

**CITY OF LAKE DALLAS, TEXAS  
ORDINANCE NO. 2021-15**

**AN ORDINANCE OF THE CITY OF LAKE DALLAS, TEXAS, ADOPTING A REVISED MASTER FEE SCHEDULE FOR THE CITY OF LAKE DALLAS TO INCLUDE THE CHARGES TO BE IMPOSED IN CONNECTION WITH CITY ACTIVITIES; ESTABLISHING BUILDING AND CONSTRUCTION PERMIT FEES; ESTABLISHING FEES FOR OTHER APPLICATIONS, INSPECTIONS, AND PERMITS; PROVIDING THAT OTHER FEES NOT LISTED BUT NOW CHARGED PURSUANT TO OTHER ORDINANCES SHALL REMAIN IN EFFECT UNTIL TRANSFERRED TO THE MASTER FEE SCHEDULE BY ORDINANCE AMENDMENT; PROVIDING A CONFLICTS RESOLUTION CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Lake Dallas has previously adopted a comprehensive Master Fee Schedule to set forth fees and charges to be assessed and collected by the City; and

**WHEREAS**, the City Council, on the recommendation of City Administration, desires to revise the Master Fee Schedule in order to amend a number of charges and fees set forth therein to be effective beginning October 1, 2021; and

**WHEREAS**, the City Council of the City of Lake Dallas, Texas, finds it to be in the public interest to amend the City's Master Fee Schedule as recommended.

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

**SECTION 1.** Upon the effective date of this Ordinance, the fees and charges set forth in the Master Fee Schedule attached hereto and incorporated herein as Exhibit "A" shall be collected on behalf of the City for the listed permits, licenses or services. Such fees are established to cover the costs incurred by the City where such services are required for license and permit issuance, plan review, investigation, inspection, reinspection, and approval. Notwithstanding the attached Master Fee Schedule, the City Council shall have full discretion to waive or reduce any fee should the Council find that such waiver or reduction is required or desirable because of special circumstances.

**SECTION 2.** In the event of a conflict between the amount of a fee set out in the Master Fee Schedule and the provisions of any other City ordinance, the provisions of the Master Fee Schedule shall prevail; however, this ordinance shall not amend, abolish or change any fee heretofore established that is not listed in the Master Fee Schedule and such fees shall continue in effect for all purposes until amended by ordinance or by ordinance or resolution transferred to the Master Fee Schedule.

**SECTION 3.** Future amendments, changes and revisions to the Master Fee Schedule may be affected by resolution or ordinance of the City Council, and not by ordinance only. To facilitate future amendments, the Council may enact a resolution that adopts a revised fee schedule that replaces the existing Master Fee Schedule.

**SECTION 4.** Should any article, paragraph, subdivision, clause or provision of this ordinance or the Lake Dallas Municipal Code as amended hereby be adjudged or held to be invalid, unenforceable or unconstitutional for any reason, such judgment or holding shall not affect the validity of this ordinance as a whole or any part or provision hereof other than the part so declared to be invalid, unenforceable or unconstitutional.

**SECTION 5.** This Ordinance shall take effect on October 1, 2021, from and after its passage and the publication of the caption as the law in such cases provide. The fees enacted by this Ordinance shall apply to applications filed and services provided on or after October 1, 2021.

**DULY ADOPTED AND APPROVED** this the 26<sup>th</sup> day of August 2021.

**APPROVED:**

  
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**Andi Nolan, Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**Codi Delcambre, TRMC, City Secretary**

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
**Kevin B. Laughlin, City Attorney**  
(kbl:8/19/2021:124256)



**Ordinance No. 2021-15  
Exhibit "A"  
Master Fee Schedule**

**City of Lake Dallas  
Master Fee Schedule  
Fiscal Year 2022**

<b>Administrative</b>		
<b>Fee</b>	<b>Fee Amount</b>	<b>Code Reference</b>
Alcohol Permit	Half the state fee for such permit; billed annually	10-32
Building Attendant Fee/Community Room Rental	\$25/hour, 2 hour minimum	
Carnival License	\$250/event	14-55
Credit Card Processing	3% of total charge	45-203
Open Record Request	\$.10/copy Copies under \$1, fee is waived	
Open Record Request	CDs \$1.00/CD	
Document Certification	\$3/document	
Notary Service	Per State Fee Schedule	Tx Govt Code Ann. 406.024
Place of Recreation	\$100/annually	14-114
Returned Check	\$25	
Solicitor's Permit	\$275/annually	78-56
Solicitor's Permit - additional agent	\$75/annually	78-56
Solicitor's Permit - Renewal before expiration	\$200/annual + \$25 license fee	78-56
Water Well Permit	\$300/well	66-31(g)

