.500 Temporary Food Permit Application \$75.00
(Set by the Dallas County Department of Health and Human Services.)

Sec. 4.600 Reserved for Future Use

Sec. 4.700 Temporary Building Use Fees

The permit fees for administering temporary uses within the city shall be as follows:

- | | |
|---|----------|
| (1) Real estate sales office | \$100.00 |
| (2) Construction office | \$100.00 |
| (3) Asphalt batching plant | \$100.00 |
| (4) Cement hatching plant | \$100.00 |
| (5) Portable church building | \$100.00 |
| (6) Portable school building | \$100.00 |
| (7) Other temporary use as determined by City Manager
(or his/her designated representative) | \$100.00 |
| (8) Cargo container for construction purposes | \$150.00 |

Sec. 4.800 Taxicab Permits

Each applicant for a license to operate a vehicle for transporting of passengers for hire within the city shall pay a non-refundable fee in the sum of one hundred dollars (\$100.00) to cover the cost of processing the application.

Sec. 4.900 Emergency Ambulance Service Permit

Each applicant shall pay to the City of Lancaster upon submission of his application a non-refundable two hundred dollar (\$200.00) permit fee. Such fee shall be for a permit for the period of January 1 through December 31 of each year, provided that any permit secured during the year shall be valid through December 31 of that year, and such fee shall not be prorated.

Sec. 4.1000 Limousine Operator Permit

Each limousine service operator shall be subject to a one hundred dollar (\$100.00) non-refundable permit application fee to cover the cost of processing the application.

(Ordinance 13-00 adopted 4/24/00)

Sec. 4.1100 Alcoholic Beverage Permit

The City shall assess a local permit fee for each Alcoholic Beverage Permit not to exceed one-half the amount of the state fee in accordance with the Texas Alcoholic Beverage Code. Said fee shall be non-refundable.

(Ordinance No. 2010-11-26, adopted 11/08/10;
Resolution No. 2010-11-93, adopted 11/08/ 10)

Sec. 4.1200 Boarding Home Facilities Permit

The License fees are as follows:

- | | |
|---|-----------------|
| (1) Operational Permit "License" Fee | \$500.00 / year |
| (2) Fines not to exceed the sum of \$2,000.00 for each offense if fire safety or health and \$500.00 for all other. | |

CITY OF LANCASTER FEE SCHEDULE

(Ordinance No. 2014-06-11, adopted June 23, 2014;
Resolution No. 2014-06-50; adopted June 23, 2014)

ARTICLE 5.000 FIRE SERVICES FEES

Sec. 5.100 Apartment Registration and Inspection Fee \$75.00

Sec. 5.200 Installations or Removal of Underground Fuel Storage Tank and/or Hazardous Chemicals

(1) Storage tank permit fees Per Table 1-A

(2) Fire watch fee (per person, per hour, 2 hr. minimum) \$100.00

Repair of Underground Fuel Storage Tank and/or Lines Permit Fees

(1) Contractor's Registration (per year) \$100.00

(2) Repairs of underground fuel storage tanks (base fee) Per Table 1-A

Above Ground LPG Storage Tank System Permit Fees

(1) Contractor's Registration (per year) \$100.00

(2) Base fees (per tank) Per Table 1-A

Sec. 5.300 Fire Sprinkler and/or Standpipe System Permit Fees

(1) Contractor's Registration (per year) No charge

(2) Base fees Per Table 1-A

Sec. 5.400 Fire Alarm Permit Fees

(1) Base fees \$100.00

Fixed Fire-Extinguishing System Permit Fees

(1) Contractor's Registration (per year) No Charge

(2) Base fees Per Table 1-A

Sec. 5.500 Tents and/or Air Support System Permit Fees

(1) 200 sq. ft. or larger \$75.00

Sec. 5.600 When Fees Doubled

Where work for which a permit is required is started or preceded prior to obtaining said permit, the fees above shall be doubled. The payment of a double fee shall not relieve any persons from fully complying with the regulations prescribed in this article in the execution of the work or from any other penalties prescribed herein.

Sec. 5.700 Second Inspections

CITY OF LANCASTER FEE SCHEDULE

Where work for which a permit is required and has been issued is inspected by the Inspection Department's Inspector and failed for noncompliance with City codes, and a second inspection is required, an additional fee of fifty dollars (\$50.00) shall be charged for re-inspection and will increase by \$50.00 for each subsequent re-inspection.

Sec. 5.800 Public Schools Exempt from Fee Requirements

Any public school within the City of Lancaster shall be exempt from payment of the fees provided by this article, provided that such public schools shall not be excused from the necessary permit approval process enumerated in this code or in any other code or ordinance of the City of Lancaster.
(Ordinance 13-00 adopted 4/24/00)

Sec. 5.900 Emergency Ambulance Service Permit

Upon submission of application, each applicant shall pay to the City of Lancaster a non-refundable two hundred dollar (\$200.00) permit fee. Such fee shall be for a permit for the period of January 1 through December 31 of each year, provided that any permit secured during the year shall be valid through December 31 of that year, and such fee shall not be prorated.

Sec. 5.1000 Residential Fire Alarm Permit Fee

\$25.00 Annually

(No Charge if Burglar Alarm Permit is taken out with
Police Department) Senior Rate (65 or older)

Exempt

Sec. 5.1100 Commercial Fire Alarm Permit Fee

\$100.00 Annually

Sec. 5.1200 Required Annual Operational Permit Fees

(1) Administrative Fee	\$25.00
(2) Aerosol products	\$25.00
(3) Amusement buildings	\$100.00
(4) Assisted living operations - Residential	\$100.00
Commercial Assisted Living	\$200.00
Nursing Home	\$200.00
(5) Aviation facilities	\$50.00
(6) Carnivals and fairs	\$100.00
(7) Cellulose nitrate film	\$25.00
(8) Combustible dust-producing operations	\$100.00
(9) Combustible fibers	\$100.00
(10) Compressed gases (Filling/Storage/Use)	\$125.00
(11) Covered mall buildings	\$25.00
(12) Cryogenic fluids	\$100.00
(13) Cutting and welding	\$100.00

CITY OF LANCASTER FEE SCHEDULE

(14)	Day care operations - Residential	\$50.00
	Commercial Day care	\$100.00
(15)	Dry cleaning plants	\$25.00
(16)	Exhibits and trade shows	\$25.00
(17)	Explosives	\$500.00
(18)	Fire hydrants maintenance	\$150.00
(19)	Flammable and combustible liquids	\$125.00
(20)	Floor finishing	\$50.00
(21)	Foster home operations	\$50.00
(22)	Fruit and crop ripening	\$25.00
(23)	Fumigation and thermal insecticidal Fogging	\$25.00
(24)	Group home operations	\$500.00
	Per Sec. 4.1200 Boarding Home Ordinance	
(25)	Half-way home operations	\$500.00
	Per Sec. 4.1200 Boarding Home Ordinance	
(26)	Hazardous materials	\$300.00
(27)	HPM facilities	\$300.00
(28)	High-piled storage	\$125.00
(29)	Hot work operations	\$100.00
(30)	Industrial ovens	\$25.00
(31)	Lumber yards and woodworking plants	\$50.00
(32)	Liquid- or gas-fueled vehicles or equipment in assembly buildings	\$100.00
(33)	LP-gas	\$100.00
(34)	Magnesium	\$100.00
(35)	Miscellaneous combustible storage	\$25.00
(36)	Open burning (Exception: Recreational fires)	\$150.00 per burn
(37)	Open flames and torches	\$50.00
(38)	Open flames and candles	\$50.00
(39)	Organic coatings	\$50.00
(40)	Places of assembly	\$0.00

CITY OF LANCASTER FEE SCHEDULE

(41)	Private fire hydrant installation/maintenance	\$25.00 per hydrant
(42)	Pyrotechnic special effects material	\$100.00
(43)	Pyroxylin plastics	\$100.00
(44)	Refrigeration equipment	\$25.00
(45)	Repair garages and motor fuel- dispensing facilities.	\$50.00
(46)	Rooftop heliports	\$25.00
(47)	Spraying or dipping	\$50.00
(48)	Storage of scrap tires and tire byproducts	\$200.00
(49)	Temporary membrane structures, tents and canopies.	\$75.00
(50)	Tire-rebuilding plants	\$100.00
(51)	Waste handling	\$200.00
(52)	Wood products	\$50.00

Sec. 5.1201 Special Events

Mobile Food Truck Inspection Fee	\$50.00
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Sec. 51202 Required Construction Permits

(1)	Automatic fire-extinguishing systems	Per Table 1-A
(2)	Battery systems/Energy Storage System	Per Table 1-A
(3)	Compressed gases	Per Table 1-A
(4)	Emergency responder radio coverage	Per Table 1-A
(5)	Fire alarm and detection systems and related equipment.	Per Table 1-A
(6)	Fire pumps and related equipment	Per Table 1-A
(7)	Flammable and combustible liquids	Per Table 1-A
(8)	Hazardous materials	Per Table 1-A
(9)	Industrial ovens	Per Table 1-A
(10)	LP-gas	Per Table 1-A
(11)	Private fire hydrants	Per Table 1-A
(12)	Smoke and heat vent removal system	Per Table 1-A
(13)	Spraying or dipping	Per Table 1-A
(14)	Standpipe systems	Per Table 1-A
(15)	Temporary membrane structures, tents and canopies.	\$75.00
(16)	Fixed fired extinguishing system	Per Table 1-A

CITY OF LANCASTER FEE SCHEDULE

(17)	Fuel storage tanks underground and above ground	Per Table 1-A
(18)	Refrigerant leak detection & alarm system	Per Table 1-A
(19)	Emergency alarm system	Per Table 1-A
(20)	Hazmat detection & alarm system	Per Table 1-A
(21)	Access & Egress control system	Per Table 1-A
(22)	Fire water supply tank	Per Table 1-A
(23)	Administrative Plan Reviews	65% of permit fee based on valuation

Sec. 5.1300 Ambulance Fees

(1)	ALS Emergency Mileage	\$15.00
(2)	ALS Non-Emergency Mileage	\$15.00
(3)	ALS Supplies - IV Therapy	\$100.00
(4)	ALS1 Emergency, Non-Resident	\$1,500.00
(5)	ALS1 Emergency, Resident	\$1,600.00
(6)	ALS2, Non-Resident	\$1,800.00
(7)	BLS Emergency, Non-Resident	\$1,400.00
(8)	BLS Emergency Mileage	\$24.00
(9)	Treatment / No-Transport	\$175.00
(10)	Oxygen Treatment	\$150.00
(11)	ALS Dispos	\$450.00
(12)	BLS Dispos	\$350.00

Any resident or non-resident delivered by helicopter transportation shall be charged fees accumulated as if delivered to a medical facility. This is in addition to the fee from the helicopter company.

Sec. 5.1400 Local EMS Services

(1)	Extra Attendant	\$100.00
(2)	Ambulance Stand-By	\$200.00 per hour

Sec. 5.1500 Fire Department Response Fees

(1)	Absorbent for Cleanup	\$40.00 per bag
(2)	Absorbent Pads	\$50.00 each
(3)	Aerial Ladder Truck	\$600.00 per hour on-scene
(4)	Air Truck with Cascades System	\$300.00 per hour used

CITY OF LANCASTER FEE SCHEDULE

(5)	Boat Rescue	\$50.00 per hour
(6)	Brush Truck	\$300.00 per hour
(7)	Decon Pond/Spill Containment	\$100.00 per each used
(8)	Extrication Tools	\$100.00 per each used
(9)	Foam	\$50.00 per gallon
(10)	On-Scene Labor	\$48.00 per hour
(11)	Engine/Pumper	\$500.00 per hour
(12)	Engine/Pumper #2	\$500.00 per hour
(13)	Engine/Pumper #3	\$500.00 per hour
(14)	Rescue Truck	\$400.00 per hour
(15)	Sand	\$400.00 per truck load
(16)	Tanker Truck	\$500.00 per hour
(17)	Utility Truck	\$150.00 per hour
(18)	Firefighting equipment damaged or destroyed as a result of response to the incident or contaminated with hazardous materials will be replaced at cost	

For applicable disasters and emergencies declared by the Mayor, Governor or President, the current adopted FEMA Schedule of Equipment Rates will apply. Information regarding the Fee Schedule can be found at www.fema.gov/schedule-equipment-rates. Information regarding the use of the Schedule is contained in 44 CFR § 206.228 Allowable Costs.

Sec. 5.1600 False Alarms with Permit within 12-month period:

1-3	No Charge
4-5	\$200.00
6-7	\$250.00
8 or more	\$300.00 each

False Alarms without Permit within 12-month period:

1-3 Residential	\$50.00 each
1-3 Commercial	\$100.00 each
4-5 Residential	\$75.00 each
4-5 Commercial	\$200.00 each
6-7 Residential	\$100.00
6-7 Commercial	\$250.00
8 or more - Residential	\$200.00 each
8 or more - Commercial	\$250.00 each
Late Payment for non-payment within 30 days after notification	\$25.00

CITY OF LANCASTER FEE SCHEDULE

Sec. 5.1700 Dallas County Response Fees

- | | |
|-------------------------------------|----------------------------|
| (1) Ambulance (In-County Calls) | \$450.00 per ambulance run |
| (2) Dallas County Assisted Fire Run | \$420.00 per fire run |

ARTICLE 6.000 ABATEMENT OF PROPERTY MAINTENANCE NUISANCE

The expenses incurred for abatement of the nuisance may be assessed against the real estate on which the work is done or improvements made. To obtain a lien against the property, the mayor, municipal health authority or code enforcement officer must file a statement of expenses with the county clerk of Dallas County, including the name of the property owner, if known, and the legal description of the property. The actual cost of abatement shall include an administrative fee of one hundred fifty dollars (\$150.00). In the event there are obstructions such as trees, shrubs, bushes, excavations, foundations, demolished structures or any similar obstructions, an additional charge shall be levied, assessed and collected against such premises. The lien obtained is security for the expenses and interest accrued thereon at the rate of ten percent (10%) annually on the total amount from the date of payment by the city. The lien is inferior only to tax liens and liens for street improvements. The city may bring a suit for foreclosure of the lien to recover the expenses and interest due. The state of expenses or certified copy of the statement is prima facie proof of the expenses incurred by the city in doing the work or making the improvements. This remedy is cumulative of the fine authorized for violation hereof by Section 1.109 of the code of ordinances.

(Ordinance 13-00 adopted 4/24/00)

ARTICLE 7.000 LIQUID WASTE TRANSPORT PERMIT

The city shall not issue a permit to an applicant until the appropriate fee is paid. Initially, a person shall pay a fee of one hundred dollars (\$100.00) for the first vehicle and fifty dollars (\$50.00) for each additional vehicle operated by the person. Each permit must be renewed annually at a rate of seventy-five dollars (\$75.00) for the first vehicle and fifty dollars (\$50.00) for each additional vehicle.

(Ordinance 13-00 adopted 4/24/00)

ARTICLE 8.000 LIBRARY FINES AND FEES

(a) Charges for overdue materials

- | | |
|------------------------|--|
| (1) Books / Magazines | \$0.25 per day / Maximum \$10 per item |
| (2) Audio Tapes / CDs | \$0.25 per day / Maximum \$10 per item |
| (3) Interlibrary Loans | \$0.25 per day / Maximum \$10 per item |
| (4) Video Tapes / DVDs | \$1.00 per day / Maximum \$10 per item |

(b) Lost or Damaged Beyond Repair

\$5.00 + replacement cost

(c) Copies

CITY OF LANCASTER FEE SCHEDULE

(1) Copies, standard black and white copy	\$0.15 per page
(2) Microfilm	\$0.25 per page
(3) Computer Printout	\$0.15 per page
(4) Color Copies	\$1.00 per page
(5) Fax	\$1.00 per page
(d) <u>Nonresident Library Card</u>	\$20.00 Picture id required
(e) <u>Lost Card</u>	\$2.00 replacement
(f) <u>Recovery Fee</u>	\$10.00 - if account is sent to third party for collection (value of material + \$10.00)
(g) <u>Non-cardholder one (1) Hour Internet Access</u>	\$3.00 per hour
(h) <u>Microfilm / microfiche rental</u>	Actual cost, plus shipping and \$1.00 handling fee per order
(i) <u>Interlibrary loan service - Postage</u>	\$3.00 per item
(j) <u>Library meeting room</u> [during operating hours]	
Deposit, resident/non-resident	\$50.00
Deposit, non-profit	\$50.00
Rental	\$50.00/ hour, Resident \$80.00/ hour, Non-resident \$35.00/ hour, Non-profit
Kitchen	\$50.00 / hour
Set-up Fee	\$50.00
Projector with screen	\$65.00 / hour, Resident; \$75.00 / hour, Non-resident
(k) <u>Tablets and E-Readers Usage Fee</u>	\$2.00 per hour/ plus replacement cost, if damaged
(l) <u>Institutional Library Card</u>	\$2.00 replacement fee
(m) <u>Hot Spot Fees</u>	
Overdue Fine	\$1.00 per day
Replacement Cost	\$100.00 per unit
Charger Replacement Cost	\$10.00
(n) <u>Mobile Book Fees</u>	\$0.25 per day

ARTICLE 9.000 MUNICIPAL DRAINAGE UTILITY SYSTEM FEES

CITY OF LANCASTER FEE SCHEDULE

Account Classification	Rate/SFLUE per Month	Minimum Fee per Month	Maximum Fee per Month
Single Family Residential	\$7.97	\$7.97	\$7.97
Multi-Family Residential	\$7.97	\$7.97	\$7.97
Residents Age 65 and Over	\$3.98	\$3.98	\$3.98
Permanently Disabled Residents	\$3.98	\$3.98	\$3.98
Commercial	\$7.97 (3)	\$7.97	N/A
	\$6.09 (>3-5)		
	\$5.42 (>5-10)		
	\$4.73 (>10-32)		
	\$4.62 (>32)		
City and Other Political Subdivision of the State	\$7.97	\$7.97	\$100.00
Fire Hydrant	\$0.00	\$0.00	\$0.00
Religious Institutions	\$7.97	\$7.97	\$100.00
Lancaster Independent School Dist.	\$7.97	\$7.97	\$100.00 per each school property
(Ordinance No. 2002-10-41, adopted 10/14/02)			
(Resolution No. 2010-02-11, corrected fees per ordinance)			
(Resolution No. 2010-03-27, adopted 03/22/10)			

ARTICLE 10.000 UTILITY RELATED FEES

Sec. 10.100 Water and Sewer Extensions

Water and sewer extensions shall be installed by the property owner/developer per city specifications; with approved plans and after paying required permits and fees; all at owner/developer s cost.

Sec. 10.200 Water Meter

(a) Tampering and Criminal Mischief Damages

(1) Damaged meter only \$200.00 plus cost of meter

(2) Damaged service line \$250.00 plus cost of meter

(b) Broken Lock on Meter \$25.00

(c) Pulled Meter \$200.00

(d) Reread Meter at customers request \$20.00

(e) Check for Leaks \$20.00

Sec. 10.300 Extension of Mains into New Areas

CITY OF LANCASTER FEE SCHEDULE

Water and sewer extensions shall be installed by the property owner/developer per city specifications; with approved plans and after paying required permits and fees, all at owner/developer's cost.

CITY OF LANCASTER FEE SCHEDULE

Sec. 10.400 Industrial Discharge Fee

The City of Lancaster shall pass through to industrial customers the cost of testing services for discharged wastewater into the City's collection system as contracted through the Trinity River Authority (TRA) in accordance with the Fiscal Year 2014 Technical Services Fee Schedule for laboratory analyses, Industrial Inspections and Industrial Sampling, attached to the Master Fee Schedule as Appendix "A" attached hereto.

Sec. 10.500 Charges for Water Service Connections

The city shall maintain all water service connections in streets, alleys, or easements within the city limits.

Sec. 10.600 Deposits for Water and/or Sewer

After the application for water and/or sewer service is received, the applicant shall pay to the city a deposit in the amount indicated below:

New Fees with Activation Fee

- | | |
|--|-------------------------------|
| (1) Residential Owner – $\frac{3}{4}$ inch | \$90.00 + \$10.00 = \$100.00 |
| Residential Renter – $\frac{3}{4}$ inch | \$150.00 + \$10.00 = \$160.00 |
| *Temporary (30 day) clean-up | \$40.00 + \$10.00 = \$50.00 |
| * (For owners of properties and/or realtors that need the water for a short period of time.) | |

Water Meter Cost on Existing Taps

$\frac{3}{4}$ inch Meter	\$250.00
1-inch Meter	\$300.00
1 $\frac{1}{2}$ inch Meter	\$470.00
2-inch Meter	\$325.00
3 inch and larger Meters	Owner provides meters approved by the City

Meter Set Fee

Included in cost of meter	
3 inch and larger Meters	Will be set by licensed plumber or bonded contractor. Customer must notify the City when meter is set.

Guidelines in order for customers to receive a refund/credit to their accounts prior to terminating utility service:

- The customer will have to make the request in writing.
- The account will have to be in good standing for a period of two consecutive years before a refund is granted.
(The account will have no arrears, penalties or returned checks posted during that time.)
- The refund will be made to the person listed on the account.
- Residential – Bore, Tap and Relocate Fees

CITY OF LANCASTER FEE SCHEDULE

Request for Residential Tap Fees for Water

¾ inch Tap	\$890.00
1-inch Tap	\$997.00
1 ½ inch Tap	\$1,250.00
2-inch Tap	\$1,496.00
3 inch and larger	Owner provides Taps and Meters.
*Relocate Existing Water (12' Maximum)	\$650.00

Plus \$35.00 / if for each foot over 35'

* A new tap may be required if existing facilities are not adequate for the requested adjustment.

Request for Residential Tap Fees for Sewer

4-inch Sewer Tap	\$1,250.00
Less than 35' in length and less than 10' in depth	

Any tap larger than 4" is required to be installed by a Bonded Utility Contractor, have engineering plans prepared and Contractor is required to obtain a Construction Permit.

Any tap over 10' depth is required to be installed by a Bonded Utility Contractor, have engineering plans prepared and Contractor is required to obtain a Construction Permit.

***All plans must be reviewed and approved by City officials.**

All taps residential and commercial owner or contractor is responsible for any required bore, encasement and grouting underneath a road. City Right-Of-Way (ROW) permit application is required and regular inspection fees will apply.

- (e) Third Party contractor is responsible for all commercial taps within the City. City Right-Of-Way (ROW) permit application is required and regular inspection fees will apply.
- (f) Public schools and county community colleges are subject to commercial rates, but shall not be required to make a water and/or sewer deposit as required by this section.
- (g) Fire Hydrant Meter

(a) Deposit	\$ 2,800.00
(b) Monthly	\$25.00
(c) Usage	\$2,75 / 1,000 gallons

New Fees with Activation Fee

(h) Commercial - ¾ inch	\$125.00 + \$10.00 = \$135.00
(a) 1 inch	\$150.00 + \$10.00 = \$160.00
(b) 1 ½ inch	\$200.00 + \$10.00 = \$210.00
(c) 2 inches	\$300.00 + \$10.00 = \$310.00
(d) 3 inches to compound meter	\$300.00 + \$10.00 = \$310.00

CITY OF LANCASTER FEE SCHEDULE

Backflow Testing and Installation

All backflow Installers and testers must register with the City prior to performing any work. Registration fee: \$100.00 annually per company and \$50.00 for each additional individual.

Inspection fee per device: \$30.00

Sec. 10.700 Water Rates - Within City

The following schedule of water charges for residential, commercial, industrial, and multi-family complex customers shall be effective upon annual adoption.

Minimum monthly water charge (no gallons) for residential, commercial, and industrial customers:

Meter Size:	Equivalent Units	Minimum Monthly Meter Charge:
5/8- or 3/4-inch water	1	\$ 23.83
1-inch water meter	2.5	\$ 59.57
1 ½ - inch water meter	5	\$ 119.15
2-inch water meter	8	\$ 190.64
3-inch water meter	16	\$ 381.26
4-inch water meter	25	\$ 595.73
6-inch water meter	50	\$ 1,191.47
8-inch water meter	80	\$ 1,906.33
10-inch water meter	125	\$ 2,679.08
(1) Multi-family complexes shall be charged a minimum monthly water charge equal to the greater of		
(a) The minimum bill for 5/8-inch meter, multiplied by the number of units, or		
(b) the minimum monthly meter charge for the size meter(s) serving the account.		
(2) A variable rate volume charge of three dollars and four cents (\$ 3.04 shall be charged per each one thousand (1,000) gallons usage. No gallons are included with the monthly minimum charge.		
(3) Example of the calculation of a multi-family complex monthly water bill: Two hundred apartment units with an 8" meter and 600,000 gallons of usage.		
Min. charge for 8-inch meter	\$ 1,906.33	
200 units @ \$ 23.83 each	\$0.00	\$ 4,766.00
600,000 gallons @ \$ 3.04 / 1000	\$ 1,824.00	\$ 1,824.00
	\$ 3,730.33	\$ 6,590.00

Therefore \$ 6,590.00 would be billed. ($\$ 6,590.00 / 200 = \$ 32.95$)

- (4) For the purpose of encouraging water conservation, there shall be a 25% increase in the water volume rate for monthly usage in excess of 15,000 gallons by residential and commercial accounts. Usage in excess of 30,000 shall be subject to an additional 25% increase. These increases will not be assessed to industrial or multi-family accounts.

CITY OF LANCASTER FEE SCHEDULE

For Example:

0 to 15,000 gallons	\$ 3.04 per 1,000
15,001 to 30,000 gallons	\$ 3.77 per 1,000
30,000 gallons or more	\$ 4.75 per 1,000

- (5) A discount for senior citizens (age 62 or over) of \$ 5.00 per month shall be applied to each qualified residential account.

(Resolution 2011-09-80 adopted 9/12/11, effective October 1, 2011)

(Resolution 2015-09-75 adopted 9/14/15, effective October 1, 2015)

(Resolution 2018-09-71 adopted 9/10/18, effective October 1, 2018)

Sec. 10.800 Water Rates - Outside City Limits

The following schedule of water charges for residential, commercial, industrial, and multi-family complex outside the city limits of Lancaster, Texas, shall be effective shall be effective upon annual adoption.

Minimum monthly water charge (no gallons) for residential, commercial, and industrial customers:

Meter Size:	Minimum Monthly Meter Charge:
3/4 inch or less	\$ 26.21
1-inch	\$ 65.53
1 ½ - inch	\$ 131.07
2-inch	\$ 209.70
3-inch	\$ 419.39
4-inch	\$ 655.30
6-inch	\$ 1,310.62
8-inch	\$ 2,096.96
10-inch	\$ 2,946.99

- (1) Multi-family complexes shall be charged a minimum monthly water charge equal to the greater of
- (a) the minimum bill for a 5/8-inch meter, multiplied by the number of units, or
 - (b) the minimum monthly meter charge for the size meter(s) serving the account.
- (2) A variable rate volume charge of three dollars and thirty-four cents (\$ 3.34 shall be charged per each one thousand (1,000) gallons usage. No gallons are included with the monthly minimum charge.
- (3) Example of the calculation of a multi-family complex monthly water bill: Two hundred apartment units with an 8" meter and 600,000 gallons of usage.

CITY OF LANCASTER FEE SCHEDULE

Min. charge for 8-inch meter	\$ 2,096.90	
200 units @ \$ 26.21 each	\$0.00	\$ 5,242.00
600,000 gallons @ \$ 3.34 / 1000	\$ 2,004.00	\$ 2,004.00
	\$ 4,100.96	\$ 7,246.00

Therefore \$ 7,246.00 would be billed. ($\$7,246.00 / 200 = \$ 36.23$)

- (4) A discount for senior citizens (age 62 or over) of \$ 5.00 per month shall be applied to each qualified residential account.

Sec. 10.900 Imposition of Lien for Water Service Charges

In the event that payment of charges for water and/or sewer services furnished by the city is not made by the date specified for cutoff in accordance with the notice sent pursuant to Chapter 13, Article 13.500, Section 13.508, service shall be discontinued. Any customer whose water and/or sewer services are discontinued due to nonpayment may have services resumed by paying all accrued and overdue charges, including the late charge penalty and a reconnection charge as follows:

(1994 Code of Ordinances, Chapter 11, Article 11.500, Section 11.509).

- | | | |
|-----|--|--------------------|
| (1) | Reconnect Fee (Cutoff) | \$45.00 |
| (2) | Reconnect Fee (Cutoff) After 5 p.m. | \$60.00 |
| (3) | Late Fee | 10% of balance due |
| (4) | NSF Check | \$35.00 |
| (5) | Extra Trip Charge
(New Connects and Reconnects) | \$30.00 |
| (6) | Data log meter | \$25.00 |

(Ordinance No. 2007-01-01 adopted 01/22/07)

Sec. 10.1000 Wastewater Treatment Services User Charges

The following schedule of charges for residential, commercial, industrial and multi-family complex customers shall be effective upon annual adoption:

- (1) Minimum monthly sewer charge (no gallons of usage) for residential, commercial, and industrial is eighteen dollars and seventeen cents (\$18.17) per connection.
- (2) Minimum monthly sewer charge for each dwelling unit of a multi-family complex (no gallons) is nine dollars and thirty-four cents (\$9.34) per unit.
- (3) Minimum monthly sewer charge for each dwelling unit of a multi-family complex outside of the city limits (no gallons) is nine dollars and sixty-nine cents (\$9.69) per unit.
- (4) Variable rate per one thousand (1,000) gallons of water usage for residential, commercial, industrial, and multi-family complexes is nine dollars and thirty-four cents (\$9.34).

