

## MEMORANDUM

**To:** City of Seguin Mayor and Council Members  
Douglas Faseler, City Manager

**From:** Pamela Centeno, Director of Planning & Codes

**Through:** Rick Cortes, Assistant City Manager

**Subject:** Adoption of Site Plan Review Fees

**Date:** August 30, 2017

The site plan review fees proposed for the new fiscal year were inadvertently left out of the ordinance with the remaining fee updates previously taken to Council for adoption. Currently the City of Seguin charges an engineering review fee, but does not charge for site plan reviews. The site plan review process includes the review of multiple site plan improvements including drainage, landscaping, sidewalks, screening, utilities, etc. Staff is proposing to replace the current engineering review fee with the proposed site plan review fee as detailed below.

Current engineering review fees:

Engineering Review	Fee
<b>One- and Two-Family</b>	
1-4 lots	\$200
5-20 lots	\$500
20+ lots	\$500 + \$2 per lot
<b>Multi-Family and Non-Residential</b>	
Less than 1 acre	\$200
1-5 acres	\$500
5+ acres	\$500 + \$10 per acre

Proposed site plan review fees:

<b>Less than 1 acre</b>	<b>\$250.00</b>
<b>1-5 acres</b>	<b>\$500.00</b>
<b>5.01-20 acres</b>	<b>\$750.00</b>
<b>20.01+ acres</b>	<b>\$1,000.00</b>