



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

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 Building Safety schedule of fees to reorganize existing fees and adopt new fees on a schedule of fees including fees for permits, health and food safety permits, fence and retaining wall permits, mobile home moving fees, temporary permits, and investigation and administrative fees; 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 permits (e.g., Certificate of Land Use, Golf Cart Permit, Donation Box Permit);
- Modifying fee structure to more accurately reflect staff effort related to review of certain permits (e.g., Parking Lot Permit, Commercial Interior Demolition); or
- Updated or removed fees to reflect changes in state law (e.g., Food Manager Registration, Pool Operator Certification, Alcohol Permits).

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 or permit naming changes not reflected in **Exhibit 3** for ease of review.

EXHIBITS

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

4. Presentation

Respectfully submitted:

Charlie Rosendahl

Deputy Director of Business Services & Operations