



AGENDA INFORMATION SHEET

DEPARTMENT: Development Services

CM/DCM/ACM: Cassey Ogden

DATE: May 6, 2025

SUBJECT

Consider adoption of an ordinance of the City of Denton, Texas, authorizing the City Manager or designee to amend the Development Services and Engineering Review schedule of fees to reorganize existing fees and adopt new fees for the Development Services and Engineering Departments as authorized by the Denton Development Code for the City of Denton, Texas; providing for severability; and establishing an effective date.

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Fiscal Responsibility

BACKGROUND

The City had a cost-of-service study completed in 2019 which increased Development Service fees to a level cost recovery level based on City Council direction. Those fees were modified in Fiscal Year 2022-2023 necessitated by changes in process or state law. City staff is recommending similar changes as discussed below and are working with Matrix Consulting Group to update the 2019 cost-of-service study to reflect current costs and will bring those changes forward with the Fiscal Year 2025-2026 budget.

City staff is recommending changes to the Development Services and Engineering Review schedule of fees changes for the following reasons:

- Adding in fees for new process or projects;
- Updates to fees to remove deposit requirement (e.g., Downstream Assessment, Civil Engineering Plans, Municipal Utility District) to reduce the administrative burden of tracking and applying deposits;
- Modifying fee structure to more accurately reflect staff effort related to review of certain applications;
- Remove fees no longer charged (e.g., Fast Pass Process, Resubmittal of Denied Application); or
- Removing the minor fees still being charged for some single family or historic uses where there were previous subsidies provided.

All changes being proposed can be viewed in the redline to the prior fee schedule included as **Exhibit 3**. The basis for the fees has not been adjusted and proposed new fee costs are based upon the estimate of staff hours and rates from the prior fee study.

Additionally, there have minor formatting changes a not reflected in **Exhibit 3** for ease of review.

EXHIBITS

1. Agenda Information Sheet
2. Ordinance
3. Redlined Fee Schedule

Respectfully submitted:

Charlie Rosendahl

Deputy Director of Business Services & Operations