CITY OF LANCASTER FEE SCHEDULE

- (5) The total monthly amount due for "all" sewer accounts shall be the sum of the minimum monthly sewer charge plus the variable rate times the user's water usage for the month. The maximum monthly "residential customer" volume charges shall be based on the average of the three lowest monthly bills in the last twelve. Normally these will be the reading cycles ending in December, January and February. However, the utility billing department may adjust this forward or backwards one month. Industrial and commercial users that install a separate sewer metering system shall be charged for volume according to that meter, plus the minimum rate.
- (6) The practice of discounting the computed sewer usage to 95% and 90% as detailed in the Lancaster Code of Ordinances Section 11.608(b) and 11.609(b); was discontinued in 2008.
- (7) A discount for senior citizens (age 62 or over) of \$5.00 per month shall be applied to each qualified residential account.
 - (Resolution 2015-09-75 adopted 9/14/15, effective October 1, 2015)
 - (Resolution 2018-09-71 adopted 9/10/18, effective October 1, 2018)

Sec.10.1100 Water Impact Fee

(Reference Tables 1, 2, 3 and 11 of Ordinance)
(Ordinance 2004-09-27 adopted 9/27/04)
(Ordinance 2012-08-25 adopted 8/27/12)
(Ordinance 2021-07-27 adopted 7/12/21)

Water Impact Fees are imposed upon any new development (which includes expansion of existing facilities) to generate revenue for funding or recouping the costs of capital improvements or facility expansions to these systems necessitated by or attributable to the new developments' demand on these systems. The Water Impact Fees are calculated using Service Units, which are a standardized measure of consumption, use, generation or discharge attributable to an individual living unit equivalent (LUE) of development calculated in accordance with generally accepted engineering or planning standards for water systems' capital improvements or facility expansion. The total impact fee due is based on the meter size(s) used by the development. The meter size is determined by the City of Lancaster within the meter manufacturers optimum flow range based on flows required by the development.

Sec. 10.1200 Sewer Impact Fee

(Reference Table 3.5 of Ordinance)
(Ordinance 2006-07-22 adopted 7/10/06)
(Ordinance 2012-08-25 adopted 8/27/12)
(Ordinance 2021-07-27 adopted 7/12/21)

Sewer (Wastewater) Impact Fees are imposed upon any new development (which includes expansion of existing facilities) to generate revenue for funding or recouping the costs of capital improvements or facility expansions to these systems necessitated by or attributable to the new developments' demand on these systems. The Sewer Impact Fees are calculated using Service Units, which are a standardized measure of consumption, use, generation or discharge attributable to an individual living unit equivalent (LUE) of development calculated in accordance with generally accepted engineering or planning standards for sewer systems' capital improvements or facility expansion. The total impact fee due is based on the meter size(s) used by the development. The meter size is determined by the City of Lancaster within the meter manufacturers optimum flow range based on flows required by the development.

CITY OF LANCASTER FEE SCHEDULE

Sec. 10.1300 Roadway Impact Fee

(Reference Exhibit B of Ordinance)
(Ordinance 2003-12-42 adopted 12/8/03)
(Ordinance 2012-08-25 adopted 8/27/12)
(Ordinance 2021-07-27 adopted 7/12/21)

Roadway Impact Fees are imposed upon any new development (which includes expansion of existing facilities) to generate revenue for funding or recouping the costs of capital improvements or facility expansions to these systems necessitated by or attributable to the new developments' demand on these systems. The Roadway Impact Fees are calculated using Service Units, which are a standardized measure of consumption or use (supply and demand) of the roads in the city by new development and are calculated in accordance with generally accepted engineering or planning standards for Roadway Systems' capital improvements or facility expansion. The total impact fee due is determined by the land use, the location of the development, and the square footage of the building.

Sec. 10.1400 Inspections

- | | |
|--|----------|
| (a) Sewer | \$150.00 |
| (b) Final Televised lateral inspection | \$50.00 |

Sec. 10.1500 Calibrations

- | | |
|----------------------------------|------------------------------------|
| (a) Pipe < 1 inch | \$50.00 |
| (b) Pipe < 1 inch and < 3 inches | \$50.00 |
| (c) Pipe >= 3 inches | \$100.00 Contracted price plus 25% |

(Ordinance 2002-10-38 adopted 10/14/02)

Sec. 10.1600 Reserved for future use

Sec. 10.1700 Garbage Collection Fees

- | | |
|--|--------------------------|
| (a) Residential | \$13.84 |
| Once weekly refuse collection/disposal | |
| Once weekly recycling collection/processing | |
| Every other month brush/bulk item collection | |
| (b) Administrative Processing Fee | \$ 2.50 |
| (c) Extra cart | |
| 2nd cart | \$10.00 |
| 3rd cart | \$15.00 |
| 4th cart | \$20.00 |
| (d) Commercial Hand Collect | \$24.19 19.63 |
| Once weekly refuse collection / disposal | \$22.85 15.81 |
| Additional trash cart | |
| (e) Commercial Hand Collect Recycling Collection | \$18.54 12.83 |
| Once weekly recycling collection / processing | \$12.63 8.74 |
| Additional recycling cart | |
| (f) Special Pick-up – Up to 12 yards | \$71.03 minimum |
| Over 12 yards additional | \$12.58 / per yard |

CITY OF LANCASTER FEE SCHEDULE

(g) Commercial Containers – Price Haul Rates

(Disposal costs included) Rates do not include franchise fees, billing fees or taxes.

Size	1 X WK	2 X WK	3 X WK	4 X WK	5 X WK	6 X WK	EXTRA
2 YD	<u>\$102.92</u> <u>71.22</u>	<u>\$190.44</u> <u>131.78</u>	<u>\$264.90</u> <u>183.32</u>	<u>\$339.35</u> <u>234.83</u>	<u>\$413.78</u> <u>286.34</u>	<u>\$488.24</u> <u>337.86</u>	<u>\$119.30</u> <u>82.56</u>
3 YD	<u>\$117.68</u> <u>81.44</u>	<u>\$217.78</u> <u>150.70</u>	<u>\$302.89</u> <u>209.60</u>	<u>\$388.03</u> <u>268.52</u>	<u>\$473.16</u> <u>327.43</u>	<u>\$558.32</u> <u>386.35</u>	<u>\$122.83</u> <u>84.99</u>
4 YD	<u>\$147.15</u> <u>101.83</u>	<u>\$272.34</u> <u>188.46</u>	<u>\$378.72</u> <u>262.07</u>	<u>\$485.06</u> <u>335.66</u>	<u>\$591.44</u> <u>409.27</u>	<u>\$697.79</u> <u>482.87</u>	<u>\$126.33</u> <u>87.42</u>
6 YD	<u>\$176.67</u> <u>122.26</u>	<u>\$326.98</u> <u>226.27</u>	<u>\$454.79</u> <u>314.72</u>	<u>\$582.59</u> <u>403.15</u>	<u>\$710.40</u> <u>491.59</u>	<u>\$838.18</u> <u>580.02</u>	<u>\$133.36</u> <u>92.28</u>
8 YD	<u>\$220.95</u> <u>152.89</u>	<u>\$408.83</u> <u>282.90</u>	<u>\$568.72</u> <u>393.55</u>	<u>\$728.60</u> <u>504.19</u>	<u>\$888.50</u> <u>614.84</u>	<u>\$1,047.83</u> <u>725.09</u>	<u>\$136.86</u> <u>94.70</u>
Casters	\$13,789.54/lift						
Lock	\$13,789.54/lift						
Gates							

Recycling for Small Businesses - Price includes haul & disposal (if business selects to contract with City Contractor)

Size/Pickup	1xWeek	2xWeek	Extra
6 YD	<u>\$140.37</u> <u>97.14</u>	NB	<u>\$109.67</u> <u>75.89</u>
8 YD	<u>\$140.37</u> <u>97.14</u>	NB	<u>\$109.67</u> <u>75.89</u>

Vertical compactors, once per week collection price includes haul and disposal (emptied by front end loaders).

Size	1xWeek	2xWeek	3xWeek	4xWeek	5xWeek	6xWeek
2 CY	<u>\$394.48</u> <u>272.98</u>	<u>\$729.99</u> <u>505.15</u>	<u>\$702.60</u> <u>1016.33</u>	<u>\$1300.73</u> <u>900.09</u>	<u>\$1686.05</u> <u>1,097.54</u>	<u>\$1871.47</u> <u>1,295.05</u>
3 CY	<u>\$451.12</u> <u>312.17</u>	<u>\$634.76</u> <u>577.65</u>	<u>\$1161.08</u> <u>803.46</u>	<u>\$1487.38</u> <u>1,029.26</u>	<u>\$1813.70</u> <u>1,255.07</u>	<u>\$2140.08</u> <u>1,480.93</u>
4 CY	<u>\$554.44</u> <u>383.67</u>	<u>\$1026.18</u> <u>710.12</u>	<u>\$1426.97</u> <u>987.46</u>	<u>\$1827.78</u> <u>1,264.82</u>	<u>\$2228.53</u> <u>1,542.13</u>	<u>\$2629.35</u> <u>1,819.49</u>
6 CY	<u>\$677.27</u> <u>468.67</u>	<u>\$1263.39</u> <u>867.34</u>	<u>\$1743.26</u> <u>1,206.33</u>	<u>\$2233.12</u> <u>1,545.30</u>	<u>\$2723.06</u> <u>1,884.34</u>	<u>\$3212.92</u> <u>2,223.32</u>
8 CY	<u>\$822.89</u> <u>569.44</u>	<u>\$1620.79</u> <u>1,052.38</u>	<u>\$2115.58</u> <u>1,463.97</u>	<u>\$2710.38</u> <u>1,875.57</u>	<u>\$3305.22</u> <u>2,287.19</u>	<u>\$3897.95</u> <u>2,697.36</u>

(Resolution 2012-09-76 adopted 9/10/12, effective 10/01/12)

(Resolution 2015-12-102 adopted 12/14/15, effective 12/14/15)

(Resolution 2023-02-23 adopted 02/13/2023, effective 03/01/2023)

Sec. 10.1800 Wastewater Discharge

There is hereby established a wastewater discharge permit fee of \$450.00 for a three-year term by the Water/Wastewater Superintendent of the City of Lancaster.

(1994 Code of Ordinances, Chapter 1, Article 11.1300, Section 11.1300)

Sec. 10.1900 Fees for Cuts to Streets, Alleys, Sidewalks and Drainage Structures

CITY OF LANCASTER FEE SCHEDULE

In the event any street, highway or roadway must have an open cut and is approved by the City Engineer in writing for the purpose of installing water or wastewater laterals, or utility repair by a Franchise Utility Company or their subcontractor, a fee of four dollars and fifty cents (\$4.50 sq. ft.) per square foot, with a minimum one hundred dollar (\$100.00) fee will be charged in advance for replacement of such open cut by the city. This fee will be reimbursed if the excavation is restored to like or better condition.

ARTICLE 11.000 PLANNING AND ZONING RELATED FEES

Sec. 11.100	Reserved for Future Use	
Sec. 11.200	HLPC Application Review (Certificate of Appropriateness)	\$100.00
Sec. 11.300	Zoning Board of Adjustment	
	(a) Variance Request	\$250.00

CITY OF LANCASTER FEE SCHEDULE

Sec. 11.400 Plats

- | | |
|-------------------------------------|--------------------------------|
| (a) Preliminary Plat | |
| 50 acres or less | \$500.00 + \$50.00 per acre |
| More than 50 acres | \$1,000.00 + \$100.00 per acre |
| (b) Final Plat | \$500.00 + \$10.00 per lot |
| (c) RePlat | |
| With property owner notification | \$575.00 + \$35.00 per acre |
| Without property owner notification | \$450.00 + \$35.00 per acre |
| (d) Amended Plat | \$200.00 + \$10.00 per acre |
| (e) Minor Plat | \$400.00 |
| (f) Plat Vacations | \$500.00 |

Sec.11.500 Zoning

- | | |
|--------------------------------------|-------------------------------|
| (a) General Zoning Change | \$500.00 + \$10.00 per acre |
| (b) Specific Use Permit (SUP) | \$500.00 + \$10.00 per acre |
| (c) Private Club Permit | \$350.00 |
| (d) Amendment to SUP | \$500.00 + \$10.00 per acre |
| (e) Planned Development | \$1,500.00 + \$10.00 per acre |
| (f) Amendment to Planned Development | \$1,500.00 + 10.00 per acre |
| (g) Exceptions | \$250.00 |

Sec. 11.600 Other Planning & Zoning Fees

- | | |
|---|---|
| (a) Site Plan Review | \$250.00 + \$10.00 per acre |
| (b) Minor Site Plan Amendments | \$100 |
| (c) Tree Survey Review | \$50.00 |
| (d) Illegal Tree Cutting Fine | \$125.00 per diameter inch |
| (e) Dedication/Abandonment of Right-of-Way or Easements | \$150.00 per development for first 5 + \$25.00 for each additional document |
| (f) Consultant Fees | Hourly Rate of Consultant |
| (g) Zoning Verification Letter | \$50.00 |
| (h) Subsequent Legal Notices after 1st | \$15.00 per additional notice |
| (i) Public Notification Signs | \$35.00 per sign |

CITY OF LANCASTER FEE SCHEDULE

Sec. 11.700 Maps, Publications and Miscellaneous Fees

- | | |
|--|--|
| (a) Comprehensive Plan | \$48.00 |
| (b) Copying – 8 ½" x 11", or 8 ½" x 14" | \$0.10 per page. Any request for more than 20 pages may be sent to an outside duplicating facility at requestor expense. |
| (c) Lancaster Development Code
(Zoning Ordinance and Subdivision Regulations) | \$45.00 |
| (d) Zoning Map (24" x 36") | \$20.00 |

ARTICLE 12.000 MUNICIPAL COURT

Sec. 12.100 Municipal Court Building Security Fund

Any defendant convicted in the municipal court of the City of Lancaster of a misdemeanor offense that occurs after September, 1997 or the passage of this article, shall pay a \$3.00 security fee as a cost of court. The term "convicted" includes any convictions obtained by way of a plea of guilty, a trial and any cases, deferred adjudication, probation or pretrial diversion in order for the defendant to take advantage of one of the alternative programs offered by the municipal court including, but not limited to a driving safety course, deferred adjudication, alcohol awareness and shoplifter's alternative.

(1994 Code of Ordinances, Chapter 8, Article 8.100, Section 8.1600)

Sec. 12.200 Municipal Court Technology Fund

A defendant convicted of a misdemeanor offense in the municipal court in the City of Lancaster shall pay a technology fee not to exceed four dollars for each conviction as a cost of court. The Municipal Court Clerk shall collect the costs and pay the funds to the Finance Director for deposit in a fund to be known as the "Municipal Court Technology Fund".

(Ordinance 2002-03-12 adopted 3/2/02)

Sec 12.300 Special Expense Fee

There is hereby established a special expense fee in the amount of twenty-five dollars (\$25.00) which shall be collected, after due notice to the defendant, for the issuance and service of a warrant of arrest for an offense under Section 38.10 of the Texas Penal Code titled "Bail Jumping and Failure to Appear"; or Section 543.009 of the Texas Transportation Code titled "Compliance with or Violation of Promise to Appear."

ARTICLE 13.000 ADMINISTRATIVE FEES

PUBLIC INFORMATION CHARGES

- | | |
|---------------------------------|-----------------|
| (a) Copies, standard paper copy | \$0.10 per page |
|---------------------------------|-----------------|

For standard paper copies reproduced by means of an office machine copier or a computer printer. Each side that has recorded information is considered a page.

- | | |
|------------------------------|--------|
| (b) Copies, nonstandard copy | |
| (a) Diskette | \$1.00 |

CITY OF LANCASTER FEE SCHEDULE

(b)	Magnetic tape	actual cost
(c)	Data cartridge	actual cost
(d)	Tape cartridge	actual cost
(e)	Rewritable CD (CD-RW)	\$1.00
(f)	Non-rewritable CD (CD-R)	\$1.00
(g)	Digital video disc (DVD)	\$3.00
(h)	JAZ drive	actual cost
(i)	Other electronic media	actual cost
(j)	VHS video cassette	\$2.50
(k)	Audio cassette	\$1.00
(l)	Oversize paper copy (11 inches by 17 inches, green bar, blue bar, not including maps and photographs using specialty paper)	\$0.50
(m)	Specialty paper (Mylar, blueprint, blue line, map, photographic)	actual cost
(c)	Microfiche and Microfilm	actual cost of reproduction
	From Master copy of Microfilm	\$0.10 per page
(d)	Computer Resource Charge	
	Mainframe	\$10 per CPU minute
	Midsized	\$1.50 per CPU minute
	Client/Server	\$2.20 per clock hour
	PC or LAN	\$1.00 per clock hour
(e)	Other Public Information Charges	
(a)	Computer Programmer	\$28.50 per hour
(b)	Personnel Charge (50 or more pages)	\$15.00 per hour
(c)	Overhead Charge (50 or more pages)	20% of personnel charge
(d)	Remote Document Retrieval Charge	actual cost
(e)	Miscellaneous Supplies (labels, boxes)	actual cost
(f)	Postage and Shipping Charge	actual cost
(g)	Miscellaneous (credit card transaction fee)	actual cost
(h)	Body Worn Camera	\$10.00 per recording plus \$1.00 per full minute of the recording

CITY OF LANCASTER FEE SCHEDULE

(f)	Certified or Attestation under City Seal	\$2.50
(g)	Finance	
(1)	Return Check Fee	\$35.00 per check
(2)	Budget Book	\$106.00 per
(3)	CAFR	book \$50.00 per
(4)	Copies - printouts (computer generated)	book \$0.25 per page
(h)	Special Events	
(1)	Application Fee	\$25.00 (applications submitted 31 days prior to event)
(2)	Outdoor Recreation and Park Application Fee	\$50.00
(3)	Special Events Fee Attendance:	
	0-500	\$100.00
	501-1,500	\$300.00
	1,501-3,000	\$750.00
	3,001-5,000	\$1,000.00
	5,001-10,000	\$1,500.00
(4)	Lease Fee Attendance:	
	0-500	\$125.00/day
	501-1,500	\$300.00/day
	1,501-3,000	\$750.00/day
	3,001-5,000	\$1,000/day
	5,001-10,00	\$1,500/day
(5)	Expedited Review Fee	\$25.00 (expedited fee for applications received within 30 days of the event)
(6)	Street Barricade Rental Fee	1 to 25 barricades -\$15.00 25 to 50 barricades - \$30.00 50+ barricades - will require contract services
(7)	Street Cones Rental Fee	1 to 25 cones - \$10.00 25 to 50 cones - \$20.00 50+ cones - will require contract services
(8)	Barricade Replacement Fee	\$62.00 per barricade
(9)	Cone Replacement Fee	\$39.00 per cone
(10)	Litter Can	\$5.00 each
(11)	Litter Can Replacement Fee	\$90.00 each
(12)	Portable Stage Rental (16' x 16')	\$100.00 / per every 4 hours
(13)	Portable Stage Rental (12' x 12')	\$75.00 / per every 4 hours

CITY OF LANCASTER FEE SCHEDULE

- (14) Reimbursable Costs: Fees associated with City of Lancaster service provision at the request of the applicant will be calculated by the applicable department based on the associated reimbursable cost, the service/equipment requested, and the length of time the service is needed.
- (15) Commercial Filming
- \$50.00 {process fee for applications, which include a maximum of two locations}
- \$250.00 (Processing Fee for applications, which include, but not limited to projects that involve more extensive planning and affect any of the following:
- Multiple street closures
 - Multiple lane closures
 - Intermittent traffic control
 - Require traffic management
 - Complex scenes
 - Special Effects

Should filming require the assistance from the Lancaster Police Department and/or Lancaster Fire Rescue Department, a contact from each department will be provided to the applicant. The starting rate for 'off-duty' is \$45.00 / per hour with a four (4) hour minimum.

(Ordinance 2004-06-18 adopted 6/14/04)

ARTICLE 14.000 POLICE DEPARTMENT

Sec. 14.100 Alarm System Permit Fees

(a) Alarm System Permit Fees

Registration Fee - Residential	\$ 50.00
Registration Fee - Commercial	\$100.00
Senior Rate (65 or older) - Residential only	Exempt*
Renewal Fee - Residential	\$50.00
Renewal Fee - Commercial	\$100.00
Senior Rate (65 or older)-Residential only	Exempt*
Late Fee after 30-day notice for registration	\$25.00
Late Fee After 30-day notice for renewal	\$25.00
<u>False Alarms with Permit within 12-month period:</u>	
1-3	No Charge
4-5	\$ 50.00
6-7	\$ 75.00
8 or more	\$100.00 each

CITY OF LANCASTER FEE SCHEDULE

False Alarms without Permit within 12-month period:

1-3 Residential	\$100.00 each
1-3 Commercial	\$200.00 each
4-5 Commercial	\$250.00 each
6-7 Residential	\$175.00
6-7 Commercial	\$250.00
8 or more - Residential	\$200.00 each
8 or more - Commercial	\$250.00 each
Late Payment for non-payment within 30 days after notification	\$25.00

False Robbery Alarms within 12-month period:

1-3	\$100.00
4 or more	\$ 200.00
Late Payment for each False Robbery Alarm not paid within 30 days after notification	\$25.00

Appeal:

*Appeal Hearing Fee	\$25.00
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*(Fee shall be refunded, in its entirety, if appeal is upheld)

Reinstatement:

Reinstatement Fee	\$50.00
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(Resolution 2007-02-22 adopted 2/26/07)

(b) Accident Reports

(1) Regular Copy	\$6.00 per report
(2) Certificate of Regular Copy	Addl. \$2.00 per report
(3) Certificate with no information or report on file	\$6.00 per report

(c) Offense Reports

\$0.10 per page

(d) Fingerprinting

(1) First two (2) fingerprint cards	\$10.00
(2) Per fingerprint card thereafter	\$5.00

(Resolution 2004-12-102 adopted 12/13/04)

(e) Fines, Costs, and Fees

School Bus Stop Arm Violation Fine	\$300.00
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CITY OF LANCASTER FEE SCHEDULE

30 Day Late Payment Penalty	\$50.00
60 Day Late Payment Penalty	\$100.00
Non-Sufficient Funds -Returned Check Fee	\$35.00
Failure to Appear Penalty	\$50.00
Administrative Adjudication Hearing Filing Fee	\$25.00
Municipal or JP Court Appeal Hearing Filing Fee	\$20.00
Hearing Rescheduling Fee	\$20.00

(Resolution 2014-06-48 adopted 06/09/14)

ARTICLE 15.000 PARKS AND RECREATION

Sec. 15.100 Memberships

(a) Annual Membership Fees (Valid for 1 year from date of purchase)

- | | | | |
|-----|---|--|--|
| (1) | Recreation JR Key Fob- (Under 4 yrs.) | Free with purchase of adult rec Key Fob | Must be accompanied by an adult over 18 years of age |
| (2) | Recreation Youth Key Fob- (5-16 yrs.) | \$10.00 / year Resident
\$15.00 / year Non-Resident | Provides access to use of gymnasium and walking track during designated hours. |
| (3) | Recreation Adult Key Fob (17-49 yrs.) | \$20.00 / year Resident
\$30.00 / year Non-Resident | Provides access to use of gymnasium and walking track during designated hours. |
| (4) | Recreation Seniors Key Fob (50 + years) | \$15.00 / year Resident
\$20.00 / year Non-Resident | Provides access to use of gymnasium and walking track during designated hours. |
| (5) | Key Fob Replacement | \$5.00 | |
| (6) | Annual Fitness Atrium Membership (18 years and older) | \$160.00 Resident
\$200.00 Non-Resident | Provide access to use the gymnasium, walking track and the fitness atrium during designated hours. |
| (7) | Annual Fitness Swim Membership (18 years and older) | \$120.00 Resident
\$160.00 Non- Resident | Provide access to use of pool during designated hours. Includes the gymnasium and walking track. |
| (8) | Early Bird Special - Monday thru Friday | \$140.00 Resident
\$160.00 Non-Resident | Provide access to use of entire facility from 6:00am-12:00 pm. |

(Fitness Swim, Fitness Atrium, Gym and Walking Track) (18 years and older)

CITY OF LANCASTER FEE SCHEDULE

- | | | | |
|-----|---|--|--|
| (9) | Annual Senior Life Center Membership (50 + years) | \$3.00 Resident
\$5.00 Non-Resident | Provides access to the Senior Center facility and programming. |
|-----|---|--|--|
- (b) Monthly Membership Fees (Valid from 1 month from date of purchase)
- | | | | |
|-----|--|--|---|
| (1) | 3- Month Fitness Atrium Membership | \$60.00 Resident
\$75.00 Non-Resident | Provide access to the fitness atrium during designated areas. |
| (2) | Monthly Fitness Atrium Membership | \$20.00 Resident
\$25.00 Non-Resident | Provide access to the fitness atrium during designated hours. |
| (3) | Monthly Fitness Swim Membership | \$20.00 Resident
\$30.00 Non-Resident | Provide access to the fitness atrium during designated hours. |
| (4) | Combo Program (Includes Atrium and Fitness Swim) | \$30.00 Resident
\$40.00 Non-Resident | |
- (c) Summer Open Swim Passes (Valid from Memorial Day to Labor Day)
- | | | | |
|-----|--|--|---|
| (1) | Kids Seasonal Swim Pass (Summer) Individual (2) Monthly Fitness Atrium Membership (16 years and younger) | \$60.00 Resident
\$70.00 Non-Resident | Provides access to use of pool during designated hours. |
| (2) | Adult Seasonal Swim Pass (Summer) Individual (17 years through adult) | \$70.00 Resident
\$80.00 Non-Resident | Provides access to use of pool during designated hours. |
| (3) | Family Seasonal Swim Pass (Summer) Family of 5 is regular pricing. Anyone under 3 years old are free | \$180.00 Resident
\$200.00 Non-Resident | Provides access to use of pool during designated hours. |
- (d) Daily Admissions
- | | | | |
|-----|---|--|--|
| (1) | Drop-In Gymnasium Fee | \$5.00 per day | Provides access to use of gym during designated hours. |
| (2) | Daily Fitness Atrium Admission (18 years and older) | \$5.00 per day | Provides access to fitness atrium during designated hours. |
| (3) | Daily Fitness Swim Admission | \$5.00 Resident
\$8.00 Non – Resident | Provides access to use of pool during designated hours. |
| (4) | Open Swim | \$7.00 Resident
\$10 Non-Resident | Provides access to use of pool during designated hours. |

CITY OF LANCASTER FEE SCHEDULE

- | | | | |
|-----|--|-------------------|--|
| (5) | Group Swim
(Group Swim Form must be submitted 14 days in advance) | \$5.00 per person | Provides access to use of pool during contracted hours. Maximum 2 (two) hour swim, only Monday-Friday. Only during Summer Open Swim 12:00pm – 4:30pm |
|-----|--|-------------------|--|

(e) Corporate Membership Rates

- | | | | |
|-----|--------------------------------------|----------|---|
| (1) | LISD Annual Employee Membership Rate | \$85.00 | Provides access to usage of the fitness atrium, walking track, gymnasium, and pool during designated hours. Also provides a 10% discount on rentals / reservations of facilities and 10% discount on programs and classes offered by instructors. Rental Deposits are required. |
| | | Agency | Individual |
| (2) | Corporate A (5-9) | \$125.00 | \$100.00 |
| (3) | Corporate B (10+) | \$225.00 | \$100.00 |

Sec. 15.00 Rental Facilities

(a) Athletic Fields

- | | | | |
|-----|---|--------------------|--|
| (1) | Resident Deposit | \$100.00 | |
| | Concession | \$100.00 / per day | |
| | Game Day Set-Up | \$100.00 / per day | |
| | Tournament Fee | \$300.00 | |
| | (Fee applied to Non-City Athletic Associations not under contract. Limited to 2 (two) days consecutive play.) | | |
| (2) | Non-Resident | | |
| | Deposit | \$100.00 | |
| | Concession | \$150.00/per day | |
| | Game Day Set-Up
(24-hour notice required) | \$150.00 | |
| | Tournament Fee | \$300.00 | |
| | (Fee applied to Non-City Athletic Associations not under contract. Limited to 2 (two) days consecutive play.) | | |

CITY OF LANCASTER FEE SCHEDULE

(3) Non-Profit Rates:

Deposit	\$100.00
Concession	\$125.00/per day
Game Day Set-Up (24-hour notice required)	\$125.00
Tournament Fee	\$100.00

(Fee applied to Non-City Athletic Associations not under contract. Limited to 2 (two) days consecutive play.)

(1) Cedardale Field Rental / hour	Resident \$30.00 - 2 hours minimum Non-Resident \$40.00 - 2 hours minimum Non-Profit \$35.00 – 2 hours minimum
(2) City Park Field Rental / hour	Resident \$30.00 - 2 hours minimum Non-Resident \$40.00 - 2 hours minimum Non-Profit \$35.00 – 2 hours minimum
(3) Royce Clayton Ballpark / hour	Resident \$30.00 - 2 hours minimum Non-Resident \$40.00 - 2 hours minimum Non-Profit \$35.00 – 2 hours minimum
(4) Youth Football / hour	Resident \$30.00 - 2 hours minimum Non-Resident \$40.00 - 2 hours minimum Non-Profit \$35.00 – 2 hours minimum
(5) Soccer Field / hour	Resident \$30.00 - 2 hours minimum Non-Resident \$40.00 - 2 hours minimum Non-Profit \$35.00 – 2 hours minimum

Additional fees for athletic field rentals with lights are \$15.00 per hour.