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**Master Fee Schedule**

<b>Animal Services</b>			
Fee	Fee Amount		Code Reference
<b>Miscellaneous</b>			
Registration of cat or dog with spay or neuter	\$8 annually		18-124
Registration of cat or dog without spay or neuter	\$15 annually		18-124
Registration of livestock	\$20 annually per head		18-124(a)
Rabies testing	\$50		18-163
Adoption	Kittens under 4 months \$70 each/puppies under 4 months \$100 each/\$60 each for all others		18-205
Release to Animal Control	\$55		18-202(7)
Euthanasia	\$50		18-206
Permit for Prohibited/Exotic Animal	No longer allowed		18-321(a)
Permit for Prohibited/Exotic Animal for Sale	No longer allowed		18-322
Quarantine	\$75 and \$10 per day		18-162
<b>Impoundment</b>			
Class A, dogs and cats	\$30/1st time	\$50/2nd \$90/3rd & subsequent	18-202(1)
Class B, goats, sheep, calves, colts	\$35/1st time	\$60/2nd \$100/3rd & subsequent	18-202(2)
Class C, horses, cows, bulls, swine, deer, mules, donkeys	\$50/1st time	\$75/2nd \$175/3rd & subsequent	18-202(3)
Class D, prohibited, exotic, or wild animals requiring capture by ACO	\$150/1st time	\$200/2nd \$275/3rd & subsequent	18-202(4)
	(Fee applicable though animal prohibited)		
<b>Daily Care and Handling</b>			
Class A animal	\$10 per animal		18-202(5)a
Class B animal	\$15 per animal		18-202(5)b
Class C animal	\$25 per animal		18-202(5)c
Class D animal	\$50 per animal		18-202(5)d
Confinement by private citizen - after three days	\$25 per animal		18-242
<b>Disposal of Dead Animals</b>			
Class A, dogs and cats	\$25 each		18-2c
Class B, goats, sheep, calves, colts	\$35 each		18-2c
Class C, horses, cows, bulls, swine, deer, mules, donkeys	\$500 each		18-2c
Class D, prohibited, exotic, or wild animals requiring capture by ACO	\$75 each		18-2c
<b>Failure to Comply with Vaccination Agreement</b>			
First impoundment and agreement signed	Regular impoundment fees		18-202 (6)
Second impoundment and failure to comply with original agreement	Three times fee and daily care		18-202 (6)
Third and subsequent impoundment and failure to comply with original agreement	Six time fee and daily care		18-202 (6)

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<b>Development Services</b>	
<b>Zoning Application</b>	
<b>Fee</b>	<b>Fee Amount</b>
Board of Adjustment Special Exception	\$500
Appeal/Variance	\$500
Planned Development* ^	\$1000 plus \$10 per acre
Zoning Verification Letter	\$50
Zoning Change	\$700 plus \$50 an acre
Special Use Permit	\$350
<b>* Includes initial reviews; additional reviews will be billed to the applicant</b>	
<b>^ Does not include notification costs</b>	
<b>Plat Application</b>	
Amending Plat (Administrative Review)	\$100 plus professional review fees
Site Plan Review	\$250 plus professional review fees
Minor Plat/Replat* ^	\$500 plus \$30 per lot; plus professional review fees
Major Plat/Replat* ^	\$1200 plus \$30 per lot; plus professional review fees
Filing with Denton County	Actual Costs
Notification Fee (legal notices to publication and adjacent pro	\$250
<b>* Includes initial reviews; additional reviews will be billed to the applicant</b>	
<b>^ Does not include notification cost</b>	
<b>Contractor Registration</b>	
Mechanical	Fee Waived Per State Regulations
Irrigation/Backflow	\$100/annually
Sign Erector	\$100/annually
<b>Building Inspections</b>	
Electric Meter Inspection	\$80
Plumbing (Commercial)	Table 1
Plumbing (Residential)	\$125
Roofing (Commercial)	Table 1
Roofing (Residential)	\$125
Mechanical (Commercial)	Table 1
Mechanical (Residential)	\$125
Additional/Repairs/Remodel (Commercial)	Table 1
Additional/Repairs/Remodel (Residential)	\$125 per each trade being included within the addition/repair/remodel
Demolition Permit	\$100
Demolition Permit	\$125
Commercial & Residential Plan Review Fee	65% of the Building Permit Fee
Multi-Family Plan Review Fee	75% of the Building Permit Fee
Multi-Family Permit	\$500 per unit
Additional Plan Review Fee	\$200
Professional Third-Party Review & Inspection Fees	Exact Fees Charged to the City
Park Improvement (new construction)	10% Residential Building Permit
<b>All permit fees double if construction or work is performed without the required permit.</b>	

