

MEMORANDUM

To: City of Seguin Mayor and Council Members
Steve Parker, City Manager

From: Pamela Centeno, Director of Planning & Codes

Through: Rick Cortes, Assistant City Manager

Subject: Proposed amendments to the Fee Schedule for Building Permits and Plan Reviews for Commercial Construction

Date: March 10, 2020

The fees for building permits and building plan reviews were amended in 2019 following changes in the State laws. Fees are now calculated based on square footage while they were previously calculated based on valuations. Staff has found that the new fees calculated by square footage quickly inflate the rates for large commercial buildings with open floor plans such as warehouses, manufacturing plants, and distribution centers. Inspections and plan reviews for these types of structures require additional staff time due to the size of the structures, but the open floor plans significantly reduce the inspections required on the interior of the structure. To address the issue, staff is proposing that commercial building permits and plan reviews be separated into three categories of fees as follows:

- manufacturing facilities, warehouses, and distribution centers
- commercial shell buildings and self-storage facilities
- all other categories of construction, including multi-family

Attached please find a copy of the proposed ordinance reducing the rates per square foot for commercial buildings with open floor plans based on the three categories described above.