CITY OF LANCASTER FEE SCHEDULE

(b) <u>Lancaster Youth Association Fee</u>	\$20.00 per player per season Police are required. Hourly rate and number of officers are determined by the Lancaster Police Department. Contract required
(c) <u>Community House</u>	
Deposit	\$150.00
(1) 4-hour rental Resident	\$325.00 \$75.00 Additional Hour
(2) 4-hour rental Non-Resident	\$425.00 \$100.00 Additional Hour
(3) 4-hour rental Non-Profit	\$375.00 \$90.00 Additional Hour
(4) 6-hour rental Resident	\$400.00 \$70.00 Additional Hour
(5) 6-hour rental Non-Resident	\$550.00 \$80.00 Additional Hour
(6) 6-hour rental Non-Profit	\$600.00 \$90.00 Additional Hour
(d) <u>Gymnasium</u>	
Deposit	\$250.00
Set-Up Fee	\$50.00
(1) 1/2 Gym	\$50.00 / hour Resident \$65.00 / hour Non-Resident 4 hours minimum after operating hours. \$45.00 / hour Non-Profit \$25.00 Additional Hour
(2) Full Gym	\$100.00/ hour Resident \$150.00/ hour Non-Resident 4 hours minimum after operating hours. \$75.00 / hour Non-Profit \$50.00 Additional Hour
(3) Full Gym Tournament Fee	\$150.00/ hour Resident \$200.00/ hour Non-Resident 4 hours minimum after operating hours. Allows gate fees charged by

CITY OF LANCASTER FEE SCHEDULE

		renter. 20% fee collected by the city. Must reserve entire gymnasium. \$125.00 / hour Non-Profit \$75.00 Additional Hour
(e)	<u>Outdoor Facility</u>	
	Deposit	\$100.00
(1)	City Park Pavilion 1 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(2)	City Park Pavilion 2 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(3)	Community Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(4)	Heritage Park Gazebo 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$75.00 Resident \$100.00 Non-Resident \$85.00 Non-Profit
(5)	Kid Square Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(6)	Bear Creek Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(7)	Rocky Crest Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(8)	Meadowcreek Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$50.00 Resident \$75.00 Non-Resident \$60.00 Non-Profit
(9)	JA Dewberry Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$50.00 Resident \$75.00 Non-Resident \$60.00 Non-Profit
(f)	<u>Pool</u>	
(1)	Indoor Pool Reservations Friday- 5:30pm – 8:00pm; Saturday 12:30pm-3:00pm	
	Deposit	\$100.00
	(A) Private Party A (1 - 50) 2.5 hours	\$250.00 Resident \$325.00 Non-Resident \$300.00 Non-Profit

CITY OF LANCASTER FEE SCHEDULE

(B) Private Party B (51 - 100) 2.5 hours	\$300.00 Resident
	\$375.00 Non-Resident
	\$350.00 Non-Profit

(C) Private Party C (101 - 150) 2.5 hours	\$350.00 Resident
	\$425.00 Non-Resident
	\$400.00 Non-Profit

(D) Private Party D (151 +) 2.5 hours	\$400.00 Resident
	\$475.00 Non-Resident
	\$450.00 Non-Profit

(g) Recreation Center

(1) Grand Banquet Hall

Deposit	\$250.00
Kitchen	\$25.00 / hour Resident
	\$40.00 / hour Non-Resident
	\$30.00 / hour Non-Profit
1,100 sq. ft.	\$50.00 / hour Resident
	\$75.00 / hour Non-Resident
	\$60.00 / hour Non-Profit
2,200 sq. ft.	\$75.00 / hour Resident
	\$100.00 / hour Non-Resident
	\$85.00 / hour Non-Profit
3,300 sq. ft.	\$150.00 / hour Resident
	\$175.00 / hour Non-Resident
	\$160.00 / hour Non-Profit

(2) Aerobic Dance Room / hour	\$40.00 / hour Resident
	\$60.00 / hour Non-Resident
	\$50.00 / hour Non-Profit

Deposit	\$100.00
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(3) Classroom / hour	\$30.00/ hour Resident
	\$50.00/ hour Non-Resident
	\$40.00 / hour Non-Profit

Deposit	\$100.00
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(4) Conference Room / hour	\$20.00/ hour Resident
	\$40.00/ hour Non-Resident
	\$30.00 / hour Non-Profit

Deposit	\$100.00
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CITY OF LANCASTER FEE SCHEDULE

(5) Technology/Game Room		\$30 / hour Resident
		\$40.00 / hour Non-Resident
		\$35.00 / hour
	Deposit	\$100.00
(6) Mini Party Room (Ages 3-11)		\$40.00 / hour Resident
		\$60.00 / hour Non-Resident
		\$50.00 / hour
	Deposit	\$75.00
(7) Projector Screen/Podium/Sound System Rental		
	Deposit	\$200.00
	1 Screen	\$65.00 / day Resident \$75.00 / day Non-Resident \$70.00 / day Non-Profit
	2 Screen	\$75.00 / day Resident \$85.00 / day Non-Resident \$80.00 / day Non-Profit
	3 Screens	\$85.00 / day Resident \$95.00 / day Non-Resident \$90.00 / day Non-Profit
	Podium	\$35.00 / day Resident \$45.00 / day Non-Resident \$40.00 / day Non-Profit
	Table Clothes	\$4.00 / each
	Chair Covers	\$2.00 / each
(h) <u>Senior Life Center</u>		
	Deposit	\$250.00
	Kitchen	\$25.00 / hour Resident \$40.00 / hour Non-Resident \$30.00 / hour Non-Profit
(1) 4 Hour Rental		\$500.00 Resident
		\$125.00 Additional Hour
		\$600.00 Non-Resident
		\$150.00 Additional Hour
		\$550.00 Non-Profit
		\$140.00 Additional Hour

CITY OF LANCASTER FEE SCHEDULE

(2) 6 Hour Rental		\$600.00 Resident
		\$100.00 Additional Hour
		\$750.00 Non-Resident
		\$125.00 Additional Hour
		\$650.00 Non-Profit
		\$100.00 Additional Hour
 (i) <u>Non-Profit - For Meetings Only - Monday – Friday – 4 hours max</u>		
Deposit		\$75.00 / hour Resident
		\$75.00 / hour Non-Resident
(1) Classroom / Youth Room		\$20.00 / hour Resident
		\$30.00 / hour Non-Resident
(2) Grand Hall		\$50.00 / hour Resident
		\$60.00 / hour Non-Resident
1,100 square feet		\$50.00 / hour Resident
		\$60.00 / hour Non-Resident
2,200 square feet		\$70.00 / hour Resident
		\$80.00 / hour Non-Resident
3,300 square feet		\$90.00 / hour Resident
		\$100.00 / hour Non-Resident
(3) Conference Room		\$10.00 / hour Resident
		\$20.00 / hour Non-Resident
(4) Senior Life Center		\$25.00 / hour Resident
		\$35.00 / hour Non-Resident
Classroom / Sewing Room		\$35.00 / hour Resident
		\$45.00 / hour Non-Resident
Conference Room		\$35.00 / hour Resident
		\$45.00 / hour Non-Resident
 (j) <u>Programs</u>		
Individual Recreation Classes		Range from \$5.00 - \$70.00 per class / per day
Recreation Programs		Range from \$20.00-\$150.00 Programs vary by week or by month
Recreation Team Sports / Athletics		Range from \$100.00 - \$400.00 per team / per season

CITY OF LANCASTER FEE SCHEDULE

(k) Amphitheater Rental

Deposit

\$150.00

(1) 4 Hour Rental

\$200.00 Resident

\$50.00 Additional Hour

\$325.00 Non-Resident

\$80.00 Additional Hour

\$250.00 Non-Profit

\$60.00 Additional Hour

(2) 6 Hour Rental

\$275.00 Resident

\$40.00 Additional Hour

\$400.00 Non-Resident

\$70.00 Additional Hour

\$300.00 Non-Profit

\$50.00 Additional Hour

(l) Portable Stage Rental

Deposit

\$75.00 Resident

\$75.00 Non-Resident

\$65.00 Non-Profit

(1) 4 Hour Rental

\$100.00 Resident

\$150.00 Non-Resident

125.00 Non-Profit

(2) Each additional hour after 4 hours

\$35.00 Resident

\$45.00 Non-Resident

\$40.00 Non-Profit

(m) Country view

Weekday: Monday-Thursday

Includes cart fee

Tee Time

Price

Open - 1:00 p.m.

\$33.00

11:00 a.m. – 2:00 p.m.

\$26.00

2:00 p.m. – 5:00 p.m.

\$20.00

5:00 p.m. - close

\$16.00

Senior rate

\$25.00

Weekday: Friday

Includes cart fee

Tee Time

Price

CITY OF LANCASTER FEE SCHEDULE

Open – 1:00 p.m.	\$36.00
11:00 a.m. – 2:00 p.m.	\$28.00
2:00 p.m. – 5:00 p.m.	\$22.00
5:00 p.m. - close	\$17.00

Weekday: Saturday – Sunday & Holidays

Includes cart fee

Tee Time	Price
Open – 1:00 p.m.	\$39.00
11:00 a.m. – 2:00 p.m.	\$30.00
2:00 p.m. – 5:00 p.m.	\$24.00
5:00 p.m. – close	\$17.00
Range	Fees
Small (40 balls)	\$5.00
Medium (65-75)	\$8.00
Large (100-110 balls)	\$12.00
Cart	Fees
1 Cart	\$12.00

ARTICLE 16.000 AIRPORT FEES

(a) Monthly Hangar Rental

(1) 956 sq. ft. (small T-hangar)	\$250.00 \$0.26 per sq. ft.
(2) 1,018.25 sq. ft. (medium T-hangar)	\$265.00 \$0.26 per sq. ft.
(3) 1,624.33 sq. ft. (large T-hangar)	\$425.00 \$0.26 per sq. ft.

(b) Community Hangar Rental

(1) 956 sq. ft. (small T-hangar)	\$125.00 \$0.13 per sq. ft.
(2) 1,018.25 sq. ft. (medium T-hangar)	\$133.00 \$0.13 per sq. ft.
(3) 1,624.33 sq. ft. (large T-hangar)	\$213.00 \$0.13 per sq. ft.

(c) Other Airport Fees

(1) Ground Lease (Improved)	\$0.30 per square foot per year
(2) Ground Lease (Unimproved)	\$0.20 per square foot per year
(3) Terminal Building Office Lease	\$12.00 per square foot per year

CITY OF LANCASTER FEE SCHEDULE

- | | |
|--------------------------|-----------------------------|
| (4) Monthly Tie Down Fee | \$60.00 per month |
| (5) Lease Assignment Fee | \$50.00 per instance |
| (6) Fuel Flowage Fee | \$0.20 per delivered gallon |
| (7) Cafe Sales | 5% of Gross Sales |

(8) Conference Room Rental	\$50.00 per hour
----------------------------	------------------

(d) Fuel Prices

- | | |
|----------------------------------|--|
| (1) 100LL Full-Service Transient | <u>Cost + taxes + \$1.25 to \$2.25 per gallon</u> |
| (2) 100LL Full-Service Based | <u>100LL Full-Service Transient price less \$0.20 per gallon</u> |
| (3) 100LL Self-Service | <u>100LL Full-Service Transient price less \$0.50 to \$1.00 per gallon</u> |
| (4) Jet-A Full-Service Transient | <u>Cost + taxes + \$1.25 to \$2.25 per gallon</u> |
| (5) Jet-A Full-Service Based | <u>Jet-A Full-Service Transient price less \$0.20 per gallon</u> |
| (6) Jet-A Self-Service | <u>Jet-A Full-Service Transient price less \$0.20 per gallon</u> |

(8)

(Ordinance 2003-10-32 adopted 10/27/03) (Resolution 2009-04-41 adopted April 13, 2009)

ARTICLE 17.000 DEVELOPMENT FEES

	<u>Building Fee</u>	<u>Engineering Fee</u>	<u>Planning Fee</u>
(a) <u>Abandonment Driveway, Drive Approach, Curb, Gutter and sidewalk Permit Fees</u> (bond required)			
(1) Residential Zones Repair/Replacement	\$25.00	N/A	N/A
(2) Residential Zones, New Construction	\$35.00	N/A	N/A
(3) Nonresidential Zones, per Approach	\$35.00	N/A	N/A
(b) <u>Annexations</u>	N/A	N/A	\$1,000.00 plus filing fee
(c) <u>Appeals to Zoning Board of Adjustments</u>	N/A	N/A	N/A
(d) <u>Building Permits</u>			

CITY OF LANCASTER FEE SCHEDULE

(Single-Family Residence, Duplex, Multi-Family, Apartment, Condominium & Townhouse, Commercial and remodels) Fees Assessed Per Address

(e)	<u>Consultant Fee-Supplemental</u>	N/A	N/A	N/A
(f)	<u>Design/Plan Review</u> Commercial and Industrial Projects Amendments (Commercial & Industrial) Residential Projects, Amendments (Residential), Minor Design Review	65% of the building permit fee. Section titled "Building Permit" in this schedule	N/A	N/A

CITY OF LANCASTER FEE SCHEDULE

(g) Plats

(1) Preliminary Plat			
Fifty (50) acres or less	N/A	N/A	\$500.00 + \$50.00 / acre
More than fifty (50) acres	N/A	N/A	\$1,000.00 + \$100.00 / acre
(2) Final Plat	N/A	N/A	\$500.00 + \$10.00 / lot
(3) Re-Plats			
Plat revision with property owner notification	N/A	N/A	\$575.00 + \$35.00 / acre
Plat revision without property owner notification	N/A	N/A	\$450.00 + \$35.00 / acre
(4) Amended Plats			
Amended Plats Correcting Errors	N/A	N/A	\$400.00
(5) Plat Vacations			
Plat Vacation increasing lots	N/A	N/A	\$200.00 + \$10.00 / acre
All other plat vacations	N/A	N/A	\$500.00
(6) Miscellaneous Plat Items			
Dallas County Clerk's Recording Fee	N/A	N/A	\$33.00 1st page \$10.00 subsequent page
(7) Re-Plats	N/A	N/A	\$400.00

(1994 Code of Ordinance, Chapter 9, Article 9.100, Section 9.106)

	<u>Building Fee</u>	<u>Engineering Fee</u>	<u>Planning Fee</u>
(h) <u>Development Review and Inspection Fees</u>			
1) Special Inspection	\$47.00 per hour, minimum 2 hours	(1) <u>See Table 2B</u> 1.5 %—3.5% <u>estimated cost of improvements intended for dedication to the city for water, sewer and streets.</u> <u>Effectively</u>	N/A

CITY OF LANCASTER FEE SCHEDULE

Immediately=
1.5% Effective
January 1, 2004 =
3.5% Each
additional hour
\$47.00 per hour

2) Inspection 2 hours – Travel time of job site and return time to be included outside of normal business hours (min. charge)	\$47.00 per hour	N/A	N/A
3) Re-inspection fees assessed under provisions of Section 305.8	\$47.00 per hour	N/A	N/A
4) Inspection for which no fee is specifically indicated (min. charge - one half hour)	\$47.00 per hour	N/A	N/A
5) Additional plan review required by changes, additions or revisions to plans (min. charge- one-half hour)	\$47.00 per hour	Plan Review \$500.00 – first review; \$350.00 – per subsequent review	N/A
6) Miscellaneous Case	N/A	N/A	\$150.00
7) Planned Development Review	N/A	N/A	\$1,500.00 plus \$10.00 per acre
8) Park Fee in Lieu of Dedication	N/A	N/A	\$1,400.00 per dwelling unit

(including single-family, dual family, and multi-family residential areas)
(Ordinance 2006-10-41 adopted 10/23/06)

(i) Signs

(Sec. 3.100 Fee Adopted - Lancaster City Code)

(1) Permanent Signs, Per Face Based on Sign Area	Table A	N/A	N/A
(2) Temporary Portable Signs, Flags, banners, etc. (good for two weeks)	\$25.00	N/A	N/A
(3) Sign contractor registration	\$100.00	N/A	N/A
(j) <u>Site Plan Review</u>	N/A	N/A	\$250.00 plus \$10 per acre
(k) <u>Subdivision Name Change</u>	N/A	N/A	\$200.00

CITY OF LANCASTER FEE SCHEDULE

(l)	<u>Street Lighting Escrow</u>	N/A	N/A	N/A
(m)	<u>Tree Survey/Preservation Plan</u>	N/A	N/A	\$50.00 administration processing fee with \$160.00 per inch mitigation fee
(n)	<u>Small cell application fee (This fee shall not exceed and is capped by statutory limits)</u>	N/A	\$500.00 (1-5 network nodes; \$250.00 (each additional network node); \$1,000.00 per pole	N/A
(o)	<u>Small cell user fees (This fee shall not exceed and is capped by statutory limits)</u>	N/A	\$250.00 annually for each network node; \$20.00 per year for city pole attachment	N/A
(p)	Transport Facility monthly user fees (This fee shall not exceed and is capped by statutory limits)	N/A	\$28.00 multiplied by the number of the network provider's network nodes located in the public right-of- way for which the installed transport facilities provide backhaul, until the time the network provider's payment to the City exceeds its monthly aggregate per month compensation to the City.	N/A

CITY OF LANCASTER FEE SCHEDULE

TABLE 2B

Single Family Residential Development	\$1,000 base fee plus \$600 per platted lot
Non-Residential Development	\$1,000 base fee plus \$1,500 per final platted acreage
Non-Residential Infrastructure * = or as identified on preliminary site plan	\$1,000 base fee plus \$1,200 per conveyance* platted acreage
Linear Utility Infrastructure For offsite utilities outside of platted boundary **=no base fee if done w ith platted development	\$1,000 base fee** plus Wastewater \$3.00 per linear foot Water \$3.00 per linear foot Storm Sewer \$4.00 per linear foot
Development Road Separate from platted development **=no base fee if done w ith platted development	\$1,000 base fee** plus \$3.00 per square yard of concrete surface
Turn Lanes and Median Openings **=no base fee if done w ith platted development	\$1,000 base fee** plus \$3.00 per square yard of concrete surface
Creek Stabilization **=no base fee if done w ith platted development	\$1,000 base fee** plus \$0.50 per square yard of disturbed area

CITY OF LANCASTER FEE SCHEDULE

Revision References

Effective October 1, 2007 (Annual update)

Resolution 2007-09-108

Revised January 14, 2008 (Water/waste water services rate)

Resolution 2008-01-07

Revised June 23, 2008 (Garbage collection fees)

Resolution 2008-06-54

Revised September 8, 2008 (Water service rate)

Resolution 2008-09-82

Revised September 8, 2008 (Waste/water service rate)

Resolution 2008-09-83

Effective October 1, 2008 (Annual update)

Resolution 2008-09-84

Revised October 27, 2008 (Multi-Family Rental Property Registration and Inspection Fee)

Resolution 2008-10-91

Revised November 10, 2008 (Food Inspections & Administrative Fee)

Resolution 2008-11-100

Revised December 8, 2008 (Irrigation Permit Fee)

Resolution 2008-12-105

Revised April 13, 2009 (Municipal Airport Fees)

Resolution 2009-04-41

Revised April 27, 2009 (Cargo Container Fees)

Resolution 2009-04-51

CITY OF LANCASTER FEE SCHEDULE

Effective October 1, 2009 (Annual Update)

Resolution 2009-08-84

Revised October 26, 2009 (Park land dedication fee per ordinance 2006-10-41)

Resolution 2009-10-102

Revised December 14, 2009 (Sec. 10.1700 Garbage Collection Fees)

Resolution 2009-12-125

Amended February 8, 2010 (Article 9.000 Drainage Utility Systems Fees to reflect Rates as adopted 10/14/02 Ordinance No. 2002-10-41)

Resolution 2010-02-11

Revised March 22, 2010 (Article 9.000 Drainage Utility System Fees)

Resolution 2010-03-27

Revised June 28, 2010 (Repealed Cargo Container Fee for Agricultural Purposes)

Resolution 2010-06-58

Revised June 28, 2010 (Established Wind Energy System Permit Fee; Ordinance No. 2010-04-09)

Resolution 2010-06-59

~~**Resolution 2010-09-75 (repealed in its entirety)**~~

Effective October 1, 2010 (Annual Update; Corrected Section 10.700 Water Rates – Within City)

Resolution 2010-09-82

Revised November 8, 2010 (Includes fee for Local Alcohol Permit)

Resolution 2010-11-93

Revised September 12, 2011 (Sec. 10.1700 Garbage Collection Rates)

Resolution 2011-09-79

Revised September 12, 2011 (Sec. 10.700 Water Rates – Within City and Sec. 10.1000 Wastewater Treatment Services User Charges)

CITY OF LANCASTER FEE SCHEDULE

Resolution 2011-09-80

Effective October 1, 2011 (Annual Update)

Resolution 2011-09-81

Effective October 10, 2011 (Sec. 4.400 Food Service Establishments fees)

Resolution 2011-10-86

Effective February 27, 2012 (Revised Article 16.000 Airport Fees to add rental rates for community hangars)

Resolution 2012-02-17

Effective August 27, 2012 (Updated Water/Wastewater and Roadway Impact Fees)

Ordinance 2012-08-25

Effective October 1, 2012 (Annual Update)

Resolution 2012-08-69

Effective December 1, 2012 (Industrial Discharge Fee – reference Appendix “A”)

Resolution 2012-09-79

Effective October 1, 2013 (Annual Update)

Resolution 2013-08-68

Effective January 1, 2014 (Hotel/Motel Property Annual Inspection Fee)

Resolution 2013-07-61

Effective June 9, 2014 (Fines, costs, and fees for School Bus Stop Arm Violations)

Resolution 2014-06-48

Effective June 23, 2014 (Boarding Home Facilities Permit)

Resolution 2014-06-50

Effective October 1, 2014 (Annual Update)

Resolution 2014-09-77

CITY OF LANCASTER FEE SCHEDULE

Effective October 1, 2015 (Water and Wastewater Rates)

Resolution 2015-09-74

Effective October 1, 2015 (Annual Update)

Resolution 2015-09-67

Effective December 14, 2015 (Solid Waste Disposal)

Resolution 2015-12-102

Effective October 1, 2016 (Annual Update)

Resolution 2016-09-71

Effective October 10, 2016 (Rental Registration)

Resolution 2016-10-88

Effective August 28, 2017 (Small Cell Antennas or Distributed Antenna Systems)

Resolution 2017-08-61

Effective October 1, 2017 (Annual Update)

Resolution 2017-09-62

Effective November 13, 2017 (Microchip Fees)

Resolution 2017-11-79

Effective April 23, 2018 (Sec. 10.1700 Garbage Collection Rates)

Resolution 2018-04-36

Effective October 1, 2018 (Annual Update and Water and Wastewater Rates)

Resolution 2018-09-72

Effective October 1, 2019 (Annual Update)

Resolution 2019-09-63

Effective October 1, 2020 (Annual Update)

Resolution 2020-04-29

CITY OF LANCASTER FEE SCHEDULE

Effective October 11, 2021 (Annual Update)

Resolution 2021-10-91

Effective November 8, 2021 (Building Related Fees)

Resolution 2021-11-98

Effective July 11, 2022 (Fire Services Fees)

Resolution 2022-07-55

Effective October 1, 2022 (Annual Update)

Resolution 2022-09-78

Effective October 1, 2022 (Annual Update)

Resolution

CITY OF LANCASTER FEE SCHEDULE

ARTICLE 1.000	911 EMERGENCY TELEPHONE SERVICE FEE	2
ARTICLE 2.000	ANIMAL CONTROL FEES	2
ARTICLE 3.000	BUILDING RELATED FEES	3
ARTICLE 4.000	BUSINESS RELATED FEES	10
ARTICLE 5.000	FIRE SERVICES FEES	13
ARTICLE 6.000	ABATEMENT OF PROPERTY MAINTENANCE NUISANCE	19
ARTICLE 7.000	LIQUID WASTE TRANSPORT PERMIT	19
ARTICLE 8.000	LIBRARY FINES AND FEES	19
ARTICLE 9.000	MUNICIPAL DRAINAGE UTILITY SYSTEM FEES	20
ARTICLE 10.000	UTILITY RELATED FEES	21
ARTICLE 11.000	PLANNING AND ZONING RELATED FEES	3129
ARTICLE 12.000	MUNICIPAL COURT	31
ARTICLE 13.000	ADMINISTRATIVE FEES	31
ARTICLE 14.000	POLICE DEPARTMENT	3634
ARTICLE 15.000	PARKS AND RECREATION	3836
ARTICLE 16.000	AIRPORT FEES	4846
ARTICLE 17.000	DEVELOPMENT FEES	4947

Effective October [991](#), 2023 Resolution 2023-xx-xx

CITY OF LANCASTER FEE SCHEDULE

ARTICLE 1.000 911 EMERGENCY TELEPHONE SERVICE FEE

There is hereby imposed on each telephone subscriber's local exchange access line, or its equivalent, in the City of Lancaster, a 911 emergency service fee of eighty-two cents (\$0.82) per month for each residential line, and one dollar and fifty-two cents (\$1.52) per month for each business line, or two dollars and fifty cents (\$2.50) per month for each business trunk line. Such fees shall be used only to provide for the purchase, installation, operating and maintenance expenses of 911 emergency services, including required personnel.

(Ordinance 2007-08-38, adopted 8/13/07)

ARTICLE 2.000 ANIMAL CONTROL FEES

Sec. 2.100 General

(a) Animal Impound Fee

(1) 1 st Offense	\$45.00
(2) 2 nd Offense	\$55.00
(3) 3 rd Offense	\$85.00
(4) 4 th Offense	\$110.00
(5) Each subsequent offense is increased by	\$50.00
(b) <u>Boarding While Impounded</u>	\$10.00 per day
(c) <u>Rabies and Quarantine Observation Fee</u>	\$15.00 per day
(d) <u>Rabies Observation Quarantine Redemption</u>	\$150.00
(e) <u>Adoption Fees</u>	
(1) Small Dogs and Puppies	\$15.00
(2) Large Dogs	\$25.00
(3) Cats	\$15.00
(f) <u>Surrender of Animal</u>	
(1) Residential Surrender Fee	\$20.00 per animal or litter
(2) Non-residential Surrender Fee	\$25.00
(g) <u>Euthanization / Dogs & Cats Only</u>	
(1) At Owner's Request	\$30.00
(h) <u>Pick Up Deceased Animal for Owner</u>	\$30.00
(i) <u>Microchip Fee</u>	\$15.00 per animal
(j) <u>Animal Trap Deposit</u>	\$50.00 per trap

Sec. 2.200 Dangerous Dog Registration Fee

The required annual fee for the registration of a dangerous dog shall be fifty dollars (\$50.00).

(1994 Code of Ordinances, Chapter 2, Article 2.600, Section 2.604)

CITY OF LANCASTER FEE SCHEDULE

Sec. 2.300 Vaccination for Rabies Prior to Redemption

The required fee for vaccination for rabies prior to redemption shall be (\$5.00).

(Chapter 4, Article 4.04 Impoundment, Section 4.04.007)

ARTICLE 3.000 BUILDING RELATED FEES

Sec. 3.100 Fees Adopted

Building Permit fees when assessed by Table 1A shall be based on the fair market value of the proposed improvements, including the architectural, structural, electrical, plumbing, mechanical, landscaping, paving, parking, and drive approach. The Director or his/her designee may require the applicant to verify the value and/or the square footage.