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Exhibit "A  
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<b>Alternative Housing (Tiny Homes)</b>	
Electrical	\$75
Plumbing	\$75
Mechanical	\$75
Fuel Gas	\$75
<b>Fence</b>	
Residential	\$125
Commercial	Table 1
Screening Wall* (Commercial)	Table 1
Screening Wall* (Residential)	\$125
Retaining Wall* (Commercial)	Table 1
Retaining Wall* (Residential)	\$125
<i>* Includes initial reviews; additional reviews will be billed to the applicant</i>	
<i>* Fees are only applied when replacing greater than 50%</i>	
<b>Moving Structure</b>	
City Limits (move in)	\$200
City Limits (removing)	\$100
Through City Limits (if police escort is needed)	\$150 first hour plus \$100.00 each additional 30 minutes
<i>All permit fees double if construction or work is performed without the required permit.</i>	
<b>Building Commercial Construction Fee Chart: Building Permit Valuation Table: Table 1</b>	
Total Valuation	Fee
\$1.00 to \$1,000	\$100.00
\$1,001 to \$5,000	\$125.00
\$5,001 to \$25,000	\$125.00 for the first \$5,000.00 plus \$15.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000	\$425.00 for the first \$25,000.00 plus \$11.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001 to \$100,000	\$700.00 for the first \$50,000 plus \$7.50 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001 to \$500,000	\$1,075.00 for the first \$100,000.00 plus \$6.25 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001 to \$1,000,000	\$3,575.00 for the first \$500,000.00 plus \$5.25 for each additional \$1,000.00, or fraction thereof \$1,000,000
\$1,000,001.00 and up	\$6,200.00 for the first \$1,000,000.00 plus \$3.50 for each additional \$1,000.00, or fraction thereof
Professional Review Fees	Exact Fees Charged to the City
<i>All permit fees double if construction or work is performed without the required permit.</i>	
<b>Certificate of Occupancy</b>	
Residential - New Home	\$125
Commercial Retail/Office Properties	\$250 New Construction
Commercial Remodel or Addition	\$125
Change of Certificate of Occupancy Registration - Commercial	\$125
Re-occupancy (reoccupying a previously used suite)	\$80
<b>Inspections</b>	
Inspections outside of normal business hours (2 hr. min charge)	\$125/hour
Reinspection (2 hr. min charge)	\$50/hour