TABLE 1-A

Total Valuation

\$1.00 to \$500.00	\$100.00 (minimum permit fee)
\$501.00 to \$2,000.00	\$100.00 for the first \$500.00 plus \$12.50 for each additional \$1000.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$125.00 for the first \$2,000.00 plus \$15.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$470.00 for the first \$25,000.00 plus \$12.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$782.50 for the first \$50,000.00 plus \$10.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,307.50 for the first \$100,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$4,307.00 for the first \$500,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$7,057.00 for the first \$1,000,000.00 plus \$3.50 for each additional \$1,000.00 or fraction thereof

CITY OF LANCASTER FEE SCHEDULE

- | | | |
|-----|--|-------------------------|
| (a) | <u>Moving Permit Fees</u> | |
| | (1) Base Fee
(structures 200 sq. ft. and over) | Per Table 1-A |
| | (2) Inspection Fee
(plus .35 cents per mile to building location) | Per Table 1-A |
| (b) | <u>Portables/Storage Building Permit Fees</u> | |
| | (1) Under 200 sq. ft. base fees | Per Table 1-A |
| | (2) Over 200 sq. ft. | Per Table 1-A |
| (c) | <u>Fence Permit Fees</u> | |
| | (1) Non-residential | Per Table 1-A |
| | (2) A-O Zoning (Agricultural Fencing) | \$25.00 |
| | Accessory Structures less than 400 sq. ft. | \$50.00 |
| | Accessory Structures greater than 400 sq. ft. | \$100.00 |
| | All other construction and related additions or remodeling work will be permitted and charged in accordance with Table 1-A | |
| (d) | <u>Driveway, Drive Approach, Curb, Gutter and Sidewalk Permit Fees (Bond Required)</u> | |
| | (1) Non-residential zones, per approach | \$25.00 + per Table 1-A |
| (e) | <u>Paving Private/Commercial Property Permit Fees</u> | |
| | (1) Non-residential zones, per approach | Per Table 1-A |
| | (2) Commercial Parking Lots | Per Table 1-A |
| (f) | <u>Permit Fees</u> | |
| | (1) Multi-family, apartment, condominium townhouse, commercial and remodels per Table 1-A. Fee assessed per address. | |
| (g) | <u>Backflow Test Report (Per Device)</u> | \$25.00 |
| (h) | <u>Sewer/Water/Gas Lines & Replacements</u> | |
| | (1) Sewer line repair/install | Per Table 1-A |
| | (2) Sewer line replacement | Per Table 1-A |
| | (3) Water line repair/install | Per Table 1-A |
| | (4) Water line replacement | Per Table 1-A |
| | (5) Gas line repair/install | Per Table 1-A |
| | Additional charge per outlet | |

CITY OF LANCASTER FEE SCHEDULE

(6) Gas line Replacement Additional charge per outlet (this fee will be included in the total fee)	Per Table 1-A
(7) Drainage, vent system repair/replacement	Per Table 1-A
(8) Water heater replacement	Per Table 1-A
(9) Fixtures, addition/replacement	Per Table 1-A
(10) Grease trap, sand trap, grit trap and other Approved catch basins	Per Table 1-A
(11) Water treatment/water softener	Per Table 1-A
(12) Solar heater	Per Table 1-A
(13) Others as may be required	Per Table 1-A
(i) <u>Electrical Fees</u>	
(1) Temporary service pole (not related to construction permit) To and including 200 amp	Per Table 1-A / \$25.00
Over 200 amp to 1,000 amp	Per Table 1-A
Over 1,000 amp and up	Per Table 1-A
(2) Receptacle, switch and lighting circuits	Per Table 1-A / \$25.00 min.
(3) Lighting fixture and lamp holding device	Per Table 1-A
(4) Building Rewire	Per Table 1-A
(5) Nonresidential Use Appliances [Nonresidential use appliances not exceeding 2 horsepower (hp), kilowatt (kw) or kilowatt ampere(kva)]	Per Table 1-A
(6) Power Apparatus (Base Fee) Motor over 1 hp, transformer, generator, heating/air conditioning units, heat pumps, cooking/baking	Per Table 1-A
(7) Equipment-Rated in hp, kw, kva, kvar	Per Table 1-A
Up to and including 1	Per Table 1-A
Over 1-10	Per Table 1-A
Over 10-50	Per Table 1-A
Over 50-100	Per Table 1-A
Over 100	Per Table 1-A
Minimum fee	Per Table 1-A

CITY OF LANCASTER FEE SCHEDULE

(8) Signs

Initial CKT	Per Table 1-A
Each additional CKT	Per Table 1-A

(9) Busways

Initial 100 feet	Per Table 1-A
Each additional 100 feet or fraction thereof	Per Table 1-A

(10) Subpanels

Initial panel	Per Table 1-A
Each subsequent panel	Per Table 1-A

Service change charge does not include additional circuits required.

(j) HVAC Installation Fees

- | | |
|--|---------------|
| (1) Installing/replacing HVAC system (condensing unit, evaporator, coil, furnace and piping) up to and including 5 tons of air conditioning, and/or 200,000 Btu input of heating per system. | Per Table 1-A |
| (2) Installing/replacing HVAC system over Stans of air conditioning and/or over 200,000 Btu input of heating per system. | Per Table 1-A |
| (3) Component Installation/Replacement. | Per Table 1-A |
| Condensing unit up to 5 tons | Per Table 1-A |
| Over 5 tons, \$10.00, plus per ton | Per Table 1-A |
| Furnace up to 200,000 Btu input | Per Table 1-A |
| Over 200,000 Btu input, \$10.00 plus per 100,000 | Per Table 1-A |
| (4) Unit heater/suspended heater/duct heater | Per Table 1-A |
| (5) Ventilation/exhaust fans/hoods - Type I, Type II, Hoods, Exhaust Fans, each | Per Table 1-A |
| (6) Boilers | Per Table 1-A |
| (7) Other as may be required by mechanical code | Per Table 1-A |

(k) Swimming Pool/Spa/Hot Tub Permit Fees

- | | |
|-----------------------|---------------|
| (1) In ground pool | Per Table 1-A |
| (2) Above ground pool | Per Table 1-A |
| (3) Spa/hot tub | Per Table 1-A |

(Above permits include electric and plumbing work, trades must validate)

CITY OF LANCASTER FEE SCHEDULE

(l)	<u>Apartment Registration and Inspection Fee</u>	\$15.00 per apartment unit
(m)	<u>Satellite Dish Permit Fees</u>	
	(1) Pole style or roof mount	Per Table 1-A
(n)	<u>Installation or Removal of Underground Fuel Storage Tank and/or Hazardous Chemicals</u>	
	(1) Storage tank permit fees	Per Table 1-A
(o)	<u>Repair of Underground Fuel Storage Tank and/or Lines Permit Fees</u>	
	(1) Contractor's Registration (per year)	\$100.00
	(2) Repairs of underground fuel storage tanks (base fee)	Per Table 1-A
(p)	<u>Above Ground LPG Storage Tank System Permit Fees</u>	
	(1) Contractor's Registration (per year)	\$100.00
	(2) Base Fee	Per Table 1-A
(q)	<u>Fire Sprinkler and/or Standpipe System Permit Fees</u>	
	(1) Contractor's Registration (per year)	No Charge
	(2) Base Fee	Per Table 1-A
(r)	<u>Fire Alarm Fees</u>	
	(1) Base Fee	\$100.00
(s)	<u>Fixed Fire-Extinguishing System Permit Fees</u>	
	(1) Contractor's Registration (per year)	No Charge
	(2) Base Fee	Per Table 1-A
(t)	<u>Tents and/or Air Support System Permit Fees</u>	
	(1) 200 sq. ft. or larger	\$50.00
(u)	<u>Grading Filling and Excavating Permit Fees</u>	
	(1) Base Fee	Per Table 1-A
(v)	<u>Fee Assessment for Traffic Signals</u>	
	There shall be an assessment of thirty- five dollars \$35.00 per acre for each acre of development to provide for future traffic signalization.	
	(1) New Construction	\$75.00
	(2) Existing Structure	\$75.00
(w)	<u>Certificate of Occupancy Fees</u>	
	(1) New Construction	\$75.00
	(2) Existing Structure	\$75.00
(x)	<u>Concrete Permit</u>	
	(1) All contractors must submit \$300,000.00 liability insurance made out with the City of Lancaster as a certificate holder.	

CITY OF LANCASTER FEE SCHEDULE

(y) <u>Irrigation Permit Fee Commercial</u>	Per Table 1-A
(z) <u>Administrative Plan Review-Residential</u>	\$250.00
(aa) <u>Administrative Plan Review-Commercial</u>	65% of permit fee
(bb) <u>Utility Verification Permit</u>	\$50.00
(cc) <u>After Hours Inspections</u>	\$47.00 per hour, minimum 2 hours
(dd) <u>Sign Permit Fees</u>	Per Table 1-A
(ee) <u>Wind Energy System Permit Fee</u>	Per Table 1-A
(ff) <u>Hotel/Motel Property Inspection Fee</u>	\$50.00 per rental unit annually
(gg) <u>Annual Rental Registration and Inspection Fee</u>	\$50.00 per rental unit
(hh) <u>Annual Rental Registration Fee</u> (following initial registration and inspection fee)	\$15.00 per rental unit
<u>Inspection Fee Upon move out</u>	\$55.00 per rental unit
<u>Re-Inspection Fee</u>	\$25.00 per rental unit
(ii) <u>Plan Amendment – Non-residential</u>	65% of permit fee based on valuation
(jj) <u>Plan Amendment Minor Reduction – Non-resident</u>	\$250.00
(kk) <u>Domestic Water Line Flush</u> (Resolution 2014-06-47 adopted 06/09/14) (Resolution 2016-10-88 adopted 10/10/2016)	\$75.00 per test

Contractor Registration Fees

(1) Building Contractor Registration	\$100.00 Annually
(2) HVAC Contractor Registration	No Charge
(3) General Contractor Registration	\$100.00 Annually
(4) Fence Contractor Registration	\$100.00 Annually
(5) Sign Contractor Registration	\$100.00 Annually
(6) Concrete Contractor Registration	\$100.00 Annually
(7) Electrical Contractor	No Charge
(8) Plumbing Contractor	No Charge

Sec 3.102 Residential Permit Fees

(a) Residential Building Permit Fees (new buildings and building additions)	\$0.92/sq. ft.
(b) Residential Remodel, Repair, Alteration to existing house (excludes additions or accessory building)	\$125.00 plus \$50.00 per trade

CITY OF LANCASTER FEE SCHEDULE

(c)	Plan Review Fee for new homes	\$250.00
(d)	Mechanical Equipment Replacement (HVAC)	\$100.00
(e)	Electrical Service Replacement, Upgrade or Repair. Also, includes addition of switches, receptacle or circuits not included in an addition, remodel or repair permit	\$100.00
(f)	Plumbing repairs (including water and sewer line repair or replacement and water heater replacement)	\$100.00
(g)	Residential Fence permit fee	\$75.00
(h)	Residential Subdivision Screen Wall permit fee	\$0.20 per linear foot
(i)	Residential Storage/Accessory Buildings (less than 300 square feet. If 300 – 900 square feet, fee is based on Table 1)	\$125.00
(j)	Residential or Agricultural Accessory Buildings (300 – 900 square feet)	\$225
(k)	Residential or Agricultural Accessory Buildings (900 and larger square feet)	\$450
(l)	Concrete Flatwork including Driveways, Drive Approaches, walkways, Patios, Porches, etc.	\$75.00
(m)	Swimming Pool – In-ground	\$350.00
(n)	Swimming Pool – Above Ground	\$200.00
(o)	Spa or Hot Tub	\$200.00
(p)	HUD Manufactured Homes	\$0.62/sq. ft.
(q)	Industrialized Home Permit Fee	\$0.62/sq. ft.
(r)	Backflow Test Report Per Device	\$25.00
(s)	Residential Irrigation Permit Fee	\$125.00
(t)	Utility Verification	\$50.00
(u)	Foundation Repair Permit	\$100.00
(v)	Roofing Permit (Replacement of more than 100 sq. ft. of shingles)	\$100.00
(w)	Residential Building Permit Fees (new buildings and building additions)	\$0.92/sq. ft.
(x)	Minor Plan Amendment - Residential	\$200.00
(y)	Solar Photovoltaic Systems	\$250.00

CITY OF LANCASTER FEE SCHEDULE

Sec. 3.200 When Fees Doubled

Where work for which a permit is required is started or preceded prior to obtaining said permit, the fees above shall be doubled. The payment of a double fee shall not relieve any persons from fully complying with the regulations prescribed in this article in the execution of the work or from any other penalties prescribed herein.

Sec. 3.300 Second Inspections

Where work for which a permit is required and has been issued is inspected by the Inspection Department's Inspector and failed for noncompliance with city codes, and a second inspection is required, an additional fee of fifty dollars (\$50.00) shall be charged for re-inspection and will increase by ~~\$50.00~~^{\$25.00} for each subsequent re-inspection.

Sec. 3.400 Public Schools Exempt from Fee Requirements

Any public school within the City of Lancaster shall be exempt from payment of the fees provided by this article, provided that such public schools shall not be excused from the necessary permit approval process enumerated in this code or in any other code or ordinance of the City of Lancaster.
(Ordinance 13-00 adopted 4/24/00)

Sec. 3.500 Excavation Fees

Permit Fees. Permit fees shall be fifty dollars (\$50.00) minimum with a maximum of 2.5% of the construction contract cost. Such fee if paid by check, money order, bank draft or other negotiable instrument, shall be made payable to the city treasurer. If paid by cash, such cash shall be remitted daily to the city treasurer, who shall deposit it to the credit of the general fund. Construction bond for work in a city right-of-way shall be \$10,000.00 bond amount; \$2,000.00 bond amount where work not to exceed \$2,000.00 in value for any one permit that may be acquired for that work within the right-of-way.

(Ordinance 38-99 adopted 11/8/99)

Sec. 3.600 Backflow Prevention Assembly Testers Fees

An annual registration fee of one hundred dollars (\$100.00) shall be paid by each contractor or business for the first certified tester/employee prior to any work commencing with the city. Each additional employee (who is a certified tester) working for a contractor that is registered in the city shall pay an additional fifty dollars (\$50.00) registration fee per tester.

(Ordinance 29-00 adopted 7/24/00)

ARTICLE 4.000 BUSINESS RELATED FEES

Sec. 4.100 Peddlers, Solicitors and Itinerant Vendors

(a) Investigation Fee: Each and every person seeking a permit under the provisions of the Lancaster Code of Ordinances, Chapter 4, Article 4.100 "Peddlers, Solicitors and Itinerant Vendors" shall pay a fee of twenty-five dollar (\$25.00) per year for investigation of such application. Such fee shall be prorated, shall be paid in case at the time such application is made and shall not be returned to the applicant regardless of whether or not such permit is issued or denied. Persons representing firms or corporations shall be required to obtain separate permits, but shall pay only a single investigation fee. Persons involved in interstate commerce shall be exempt from payment of the investigation fee, but shall be required to obtain a permit and otherwise fully comply with all provisions of Chapter 4, Article 4.100.

CITY OF LANCASTER FEE SCHEDULE

- (b) Investigation Fee: Each and every person seeking a permit under the provisions of the Lancaster Code of Ordinances, Chapter 4, Article 4.100 "Peddlers, Solicitors and Itinerant Vendors" shall pay a fee of twenty-five dollar (\$25.00) per year for investigation of such application. Such fee shall be prorated, shall be paid in case at the time such application is made and shall not be returned to the applicant regardless of whether or not such permit is issued or denied. Persons representing firms or corporations shall be required to obtain separate permits, but shall pay only a single investigation fee. Persons involved in interstate commerce shall be exempt from payment of the investigation fee, but shall be required to obtain a permit and otherwise fully comply with all provisions of Chapter 4, Article 4.100.
- (c) The permit fee for itinerant vendors on private property is twenty dollars (\$20.00). The City will not require payment of this permit fee by locally-based charitable organizations or organizations engaged in activities such as bake sales or car washes. The permit is issued for a minimum of five (5) days, but not to exceed forty-five (45) days. Each eligible property may only allow use of the property for a temporary business for a maximum of forty-five (45) days per calendar year in accordance with Chapter 4, Article 4.100, Section 4.114.
- (b) Replacement Permits: Should a permittee lose the permit or otherwise need to obtain a replacement permit from the city, the cost of such replacement permit shall be fifteen dollars (\$15.00).

(Ordinance 2008-06-24; adopted June 23, 2008)

Sec. 4.200 Coin-Operated Machine Fees

- (a) Every owner or operator who owns, controls, possesses, exhibits, displays or permits to be exhibited or displayed in this city any coin-operated machine shall pay and there is hereby levied on each coin-operated machine an annual occupation tax in the amount of twenty-five dollars (\$25.00).

(Ordinance 2002-10-38 adopted 10/14/02)

Sec. 4.300 Reserved for Future Use

Sec. 4.400 Food Service Establishments

The City of Lancaster shall issue a food service permit to the applicant if its inspection reveals that the proposed food service establishment complies with the requirements of Texas Health and Safety Code Chapters 437, Food and Drug Health Regulations, and 121, Local Regulation of Public Health. The permit shall be issued upon payment of a two hundred ten-dollars (\$210.00) annual inspection fee (includes two (2) inspections) set by the Dallas County Department of Health and Human Services plus an administrative fee of fifty dollars (\$50.00), which shall be due and payable on or before October 1 of each year. Such permit shall expire on September 30 of the succeeding year. Such a permit shall be payable in full if the permit is issued at the beginning of the fiscal year or prorated as deemed appropriate by staff depending upon when it is issued within the year. All food service establishment permits shall expire on September 30 of each year and be issued upon inspection and payment of the required fee, to be effective on October 1. Beginning with the third food establishment inspection or any other food inspection outside of the two yearly inspections, also including a re-opening inspection, a one hundred five dollar (\$105.00) fee will be assessed for each additional inspection along with a seventy five dollar (\$75.00) administrative fee.

CITY OF LANCASTER FEE SCHEDULE

Sec. 4.500 Temporary Food Permit Application \$75.00
(Set by the Dallas County Department of Health and Human Services.)

Sec. 4.600 Reserved for Future Use

Sec. 4.700 Temporary Building Use Fees

The permit fees for administering temporary uses within the city shall be as follows:

- | | |
|---|----------|
| (1) Real estate sales office | \$100.00 |
| (2) Construction office | \$100.00 |
| (3) Asphalt batching plant | \$100.00 |
| (4) Cement hatching plant | \$100.00 |
| (5) Portable church building | \$100.00 |
| (6) Portable school building | \$100.00 |
| (7) Other temporary use as determined by City Manager
(or his/her designated representative) | \$100.00 |
| (8) Cargo container for construction purposes | \$150.00 |

Sec. 4.800 Taxicab Permits

Each applicant for a license to operate a vehicle for transporting of passengers for hire within the city shall pay a non-refundable fee in the sum of one hundred dollars (\$100.00) to cover the cost of processing the application.

Sec. 4.900 Emergency Ambulance Service Permit

Each applicant shall pay to the City of Lancaster upon submission of his application a non-refundable two hundred dollar (\$200.00) permit fee. Such fee shall be for a permit for the period of January 1 through December 31 of each year, provided that any permit secured during the year shall be valid through December 31 of that year, and such fee shall not be prorated.

Sec. 4.1000 Limousine Operator Permit

Each limousine service operator shall be subject to a one hundred dollar (\$100.00) non-refundable permit application fee to cover the cost of processing the application.

(Ordinance 13-00 adopted 4/24/00)

Sec. 4.1100 Alcoholic Beverage Permit

The City shall assess a local permit fee for each Alcoholic Beverage Permit not to exceed one-half the amount of the state fee in accordance with the Texas Alcoholic Beverage Code. Said fee shall be non-refundable.

(Ordinance No. 2010-11-26, adopted 11/08/10;
Resolution No. 2010-11-93, adopted 11/08/ 10)

Sec. 4.1200 Boarding Home Facilities Permit

The License fees are as follows:

- | | |
|---|-----------------|
| (1) Operational Permit "License" Fee | \$500.00 / year |
| (2) Fines not to exceed the sum of \$2,000.00 for each offense if fire safety or health and \$500.00 for all other. | |

CITY OF LANCASTER FEE SCHEDULE

(Ordinance No. 2014-06-11, adopted June 23, 2014;
Resolution No. 2014-06-50; adopted June 23, 2014)

ARTICLE 5.000 FIRE SERVICES FEES

Sec. 5.100 Apartment Registration and Inspection Fee \$75.00

Sec. 5.200 Installations or Removal of Underground Fuel Storage Tank and/or Hazardous Chemicals

(1) Storage tank permit fees Per Table 1-A

(2) Fire watch fee (per person, per hour, 2 hr. minimum) \$100.00

Repair of Underground Fuel Storage Tank and/or Lines Permit Fees

(1) Contractor's Registration (per year) \$100.00

(2) Repairs of underground fuel storage tanks (base fee) Per Table 1-A

Above Ground LPG Storage Tank System Permit Fees

(1) Contractor's Registration (per year) \$100.00

(2) Base fees (per tank) Per Table 1-A

Sec. 5.300 Fire Sprinkler and/or Standpipe System Permit Fees

(1) Contractor's Registration (per year) No charge

(2) Base fees Per Table 1-A

Sec. 5.400 Fire Alarm Permit Fees

(1) Base fees \$100.00

Fixed Fire-Extinguishing System Permit Fees

(1) Contractor's Registration (per year) No Charge

(2) Base fees Per Table 1-A

Sec. 5.500 Tents and/or Air Support System Permit Fees

(1) 200 sq. ft. or larger \$75.00

Sec. 5.600 When Fees Doubled

Where work for which a permit is required is started or preceded prior to obtaining said permit, the fees above shall be doubled. The payment of a double fee shall not relieve any persons from fully complying with the regulations prescribed in this article in the execution of the work or from any other penalties prescribed herein.

Sec. 5.700 Second Inspections

CITY OF LANCASTER FEE SCHEDULE

Where work for which a permit is required and has been issued is inspected by the Inspection Department's Inspector and failed for noncompliance with City codes, and a second inspection is required, an additional fee of fifty dollars (\$50.00) shall be charged for re-inspection and will increase by \$50.00 for each subsequent re-inspection.

Sec. 5.800 Public Schools Exempt from Fee Requirements

Any public school within the City of Lancaster shall be exempt from payment of the fees provided by this article, provided that such public schools shall not be excused from the necessary permit approval process enumerated in this code or in any other code or ordinance of the City of Lancaster.
(Ordinance 13-00 adopted 4/24/00)

Sec. 5.900 Emergency Ambulance Service Permit

Upon submission of application, each applicant shall pay to the City of Lancaster a non-refundable two hundred dollar (\$200.00) permit fee. Such fee shall be for a permit for the period of January 1 through December 31 of each year, provided that any permit secured during the year shall be valid through December 31 of that year, and such fee shall not be prorated.

Sec. 5.1000 Residential Fire Alarm Permit Fee

\$25.00 Annually

(No Charge if Burglar Alarm Permit is taken out with
Police Department) Senior Rate (65 or older)

Exempt

Sec. 5.1100 Commercial Fire Alarm Permit Fee

\$100.00 Annually

Sec. 5.1200 Required Annual Operational Permit Fees

(1) Administrative Fee	\$25.00
(2) Aerosol products	\$25.00
(3) Amusement buildings	\$100.00
(4) Assisted living operations - Residential	\$100.00
Commercial Assisted Living	\$200.00
Nursing Home	\$200.00
(5) Aviation facilities	\$50.00
(6) Carnivals and fairs	\$100.00
(7) Cellulose nitrate film	\$25.00
(8) Combustible dust-producing operations	\$100.00
(9) Combustible fibers	\$100.00
(10) Compressed gases (Filling/Storage/Use)	\$125.00
(11) Covered mall buildings	\$25.00
(12) Cryogenic fluids	\$100.00
(13) Cutting and welding	\$100.00

CITY OF LANCASTER FEE SCHEDULE

(14)	Day care operations - Residential	\$50.00
	Commercial Day care	\$100.00
(15)	Dry cleaning plants	\$25.00
(16)	Exhibits and trade shows	\$25.00
(17)	Explosives	\$500.00
(18)	Fire hydrants maintenance	\$150.00
(19)	Flammable and combustible liquids	\$125.00
(20)	Floor finishing	\$50.00
(21)	Foster home operations	\$50.00
(22)	Fruit and crop ripening	\$25.00
(23)	Fumigation and thermal insecticidal Fogging	\$25.00
(24)	Group home operations	\$500.00
	Per Sec. 4.1200 Boarding Home Ordinance	
(25)	Half-way home operations	\$500.00
	Per Sec. 4.1200 Boarding Home Ordinance	
(26)	Hazardous materials	\$300.00
(27)	HPM facilities	\$300.00
(28)	High-piled storage	\$125.00
(29)	Hot work operations	\$100.00
(30)	Industrial ovens	\$25.00
(31)	Lumber yards and woodworking plants	\$50.00
(32)	Liquid- or gas-fueled vehicles or equipment in assembly buildings	\$100.00
(33)	LP-gas	\$100.00
(34)	Magnesium	\$100.00
(35)	Miscellaneous combustible storage	\$25.00
(36)	Open burning (Exception: Recreational fires)	\$150.00 per burn
(37)	Open flames and torches	\$50.00
(38)	Open flames and candles	\$50.00
(39)	Organic coatings	\$50.00
(40)	Places of assembly	\$0.00

CITY OF LANCASTER FEE SCHEDULE

(41)	Private fire hydrant installation/maintenance	\$25.00 per hydrant
(42)	Pyrotechnic special effects material	\$100.00
(43)	Pyroxylin plastics	\$100.00
(44)	Refrigeration equipment	\$25.00
(45)	Repair garages and motor fuel- dispensing facilities.	\$50.00
(46)	Rooftop heliports	\$25.00
(47)	Spraying or dipping	\$50.00
(48)	Storage of scrap tires and tire byproducts	\$200.00
(49)	Temporary membrane structures, tents and canopies.	\$75.00
(50)	Tire-rebuilding plants	\$100.00
(51)	Waste handling	\$200.00
(52)	Wood products	\$50.00

Sec. 5.1201 Special Events

Mobile Food Truck Inspection Fee	\$50.00
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Sec. 51202 Required Construction Permits

(1)	Automatic fire-extinguishing systems	Per Table 1-A
(2)	Battery systems/Energy Storage System	Per Table 1-A
(3)	Compressed gases	Per Table 1-A
(4)	Emergency responder radio coverage	Per Table 1-A
(5)	Fire alarm and detection systems and related equipment.	Per Table 1-A
(6)	Fire pumps and related equipment	Per Table 1-A
(7)	Flammable and combustible liquids	Per Table 1-A
(8)	Hazardous materials	Per Table 1-A
(9)	Industrial ovens	Per Table 1-A
(10)	LP-gas	Per Table 1-A
(11)	Private fire hydrants	Per Table 1-A
(12)	Smoke and heat vent removal system	Per Table 1-A
(13)	Spraying or dipping	Per Table 1-A
(14)	Standpipe systems	Per Table 1-A
(15)	Temporary membrane structures, tents and canopies.	\$75.00
(16)	Fixed fired extinguishing system	Per Table 1-A

CITY OF LANCASTER FEE SCHEDULE

(17)	Fuel storage tanks underground and above ground	Per Table 1-A
(18)	Refrigerant leak detection & alarm system	Per Table 1-A
(19)	Emergency alarm system	Per Table 1-A
(20)	Hazmat detection & alarm system	Per Table 1-A
(21)	Access & Egress control system	Per Table 1-A
(22)	Fire water supply tank	Per Table 1-A
(23)	Administrative Plan Reviews	65% of permit fee based on valuation

Sec. 5.1300 Ambulance Fees

(1)	ALS Emergency Mileage	\$15.00
(2)	ALS Non-Emergency Mileage	\$15.00
(3)	ALS Supplies - IV Therapy	\$100.00
(4)	ALS1 Emergency, Non-Resident	\$1,500.00
(5)	ALS1 Emergency, Resident	\$1,600.00
(6)	ALS2, Non-Resident	\$1,800.00
(7)	BLS Emergency, Non-Resident	\$1,400.00
(8)	BLS Emergency Mileage	\$24.00
(9)	Treatment / No-Transport	\$175.00
(10)	Oxygen Treatment	\$150.00
(11)	ALS Dispos	\$450.00
(12)	BLS Dispos	\$350.00

Any resident or non-resident delivered by helicopter transportation shall be charged fees accumulated as if delivered to a medical facility. This is in addition to the fee from the helicopter company.

Sec. 5.1400 Local EMS Services

(1)	Extra Attendant	\$100.00
(2)	Ambulance Stand-By	\$200.00 per hour

Sec. 5.1500 Fire Department Response Fees

(1)	Absorbent for Cleanup	\$40.00 per bag
(2)	Absorbent Pads	\$50.00 each
(3)	Aerial Ladder Truck	\$600.00 per hour on-scene
(4)	Air Truck with Cascades System	\$300.00 per hour used

CITY OF LANCASTER FEE SCHEDULE

(5)	Boat Rescue	\$50.00 per hour
(6)	Brush Truck	\$300.00 per hour
(7)	Decon Pond/Spill Containment	\$100.00 per each used
(8)	Extrication Tools	\$100.00 per each used
(9)	Foam	\$50.00 per gallon
(10)	On-Scene Labor	\$48.00 per hour
(11)	Engine/Pumper	\$500.00 per hour
(12)	Engine/Pumper #2	\$500.00 per hour
(13)	Engine/Pumper #3	\$500.00 per hour
(14)	Rescue Truck	\$400.00 per hour
(15)	Sand	\$400.00 per truck load
(16)	Tanker Truck	\$500.00 per hour
(17)	Utility Truck	\$150.00 per hour
(18)	Firefighting equipment damaged or destroyed as a result of response to the incident or contaminated with hazardous materials will be replaced at cost	

For applicable disasters and emergencies declared by the Mayor, Governor or President, the current adopted FEMA Schedule of Equipment Rates will apply. Information regarding the Fee Schedule can be found at www.fema.gov/schedule-equipment-rates. Information regarding the use of the Schedule is contained in 44 CFR § 206.228 Allowable Costs.

Sec. 5.1600 False Alarms with Permit within 12-month period:

1-3	No Charge
4-5	\$200.00
6-7	\$250.00
8 or more	\$300.00 each

False Alarms without Permit within 12-month period:

1-3 Residential	\$50.00 each
1-3 Commercial	\$100.00 each
4-5 Residential	\$75.00 each
4-5 Commercial	\$200.00 each
6-7 Residential	\$100.00
6-7 Commercial	\$250.00
8 or more - Residential	\$200.00 each
8 or more - Commercial	\$250.00 each
Late Payment for non-payment within 30 days after notification	\$25.00

CITY OF LANCASTER FEE SCHEDULE

Sec. 5.1700 Dallas County Response Fees

- | | |
|-------------------------------------|----------------------------|
| (1) Ambulance (In-County Calls) | \$450.00 per ambulance run |
| (2) Dallas County Assisted Fire Run | \$420.00 per fire run |

ARTICLE 6.000 ABATEMENT OF PROPERTY MAINTENANCE NUISANCE

The expenses incurred for abatement of the nuisance may be assessed against the real estate on which the work is done or improvements made. To obtain a lien against the property, the mayor, municipal health authority or code enforcement officer must file a statement of expenses with the county clerk of Dallas County, including the name of the property owner, if known, and the legal description of the property. The actual cost of abatement shall include an administrative fee of one hundred fifty dollars (\$150.00). In the event there are obstructions such as trees, shrubs, bushes, excavations, foundations, demolished structures or any similar obstructions, an additional charge shall be levied, assessed and collected against such premises. The lien obtained is security for the expenses and interest accrued thereon at the rate of ten percent (10%) annually on the total amount from the date of payment by the city. The lien is inferior only to tax liens and liens for street improvements. The city may bring a suit for foreclosure of the lien to recover the expenses and interest due. The state of expenses or certified copy of the statement is prima facie proof of the expenses incurred by the city in doing the work or making the improvements. This remedy is cumulative of the fine authorized for violation hereof by Section 1.109 of the code of ordinances.

(Ordinance 13-00 adopted 4/24/00)

ARTICLE 7.000 LIQUID WASTE TRANSPORT PERMIT

The city shall not issue a permit to an applicant until the appropriate fee is paid. Initially, a person shall pay a fee of one hundred dollars (\$100.00) for the first vehicle and fifty dollars (\$50.00) for each additional vehicle operated by the person. Each permit must be renewed annually at a rate of seventy-five dollars (\$75.00) for the first vehicle and fifty dollars (\$50.00) for each additional vehicle.

(Ordinance 13-00 adopted 4/24/00)

ARTICLE 8.000 LIBRARY FINES AND FEES

(a) Charges for overdue materials

- | | |
|------------------------|--|
| (1) Books / Magazines | \$0.25 per day / Maximum \$10 per item |
| (2) Audio Tapes / CDs | \$0.25 per day / Maximum \$10 per item |
| (3) Interlibrary Loans | \$0.25 per day / Maximum \$10 per item |
| (4) Video Tapes / DVDs | \$1.00 per day / Maximum \$10 per item |

(b) Lost or Damaged Beyond Repair

\$5.00 + replacement cost

(c) Copies

CITY OF LANCASTER FEE SCHEDULE

(1) Copies, standard black and white copy	\$0.15 per page
(2) Microfilm	\$0.25 per page
(3) Computer Printout	\$0.15 per page
(4) Color Copies	\$1.00 per page
(5) Fax	\$1.00 per page
(d) <u>Nonresident Library Card</u>	\$20.00 Picture id required
(e) <u>Lost Card</u>	\$2.00 replacement
(f) <u>Recovery Fee</u>	\$10.00 - if account is sent to third party for collection (value of material + \$10.00)
(g) <u>Non-cardholder one (1) Hour Internet Access</u>	\$3.00 per hour
(h) <u>Microfilm / microfiche rental</u>	Actual cost, plus shipping and \$1.00 handling fee per order
(i) <u>Interlibrary loan service - Postage</u>	\$3.00 per item
(j) <u>Library meeting room</u> [during operating hours]	
Deposit, resident/non-resident	\$50.00
Deposit, non-profit	\$50.00
Rental	\$50.00/ hour, Resident \$80.00/ hour, Non-resident \$35.00/ hour, Non-profit
Kitchen	\$50.00 / hour
Set-up Fee	\$50.00
Projector with screen	\$65.00 / hour, Resident; \$75.00 / hour, Non-resident
(k) <u>Tablets and E-Readers Usage Fee</u>	\$2.00 per hour/ plus replacement cost, if damaged
(l) <u>Institutional Library Card</u>	\$2.00 replacement fee
(m) <u>Hot Spot Fees</u>	
Overdue Fine	\$1.00 per day
Replacement Cost	\$100.00 per unit
Charger Replacement Cost	\$10.00
(n) <u>Mobile Book Fees</u>	\$0.25 per day

ARTICLE 9.000 MUNICIPAL DRAINAGE UTILITY SYSTEM FEES

CITY OF LANCASTER FEE SCHEDULE

Account Classification	Rate/SFLUE per Month	Minimum Fee per Month	Maximum Fee per Month
Single Family Residential	\$7.97	\$7.97	\$7.97
Multi-Family Residential	\$7.97	\$7.97	\$7.97
Residents Age 65 and Over	\$3.98	\$3.98	\$3.98
Permanently Disabled Residents	\$3.98	\$3.98	\$3.98
Commercial	\$7.97 (3)	\$7.97	N/A
	\$6.09 (>3-5)		
	\$5.42 (>5-10)		
	\$4.73 (>10-32)		
	\$4.62 (>32)		
City and Other Political Subdivision of the State	\$7.97	\$7.97	\$100.00
Fire Hydrant	\$0.00	\$0.00	\$0.00
Religious Institutions	\$7.97	\$7.97	\$100.00
Lancaster Independent School Dist.	\$7.97	\$7.97	\$100.00 per each school property
(Ordinance No. 2002-10-41, adopted 10/14/02)			
(Resolution No. 2010-02-11, corrected fees per ordinance)			
(Resolution No. 2010-03-27, adopted 03/22/10)			

ARTICLE 10.000 UTILITY RELATED FEES

Sec. 10.100 Water and Sewer Extensions

Water and sewer extensions shall be installed by the property owner/developer per city specifications; with approved plans and after paying required permits and fees; all at owner/developer s cost.

Sec. 10.200 Water Meter

(a) Tampering and Criminal Mischief Damages

(1) Damaged meter only \$200.00 plus cost of meter

(2) Damaged service line \$250.00 plus cost of meter

(b) Broken Lock on Meter \$25.00

(c) Pulled Meter \$200.00

(d) Reread Meter at customers request \$20.00

(e) Check for Leaks \$20.00

Sec. 10.300 Extension of Mains into New Areas

CITY OF LANCASTER FEE SCHEDULE

Water and sewer extensions shall be installed by the property owner/developer per city specifications; with approved plans and after paying required permits and fees, all at owner/developer's cost.

CITY OF LANCASTER FEE SCHEDULE

Sec. 10.400 Industrial Discharge Fee

The City of Lancaster shall pass through to industrial customers the cost of testing services for discharged wastewater into the City's collection system as contracted through the Trinity River Authority (TRA) in accordance with the Fiscal Year 2014 Technical Services Fee Schedule for laboratory analyses, Industrial Inspections and Industrial Sampling, attached to the Master Fee Schedule as Appendix "A" attached hereto.

Sec. 10.500 Charges for Water Service Connections

The city shall maintain all water service connections in streets, alleys, or easements within the city limits.

Sec. 10.600 Deposits for Water and/or Sewer

After the application for water and/or sewer service is received, the applicant shall pay to the city a deposit in the amount indicated below:

New Fees with Activation Fee

- | | |
|--|-------------------------------|
| (1) Residential Owner – $\frac{3}{4}$ inch | \$90.00 + \$10.00 = \$100.00 |
| Residential Renter – $\frac{3}{4}$ inch | \$150.00 + \$10.00 = \$160.00 |
| *Temporary (30 day) clean-up | \$40.00 + \$10.00 = \$50.00 |
| * (For owners of properties and/or realtors that need the water for a short period of time.) | |

Water Meter Cost on Existing Taps

$\frac{3}{4}$ inch Meter	\$250.00
1-inch Meter	\$300.00
1 $\frac{1}{2}$ inch Meter	\$470.00
2-inch Meter	\$325.00
3 inch and larger Meters	Owner provides meters approved by the City

Meter Set Fee

Included in cost of meter	
3 inch and larger Meters	Will be set by licensed plumber or bonded contractor. Customer must notify the City when meter is set.

Guidelines in order for customers to receive a refund/credit to their accounts prior to terminating utility service:

- The customer will have to make the request in writing.
- The account will have to be in good standing for a period of two consecutive years before a refund is granted.
(The account will have no arrears, penalties or returned checks posted during that time.)
- The refund will be made to the person listed on the account.
- Residential – Bore, Tap and Relocate Fees

CITY OF LANCASTER FEE SCHEDULE

Request for Residential Tap Fees for Water

¾ inch Tap	\$890.00
1-inch Tap	\$997.00
1 ½ inch Tap	\$1,250.00
2-inch Tap	\$1,496.00
3 inch and larger	Owner provides Taps and Meters.
*Relocate Existing Water (12' Maximum)	\$650.00

Plus \$35.00 / if for each foot over 35'

* A new tap may be required if existing facilities are not adequate for the requested adjustment.

Request for Residential Tap Fees for Sewer

4-inch Sewer Tap	\$1,250.00
Less than 35' in length and less than 10' in depth	

Any tap larger than 4" is required to be installed by a Bonded Utility Contractor, have engineering plans prepared and Contractor is required to obtain a Construction Permit.

Any tap over 10' depth is required to be installed by a Bonded Utility Contractor, have engineering plans prepared and Contractor is required to obtain a Construction Permit.

***All plans must be reviewed and approved by City officials.**

All taps residential and commercial owner or contractor is responsible for any required bore, encasement and grouting underneath a road. City Right-Of-Way (ROW) permit application is required and regular inspection fees will apply.

- (e) Third Party contractor is responsible for all commercial taps within the City. City Right-Of-Way (ROW) permit application is required and regular inspection fees will apply.
- (f) Public schools and county community colleges are subject to commercial rates, but shall not be required to make a water and/or sewer deposit as required by this section.
- (g) Fire Hydrant Meter

(a) Deposit	\$ 2,800.00
(b) Monthly	\$25.00
(c) Usage	\$2,75 / 1,000 gallons

New Fees with Activation Fee

(h) Commercial - ¾ inch	\$125.00 + \$10.00 = \$135.00
(a) 1 inch	\$150.00 + \$10.00 = \$160.00
(b) 1 ½ inch	\$200.00 + \$10.00 = \$210.00
(c) 2 inches	\$300.00 + \$10.00 = \$310.00
(d) 3 inches to compound meter	\$300.00 + \$10.00 = \$310.00

CITY OF LANCASTER FEE SCHEDULE

Backflow Testing and Installation

All backflow Installers and testers must register with the City prior to performing any work. Registration fee: \$100.00 annually per company and \$50.00 for each additional individual.

Inspection fee per device: \$30.00

Sec. 10.700 Water Rates - Within City

The following schedule of water charges for residential, commercial, industrial, and multi-family complex customers shall be effective upon annual adoption.

Minimum monthly water charge (no gallons) for residential, commercial, and industrial customers:

Meter Size:	Equivalent Units	Minimum Monthly Meter Charge:
5/8- or 3/4-inch water	1	\$ 23.83
1-inch water meter	2.5	\$ 59.57
1 ½ - inch water meter	5	\$ 119.15
2-inch water meter	8	\$ 190.64
3-inch water meter	16	\$ 381.26
4-inch water meter	25	\$ 595.73
6-inch water meter	50	\$ 1,191.47
8-inch water meter	80	\$ 1,906.33
10-inch water meter	125	\$ 2,679.08
(1) Multi-family complexes shall be charged a minimum monthly water charge equal to the greater of		
(a) The minimum bill for 5/8-inch meter, multiplied by the number of units, or		
(b) the minimum monthly meter charge for the size meter(s) serving the account.		
(2) A variable rate volume charge of three dollars and four cents (\$ 3.04 shall be charged per each one thousand (1,000) gallons usage. No gallons are included with the monthly minimum charge.		
(3) Example of the calculation of a multi-family complex monthly water bill: Two hundred apartment units with an 8" meter and 600,000 gallons of usage.		
Min. charge for 8-inch meter	\$ 1,906.33	
200 units @ \$ 23.83 each	\$0.00	\$ 4,766.00
600,000 gallons @ \$ 3.04 / 1000	\$ 1,824.00	\$ 1,824.00
	\$ 3,730.33	\$ 6,590.00

Therefore \$ 6,590.00 would be billed. ($\$ 6,590.00 / 200 = \$ 32.95$)

- (4) For the purpose of encouraging water conservation, there shall be a 25% increase in the water volume rate for monthly usage in excess of 15,000 gallons by residential and commercial accounts. Usage in excess of 30,000 shall be subject to an additional 25% increase. These increases will not be assessed to industrial or multi-family accounts.

CITY OF LANCASTER FEE SCHEDULE

For Example:

0 to 15,000 gallons	\$ 3.04 per 1,000
15,001 to 30,000 gallons	\$ 3.77 per 1,000
30,000 gallons or more	\$ 4.75 per 1,000

- (5) A discount for senior citizens (age 62 or over) of \$ 5.00 per month shall be applied to each qualified residential account.

(Resolution 2011-09-80 adopted 9/12/11, effective October 1, 2011)

(Resolution 2015-09-75 adopted 9/14/15, effective October 1, 2015)

(Resolution 2018-09-71 adopted 9/10/18, effective October 1, 2018)

Sec. 10.800 Water Rates - Outside City Limits

The following schedule of water charges for residential, commercial, industrial, and multi-family complex outside the city limits of Lancaster, Texas, shall be effective shall be effective upon annual adoption.

Minimum monthly water charge (no gallons) for residential, commercial, and industrial customers:

Meter Size:	Minimum Monthly Meter Charge:
3/4 inch or less	\$ 26.21
1-inch	\$ 65.53
1 ½ - inch	\$ 131.07
2-inch	\$ 209.70
3-inch	\$ 419.39
4-inch	\$ 655.30
6-inch	\$ 1,310.62
8-inch	\$ 2,096.96
10-inch	\$ 2,946.99

- (1) Multi-family complexes shall be charged a minimum monthly water charge equal to the greater of
- (a) the minimum bill for a 5/8-inch meter, multiplied by the number of units, or
 - (b) the minimum monthly meter charge for the size meter(s) serving the account.
- (2) A variable rate volume charge of three dollars and thirty-four cents (\$ 3.34 shall be charged per each one thousand (1,000) gallons usage. No gallons are included with the monthly minimum charge.
- (3) Example of the calculation of a multi-family complex monthly water bill: Two hundred apartment units with an 8" meter and 600,000 gallons of usage.

CITY OF LANCASTER FEE SCHEDULE

Min. charge for 8-inch meter	\$ 2,096.90	
200 units @ \$ 26.21 each	\$0.00	\$ 5,242.00
600,000 gallons @ \$ 3.34 / 1000	\$ 2,004.00	\$ 2,004.00
	\$ 4,100.96	\$ 7,246.00

Therefore \$ 7,246.00 would be billed. ($\$7,246.00 / 200 = \$ 36.23$)

- (4) A discount for senior citizens (age 62 or over) of \$ 5.00 per month shall be applied to each qualified residential account.

Sec. 10.900 Imposition of Lien for Water Service Charges

In the event that payment of charges for water and/or sewer services furnished by the city is not made by the date specified for cutoff in accordance with the notice sent pursuant to Chapter 13, Article 13.500, Section 13.508, service shall be discontinued. Any customer whose water and/or sewer services are discontinued due to nonpayment may have services resumed by paying all accrued and overdue charges, including the late charge penalty and a reconnection charge as follows:

(1994 Code of Ordinances, Chapter 11, Article 11.500, Section 11.509).

- | | | |
|-----|--|--------------------|
| (1) | Reconnect Fee (Cutoff) | \$45.00 |
| (2) | Reconnect Fee (Cutoff) After 5 p.m. | \$60.00 |
| (3) | Late Fee | 10% of balance due |
| (4) | NSF Check | \$35.00 |
| (5) | Extra Trip Charge
(New Connects and Reconnects) | \$30.00 |
| (6) | Data log meter | \$25.00 |

(Ordinance No. 2007-01-01 adopted 01/22/07)

Sec. 10.1000 Wastewater Treatment Services User Charges

The following schedule of charges for residential, commercial, industrial and multi-family complex customers shall be effective upon annual adoption:

- (1) Minimum monthly sewer charge (no gallons of usage) for residential, commercial, and industrial is eighteen dollars and seventeen cents (\$18.17) per connection.
- (2) Minimum monthly sewer charge for each dwelling unit of a multi-family complex (no gallons) is nine dollars and thirty-four cents (\$9.34) per unit.
- (3) Minimum monthly sewer charge for each dwelling unit of a multi-family complex outside of the city limits (no gallons) is nine dollars and sixty-nine cents (\$9.69) per unit.
- (4) Variable rate per one thousand (1,000) gallons of water usage for residential, commercial, industrial, and multi-family complexes is nine dollars and thirty-four cents (\$9.34).

CITY OF LANCASTER FEE SCHEDULE

- (5) The total monthly amount due for "all" sewer accounts shall be the sum of the minimum monthly sewer charge plus the variable rate times the user's water usage for the month. The maximum monthly "residential customer" volume charges shall be based on the average of the three lowest monthly bills in the last twelve. Normally these will be the reading cycles ending in December, January and February. However, the utility billing department may adjust this forward or backwards one month. Industrial and commercial users that install a separate sewer metering system shall be charged for volume according to that meter, plus the minimum rate.
- (6) The practice of discounting the computed sewer usage to 95% and 90% as detailed in the Lancaster Code of Ordinances Section 11.608(b) and 11.609(b); was discontinued in 2008.
- (7) A discount for senior citizens (age 62 or over) of \$5.00 per month shall be applied to each qualified residential account.
(Resolution 2015-09-75 adopted 9/14/15, effective October 1, 2015)
(Resolution 2018-09-71 adopted 9/10/18, effective October 1, 2018)

Sec.10.1100 Water Impact Fee

(Reference Tables 1, 2, 3 and 11 of Ordinance)
(Ordinance 2004-09-27 adopted 9/27/04)
(Ordinance 2012-08-25 adopted 8/27/12)
(Ordinance 2021-07-27 adopted 7/12/21)

Water Impact Fees are imposed upon any new development (which includes expansion of existing facilities) to generate revenue for funding or recouping the costs of capital improvements or facility expansions to these systems necessitated by or attributable to the new developments' demand on these systems. The Water Impact Fees are calculated using Service Units, which are a standardized measure of consumption, use, generation or discharge attributable to an individual living unit equivalent (LUE) of development calculated in accordance with generally accepted engineering or planning standards for water systems' capital improvements or facility expansion. The total impact fee due is based on the meter size(s) used by the development. The meter size is determined by the City of Lancaster within the meter manufacturers optimum flow range based on flows required by the development.

Sec. 10.1200 Sewer Impact Fee

(Reference Table 3.5 of Ordinance)
(Ordinance 2006-07-22 adopted 7/10/06)
(Ordinance 2012-08-25 adopted 8/27/12)
(Ordinance 2021-07-27 adopted 7/12/21)

Sewer (Wastewater) Impact Fees are imposed upon any new development (which includes expansion of existing facilities) to generate revenue for funding or recouping the costs of capital improvements or facility expansions to these systems necessitated by or attributable to the new developments' demand on these systems. The Sewer Impact Fees are calculated using Service Units, which are a standardized measure of consumption, use, generation or discharge attributable to an individual living unit equivalent (LUE) of development calculated in accordance with generally accepted engineering or planning standards for sewer systems' capital improvements or facility expansion. The total impact fee due is based on the meter size(s) used by the development. The meter size is determined by the City of Lancaster within the meter manufacturers optimum flow range based on flows required by the development.

CITY OF LANCASTER FEE SCHEDULE

Sec. 10.1300 Roadway Impact Fee

(Reference Exhibit B of Ordinance)
(Ordinance 2003-12-42 adopted 12/8/03)
(Ordinance 2012-08-25 adopted 8/27/12)
(Ordinance 2021-07-27 adopted 7/12/21)

Roadway Impact Fees are imposed upon any new development (which includes expansion of existing facilities) to generate revenue for funding or recouping the costs of capital improvements or facility expansions to these systems necessitated by or attributable to the new developments' demand on these systems. The Roadway Impact Fees are calculated using Service Units, which are a standardized measure of consumption or use (supply and demand) of the roads in the city by new development and are calculated in accordance with generally accepted engineering or planning standards for Roadway Systems' capital improvements or facility expansion. The total impact fee due is determined by the land use, the location of the development, and the square footage of the building.

Sec. 10.1400 Inspections

- | | |
|--|----------|
| (a) Sewer | \$150.00 |
| (b) Final Televised lateral inspection | \$50.00 |

Sec. 10.1500 Calibrations

- | | |
|----------------------------------|------------------------------------|
| (a) Pipe < 1 inch | \$50.00 |
| (b) Pipe < 1 inch and < 3 inches | \$50.00 |
| (c) Pipe >= 3 inches | \$100.00 Contracted price plus 25% |

(Ordinance 2002-10-38 adopted 10/14/02)

Sec. 10.1600 Reserved for future use

Sec. 10.1700 Garbage Collection Fees

- | | |
|--|--------------------------|
| (a) Residential | \$13.84 |
| Once weekly refuse collection/disposal | |
| Once weekly recycling collection/processing | |
| Every other month brush/bulk item collection | |
| (b) Administrative Processing Fee | \$ 2.50 |
| (c) Extra cart | |
| 2nd cart | \$10.00 |
| 3rd cart | \$15.00 |
| 4th cart | \$20.00 |
| (d) Commercial Hand Collect | \$24.19 19.63 |
| Once weekly refuse collection / disposal | \$22.85 15.81 |
| Additional trash cart | |
| (e) Commercial Hand Collect Recycling Collection | \$18.54 12.83 |
| Once weekly recycling collection / processing | \$12.63 8.74 |
| Additional recycling cart | |
| (f) Special Pick-up – Up to 12 yards | \$71.03 minimum |
| Over 12 yards additional | \$12.58 / per yard |

CITY OF LANCASTER FEE SCHEDULE

(g) Commercial Containers – Price Haul Rates

(Disposal costs included) Rates do not include franchise fees, billing fees or taxes.

Size	1 X WK	2 X WK	3 X WK	4 X WK	5 X WK	6 X WK	EXTRA
2 YD	<u>\$102.92</u> <u>71.22</u>	<u>\$190.44</u> <u>131.78</u>	<u>\$264.90</u> <u>183.32</u>	<u>\$339.35</u> <u>234.83</u>	<u>\$413.78</u> <u>286.34</u>	<u>\$488.24</u> <u>337.86</u>	<u>\$119.30</u> <u>82.56</u>
3 YD	<u>\$117.68</u> <u>81.44</u>	<u>\$217.78</u> <u>150.70</u>	<u>\$302.89</u> <u>209.60</u>	<u>\$388.03</u> <u>268.52</u>	<u>\$473.16</u> <u>327.43</u>	<u>\$558.32</u> <u>386.35</u>	<u>\$122.83</u> <u>84.99</u>
4 YD	<u>\$147.15</u> <u>101.83</u>	<u>\$272.34</u> <u>188.46</u>	<u>\$378.72</u> <u>262.07</u>	<u>\$485.06</u> <u>335.66</u>	<u>\$591.44</u> <u>409.27</u>	<u>\$697.79</u> <u>482.87</u>	<u>\$126.33</u> <u>87.42</u>
6 YD	<u>\$176.67</u> <u>122.26</u>	<u>\$326.98</u> <u>226.27</u>	<u>\$454.79</u> <u>314.72</u>	<u>\$582.59</u> <u>403.15</u>	<u>\$710.40</u> <u>491.59</u>	<u>\$838.18</u> <u>580.02</u>	<u>\$133.36</u> <u>92.28</u>
8 YD	<u>\$220.95</u> <u>152.89</u>	<u>\$408.83</u> <u>282.90</u>	<u>\$568.72</u> <u>393.55</u>	<u>\$728.60</u> <u>504.19</u>	<u>\$888.50</u> <u>614.84</u>	<u>\$1,047.83</u> <u>725.09</u>	<u>\$136.86</u> <u>94.70</u>
Casters	\$13,789.54/lift						
Lock	\$13,789.54/lift						
Gates							

Recycling for Small Businesses - Price includes haul & disposal (if business selects to contract with City Contractor)

Size/Pickup	1xWeek	2xWeek	Extra
6 YD	<u>\$140.37</u> <u>97.14</u>	NB	<u>\$109.67</u> <u>75.89</u>
8 YD	<u>\$140.37</u> <u>97.14</u>	NB	<u>\$109.67</u> <u>75.89</u>

Vertical compactors, once per week collection price includes haul and disposal (emptied by front end loaders).

Size	1xWeek	2xWeek	3xWeek	4xWeek	5xWeek	6xWeek
2 CY	<u>\$394.48</u> <u>272.98</u>	<u>\$729.99</u> <u>505.15</u>	<u>\$702.60</u> <u>1016.33</u>	<u>\$1300.73</u> <u>900.09</u>	<u>\$1686.05</u> <u>1,097.54</u>	<u>\$1871.47</u> <u>1,295.05</u>
3 CY	<u>\$451.12</u> <u>312.17</u>	<u>\$634.76</u> <u>577.65</u>	<u>\$1161.08</u> <u>803.46</u>	<u>\$1487.38</u> <u>1,029.26</u>	<u>\$1813.70</u> <u>1,255.07</u>	<u>\$2140.08</u> <u>1,480.93</u>
4 CY	<u>\$554.44</u> <u>383.67</u>	<u>\$1026.18</u> <u>710.12</u>	<u>\$1426.97</u> <u>987.46</u>	<u>\$1827.78</u> <u>1,264.82</u>	<u>\$2228.53</u> <u>1,542.13</u>	<u>\$2629.35</u> <u>1,819.49</u>
6 CY	<u>\$677.27</u> <u>468.67</u>	<u>\$1263.39</u> <u>867.34</u>	<u>\$1743.26</u> <u>1,206.33</u>	<u>\$2233.12</u> <u>1,545.30</u>	<u>\$2723.06</u> <u>1,884.34</u>	<u>\$3212.92</u> <u>2,223.32</u>
8 CY	<u>\$822.89</u> <u>569.44</u>	<u>\$1620.79</u> <u>1,052.38</u>	<u>\$2115.58</u> <u>1,463.97</u>	<u>\$2710.38</u> <u>1,875.57</u>	<u>\$3305.22</u> <u>2,287.19</u>	<u>\$3897.95</u> <u>2,697.36</u>

(Resolution 2012-09-76 adopted 9/10/12, effective 10/01/12)

(Resolution 2015-12-102 adopted 12/14/15, effective 12/14/15)

(Resolution 2023-02-23 adopted 02/13/2023, effective 03/01/2023)

Sec. 10.1800 Wastewater Discharge

There is hereby established a wastewater discharge permit fee of \$450.00 for a three-year term by the Water/Wastewater Superintendent of the City of Lancaster.

(1994 Code of Ordinances, Chapter 1, Article 11.1300, Section 11.1300)

Sec. 10.1900 Fees for Cuts to Streets, Alleys, Sidewalks and Drainage Structures

CITY OF LANCASTER FEE SCHEDULE

In the event any street, highway or roadway must have an open cut and is approved by the City Engineer in writing for the purpose of installing water or wastewater laterals, or utility repair by a Franchise Utility Company or their subcontractor, a fee of four dollars and fifty cents (\$4.50 sq. ft.) per square foot, with a minimum one hundred dollar (\$100.00) fee will be charged in advance for replacement of such open cut by the city. This fee will be reimbursed if the excavation is restored to like or better condition.

ARTICLE 11.000 PLANNING AND ZONING RELATED FEES

Sec. 11.100	Reserved for Future Use	
Sec. 11.200	HLPC Application Review (Certificate of Appropriateness)	\$100.00
Sec. 11.300	Zoning Board of Adjustment	
	(a) Variance Request	\$250.00

CITY OF LANCASTER FEE SCHEDULE

Sec. 11.400 Plats

- | | |
|-------------------------------------|--------------------------------|
| (a) Preliminary Plat | |
| 50 acres or less | \$500.00 + \$50.00 per acre |
| More than 50 acres | \$1,000.00 + \$100.00 per acre |
| (b) Final Plat | \$500.00 + \$10.00 per lot |
| (c) RePlat | |
| With property owner notification | \$575.00 + \$35.00 per acre |
| Without property owner notification | \$450.00 + \$35.00 per acre |
| (d) Amended Plat | \$200.00 + \$10.00 per acre |
| (e) Minor Plat | \$400.00 |
| (f) Plat Vacations | \$500.00 |

Sec.11.500 Zoning

- | | |
|--------------------------------------|-------------------------------|
| (a) General Zoning Change | \$500.00 + \$10.00 per acre |
| (b) Specific Use Permit (SUP) | \$500.00 + \$10.00 per acre |
| (c) Private Club Permit | \$350.00 |
| (d) Amendment to SUP | \$500.00 + \$10.00 per acre |
| (e) Planned Development | \$1,500.00 + \$10.00 per acre |
| (f) Amendment to Planned Development | \$1,500.00 + 10.00 per acre |
| (g) Exceptions | \$250.00 |

Sec. 11.600 Other Planning & Zoning Fees

- | | |
|---|---|
| (a) Site Plan Review | \$250.00 + \$10.00 per acre |
| (b) Minor Site Plan Amendments | \$100 |
| (c) Tree Survey Review | \$50.00 |
| (d) Illegal Tree Cutting Fine | \$125.00 per diameter inch |
| (e) Dedication/Abandonment of Right-of-Way or Easements | \$150.00 per development for first 5 + \$25.00 for each additional document |
| (f) Consultant Fees | Hourly Rate of Consultant |
| (g) Zoning Verification Letter | \$50.00 |
| (h) Subsequent Legal Notices after 1st | \$15.00 per additional notice |
| (i) Public Notification Signs | \$35.00 per sign |

CITY OF LANCASTER FEE SCHEDULE

Sec. 11.700 Maps, Publications and Miscellaneous Fees

- (a) Comprehensive Plan \$48.00
- (b) Copying – 8 ½" x 11", or 8 ½" x 14" \$0.10 per page. Any request for more than 20 pages may be sent to an outside duplicating facility at requestor expense.
- (c) Lancaster Development Code (Zoning Ordinance and Subdivision Regulations) \$45.00
- (d) Zoning Map (24" x 36") \$20.00

ARTICLE 12.000 MUNICIPAL COURT

Sec. 12.100 Municipal Court Building Security Fund

Any defendant convicted in the municipal court of the City of Lancaster of a misdemeanor offense that occurs after September, 1997 or the passage of this article, shall pay a \$3.00 security fee as a cost of court. The term "convicted" includes any convictions obtained by way of a plea of guilty, a trial and any cases, deferred adjudication, probation or pretrial diversion in order for the defendant to take advantage of one of the alternative programs offered by the municipal court including, but not limited to a driving safety course, deferred adjudication, alcohol awareness and shoplifter's alternative.