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<b>Permit Fees</b>	
Fire Code Waiver	\$500
Fire Alternative Method	\$200/annually
Flood Plain Development	\$100 per lot
Garage Sale	\$5
Irrigation/Sprinkler/Backflow (Commercial)	Table 1
Irrigation/Sprinkler/Backflow (Residential)	\$125
Repair or Replace Gas or Sewer Line (Commercial)	Table 1
Repair or Replace Gas or Sewer Line (Residential)	\$125
Sewer Tap	Table 1
For each water heater and vent (Commercial)	Table 1
For each water heater and vent (Residential)	\$125
Grease Trap	Table 1
Roofing - Commercial	Table 1
Storm Water Drainage Inspection	Professional Review Fees (Actual)
Tree Removal Permit - Application	\$50 per tree
Payment in lieu of planting onsite	\$150 per caliper inch
Working without a permit	Double Permit Fee
Energy Code Review and Inspection	Actual Cost of Third Party Inspector
Permit Fee not specified	\$125
Grading (Commercial and Residential)	\$100 plus actual professional review fees
Infrastructure Inspection Fee	4% Construction Cost
<b><i>All permit fees double if construction or work is performed without the required permit.</i></b>	
<b>Accessory Structures</b>	
Accessory Structure/Carport	\$125
<b><i>All permit fees double if construction or work is performed without the required permit.</i></b>	
<b>Health Inspections</b>	
Food Establishments (Annual)	\$400.00
Reinspection's	\$35.00
Special Events/Temporary Food Establishments	\$85.00
Public Swimming Pools (Annual)	\$100.00
Plan Review (Permanent Structure)	\$150.00
<b>Farmers Market</b>	
Permit fee (Annual)	\$50.00
<b>Food Truck</b>	
Permit fee (Annual)	\$85.00
Health Inspection (Annual)	\$130.00
Use of Public Land in lieu of gross receipts (3 day use fee)	\$50.00
Reinspection	\$50.00
<b>Pools and Spas</b>	
In-ground, site built pool	\$600
Above-ground pool (over 2 ft.)	\$250
Site built Spa	\$600

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Master Fee Schedule**

<b>Code Enforcement</b>	
Code Violation Administrative Fee	\$250.00
Code Violation Abatement	Actual Costs
Substandard/Dangerous Structure	Actual Cost of Structure but not less than \$250.00
*Non-collection by the City of these costs and fees shall result in interest at the rate of 10% and filing a lien against the property. Also, the City reserves the right to take appropriate steps to foreclose on the lien as provided by law.	
<b>HUD-Code Manufactured Home</b>	
Move in	Table 1
<b>Signs</b>	
Sign	Table 1
Special Event (except exempted)	\$25.00
Real Estate Sign (> 6 sq. ft.)	\$50.00
Portable Sign	\$75.00
Model Home	\$50.00
Development/Project Sign (6 months)	\$150.00
Sign, Awning/Canopy	Table 1
Neon Light Sign	\$50.00
Signs, Banners, Flag and Pennants	\$25.00
Sign, Political	N/A
Sign (with light)	\$125 plus Table 1
Sign, Digital	\$150 plus Table 1
Sign, Temporary	\$35
Sign, Repair and Reface	Table 1
<b><i>All permit fees double if construction or work is performed without the required permit.</i></b>	

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<b>Community Relations</b>		
Fee	Fee Amount	Code Reference
<b>Employee Cost</b>		
Public Works Employee Hourly Rate	\$100/Hr.	
<b>Willow Grove Park Camping</b>		
Primitive	\$15/night	74-112(1)
RV (w/water & electric)	\$25/ night	74-112(2)
Key Deposit for water & electric	\$15 refundable	74-112(3)
Primitive - Senior Rate	\$11.25/night	
RV - Senior Rate	\$18.75/night	
<b>Willow Grove Park Day Use and Boat Ramp</b>		
Boat Ramp Daily Use fee	\$10/day	
Boat Ramp Annual Pass (Lake Dallas Resident)	\$40/yr.	
Boat Ramp Annual Pass (Additional Vehicle)	\$5/yr. per vehicle (Residents only)	
Entrance Fee	\$5/day/vehicle	
Entrance Fee Annual Pass (Lake Dallas Resident)	No charge	
Entrance Fee Annual Pass (Additional Vehicle)	\$5/yr.	
Replacement fee for lost pass	\$5	
<b>Community Room &amp; Community Kitchen Rental</b>		
Rental Rate - Lake Dallas resident	\$30/hour \$50/hour w/kitchen	
Rental Rate Non Resident	\$45/ hour \$75 W/Kitchen	
Rental Rate - Lake Dallas non-profit/civic	\$10/hour \$20/hour w/kitchen	
Cleaning Fee (deducted from refundable deposit)	\$50/room \$100/room w/kitchen	
Cleaning Fee for Lake Dallas non-profit/civic	\$25/room \$50/room w/kitchen	
Building Attendant Fee/Community Room Rentals	\$25/hour, 2 hour minimum	
<b>Park Rental</b>		
City Park	\$200/Deposit \$30/hr. \$15/hr./non-profits; civic	
Community Park	\$50 Deposit \$20/hr \$10/hr/non-profits, civic	
River Oaks Park	\$50 Deposit \$20/hr \$10/hr/non-profits, civic	
Thousand Oaks Park	\$50 Deposit \$20/hr \$10/hr/non-profits, civic	
Willow Grove Pavilion	\$75/Deposit \$75/day \$15/hr/non-profits; civic	
City Park Soccer Field	\$1.75 per non-resident child	
<b>Event Vendors (Mardi Gras)</b>		
10 x 10 booth/Lake Dallas Resident	\$45	
20 x 10 booth/Lake Dallas Resident	\$90	
10 x 10 booth	\$50	
20 x 10 booth	\$100	
Electricity	\$25	
Parade Entry	\$10	
<b>Event Vendors (July 4th)</b>		
10 x 10 booth/Lake Dallas Resident	\$45	
20 x 10 booth/Lake Dallas Resident	\$90	
10 x 10 booth	\$50	
20 x 10 booth	\$100	
Electricity	\$25	
Parade Entry	\$10	