(1994 Code of Ordinances, Chapter 8, Article 8.100, Section 8.1600)

Sec. 12.200 Municipal Court Technology Fund

A defendant convicted of a misdemeanor offense in the municipal court in the City of Lancaster shall pay a technology fee not to exceed four dollars for each conviction as a cost of court. The Municipal Court Clerk shall collect the costs and pay the funds to the Finance Director for deposit in a fund to be known as the "Municipal Court Technology Fund".

(Ordinance 2002-03-12 adopted 3/2/02)

Sec 12.300 Special Expense Fee

There is hereby established a special expense fee in the amount of twenty-five dollars (\$25.00) which shall be collected, after due notice to the defendant, for the issuance and service of a warrant of arrest for an offense under Section 38.10 of the Texas Penal Code titled "Bail Jumping and Failure to Appear"; or Section 543.009 of the Texas Transportation Code titled "Compliance with or Violation of Promise to Appear."

ARTICLE 13.000 ADMINISTRATIVE FEES

PUBLIC INFORMATION CHARGES

- (a) Copies, standard paper copy \$0.10 per page

For standard paper copies reproduced by means of an office machine copier or a computer printer. Each side that has recorded information is considered a page.

- (b) Copies, nonstandard copy
 - (a) Diskette \$1.00

CITY OF LANCASTER FEE SCHEDULE

(b)	Magnetic tape	actual cost
(c)	Data cartridge	actual cost
(d)	Tape cartridge	actual cost
(e)	Rewritable CD (CD-RW)	\$1.00
(f)	Non-rewritable CD (CD-R)	\$1.00
(g)	Digital video disc (DVD)	\$3.00
(h)	JAZ drive	actual cost
(i)	Other electronic media	actual cost
(j)	VHS video cassette	\$2.50
(k)	Audio cassette	\$1.00
(l)	Oversize paper copy (11 inches by 17 inches, green bar, blue bar, not including maps and photographs using specialty paper)	\$0.50
(m)	Specialty paper (Mylar, blueprint, blue line, map, photographic)	actual cost
(c)	Microfiche and Microfilm	actual cost of reproduction
	From Master copy of Microfilm	\$0.10 per page
(d)	Computer Resource Charge	
	Mainframe	\$10 per CPU minute
	Midsized	\$1.50 per CPU minute
	Client/Server	\$2.20 per clock hour
	PC or LAN	\$1.00 per clock hour
(e)	Other Public Information Charges	
(a)	Computer Programmer	\$28.50 per hour
(b)	Personnel Charge (50 or more pages)	\$15.00 per hour
(c)	Overhead Charge (50 or more pages)	20% of personnel charge
(d)	Remote Document Retrieval Charge	actual cost
(e)	Miscellaneous Supplies (labels, boxes)	actual cost
(f)	Postage and Shipping Charge	actual cost
(g)	Miscellaneous (credit card transaction fee)	actual cost
(h)	Body Worn Camera	\$10.00 per recording plus \$1.00 per full minute of the recording

CITY OF LANCASTER FEE SCHEDULE

(f)	Certified or Attestation under City Seal	\$2.50
(g)	Finance	
(1)	Return Check Fee	\$35.00 per check
(2)	Budget Book	\$106.00 per
(3)	CAFR	book \$50.00 per
(4)	Copies - printouts (computer generated)	book \$0.25 per page
(h)	Special Events	
(1)	Application Fee	\$25.00 (applications submitted 31 days prior to event)
(2)	Outdoor Recreation and Park Application Fee	\$50.00
(3)	Special Events Fee Attendance:	
	0-500	\$100.00
	501-1,500	\$300.00
	1,501-3,000	\$750.00
	3,001-5,000	\$1,000.00
	5,001-10,000	\$1,500.00
(4)	Lease Fee Attendance:	
	0-500	\$125.00/day
	501-1,500	\$300.00/day
	1,501-3,000	\$750.00/day
	3,001-5,000	\$1,000/day
	5,001-10,00	\$1,500/day
(5)	Expedited Review Fee	\$25.00 (expedited fee for applications received within 30 days of the event)
(6)	Street Barricade Rental Fee	1 to 25 barricades -\$15.00 25 to 50 barricades - \$30.00 50+ barricades - will require contract services
(7)	Street Cones Rental Fee	1 to 25 cones - \$10.00 25 to 50 cones - \$20.00 50+ cones - will require contract services
(8)	Barricade Replacement Fee	\$62.00 per barricade
(9)	Cone Replacement Fee	\$39.00 per cone
(10)	Litter Can	\$5.00 each
(11)	Litter Can Replacement Fee	\$90.00 each
(12)	Portable Stage Rental (16' x 16')	\$100.00 / per every 4 hours
(13)	Portable Stage Rental (12' x 12')	\$75.00 / per every 4 hours

CITY OF LANCASTER FEE SCHEDULE

- (14) Reimbursable Costs: Fees associated with City of Lancaster service provision at the request of the applicant will be calculated by the applicable department based on the associated reimbursable cost, the service/equipment requested, and the length of time the service is needed.
- (15) Commercial Filming
- \$50.00 {process fee for applications, which include a maximum of two locations}
- \$250.00 (Processing Fee for applications, which include, but not limited to projects that involve more extensive planning and affect any of the following:
- Multiple street closures
 - Multiple lane closures
 - Intermittent traffic control
 - Require traffic management
 - Complex scenes
 - Special Effects

Should filming require the assistance from the Lancaster Police Department and/or Lancaster Fire Rescue Department, a contact from each department will be provided to the applicant. The starting rate for 'off-duty' is \$45.00 / per hour with a four (4) hour minimum.

(Ordinance 2004-06-18 adopted 6/14/04)

ARTICLE 14.000 POLICE DEPARTMENT

Sec. 14.100 Alarm System Permit Fees

(a) Alarm System Permit Fees

Registration Fee - Residential	\$ 50.00
Registration Fee - Commercial	\$100.00
Senior Rate (65 or older) - Residential only	Exempt*
Renewal Fee - Residential	\$50.00
Renewal Fee - Commercial	\$100.00
Senior Rate (65 or older)-Residential only	Exempt*
Late Fee after 30-day notice for registration	\$25.00
Late Fee After 30-day notice for renewal	\$25.00
<u>False Alarms with Permit within 12-month period:</u>	
1-3	No Charge
4-5	\$ 50.00
6-7	\$ 75.00
8 or more	\$100.00 each

CITY OF LANCASTER FEE SCHEDULE

False Alarms without Permit within 12-month period:

1-3 Residential	\$100.00 each
1-3 Commercial	\$200.00 each
4-5 Commercial	\$250.00 each
6-7 Residential	\$175.00
6-7 Commercial	\$250.00
8 or more - Residential	\$200.00 each
8 or more - Commercial	\$250.00 each
Late Payment for non-payment within 30 days after notification	\$25.00

False Robbery Alarms within 12-month period:

1-3	\$100.00
4 or more	\$ 200.00
Late Payment for each False Robbery Alarm not paid within 30 days after notification	\$25.00

Appeal:

*Appeal Hearing Fee	\$25.00
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*(Fee shall be refunded, in its entirety, if appeal is upheld)

Reinstatement:

Reinstatement Fee	\$50.00
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(Resolution 2007-02-22 adopted 2/26/07)

(b) Accident Reports

(1) Regular Copy	\$6.00 per report
(2) Certificate of Regular Copy	Addl. \$2.00 per report
(3) Certificate with no information or report on file	\$6.00 per report

(c) Offense Reports

\$0.10 per page

(d) Fingerprinting

(1) First two (2) fingerprint cards	\$10.00
(2) Per fingerprint card thereafter	\$5.00

(Resolution 2004-12-102 adopted 12/13/04)

(e) Fines, Costs, and Fees

School Bus Stop Arm Violation Fine	\$300.00
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CITY OF LANCASTER FEE SCHEDULE

30 Day Late Payment Penalty	\$50.00
60 Day Late Payment Penalty	\$100.00
Non-Sufficient Funds -Returned Check Fee	\$35.00
Failure to Appear Penalty	\$50.00
Administrative Adjudication Hearing Filing Fee	\$25.00
Municipal or JP Court Appeal Hearing Filing Fee	\$20.00
Hearing Rescheduling Fee	\$20.00

(Resolution 2014-06-48 adopted 06/09/14)

ARTICLE 15.000 PARKS AND RECREATION

Sec. 15.100 Memberships

(a) Annual Membership Fees (Valid for 1 year from date of purchase)

- | | | | |
|-----|---|--|--|
| (1) | Recreation JR Key Fob- (Under 4 yrs.) | Free with purchase of adult rec Key Fob | Must be accompanied by an adult over 18 years of age |
| (2) | Recreation Youth Key Fob- (5-16 yrs.) | \$10.00 / year Resident
\$15.00 / year Non-Resident | Provides access to use of gymnasium and walking track during designated hours. |
| (3) | Recreation Adult Key Fob (17-49 yrs.) | \$20.00 / year Resident
\$30.00 / year Non-Resident | Provides access to use of gymnasium and walking track during designated hours. |
| (4) | Recreation Seniors Key Fob (50 + years) | \$15.00 / year Resident
\$20.00 / year Non-Resident | Provides access to use of gymnasium and walking track during designated hours. |
| (5) | Key Fob Replacement | \$5.00 | |
| (6) | Annual Fitness Atrium Membership (18 years and older) | \$160.00 Resident
\$200.00 Non-Resident | Provide access to use the gymnasium, walking track and the fitness atrium during designated hours. |
| (7) | Annual Fitness Swim Membership (18 years and older) | \$120.00 Resident
\$160.00 Non- Resident | Provide access to use of pool during designated hours. Includes the gymnasium and walking track. |
| (8) | Early Bird Special - Monday thru Friday | \$140.00 Resident
\$160.00 Non-Resident | Provide access to use of entire facility from 6:00am-12:00 pm. |

(Fitness Swim, Fitness Atrium, Gym and Walking Track) (18 years and older)

CITY OF LANCASTER FEE SCHEDULE

- | | | | |
|-----|---|--|--|
| (9) | Annual Senior Life Center Membership (50 + years) | \$3.00 Resident
\$5.00 Non-Resident | Provides access to the Senior Center facility and programming. |
|-----|---|--|--|
- (b) Monthly Membership Fees (Valid from 1 month from date of purchase)
- | | | | |
|-----|--|--|---|
| (1) | 3- Month Fitness Atrium Membership | \$60.00 Resident
\$75.00 Non-Resident | Provide access to the fitness atrium during designated areas. |
| (2) | Monthly Fitness Atrium Membership | \$20.00 Resident
\$25.00 Non-Resident | Provide access to the fitness atrium during designated hours. |
| (3) | Monthly Fitness Swim Membership | \$20.00 Resident
\$30.00 Non-Resident | Provide access to the fitness atrium during designated hours. |
| (4) | Combo Program (Includes Atrium and Fitness Swim) | \$30.00 Resident
\$40.00 Non-Resident | |
- (c) Summer Open Swim Passes (Valid from Memorial Day to Labor Day)
- | | | | |
|-----|--|--|---|
| (1) | Kids Seasonal Swim Pass (Summer) Individual (2) Monthly Fitness Atrium Membership (16 years and younger) | \$60.00 Resident
\$70.00 Non-Resident | Provides access to use of pool during designated hours. |
| (2) | Adult Seasonal Swim Pass (Summer) Individual (17 years through adult) | \$70.00 Resident
\$80.00 Non-Resident | Provides access to use of pool during designated hours. |
| (3) | Family Seasonal Swim Pass (Summer) Family of 5 is regular pricing. Anyone under 3 years old are free | \$180.00 Resident
\$200.00 Non-Resident | Provides access to use of pool during designated hours. |
- (d) Daily Admissions
- | | | | |
|-----|---|--|--|
| (1) | Drop-In Gymnasium Fee | \$5.00 per day | Provides access to use of gym during designated hours. |
| (2) | Daily Fitness Atrium Admission (18 years and older) | \$5.00 per day | Provides access to fitness atrium during designated hours. |
| (3) | Daily Fitness Swim Admission | \$5.00 Resident
\$8.00 Non – Resident | Provides access to use of pool during designated hours. |
| (4) | Open Swim | \$7.00 Resident
\$10 Non-Resident | Provides access to use of pool during designated hours. |

CITY OF LANCASTER FEE SCHEDULE

- | | | | |
|-----|--|-------------------|--|
| (5) | Group Swim
(Group Swim Form must be submitted 14 days in advance) | \$5.00 per person | Provides access to use of pool during contracted hours. Maximum 2 (two) hour swim, only Monday-Friday. Only during Summer Open Swim 12:00pm – 4:30pm |
|-----|--|-------------------|--|

(e) Corporate Membership Rates

- | | | | |
|-----|--------------------------------------|----------|---|
| (1) | LISD Annual Employee Membership Rate | \$85.00 | Provides access to usage of the fitness atrium, walking track, gymnasium, and pool during designated hours. Also provides a 10% discount on rentals / reservations of facilities and 10% discount on programs and classes offered by instructors. Rental Deposits are required. |
| | | Agency | Individual |
| (2) | Corporate A (5-9) | \$125.00 | \$100.00 |
| (3) | Corporate B (10+) | \$225.00 | \$100.00 |

Sec. 15.00 Rental Facilities

(a) Athletic Fields

- | | | | |
|-----|---|--------------------|--|
| (1) | Resident Deposit | \$100.00 | |
| | Concession | \$100.00 / per day | |
| | Game Day Set-Up | \$100.00 / per day | |
| | Tournament Fee | \$300.00 | |
| | (Fee applied to Non-City Athletic Associations not under contract. Limited to 2 (two) days consecutive play.) | | |
| (2) | Non-Resident | | |
| | Deposit | \$100.00 | |
| | Concession | \$150.00/per day | |
| | Game Day Set-Up
(24-hour notice required) | \$150.00 | |
| | Tournament Fee | \$300.00 | |
| | (Fee applied to Non-City Athletic Associations not under contract. Limited to 2 (two) days consecutive play.) | | |

CITY OF LANCASTER FEE SCHEDULE

(3) Non-Profit Rates:

Deposit	\$100.00
Concession	\$125.00/per day
Game Day Set-Up (24-hour notice required)	\$125.00
Tournament Fee	\$100.00

(Fee applied to Non-City Athletic Associations not under contract. Limited to 2 (two) days consecutive play.)

(1) Cedardale Field Rental / hour	Resident \$30.00 - 2 hours minimum Non-Resident \$40.00 - 2 hours minimum Non-Profit \$35.00 – 2 hours minimum
(2) City Park Field Rental / hour	Resident \$30.00 - 2 hours minimum Non-Resident \$40.00 - 2 hours minimum Non-Profit \$35.00 – 2 hours minimum
(3) Royce Clayton Ballpark / hour	Resident \$30.00 - 2 hours minimum Non-Resident \$40.00 - 2 hours minimum Non-Profit \$35.00 – 2 hours minimum
(4) Youth Football / hour	Resident \$30.00 - 2 hours minimum Non-Resident \$40.00 - 2 hours minimum Non-Profit \$35.00 – 2 hours minimum
(5) Soccer Field / hour	Resident \$30.00 - 2 hours minimum Non-Resident \$40.00 - 2 hours minimum Non-Profit \$35.00 – 2 hours minimum

Additional fees for athletic field rentals with lights are \$15.00 per hour.

CITY OF LANCASTER FEE SCHEDULE

(b) <u>Lancaster Youth Association Fee</u>	\$20.00 per player per season Police are required. Hourly rate and number of officers are determined by the Lancaster Police Department. Contract required
(c) <u>Community House</u>	
Deposit	\$150.00
(1) 4-hour rental Resident	\$325.00 \$75.00 Additional Hour
(2) 4-hour rental Non-Resident	\$425.00 \$100.00 Additional Hour
(3) 4-hour rental Non-Profit	\$375.00 \$90.00 Additional Hour
(4) 6-hour rental Resident	\$400.00 \$70.00 Additional Hour
(5) 6-hour rental Non-Resident	\$550.00 \$80.00 Additional Hour
(6) 6-hour rental Non-Profit	\$600.00 \$90.00 Additional Hour
(d) <u>Gymnasium</u>	
Deposit	\$250.00
Set-Up Fee	\$50.00
(1) 1/2 Gym	\$50.00 / hour Resident \$65.00 / hour Non-Resident 4 hours minimum after operating hours. \$45.00 / hour Non-Profit \$25.00 Additional Hour
(2) Full Gym	\$100.00/ hour Resident \$150.00/ hour Non-Resident 4 hours minimum after operating hours. \$75.00 / hour Non-Profit \$50.00 Additional Hour
(3) Full Gym Tournament Fee	\$150.00/ hour Resident \$200.00/ hour Non-Resident 4 hours minimum after operating hours. Allows gate fees charged by

CITY OF LANCASTER FEE SCHEDULE

renter. 20% fee collected by the city.
Must reserve entire gymnasium.
\$125.00 / hour Non-Profit
\$75.00 Additional Hour

(e) Outdoor Facility

Deposit	\$100.00
(1) City Park Pavilion 1 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(2) City Park Pavilion 2 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(3) Community Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(4) Heritage Park Gazebo 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$75.00 Resident \$100.00 Non-Resident \$85.00 Non-Profit
(5) Kid Square Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(6) Bear Creek Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(7) Rocky Crest Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$100.00 Resident \$150.00 Non-Resident \$125.00 Non-Profit
(8) Meadowcreek Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$50.00 Resident \$75.00 Non-Resident \$60.00 Non-Profit
(9) JA Dewberry Park Pavilion 8:00 a.m. – Noon (12) or 1:00 p.m. – 5:00 p.m.	\$50.00 Resident \$75.00 Non-Resident \$60.00 Non-Profit

(f) Pool

(1) Indoor Pool Reservations Friday- 5:30pm – 8:00pm; Saturday 12:30pm-3:00pm	
Deposit	\$100.00
(A) Private Party A (1 - 50) 2.5 hours	\$250.00 Resident \$325.00 Non-Resident \$300.00 Non-Profit

CITY OF LANCASTER FEE SCHEDULE

(B) Private Party B (51 - 100) 2.5 hours	\$300.00 Resident
	\$375.00 Non-Resident
	\$350.00 Non-Profit

(C) Private Party C (101 - 150) 2.5 hours	\$350.00 Resident
	\$425.00 Non-Resident
	\$400.00 Non-Profit

(D) Private Party D (151 +) 2.5 hours	\$400.00 Resident
	\$475.00 Non-Resident
	\$450.00 Non-Profit

(g) Recreation Center

(1) Grand Banquet Hall

Deposit	\$250.00
Kitchen	\$25.00 / hour Resident
	\$40.00 / hour Non-Resident
	\$30.00 / hour Non-Profit
1,100 sq. ft.	\$50.00 / hour Resident
	\$75.00 / hour Non-Resident
	\$60.00 / hour Non-Profit
2,200 sq. ft.	\$75.00 / hour Resident
	\$100.00 / hour Non-Resident
	\$85.00 / hour Non-Profit
3,300 sq. ft.	\$150.00 / hour Resident
	\$175.00 / hour Non-Resident
	\$160.00 / hour Non-Profit

(2) Aerobic Dance Room / hour	\$40.00 / hour Resident
	\$60.00 / hour Non-Resident
	\$50.00 / hour Non-Profit

Deposit	\$100.00
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(3) Classroom / hour	\$30.00/ hour Resident
	\$50.00/ hour Non-Resident
	\$40.00 / hour Non-Profit

Deposit	\$100.00
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(4) Conference Room / hour	\$20.00/ hour Resident
	\$40.00/ hour Non-Resident
	\$30.00 / hour Non-Profit

Deposit	\$100.00
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CITY OF LANCASTER FEE SCHEDULE

(5) Technology/Game Room		\$30 / hour Resident
		\$40.00 / hour Non-Resident
		\$35.00 / hour
	Deposit	\$100.00
(6) Mini Party Room (Ages 3-11)		\$40.00 / hour Resident
		\$60.00 / hour Non-Resident
		\$50.00 / hour
	Deposit	\$75.00
(7) Projector Screen/Podium/Sound System Rental		
	Deposit	\$200.00
	1 Screen	\$65.00 / day Resident \$75.00 / day Non-Resident \$70.00 / day Non-Profit
	2 Screen	\$75.00 / day Resident \$85.00 / day Non-Resident \$80.00 / day Non-Profit
	3 Screens	\$85.00 / day Resident \$95.00 / day Non-Resident \$90.00 / day Non-Profit
	Podium	\$35.00 / day Resident \$45.00 / day Non-Resident \$40.00 / day Non-Profit
	Table Clothes	\$4.00 / each
	Chair Covers	\$2.00 / each
(h) <u>Senior Life Center</u>		
	Deposit	\$250.00
	Kitchen	\$25.00 / hour Resident \$40.00 / hour Non-Resident \$30.00 / hour Non-Profit
(1) 4 Hour Rental		\$500.00 Resident
		\$125.00 Additional Hour
		\$600.00 Non-Resident
		\$150.00 Additional Hour
		\$550.00 Non-Profit
		\$140.00 Additional Hour

CITY OF LANCASTER FEE SCHEDULE

(2) 6 Hour Rental	\$600.00 Resident \$100.00 Additional Hour \$750.00 Non-Resident \$125.00 Additional Hour \$650.00 Non-Profit \$100.00 Additional Hour
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(i) Non-Profit - For Meetings Only - Monday – Friday – 4 hours max

Deposit	\$75.00 / hour Resident \$75.00 / hour Non-Resident
(1) Classroom / Youth Room	\$20.00 / hour Resident \$30.00 / hour Non-Resident
(2) Grand Hall	\$50.00 / hour Resident \$60.00 / hour Non-Resident
1,100 square feet	\$50.00 / hour Resident \$60.00 / hour Non-Resident
2,200 square feet	\$70.00 / hour Resident \$80.00 / hour Non-Resident
3,300 square feet	\$90.00 / hour Resident \$100.00 / hour Non-Resident
(3) Conference Room	\$10.00 / hour Resident \$20.00 / hour Non-Resident
(4) Senior Life Center	\$25.00 / hour Resident \$35.00 / hour Non-Resident
Classroom / Sewing Room	\$35.00 / hour Resident \$45.00 / hour Non-Resident
Conference Room	\$35.00 / hour Resident \$45.00 / hour Non-Resident

(j) Programs

Individual Recreation Classes	Range from \$5.00 - \$70.00 per class / per day
Recreation Programs	Range from \$20.00-\$150.00 Programs vary by week or by month
Recreation Team Sports / Athletics	Range from \$100.00 - \$400.00 per team / per season

CITY OF LANCASTER FEE SCHEDULE

(k) Amphitheater Rental

Deposit \$150.00

(1) 4 Hour Rental \$200.00 Resident
\$50.00 Additional Hour
\$325.00 Non-Resident
\$80.00 Additional Hour
\$250.00 Non-Profit
\$60.00 Additional Hour

(2) 6 Hour Rental \$275.00 Resident
\$40.00 Additional Hour
\$400.00 Non-Resident
\$70.00 Additional Hour
\$300.00 Non-Profit
\$50.00 Additional Hour

(l) Portable Stage Rental

Deposit \$75.00 Resident
\$75.00 Non-Resident
\$65.00 Non-Profit

(1) 4 Hour Rental \$100.00 Resident
\$150.00 Non-Resident
125.00 Non-Profit

(2) Each additional hour after 4 hours \$35.00 Resident
\$45.00 Non-Resident
\$40.00 Non-Profit

(m) Country view

Weekday: Monday-Thursday

Includes cart fee

Tee Time	Price
Open - 1:00 p.m.	\$33.00
11:00 a.m. – 2:00 p.m.	\$26.00
2:00 p.m. – 5:00 p.m.	\$20.00
5:00 p.m. - close	\$16.00
Senior rate	\$25.00

Weekday: Friday

Includes cart fee

Tee Time	Price
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CITY OF LANCASTER FEE SCHEDULE

Open – 1:00 p.m.	\$36.00
11:00 a.m. – 2:00 p.m.	\$28.00
2:00 p.m. – 5:00 p.m.	\$22.00
5:00 p.m. - close	\$17.00

Weekday: Saturday – Sunday & Holidays

Includes cart fee

Tee Time	Price
Open – 1:00 p.m.	\$39.00
11:00 a.m. – 2:00 p.m.	\$30.00
2:00 p.m. – 5:00 p.m.	\$24.00
5:00 p.m. – close	\$17.00
Range	Fees
Small (40 balls)	\$5.00
Medium (65-75)	\$8.00
Large (100-110 balls)	\$12.00
Cart	Fees
1 Cart	\$12.00

ARTICLE 16.000 AIRPORT FEES

(a) Monthly Hangar Rental

(1) 956 sq. ft. (small T-hangar)	\$250.00 \$0.26 per sq. ft.
(2) 1,018.25 sq. ft. (medium T-hangar)	\$265.00 \$0.26 per sq. ft.
(3) 1,624.33 sq. ft. (large T-hangar)	\$425.00 \$0.26 per sq. ft.

(b) Community Hangar Rental

(1) 956 sq. ft. (small T-hangar)	\$125.00 \$0.13 per sq. ft.
(2) 1,018.25 sq. ft. (medium T-hangar)	\$133.00 \$0.13 per sq. ft.
(3) 1,624.33 sq. ft. (large T-hangar)	\$213.00 \$0.13 per sq. ft.

(c) Other Airport Fees

(1) Ground Lease (Improved)	\$0.30 per square foot per year
(2) Ground Lease (Unimproved)	\$0.20 per square foot per year
(3) Terminal Building Office Lease	\$12.00 per square foot per year

CITY OF LANCASTER FEE SCHEDULE

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|--------------------------|-----------------------------|
| (4) Monthly Tie Down Fee | \$60.00 per month |
| (5) Lease Assignment Fee | \$50.00 per instance |
| (6) Fuel Flowage Fee | \$0.20 per delivered gallon |
| (7) Cafe Sales | 5% of Gross Sales |

(8) Conference Room Rental \$50.00 per hour

(d) Fuel Prices

- | | |
|----------------------------------|--|
| (1) 100LL Full-Service Transient | <u>Cost + taxes + \$1.25 to \$2.25 per gallon</u> |
| (2) 100LL Full-Service Based | <u>100LL Full-Service Transient price less \$0.20 per gallon</u> |
| (3) 100LL Self-Service | <u>100LL Full-Service Transient price less \$0.50 to \$1.00 per gallon</u> |
| (4) Jet-A Full-Service Transient | <u>Cost + taxes + \$1.25 to \$2.25 per gallon</u> |
| (5) Jet-A Full-Service Based | <u>Jet-A Full-Service Transient price less \$0.20 per gallon</u> |
| (6) Jet-A Self-Service | <u>Jet-A Full-Service Transient price less \$0.20 per gallon</u> |

(8)

(Ordinance 2003-10-32 adopted 10/27/03) (Resolution 2009-04-41 adopted April 13, 2009)

ARTICLE 17.000 DEVELOPMENT FEES

	<u>Building Fee</u>	<u>Engineering Fee</u>	<u>Planning Fee</u>
(a) <u>Abandonment Driveway, Drive Approach, Curb, Gutter and sidewalk Permit Fees</u> (bond required)			
(1) Residential Zones Repair/Replacement	\$25.00	N/A	N/A
(2) Residential Zones, New Construction	\$35.00	N/A	N/A
(3) Nonresidential Zones, per Approach	\$35.00	N/A	N/A
(b) <u>Annexations</u>	N/A	N/A	\$1,000.00 plus filing fee
(c) <u>Appeals to Zoning Board of Adjustments</u>	N/A	N/A	N/A
(d) <u>Building Permits</u>			

CITY OF LANCASTER FEE SCHEDULE

(Single-Family Residence, Duplex, Multi-Family, Apartment, Condominium & Townhouse, Commercial and remodels) Fees Assessed Per Address

(e)	<u>Consultant Fee-Supplemental</u>	N/A	N/A	N/A
(f)	<u>Design/Plan Review</u> Commercial and Industrial Projects Amendments (Commercial & Industrial) Residential Projects, Amendments (Residential), Minor Design Review	65% of the building permit fee. Section titled "Building Permit" in this schedule	N/A	N/A

CITY OF LANCASTER FEE SCHEDULE

(g) Plats

(1) Preliminary Plat			
Fifty (50) acres or less	N/A	N/A	\$500.00 + \$50.00 / acre
More than fifty (50) acres	N/A	N/A	\$1,000.00 + \$100.00 / acre
(2) Final Plat	N/A	N/A	\$500.00 + \$10.00 / lot
(3) Re-Plats			
Plat revision with property owner notification	N/A	N/A	\$575.00 + \$35.00 / acre
Plat revision without property owner notification	N/A	N/A	\$450.00 + \$35.00 / acre
(4) Amended Plats			
Amended Plats Correcting Errors	N/A	N/A	\$400.00
(5) Plat Vacations			
Plat Vacation increasing lots	N/A	N/A	\$200.00 + \$10.00 / acre
All other plat vacations	N/A	N/A	\$500.00
(6) Miscellaneous Plat Items			
Dallas County Clerk's Recording Fee	N/A	N/A	\$33.00 1st page \$10.00 subsequent page
(7) Re-Plats	N/A	N/A	\$400.00

(1994 Code of Ordinance, Chapter 9, Article 9.100, Section 9.106)

	<u>Building Fee</u>	<u>Engineering Fee</u>	<u>Planning Fee</u>
(h) <u>Development Review and Inspection Fees</u>			
1) Special Inspection	\$47.00 per hour, minimum 2 hours	(1) <u>See Table 2B</u> 1.5 %—3.5% <u>estimated cost of improvements intended for dedication to the city for water, sewer and streets.</u> <u>Effectively</u>	N/A

CITY OF LANCASTER FEE SCHEDULE

Immediately=
1.5% Effective
January 1, 2004 =
3.5% Each
additional hour
\$47.00 per hour

2) Inspection 2 hours – Travel time of job site and return time to be included outside of normal business hours (min. charge)	\$47.00 per hour	N/A	N/A
3) Re-inspection fees assessed under provisions of Section 305.8	\$47.00 per hour	N/A	N/A
4) Inspection for which no fee is specifically indicated (min. charge - one half hour)	\$47.00 per hour	N/A	N/A
5) Additional plan review required by changes, additions or revisions to plans (min. charge- one-half hour)	\$47.00 per hour	Plan Review \$500.00 – first review; \$350.00 – per subsequent review	N/A
6) Miscellaneous Case	N/A	N/A	\$150.00
7) Planned Development Review	N/A	N/A	\$1,500.00 plus \$10.00 per acre
8) Park Fee in Lieu of Dedication	N/A	N/A	\$1,400.00 per dwelling unit

(including single-family, dual family, and multi-family residential areas)
(Ordinance 2006-10-41 adopted 10/23/06)

(i) Signs

(Sec. 3.100 Fee Adopted - Lancaster City Code)

(1) Permanent Signs, Per Face Based on Sign Area	Table A	N/A	N/A
(2) Temporary Portable Signs, Flags, banners, etc. (good for two weeks)	\$25.00	N/A	N/A
(3) Sign contractor registration	\$100.00	N/A	N/A
(j) <u>Site Plan Review</u>	N/A	N/A	\$250.00 plus \$10 per acre
(k) <u>Subdivision Name Change</u>	N/A	N/A	\$200.00

CITY OF LANCASTER FEE SCHEDULE

(l)	<u>Street Lighting Escrow</u>	N/A	N/A	N/A
(m)	<u>Tree Survey/Preservation Plan</u>	N/A	N/A	\$50.00 administration processing fee with \$160.00 per inch mitigation fee
(n)	<u>Small cell application fee (This fee shall not exceed and is capped by statutory limits)</u>	N/A	\$500.00 (1-5 network nodes; \$250.00 (each additional network node); \$1,000.00 per pole	N/A
(o)	<u>Small cell user fees (This fee shall not exceed and is capped by statutory limits)</u>	N/A	\$250.00 annually for each network node; \$20.00 per year for city pole attachment	N/A
(p)	Transport Facility monthly user fees (This fee shall not exceed and is capped by statutory limits)	N/A	\$28.00 multiplied by the number of the network provider's network nodes located in the public right-of- way for which the installed transport facilities provide backhaul, until the time the network provider's payment to the City exceeds its monthly aggregate per month compensation to the City.	N/A

CITY OF LANCASTER FEE SCHEDULE

TABLE 2B

Single Family Residential Development	\$1,000 base fee plus \$600 per platted lot						
Non-Residential Development	\$1,000 base fee plus \$1,500 per final platted acreage						
Non-Residential Infrastructure * = or as identified on preliminary site plan	\$1,000 base fee plus \$1,200 per conveyance* platted acreage						
Linear Utility Infrastructure For offsite utilities outside of platted boundary **=no base fee if done w ith platted development	\$1,000 base fee** plus <table> <tr> <td>Wastewater</td><td>\$3.00 per linear foot</td></tr> <tr> <td>Water</td><td>\$3.00 per linear foot</td></tr> <tr> <td>Storm Sewer</td><td>\$4.00 per linear foot</td></tr> </table>	Wastewater	\$3.00 per linear foot	Water	\$3.00 per linear foot	Storm Sewer	\$4.00 per linear foot
Wastewater	\$3.00 per linear foot						
Water	\$3.00 per linear foot						
Storm Sewer	\$4.00 per linear foot						
Development Road Separate from platted development **=no base fee if done w ith platted development	\$1,000 base fee** plus \$3.00 per square yard of concrete surface						
Turn Lanes and Median Openings **=no base fee if done w ith platted development	\$1,000 base fee** plus \$3.00 per square yard of concrete surface						
Creek Stabilization **=no base fee if done w ith platted development	\$1,000 base fee** plus \$0.50 per square yard of disturbed area						

CITY OF LANCASTER FEE SCHEDULE

Revision References

Effective October 1, 2007 (Annual update)

Resolution 2007-09-108

Revised January 14, 2008 (Water/waste water services rate)

Resolution 2008-01-07

Revised June 23, 2008 (Garbage collection fees)

Resolution 2008-06-54

Revised September 8, 2008 (Water service rate)

Resolution 2008-09-82

Revised September 8, 2008 (Waste/water service rate)

Resolution 2008-09-83

Effective October 1, 2008 (Annual update)

Resolution 2008-09-84

Revised October 27, 2008 (Multi-Family Rental Property Registration and Inspection Fee)

Resolution 2008-10-91

Revised November 10, 2008 (Food Inspections & Administrative Fee)

Resolution 2008-11-100

Revised December 8, 2008 (Irrigation Permit Fee)

Resolution 2008-12-105

Revised April 13, 2009 (Municipal Airport Fees)

Resolution 2009-04-41

Revised April 27, 2009 (Cargo Container Fees)

Resolution 2009-04-51

CITY OF LANCASTER FEE SCHEDULE

Effective October 1, 2009 (Annual Update)

Resolution 2009-08-84

Revised October 26, 2009 (Park land dedication fee per ordinance 2006-10-41)

Resolution 2009-10-102

Revised December 14, 2009 (Sec. 10.1700 Garbage Collection Fees)

Resolution 2009-12-125

Amended February 8, 2010 (Article 9.000 Drainage Utility Systems Fees to reflect Rates as adopted 10/14/02 Ordinance No. 2002-10-41)

Resolution 2010-02-11

Revised March 22, 2010 (Article 9.000 Drainage Utility System Fees)

Resolution 2010-03-27

Revised June 28, 2010 (Repealed Cargo Container Fee for Agricultural Purposes)

Resolution 2010-06-58

Revised June 28, 2010 (Established Wind Energy System Permit Fee; Ordinance No. 2010-04-09)

Resolution 2010-06-59

~~**Resolution 2010-09-75 (repealed in its entirety)**~~

Effective October 1, 2010 (Annual Update; Corrected Section 10.700 Water Rates – Within City)

Resolution 2010-09-82

Revised November 8, 2010 (Includes fee for Local Alcohol Permit)

Resolution 2010-11-93

Revised September 12, 2011 (Sec. 10.1700 Garbage Collection Rates)

Resolution 2011-09-79

Revised September 12, 2011 (Sec. 10.700 Water Rates – Within City and Sec. 10.1000 Wastewater Treatment Services User Charges)

CITY OF LANCASTER FEE SCHEDULE

Resolution 2011-09-80

Effective October 1, 2011 (Annual Update)

Resolution 2011-09-81

Effective October 10, 2011 (Sec. 4.400 Food Service Establishments fees)

Resolution 2011-10-86

Effective February 27, 2012 (Revised Article 16.000 Airport Fees to add rental rates for community hangars)

Resolution 2012-02-17

Effective August 27, 2012 (Updated Water/Wastewater and Roadway Impact Fees)

Ordinance 2012-08-25

Effective October 1, 2012 (Annual Update)

Resolution 2012-08-69

Effective December 1, 2012 (Industrial Discharge Fee – reference Appendix “A”)

Resolution 2012-09-79

Effective October 1, 2013 (Annual Update)

Resolution 2013-08-68

Effective January 1, 2014 (Hotel/Motel Property Annual Inspection Fee)

Resolution 2013-07-61

Effective June 9, 2014 (Fines, costs, and fees for School Bus Stop Arm Violations)

Resolution 2014-06-48

Effective June 23, 2014 (Boarding Home Facilities Permit)

Resolution 2014-06-50

Effective October 1, 2014 (Annual Update)

Resolution 2014-09-77

CITY OF LANCASTER FEE SCHEDULE

Effective October 1, 2015 (Water and Wastewater Rates)

Resolution 2015-09-74

Effective October 1, 2015 (Annual Update)

Resolution 2015-09-67

Effective December 14, 2015 (Solid Waste Disposal)

Resolution 2015-12-102

Effective October 1, 2016 (Annual Update)

Resolution 2016-09-71

Effective October 10, 2016 (Rental Registration)

Resolution 2016-10-88

Effective August 28, 2017 (Small Cell Antennas or Distributed Antenna Systems)

Resolution 2017-08-61

Effective October 1, 2017 (Annual Update)

Resolution 2017-09-62

Effective November 13, 2017 (Microchip Fees)

Resolution 2017-11-79

Effective April 23, 2018 (Sec. 10.1700 Garbage Collection Rates)

Resolution 2018-04-36

Effective October 1, 2018 (Annual Update and Water and Wastewater Rates)

Resolution 2018-09-72

Effective October 1, 2019 (Annual Update)

Resolution 2019-09-63

Effective October 1, 2020 (Annual Update)

Resolution 2020-04-29

CITY OF LANCASTER FEE SCHEDULE

Effective October 11, 2021 (Annual Update)

Resolution 2021-10-91

Effective November 8, 2021 (Building Related Fees)

Resolution 2021-11-98

Effective July 11, 2022 (Fire Services Fees)

Resolution 2022-07-55

Effective October 1, 2022 (Annual Update)

Resolution 2022-09-78

Effective October 1, 2022 (Annual Update)

Resolution

CITY OF LANCASTER CITY COUNCIL

City Council Regular Meeting

3.

Meeting Date: 10/09/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Dori Lee, Assistant City Manager

Agenda Caption:

Consider an amendment to Ordinance 2018-12-53 by adding a public engagement committee and making board specific updates.

Background:

In 2018 City Council approved Ordinance No. 2018-12-53 standardizing the Boards and Commission criteria. Council requested staff explore updating criteria since the 2018 approval to ensure current alignment with revisions to the Texas Local Government Code (TLGC).

In addition, during the Strategic Planning Session in 2022, City Council identified an initiative to explore the creation of a Public Engagement Committee. Council requested staff explore creation of the committee and bring forward to City Council for discussion. Council received an initial presentation on March 20, 2023 at a City Council Workession. On July 17, 2023 City Council received a presentation from staff and provided direction to bring an item before City Council for consideration to establish the Public Engagement Committee.

Operational Considerations:

Staff incorporated the desires of City Council shared during the July 17, 2023 City Council Work Session that the Board shall be composed of seven (7) members, six (6) appointed by Council Member district and one (1) appointed by the Mayor at large, all of whom shall be residents of the City of Lancaster, terms will be staggered two (2) year terms. The committee will meet at a minimum of four (4) times annually, participate in the Lancaster beautification program, Litter is Bitter campaign, Yard of the Month, and Lancaster Eyes and Ears (LEEP) program.

Legal Considerations:

The City Attorney has reviewed and approved the ordinance as to form.

Public Information Considerations:

This item is being considered at a Regular Meeting of the City Council noticed in accordance with the Texas Open Meetings Act.

Options/Alternatives:

1. City Council may approve the ordinance, as presented.
2. City Council may deny the ordinance.

Recommendation:

Staff recommends approval of the ordinance as presented.

Attachments

Amended Ordinance

Board Bylaws

Ordinance No. 2018-12-53

AN ORDINANCE OF THE CITY OF LANCASTER, TEXAS, AMENDING CHAPTER 5 “BOARDS, COMMISSIONS AND COMMITTEES”; BY ADDING A PUBLIC ENGAGEMENT COMMITTEE; MAKING BOARD-SPECIFIC UPDATES AND AMENDMENTS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the following Boards, Commissions and Committees have previously been established by resolution or ordinance by prior City Councils: (1) Airport Advisory Board; (2) Animal Shelter Advisory Committee; (3) Capital Improvements Advisory Committee; (4) Citizen Advisory Committee (Photographic Traffic Control Signal Enforcement System); (5) Civil Service Commission; (6) Economic Development Corporation (Type A); (7) Historic Landmark Preservation Committee; (8) Lancaster Recreational Development Corporation (Type B); (9) Lancaster State Auxiliary Museum Advisory Board; (10) Lancaster Veterans Memorial Library Advisory Board; (11) Parks and Recreation Advisory Board; (12) Planning and Zoning Commission; (13) Property Standards and Appeals Board; (14) Sign Control Board; (15) Tree Board; (16) Youth Advisory Committee; (17) Zoning Board of Adjustment; and the (18) Public Engagement Committee; and

WHEREAS, in enacting Ordinance No. 2018-12-53, the City Council of the City of Lancaster, Texas (the “Council”) determined that it is in the best interest of the City to recodify the portions of the City of Lancaster Code of Ordinances dealing with City Boards, Commissions and Committee in order to (1) provide a uniform structure for City Boards, Commissions and Committee and to delineate the rights and responsibilities of each City Board and Commission; and (2) aid in administrative efficiency and open government by providing a single ordinance reference for City Boards, Commissions and Committee; and

WHEREAS, the City Council finds that good cause exists to further amend and update the Boards, Commissions, and Committees ordinance to conform with current practice and recent changes.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS:

SECTION 1. That the Code of Ordinances for the City of Lancaster be amended as follows:

1. Section 5.02.002 (“Animal Shelter Advisory Committee”) is amended to read as follows:

“Sec. 5.02.002 Animal Shelter Advisory Committee

- (a) The Animal Shelter Advisory Committee was established on March 10, 2008 by Resolution No. 2008-03-22, was formerly subject to the Interlocal Agreement for Animal Control Services between the City and the City of Hutchins, (such agreement having been terminated and no longer in effect) and is designated as an Advisory Board of the City of Lancaster, Texas.

The Committee shall be composed of five (5) regular members including one (1) Alternate, and shall include at least one (1) licensed veterinarian, one (1) county or municipal official, one (1) person whose duties include the daily operation of an animal shelter, and one (1) representative from an animal welfare organization. All members shall be appointed by the City.

(c) The Committee is established pursuant to Texas Health and Safety Code, Section 823.005, to ensure that the City animal shelter meets the state operating requirements.

(d) The Committee shall meet no less than three (3) times per year.”

2. Section 5.02.005 (“Citizen Advisory Committee (Photographic Traffic Control Signal Enforcement System)”) is amended to read as follows:

“Sec. 5.02.004 Citizen Advisory Committee (Photographic Traffic Control Signal Enforcement System)

(a) The Citizen Advisory Committee was established on December 10, 2007 by Resolution No. 2007-12-138 and was disbanded on December 10, 2018 by Ordinance No. 2018-12-53.”

3. Section 5.02.008 (“Lancaster Recreational Development Corporation – (Type B)”) is amended to read as follows:

“Sec. 5.02.008 Lancaster Recreational Development Corporation – (Type B)

(a) The Lancaster Recreational Development Corporation is a Type B economic development corporation incorporated and approved on September 25, 1995 by Resolution No. 37-95, and currently operates under such amended bylaws as approved by City Council.

(b) The Corporation shall consist of seven (7) directors with no alternate members, who shall serve two (2) year terms. The Board of Directors shall appoint, at a minimum, a president and a secretary, and such other officers as designated in its then-current bylaws.

(c) The Committee is established pursuant to Texas Local Government Code, Section 505.003, to promote authorized projects and to perform all duties as authorized by Chapter 505 of the Texas Local Government Code for Type B corporations, and subject to the current and long-term powers set forth in its bylaws.”

4. Section 5.02.010 (“Lancaster Veterans Memorial Library Advisory Board”) is amended to read as follows:

“Sec. 5.02.002 Lancaster Veterans Memorial Library Advisory Board

- (b) The Board is established pursuant to Section 3.19 of the Lancaster Home Rule Charter to report to City Council on matters concerning the City's public library system.

5. Section 5.02.007 ("Historic Landmark Preservation Committee") is amended to read as follows:

"Sec. 5.02.002 Historic Landmark Preservation Committee

- (c) The Committee is established pursuant to Section 3.19 of the Lancaster Home Rule Charter to: (1) adopt criteria for the designation of historic, architectural, and cultural landmarks and the delineation of historic districts for submission to Planning & Zoning and City Council; (2) Recommend to the Planning & Zoning Commission (for subsequent submission to the City Council) recognition of individuals and organizations who own designated historical landmarks or properties within designated historic districts through the conferral of certificates, plaques, or markers; (3) Increase public awareness of the value of historic, cultural and architectural preservation by developing and participating in public education programs; (4) Recommend the designation of sites, buildings, structures, objects or areas a landmarks or historic districts; (5) Make recommendations to the Planning & Zoning Commission (for subsequent submission to the City Council) regarding the utilization of funds and funding methods (such as tax deferments, grants, fees, and donations); to promote the preservation and vitality of landmarks and historic districts within the City; and (6) ensure compliance with U.S. Department of the Interior standards for historic landmarks.

6. A new Section 5.02.018 ("Public Engagement Committee") is added to this Chapter, to read as follows:

"Sec. 5.02.018 Public Engagement Committee

The Public Engagement Committee is created to enhance community involvement and foster effective communication between the City and the residents of Lancaster. The committee shall serve as an advisory body to the City Council, providing recommendations and insights solely focused on increasing the level of public engagement within the City. Through proactive outreach, collaborative initiatives, and strategic evaluation, the committee shall aim to create an inclusive and vibrant community where all residents' voices are heard, valued, and considered in the decision-making process.

- a) The Public Engagement Committee is hereby established pursuant to Section 3.19 of the Lancaster Home Rule Charter, and is designated as an Advisory Board of the City of Lancaster, to provide guidance and recommendations to the City Council related to increasing public and community engagement within the City.
- b) The Board shall be composed of seven (7) members, six (6) appointed by Council Member by district with one (1) appointed by the Mayor at large, all of whom shall be residents of the City of Lancaster. The term of office shall be two (2) years with staggered terms."

SECTION 2. That all provisions of the City of Lancaster Code of Ordinances, and/or the in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other provisions of the City of Lancaster Code of Ordinances and/or the Lancaster Development Code not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 3. That should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance, or as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance, as amended hereby, which shall remain in full force and effect.

SECTION 4. This Ordinance shall become effective from and after its passage and publication by the City Secretary as required by law and the charter.

DULY PASSED by the City Council of the City of Lancaster, Texas, on the 25th day of September 25, 2023.

ATTEST:

Sorangel O. Arenas, City Secretary

APPROVED:

Clyde C. Hairston, Mayor

APPROVED AS TO FORM:

David T. Ritter, City Attorney

BOARD, COMMISSION AND COMMITTEE

Bylaws

Division 1. Board, Commission or Committee

(To be amended as appropriate with the name and particular details of the appropriate Board, Commission, or Committee)

Sec. 1.01 Establishment

There is hereby created and established by Ordinance No. 2018-12-53, or such subsequent action by the City Council, within the City a Board, Commission or Committee which shall be subject to the jurisdiction of the City Council and shall constitute a board, commission or committee to the City Council.

Sec. 1.02 Number of members

Shall be composed of five (5) regular members and one (1) alternate appointed by the City Council. Each member of the board, commission or committee shall meet the eligibility requirements established by the City Charter and the Board and Commission Ordinance. The staff liaison will appointed by the City Manager. The members shall serve at the pleasure of the City Council and may be removed at the discretion of the City Council.

Sec. 1.03 Term of office

The term of office of each board, commission or committee regular member shall be two (2) years, alternate member shall be one (1) year. each board or commission or committee member shall be appointed so that three (3) members' terms shall expire in odd numbered years, and two (2) members' terms shall expire in even numbered years.

Sec. 1.04 Officers

The board, commission or committee shall have a Chair and a Vice-Chair, whose terms shall be one (1) year but not more than two (2) consecutive terms in one (1) office. No regular member shall serve for a total period of more than two (2) consecutive years as Chair or Vice-Chair. The Chair and Vice-Chair shall be nominated by a majority vote of the board, commission or committee.

The Chair and Vice-chair shall be elected each year at the first regular meeting after the board, commission or committee members are appointed and have taken their oath of office.

Vacancies in office shall be handled as follows:

- a. In the event of resignation or incapacity of the Chair; the Vice-Chair shall become the Chair for the unexpired portion of the term.
- b. Vacancy of the Vice-Chair shall be filled for the unexpired term by special election.

Duties of the officers shall be as follows:

- a. Chair:
 - i. Preside at all meetings.
- b. Vice-chair:
 - i. Assist the Chair in directing the affairs of the board and act in the Chair's absence.

Sec. 1.05 Meetings

The meeting of the board, commission or committee must meet at least two (2) times per year; once for open meeting act and public information act training, and once for a regular business meeting. All meetings shall be held in a public place with public notice as prescribed by law.

A simple majority of the regular members shall constitute a quorum at all meetings of the board, commission or committee. If a quorum is not present, the meeting shall be cancelled.

Robert's Rules of Order, Newly Revised governs the parliamentary procedure of the board, commission or committee in all cases to which they are applicable.

Sec. 1.06 Removal from office/absences

The regular members shall serve at the pleasure of the City Council and may be removed at the discretion of the City Council. Board, Commission and committee members are expected to maintain regular attendance at meetings in accordance with the attendance policy established by the Board and Commission Ordinance.

Sec. 1.07 Powers and authority

The board, commission and committee members provide opinion, support, and expertise as needed. Members shall:

- a. Provide advice and counsel to the Staff Liaison in matters relating to the services rendered. The Staff Liaison for each board will communicate updates on City events and the board, commission, or committee's contribution to advancing the City's goals and objectives, and shall provide quarterly attendance updates to the City Council and their respective board, commission, or committee.
- b. Review data and circumstances pertaining to their respective boards, commissions, or committees, and formulate and recommend to the city council, for its adoption, policies and regulations consistent with the overall city plan and ordinances.
- c. Study the need for, and encourage the development of knowledge of each board.
- d. Each board, commission, or committee at the direction of the City Council, shall study and submit reports on any topics within their purview that the city council deems appropriate.
- e. Encourage in every possible way the development and advancement of the board.
- f. Participate in local events.
- g. Members of each board and commission shall comply with all statutory time limits, public notices, and the Texas Open Meetings Act, V.T.C.A., Government Code § 551.001 et seq.

Sec. 1.08 Amendments

These bylaws may be amended by the Board at any regular meeting, provided all members have been notified of the proposed amendment. Such amendment would then be subject to approval by the City Council, and no amendment shall be effective until approved by City Council.

ORDINANCE NO. 2018-12-53

AN ORDINANCE OF THE CITY OF LANCASTER, TEXAS, AMENDING THE LANCASTER CODE OF ORDINANCES, BY ESTABLISHING A NEW CHAPTER 5 “BOARDS, COMMISSIONS AND COMMITTEES”; BY DISBANDING THE CITIZEN ADVISORY COMMITTEE (FOR PHOTOGRAPHIC TRAFFIC CONTROL SIGNAL ENFORCEMENT SYSTEM); PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the following Boards, Commissions and Committees have previously been established by resolution or ordinance by prior City Councils: (1) Airport Advisory Board; (2) Animal Shelter Advisory Committee; (3) Capital Improvements Advisory Committee; (4) Citizen Advisory Committee (Photographic Traffic Control Signal Enforcement System); (5) Civil Service Commission; (6) Economic Development Corporation (Type A); (7) Historic Landmark Preservation Committee; (8) Lancaster Recreational Development Corporation (Type B); (9) Lancaster State Auxiliary Museum Advisory Board; (10) Lancaster Veterans Memorial Library Advisory Board; (11) Parks and Recreation Advisory Board; (12) Planning and Zoning Commission; (13) Property Standards and Appeals Board; (14) Sign Control Board; (15) Tree Board; (16) Youth Advisory Committee; and (17) Zoning Board of Adjustment; and

WHEREAS, the City Council of the City of Lancaster, Texas (the “Council”) has determined that it is in the best interest of the City to recodify the portions of the City of Lancaster Code of Ordinances dealing with City Boards, Commissions and Committees in order to (1) provide a uniform structure for City Boards, Commissions and Committees and to delineate the rights and responsibilities of each City Board and Commission; and (2) aid in administrative efficiency and open government by providing a single ordinance reference for City Boards, Commissions and Committees.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS:

SECTION 1. That the Code of Ordinances for the City of Lancaster be amended by adding a new Chapter 5 of the City of Lancaster Code of Ordinances, and the new Chapter 5 shall read as follows:

“ ...

CHAPTER 5: BOARDS, COMMISSIONS AND COMMITTEES

Preliminary Statement A: This Chapter is intended to be a recodification of City Boards, Commissions and Committees as they existed on the date of adoption. In passing this ordinance, all existing enabling ordinances and resolutions shall remain in effect, except to the extent they directly conflict with, or are modified by, this ordinance. In the case of conflict between existing ordinances and resolutions, this ordinance shall control.

Preliminary Statement B: The members and/or directors of the Boards, Commissions and Committees listed herein currently serving at the time of the passage of this ordinance shall continue their service upon the adoption of this ordinance and each member or director serving on a Board or Commission shall upon adoption of this ordinance shall maintain their seat and serve out the remainder of their term unless otherwise removed from their seat pursuant to the terms of this ordinance or applicable bylaws of their respective Board or Commission. At the time for reappointment or appointment of new members, any Board or Commission that has a reduction in membership due to the general provisions of Section 5.01.001(c) shall have only five (5) members appointed or reappointed to the Board or Commission, in addition to one (1) alternate member, unless specifically stated to the contrary by any section in this Chapter 5. All bylaws of each City Board and Commission in effect upon the adoption of this ordinance shall continue to be in effect unless and until amended in accordance with the bylaw policy and/or other applicable state law.

ARTICLE 5.01 GENERAL PROVISIONS

Sec. 5.01.001 Board and Commission appointments, terms, removal, and meetings.

- (a) Unless stated to the contrary herein, all appointments to Boards, Commissions and Committees of the City shall be made by the City Council.
- (b) All appointments to Boards, Commissions and Committees of the City shall expire on December 1st of the year in which they would normally expire. At the first meeting of the board or commission following December 1st, a chairperson and vice-chairperson shall be elected by the members of the board or commission. Should no appointment be made at the time a term would otherwise expire, the sitting board, commission, or committee member will continue to serve in an interim capacity until the replacement appointment has been made.
- (c) Unless expressly stated to the contrary herein, each board, commission or committee of the City shall be composed of five (5) members, and the term of appointment for regular members shall be for two (2) years, one (1) alternate member, the alternate member serving a term of one (1) year.
- (d) Unless expressly stated to the contrary herein, the board and commission members serve at the pleasure of the City Council and may be removed at any time by a majority vote of the Council.
- (e) All Boards, Commissions and Committees must meet at least two (2) times per year; once for open meeting act and public information act training, and once for a regular business meeting. Additional meetings may be held separately for work sessions, educational training, and city updates.
- (f) Unless expressly stated to the contrary herein, a simple majority of each board or commission shall serve to establish a quorum for a board or commission.

- (g) Subject to the provisions of subsection (d), above, a board or commission member should regularly attend meetings in order to ensure that a quorum can be met and business transacted. Three (3) consecutive absences, or a total of five (5) absences during a twelve-month period shall cause the City Council to consider removal of the board or commission member. Failure to meet these attendance requirements will also bar the member from being re-appointed for a subsequent term, absent the showing of good cause presented to, and accepted by the City Council based on special circumstances.
- (h) All City Councilmembers, with the exception of the Mayor, may serve at as the Council liaison to the boards and commissions of the City for a period of one year. A Council liaison for each board or commission shall be selected by the City Council by order of seniority. Unless provided for to the contrary by specific ordinance, the liaison shall not vote, count towards a quorum, or otherwise be considered a regular member of the board or commission to which he or she is appointed.
- (i) A Staff liaison shall be appointed by the City Manager for each board or commission.
- (j) The Boards, Commissions and Committee Matrix, attached to this ordinance as **Appendix A**, setting forth a summary of the membership, requirements, terms, dates and times, and other information, is hereby incorporated herein and adopted by the City Council. To the extent that there is a conflict between the Boards, Commissions and Committees Matrix and the text of this ordinance, the text of this ordinance will control.

Sec. 5.01.002 Qualifications of Board and Commission members.

- (a) Unless stated to the contrary herein, each board or commission or committee member must reside within the corporate limits of the City at the time of the appointment to the board or commission; must not be in arrears in the payment of any taxes or other liability due to the City; and must be a registered voter within the City.
- (b) Additional board, commission or committee qualifications may be specified in the board- and commission-specific portions of Section 5.02. herein.
- (c) Any board, commission or committee member ceasing to possess any of the qualifications set forth in this section, or in the board- and commission-specific portions of Section 5.02, herein, applicable to their particular board, shall immediately forfeit his or her office.