**Ordinance No. 2021-15  
Exhibit "A  
Master Fee Schedule**

<b>Library</b>		
<b>Copy Machine</b>		
Fee	Fee Amount	Code Reference
Copies: Black & White	\$0.10 per copy	
Copies: Color	\$0.25 per copy	
Faxes	\$0.75	
Personal DVD/CD/Blu-ray cleaning & resurfacing	\$1.00	
<b>Fines &amp; Late Fees</b>		
Books	\$0.10 per day overdue	
DVDs	\$1.00 per day overdue	
Lost Materials	Cost of Material + \$3.00 processing fee	
<b>Membership</b>		
Non-Resident	\$25.00 annually	
<b>Rentals</b>		
Building Rental	\$50.00 deposit	
	\$30.00/hr	

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<b>Municipal Court</b>		
<b>Fee</b>	<b>Fee Amount</b>	<b>Code Reference</b>
Collection Service	30% of the amount of debt 60 days past due	34-36
Municipal Court Building Security	\$4.90/offense	34-34
Municipal Court Technology	\$4/offense	34-33
Time Payment	\$15/ Offense Starts on January 1, 2020	

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Master Fee Schedule**

<b>Police Department</b>		
<b>Fee</b>	<b>Fee Amount</b>	<b>Code Reference</b>
Accident Report	\$6	
Open Record Request	\$.10/copy Copies under \$1, fee is waived	
Open Record Request	CDs \$1.00/CD	
Open Record Request	DVDs \$3.00/DVD	
Document Certification	\$3/document	
Alarm Permit	\$50 annually	38-41
Fingerprinting	\$10/per person	
Off Truck Route Permit	\$150	
Outside Special Event	\$25/ 1 day \$35/2 day \$50/3 day	14-137
Sexually Oriented Business License	\$500/annually	26-123
Towing Service Permit	\$75/annually	114-71
Golf Cart Registration	\$25/annually	Ord. 2019-32
<b>False burglar alarm service charge</b>		38-51
Charge for each false alarm over three but not more than five other false alarms during the preceding 12-month period	\$50	
Charge for each false alarm over five but not more than eight other false alarms during the preceding 12-month period	\$75	
Charge for each false alarm if the location has had eight or more false alarms in the preceding 12-month period	\$100	
<b>False fire alarm</b>		
Charge for each false alarm over three but not more than five other false alarms during the preceding 12-month period	\$50	
Charge for each false alarm over five but not more than eight other false alarms during the preceding 12-month period	\$75	
Charge for each false alarm if the location has had eight or more false alarms in the preceding 12-month period	\$100	
False robbery alarm	\$100	
<b>False medical assistance alarm</b>		
Charge for each false alarm over three but not more than five other false alarms during the preceding 12-month period	\$50	
Charge for each false alarm over five but not more than eight other false alarms during the preceding 12-month period	\$75	
Charge for each false alarm if the location has had eight or more false alarms in the preceding 12-month period	\$100	
<b>False emergency assistance/personal distress/panic alarm</b>		
Charge for each false alarm over three but not more than five other false alarms during the preceding 12-month period	\$50	
Charge for each false alarm over five but not more than eight other false alarms during the preceding 12-month period	\$75	
Charge for each false alarm if the location has had eight or more false alarms in the preceding 12-month period	\$100	
Permit reinstatement fee	\$100	