Sec. 5.01.003 Advisory Boards and Statutory Boards

- (a) Each City board, commission or committee shall be identified as "Advisory" or "Statutory", or as special purpose corporations such as economic development corporations. Advisory boards shall serve only in an advisory capacity and shall make recommendations to the City Council for further action and consideration. Statutory boards and special purpose corporations may possess decision-making and/or quasi-judiciary powers and functions as designated by their applicable enabling statute.

Sec. 5.01.004 Applicability of Texas Open Meetings Act

- (a) All City boards or commissions shall operate according to the provisions of the Texas Open Meetings Act, (Chapter 551 of the Texas Government Code), as amended.

Sec. 5.01.005 Form Bylaws

- (a) The City Council shall promulgate a set of form bylaws for use by the Advisory Boards which shall become effective when adopted. An advisory board or commission that seeks to amend its bylaws must submit the proposed change to the City Council for consideration and approval before it becomes effective.

ARTICLE 5.02 BOARD- AND COMMISSION-SPECIFIC PROVISIONS

Sec. 5.02.001 Airport Advisory Board

- (a) The Airport Advisory Board was established on April 17, 1978 by Resolution No. 4-78 and is designated as an Advisory Board of the City of Lancaster, Texas.
- (b) It is recommended that members have a working knowledge of airport and/or aviation operations, rent or own a hanger or other space at Lancaster Regional Airport, or operate a business at Lancaster Regional Airport. Members of this Board are exempt from the requirements of Sec. 5.01.002(a).
- (c) The Board is established pursuant to Section 3.19 of the Lancaster Home Rule Charter to advise the City Council regarding the expansion and capital improvement, of Lancaster Regional Airport.

Sec. 5.02.002 Animal Shelter Advisory Committee

- (a) The Animal Shelter Advisory Committee was established on March 10, 2008 by Resolution No. 2008-03-22, is subject to the Interlocal Agreement for Animal Control Services between the City and the City of Hutchins, and is designated as an Advisory Board of the City of Lancaster, Texas.
- (b) The Committee shall be composed of five (5) regular members including one (1) Alternate, and shall include at least one (1) licensed veterinarian, one (1) county or municipal official, one (1) person whose duties include the daily operation of an animal shelter, and one (1) representative from an animal welfare organization. Three (3) members shall be appointed by the City, and three (3) members shall be appointed by the City of Hutchins.
- (c) The Committee is established pursuant to Texas Health and Safety Code, Section 823.005, to ensure that the City animal shelter meets the state operating requirements.
- (d) The Committee shall meet no less than three (3) times per year.

Sec. 5.02.003 Capital Improvements Advisory Committee

- (a) The Capital Improvements Advisory Committee was established on June 18, 1990 by Resolution No. 21-90 and is designated as an Advisory Board of the City of Lancaster, Texas.
- (b) At least two (2) members of the Committee shall be representatives of the real estate, development, or building industries who are not employees or officials of a political subdivision or governmental entity. If the Texas Local Government Code Chapter 395 impact fee is to be applied to the extraterritorial jurisdiction of the City, one member of the Committee must be a representative from the area where the impact fee will be apply.
- (c) The Committee is established pursuant to Texas Local Government Code, Section 395.058, to (a) advise and assist the City in adopting land use assumptions; (b) review the City's capital improvements plan and file written comments; (c) monitor and evaluate implementation of the City's capital improvements plan; (d) file semiannual reports with respect to the progress of the City's capital improvements plan and report to the City Council any perceived inequities in implementing the plan or imposing the impact fee; and advise the City Council of the need to update or revise the land use assumptions, capital improvements plan, and impact fee.

Sec. 5.02.004 Citizen Advisory Committee (Photographic Traffic Control Signal Enforcement System)

- (a) The Citizen Advisory Committee was established on December 10, 2007 by Resolution No. 2007-12-138.
- (b) The Committee was established pursuant to Texas Transportation Code provisions regarding the installation and operation of Photographic Traffic Control Signal Enforcement Systems. Given that there are no such systems currently operating or contemplated within the City, this Committee is hereby disbanded.

Sec. 5.02.005 Civil Service Commission

- (a) The Civil Service Commission was established pursuant to the May 8, 1995 Resolution No. 21-95 which canvassed the results of the election in which Texas Local Government Code Chapter 143 Civil Service was established by the electorate, and is designated as a Statutory Board of the City of Lancaster, Texas.
- (b) The Commission shall be composed of three (3) members, with no alternate members, who shall be appointed by the City Manager and confirmed by the City Council. Members shall serve staggered three (3) year terms with the term of one member expiring each year. Each person appointed to the commission must: (1) be of good moral character; (2) be a United States citizen; (3) be a resident of the City who has resided in the City for more than three (3) years; (4) be over 25 years of age; and (5) not have held a public office within the preceding three years.

- (c) The Commission is established pursuant to Texas Local Government Code, Section 143.006, to ensure that the City conforms to the requirements of Chapter 143 of the Texas Local Government Code, and to investigate and report on all matters relating to the enforcement and effect of Chapter 143, including appeals from fire fighters or police officers. The Commission is empowered to (1) administer oaths, (2) issue subpoenas to complete the attendance of witnesses and the production of books, papers, documents, and accounts relating to the investigation; and (3) cause the deposition of witnesses residing inside or outside the state, pursuant to Section 143.009 of the Texas Local Government Code.

Sec. 5.02.006 Economic Development Corporation – (Type A)

- (a) The Lancaster Economic Development Corporation is a Type A economic development corporation, and had its initial bylaws approved on October 9, 1995 by Resolution No. 38-95, and currently operates under such amended bylaws as approved by City Council.
- (b) The Corporation shall consist of five (5) directors, with no alternate members. The Board of Directors shall appoint, at a minimum, a president and a secretary, and such other officers as designated in its then-current bylaws.
- (c) The Committee is established pursuant to Texas Local Government Code, Section 504.051, to promote economic development in the City and the area, and to perform all duties as authorized by Chapter 504 of the Texas Local Government Code for Type A corporations.

Sec. 5.02.007 Historic Landmark Preservation Committee

- (a) The Historic Landmark Preservation Committee was established on December 5, 1994 by Ordinance No. 31-94 and is designated as an Advisory Board of the City of Lancaster, Texas.
- (b) Members of the committee shall be appointed by the Planning & Zoning Commission and confirmed by City Council. Each member appointed to the committee shall have a demonstrated interest in or knowledge of historic preservation practices and principles. Of the regular members, at least three (3) shall have experience and/or expertise in the following fields: architecture, planning, landscape architecture, building construction or real estate appraisal. At least one (1) member shall be a member of the Lancaster Historical Society. At least one (1) member shall be the owner of a designated historic landmark or property within an historic district.
- (c) The Committee is established pursuant to Section 3.19 of the Lancaster Home Rule Charter to: (1) adopt criteria for the designation of historic, architectural, and cultural landmarks and the delineation of historic districts for submission to Planning & Zoning and City Council; (2) Recommend to the Planning & Zoning Commission (for subsequent submission to the City Council) recognition of individuals and organizations who own designated historical landmarks or properties within designated historic districts through the conferral of certificates, plaques, or markers; (3) Increase public awareness of the value of historic, cultural and architectural preservation by developing and participating in public education programs; (4) Recommend the designation of sites, buildings, structures, objects or areas a landmarks or historic districts; (5) Make recommendations to the

Planning & Zoning Commission (for subsequent submission to the City Council) regarding the utilization of funds and funding methods (such as tax deferments, grants, fees, and donations); to promote the preservation and vitality of landmarks and historic districts within the City; and (6) Review and make recommendations on applications for Certificates of Appropriateness and Certificates of Economic Hardship; and (7) ensure compliance with U.S. Department of the Interior standards for historic landmarks

Sec. 5.02.008 Lancaster Recreational Development Corporation – (Type B)

- (a) The Lancaster Recreational Development Corporation is a Type B economic development corporation incorporated and approved on September 25, 1995 by Resolution No. 37-95, and currently operates under such amended bylaws as approved by City Council.
- (b) The Corporation shall consist of seven (7) directors with no alternate members, who shall serve two (2) year terms. The Board of Directors shall appoint, at a minimum, a president and a secretary, and such other officers as designated in its then-current bylaws.
- (c) The Committee is established pursuant to Texas Local Government Code, Section 505.003, to promote authorized projects and to perform all duties as authorized by Chapter 505 of the Texas Local Government Code for Type B corporations.

Sec. 5.02.009 Lancaster State Auxiliary Museum Advisory Board

- (a) The Lancaster State Auxiliary Museum Board Advisory Board was established on March 23, 2015 by Resolution No. 2015-03-22 and is designated as an Advisory Board of the City of Lancaster, Texas.
- (b) The Board is established pursuant to Section 3.19 of the Lancaster Home Rule Charter to report to City Council on all matters concerning the City of Lancaster State Auxiliary Museum and to promote public interest in the Museum.

Sec. 5.02.010 Lancaster Veterans Memorial Library Advisory Board

- (a) The Lancaster Veterans Memorial Library Advisory Board was established on December 17, 1984 by Ordinance No. 51-84 and is designated as an Advisory Board of the City of Lancaster, Texas.
- (b) The Board is established pursuant to Section 3.19 of the Lancaster Home Rule Charter to report to City Council on all matters concerning the City's public library system, including: (1) recommending library programming; (2) giving guidance regarding the expansion of library facilities; and (3) encouraging the development and improvement of the library.

Sec. 5.02.011 Parks and Recreation Advisory Board

- (a) The Parks and Recreation Advisory Board was established on February 11, 2008 by Ordinance No. 2008-02-07 and is designated as an Advisory Board of the City of Lancaster, Texas.

- (b) The Committee is established pursuant to Section 3.19 of the Lancaster Home Rule Charter to advise the City Council in regard to all matters relating to the City's Parks and Recreation Department, to study the City's parks and recreational programs, and advise the City Council regarding the future acquisition, development, enlargement and use policy of the parks and recreation system, including an annual review of the City's Master Parks Plan.

Sec. 5.02.012 Planning & Zoning Commission

- (a) The Planning & Zoning Commission was previously established by the City pursuant to Section 211.007 of the Texas Local Government Code, and is designated as a Statutory Board of the City of Lancaster, Texas.
- (b) A City Planner, or the designee of the City Manager shall serve as the Secretary of the Commission.
- (c) The Commission is established pursuant to Section 211.07 of the Texas Local Government Code, and is vested with the following powers and duties:
 - (i) to advise the City Council and make recommendations concerning adoption of, or amendments to, zoning regulations and the zoning map;
 - (ii) to advise the City Council and make recommendations concerning adoption of, or amendments to the City's Comprehensive Plan, Thoroughfare Plan, and Open Space Plan and implementation thereof;
 - (iii) to oversee the City's regulations governing the platting and recording of subdivisions, including matters pertaining to the dedication of public facilities, and to advise the Council on matters pertaining to public improvements, traffic, utility extension and the provision of public facilities and services, in order to implement the City's Comprehensive Plan;
 - (iv) to undertake such actions as are necessary to exercise its delegated powers, as indicated by adopted ordinance, including the granting of exceptions to zoning standards and the Lancaster Development Code;
 - (v) to approve certain matters relating to platting and recording of subdivisions as dictated by the City's ordinances (including the Lancaster Development Code);
 - (vi) other duties and powers as authorized by Chapter 211 of the Texas Local Government Code and other applicable state law.

Sec. 5.02.013 Property Standards and Appeals Board

- (a) The Property Standards and Appeals Board was established on July 24, 2006 by Ordinance No. 2006-07-24, and is designated as a Statutory Board of the City of Lancaster, Texas.

- (b) The board is empowered to hear the appeal of any person directly affected by a decision of the City's chief building official and/or code official or a notice or order issued under the International Property Maintenance code (and other model codes governing building, construction, and property maintenance standards) as adopted by the City and amended from time to time, provided that the code in question provides for an appellate process.
- (c) Appeals of notice and orders (other than imminent danger notices) shall stay the enforcement of the notice or order until the appeal is heard by the board.
- (d) The board shall meet upon notice from the City's *code official*, (as that term is used in the version of the International Property Maintenance Code currently adopted by the City), within twenty (20) days of the City's receipt of a notice of appeal, or at stated meetings that may be called from time to time. The appellant, the appellant's representative, and any other person whose interests are affected by the hearing shall be given an opportunity to present their case to the board.
- (e) The City Manager, or his or her designee(s) shall present all cases before the board. The City's *code official*, as that term is used in the version of the International Property Maintenance Code currently adopted by the City, shall have a standing designation, which may be modified at the will of the City Manager.
- (f) The board may, by a majority vote: (1) affirm the order of the *code official* being appealed and enforce the recommendation of the official; (2) modify the order of the *code official* being appealed, or (3) reverse the order of the *code official* being appealed.
- (g) Any person affected by the *code official's* order or the board's decision, may apply to the appropriate court for a writ of certiorari to correct errors of law. Application for review shall be made within thirty (30) days of the board's decision.

Sec. 5.02.014 Sign Control Board

- (a) The Sign Control Board was previously established by the City Council and is designated as a Statutory Board of the City of Lancaster, Texas, when considering exceptions, and an Advisory Board of the City of Lancaster, Texas, when operating in its advisory capacity.
- (b) The Planning & Zoning Commission shall serve as the Sign Control Board.
- (c) The Board is established pursuant to Section 3.19 of the Lancaster Home Rule Charter to: (1) consider exceptions from the sign control provisions of the Lancaster Development Code, evaluating requested exceptions by considering: (a) the degree of exception; (b) the reasons for the exception; (c) the location of the exception; (d) the duration of the exception; (e) the effect on public safety; (f) protection of neighborhood property; (g) the degree of hardship or injustice involved; and (h) the effect of the exception on the general plan for signage throughout the City; and shall have the power to grant, deny, or grant with lesser exceptions any proposed exception before it; (2) to conduct continuing studies of sign ordinances in neighboring municipalities and other Texas cities and make

recommendations to the City Council where appropriate; (3) to conduct a continuing review of all nonconforming signs and exceptions granted and determine the desirability and effects upon the immediate area of the nonconforming signs and exceptions and the City as a whole and make recommendations to the City Council where appropriate; (4) to evaluate new signage methods and materials and make recommendations to City Council regarding their benefits and disadvantages; and (5) conduct such other sign-related studies and plans as directed by City Council.

Sec. 5.02.015 Tree Advisory Board

- (a) The Tree Advisory Board was previously established by the City Council and is designated as an Advisory Committee of the City of Lancaster, Texas.
- (b) The Planning & Zoning Commission shall serve as the Tree Board. When meeting in this capacity, they shall be an Advisory Board.
- (c) The Committee is established pursuant to Section 3.19 of the Lancaster Home Rule Charter to advise the City Council in regard to all matters relating to the City's tree preservation and urban forestry activities.

Sec. 5.02.016 Youth Advisory Committee

- (a) The Youth Advisory Committee was established on July 14, 2008 by Ordinance No. 2008-07-28 and is designated as an Advisory Board of the City of Lancaster, Texas.
- (b) The Board shall be composed of ten (10) student youth members, who shall be enrolled in a public or private accredited secondary school and who shall be fifteen years of age or older, and two sponsors, who shall be adults and residents of the City, and who shall be appointed to staggered terms. The City Manager (or his or her designee) shall appoint the student youth members. City Council shall appoint the sponsors. Terms of office shall be two (2) years for the sponsor, and two (2) years for five (5) of the student youth members and one (1) year for five (5) of the remaining student youth members. The Mayor serves as an advisor, and one (1) City Council member serves as a Council liaison to the Committee.
- (c) The Committee is established pursuant to Section 3.19 of the Lancaster Home Rule Charter to provide participation in municipal government by the local youth, and to advise the City Council on matters of relevance to young members of the community.

Sec. 5.02.017 Zoning Board of Adjustment

- (a) The Zoning Board of Adjustment was established on April 24, 2006 by Ordinance No. 2006-04-13 and is designated as a Statutory Board of the City of Lancaster, Texas.
- (b) The Board is established pursuant to Section 211.009 of the Texas Local Government Code, and the Board is vested with all the powers and duties set forth therein, including the authority to: (1) hear and decide an appeal that alleges an error in an order, requirement, decision, or determination made by an administrative official in the enforcement of Chapter 211, Subchapter A of the

Texas Local Government Code, under the provision that reversing such order, requirement, decision or determination of an administrative official must be supported by a vote of at least seventy-five (75%) percent of the Board; and (2) authorize in specific cases a variance from the terms of a zoning ordinance if the variance is not contrary to the public interest and due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship, and so that the spirit of the ordinance is observed and substantial justice is done, under the provision that granting a variance from the terms of a zoning ordinance must be supported by a vote of at least seventy-five (75%) percent of the Board.

...

SECTION 2. That all provisions of the City of Lancaster Code of Ordinances, and/or the Lancaster Development Code in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other provisions of the City of Lancaster Code of Ordinances and/or the Lancaster Development Code not in conflict with the provisions of this ordinance shall remain in full force and effect.

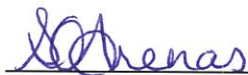
SECTION 3. That should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance, or of the Lancaster Development Code, as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance or the Lancaster Development Code, as amended hereby, which shall remain in full force and effect.

SECTION 4. Any person, firm or corporation violating any of the provisions of this ordinance or the provisions of the Code of Ordinances of the City of Lancaster, Texas, as amended hereby, shall be deemed guilty of a misdemeanor and, upon conviction in the municipal court of the City of Lancaster, Texas, shall be subject to a fine not to exceed the sum of Two Thousand (\$2,000.00) dollars for each offense, and each and every day such offense shall continue shall be deemed to constitute a separate offense.

SECTION 5. This Ordinance shall become effective from and after its passage and publication by the City Secretary as required by law and the charter.

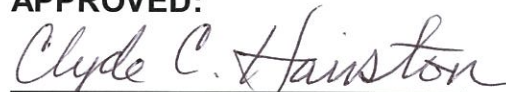
DULY PASSED by the City Council of the City of Lancaster, Texas, on the 10th day of December 2018.

ATTEST:



Sorangel O. Arenas, City Secretary

APPROVED:



Clyde C. Hairston, Mayor

APPROVED AS TO FORM:



David T. Ritter, City Attorney

BOARDS, COMMISSIONS AND COMMITTEES

Bylaws

Division 1. Boards, Commissions and Committees

Sec. 1.01 Establishment

There is hereby created and established within the City a Boards, Commissions and Committees by Ordinance 2018-xx-xx which shall be subject to the jurisdiction of the City Council and shall constitute a board, commission or committee to the City Council.

Sec. 1.02 Number of members

Shall be composed of five (5) regular members and one (1) alternate appointed by the City Council. Each member of the board, commission or committee shall meet the eligibility requirements established by the City Charter and the Board and Commission Ordinance. The staff liaison will appointed by the City Manager. The members shall serve at the pleasure of the City Council and may be removed at the discretion of the City Council.

Sec. 1.03 Term of office

The term of office of each board, commission or committee regular member shall be two (2) years, alternate member shall be one (1) year. Each board, commission or committee member shall be appointed so that three (3) members' terms shall expire in odd numbered years, and two (2) members' terms shall expire in even numbered years.

Sec. 1.04 Officers

The board, commission or committee shall have a Chair and a Vice-Chair, whose terms shall be one (1) year. The Chair and Vice-Chair shall be nominated by a majority vote of the board, commission or committee.

The Chair and Vice-chair shall be elected each year at the first regular meeting after the board, commission or committee members are appointed and have taken their oath of office.

Vacancies in office shall be handled as follows:

- a. In the event of resignation or incapacity of the Chair; the Vice-Chair shall become the Chair for the unexpired portion of the term.
- b. Vacancy of the Vice-Chair shall be filled for the unexpired term by special election.

Duties of the officers shall be as follows:

- a. Chair:
 - i. Preside at all meetings.

- b. Vice-chair:
 - i. Assist the Chair in directing the affairs of the Library Board and act in the Chair's absence.

Sec. 1.05 Meetings

The meeting of the board, commission or committee must meet at least two (2) times per year; once for open meeting act and public information act training, and once for a regular business meeting. All meetings shall be held in a public place with public notice as prescribed by law.

A simple majority of the regular members shall constitute a quorum at all meetings of the board, commission or committee. If a quorum is not present, the meeting shall be cancelled.

Robert's Rules of Order, Newly Revised governs the parliamentary procedure of the board, commission or committee in all cases to which they are applicable.

Sec. 1.06 Removal from office/absences

The regular members shall serve at the pleasure of the City Council and may be removed at the discretion of the City Council. Board, Commission and committee members are expected to maintain regular attendance at meetings in accordance with the attendance policy established by the Board and Commission Ordinance.

Sec. 1.07 Powers and authority

The board, commission and committee members provide opinion, support, and expertise as needed. Members shall:

- a. Provide advice and counsel to the Staff Liaison in matters relating to the services rendered. The Staff Liaison for each board will communicate updates on City events and the board, commission, or committee's contribution to advancing the City's goals and objectives, and shall provide quarterly attendance updates to the City Council and their respective board, commission, or committee.
- b. Review data and circumstances pertaining to their respective boards, commissions, or committees, and formulate and recommend to the city council, for its adoption, policies and regulations consistent with the overall city plan and ordinances.
- c. Study the need for, and encourage the development of knowledge of each board.

- d. Each board, commission, or committee at the direction of the city council, shall study and submit reports on any topics within their purview that the city council deems appropriate.
- e. programs for the development of Library facilities and necessary financial support for those facilities.
- f. Encourage in every possible way the development and advancement of the board.
- g. Participate in local events.
- h. Members of each board and commission shall comply with all statutory time limits, public notices, and the Texas Open Meetings Act, V.T.C.A., Government Code § 551.001 et seq.

Sec. 1.08 Amendments

These bylaws may be amended by the City Council at any regular meeting, provided all members have been notified of the proposed amendment. Such amendment would then be subject to approval by the City Council.

Boards, Commissions, and Committees																
	Airport Advisory Board	Animal Shelter Advisory Committee	Capital Improvements Advisory Committee	Civil Service	Economic Development Corp.(Type A)	Historic Landmark Preservation Committee	Lancaster Recreational Development Corp.(Type B)	Lancaster State Auxiliary Museum Advisory Board	Lancaster Veterans Memorial Library Advisory Board	Parks and Recreation Advisory Board	Planning and Zoning Commission	Sign Control Board	Tree Advisory Board	Property Standards and Appeals Board	Youth Advisory Committee	Zoning Board of Adjustment
Members	5-Regular 1-Alternate	5-Regular 1-Alternate	5-Regular 1-Alternate	3-Regular	5-Regular	5-Regular 1-Alternate	7-Regular	5-Regular 1-Alternate	5-Regular 1-Alternate	5-Regular 1-Alternate	5-Regular 1-Alternate	5-Regular 1-Alternate	5-Regular 1-Alternate	5-Regular 1-Alternate	10-Student 1-Sponsor	5-Regular 1-Alternate
Board Officers	Chair Vice-Chair	Chair Vice-Chair	Chair Vice-Chair	Chair Vice-Chair	President Secretary	Chair Vice-Chair	President Secretary	Chair Vice-Chair	Chair Vice-Chair	Chair Vice-Chair	Chair Vice-Chair	Chair Vice-Chair	Chair Vice-Chair	Chair Vice-Chair	Chair Vice-Chair	Chair Vice-Chair
Membership Requirement	*Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City	*Resident of the City *Must be current with any and all taxes or other liability to the City *Must be registered voter within the City
Terms	2 Yrs - Regular 1 Yr - Alternate	2 Yrs - Regular 1 Yr - Alternate	2 Yrs - Regular 1 Yr - Alternate	3 Yrs - Regular	3 Yrs - Regular	2 Yrs - Regular 1 Yr - Alternate	2 Yrs - Regular	2 Yrs - Regular 1 Yr - Alternate	2 Yrs - Regular 1 Yr - Alternate	2 Yrs - Regular 1 Yr - Alternate	2 Yrs - Regular 1 Yr - Alternate	2 Yrs - Regular 1 Yr - Alternate	2 Yrs - Regular 1 Yr - Alternate	2 Yrs - Regular 1 Yr - Alternate	2 Yrs - five youth 1 Yr - remaining five youth 2 Yrs - Adult Sponsor	2 Yrs - Regular 1 Yr - Alternate
Meeting Date & Times	*Shall meet at least two times a year and as needed *Meets on the 2nd Tuesday of each month - 7:00p.m.	*Shall meet at least three times a year and as needed *Meets on the 2nd Thursday of each month - 7:00p.m.	Shall meet as needed	*Shall meet each January, two times a year and as needed *Meets on the 4th Thursday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 3rd Thursday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 4th Tuesday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 3rd Tuesday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 1st Wednesday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 2nd Wednesday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 3rd Wednesday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 1st Tuesday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 1st Tuesday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 1st Tuesday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 1st Thursday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 4th Wednesday of each month - 7:00p.m.	*Shall meet at least two times a year and as needed *Meets on the 4th Thursday of each month - 7:00p.m.

CITY OF LANCASTER CITY COUNCIL

City Council Regular Meeting

4.

Meeting Date: 10/09/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Opal Mauldin-Jones, City Manager

Agenda Caption:

Discuss and consider the City's nomination for the fourth member of the Dallas Central Appraisal District (DCAD), Board of Directors.

Background:

Property Tax Code, Section 6.03, requires that an election or appointment of members to the Board of Directors of an appraisal district be conducted in odd-numbered years. The term of office for elected or appointed members is two years, beginning in even-numbered years.

The Property Tax Code specifies the qualifications for membership to the Board of Directors in Section 6.03 of the Code. These qualifications are:

1. Must be a resident of the Dallas Central Appraisal District (DCAD) and must have resided in the district for at least two years immediately preceding the date the individual takes office.
2. May be an elected official of an agency represented by the DCAD.
3. Cannot be an employee of any agency represented by the DCAD.
4. Cannot be related within the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district.
5. Cannot own property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless:
 - A. The delinquent taxes and any penalties and interest are being paid under an installment payment agreement under Section 33.02; or
 - B. A suit to collect the delinquent taxes is deferred or abated under Section 33.06 or 33.065.
6. An individual is ineligible to serve on an appraisal district board of directors if the individual has engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district at any time during the preceding five years.

As a member city, the City Council may nominate an individual for consideration as outlined below:

- Nominate an individual via resolution and submit the resolution to the Chief Appraiser no later than October 15, 2023.
- The Chief Appraiser will prepare a resolution ballot and provide it to each City to review no later than October 30, 2023.
- Each City must submit their official resolution ballot no later than December 16, 2023.
- The results of the election will be affirmed on January 1, 2023.

Pursuant to the provisions of the Property Tax Code in 1979, the agencies of Greater Dallas County elected to amend the manner in which representatives were chosen.

Each of the incorporated cities and towns, except the City of Dallas, shall have the right to nominate by official resolution one (1) candidate as the fourth member to the Board. The said cities and towns shall, from among the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, a member to the Board of Directors.

At the City Council Special Work Session held on Monday, September 25, 2023, Michael Hurtt, the current member of the board was identified for consideration.

The purpose of this item is for City Council to consider the nomination of Michael Hurtt.

Legal Considerations:

This resolution has been reviewed and approved as to form by the City Attorney.

Public Information Considerations:

This item is being considered at a Regular Meeting of the City Council noticed in accordance with the Texas Open meetings Act.

Options/Alternatives:

1. City Council may approve the resolution, as presented.
2. City Council may deny the resolution.

Recommendation:

Staff recommends approval of the resolution, as presented.

Attachments

Resolution

RESOLUTION NO.

A RESOLUTION OF THE CITY OF LANCASTER, TEXAS, NOMINATING MICHAEL HURTT AS A CANDIDATE TO BE A MEMBER OF THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT.

WHEREAS, The Chief Appraiser of the Dallas Central Appraisal District has been charged with the responsibility of conducting the election process to determine the membership of the Board of Directors of the Dallas Central Appraisal District, according to the Property Tax Code of Texas; and

WHEREAS, each of the incorporated cities and towns, except for City of Dallas, shall have the right to nominate by an official resolution one (1) candidate as a member of the Board of Directors; and

WHEREAS, the said cities and towns shall, from among the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, a member of the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS:

That the Council of the City of Lancaster, Texas does hereby nominate Michael Hurtt as a candidate to be a member of the Board of Directors of the Dallas Central Appraisal District.

DULY PASSED and approved by the City Council of the City of Lancaster, Texas, on this the 9th day of October, 2023.

ATTEST:

APPROVED:

Sorangel O. Arenas, City Secretary

Clyde C. Hairston, Mayor

APPROVED AS TO FORM:

David T. Ritter, City Attorney

CITY OF LANCASTER CITY COUNCIL

City Council Regular Meeting

5.

Meeting Date: 10/09/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

Goal(s):

- Effective Municipal Operations
- Financially Sound Government
- Healthy, Safe & Engaged Community
- Sound Infrastructure
- Quality Development
- Professional and Committed City Workforce

Submitted by: Opal Mauldin-Jones, City Manager

Agenda Caption:

In accordance with Chapter 551 of the Texas Government Code (the Texas Open Meetings Act), the City Council may meet in executive session to discuss the following:

(a) Section 551.071 of the Texas Government Code, to confer with the City's attorney to discuss a proposed residential incentive program.

(b) Section § 551.074 (a)(1) of the Texas Government Code to deliberate the appointment, employment, evaluation, duties or dismissal of a public officer, to wit: the City Attorney.

(c) Section § 551.074 (a)(1) of the Texas Government Code to deliberate the appointment, employment, evaluation, duties or dismissal of a public officer, to wit: the City Secretary.