

**CITY OF SANDY OAKS, TEXAS**

**ORDINANCE NO: 2024-233**

**AN ORDINANCE AMENDING MASTER FEE SCHEDULE FOR ASSESSING FEES AND PROVIDING FOR ANNUAL REVIEW; AUTHORIZING THE CITY CLERK TO MAINTAIN THE MASTER FEE SCHEDULE AND MAKE ADJUSTMENTS AS NECESSARY IN THE INTERIM; REPEALING ANY CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City Council of the City of Sandy Oaks, Texas (“City”) seeks to provide for reasonable fees and charges for municipal services in order to recoup the cost of conducting municipal business on the public’s behalf without unduly relying on taxes; and

**WHEREAS**, the City Council finds that by Ordinance 2015-14 and amended by Ordinance No. 2019-121 and Ordinance No. 2020-156, a Master Fee Schedule was established to consolidate all City fees to provide a single and convenient location for a list of all fees charged by the City; and

**WHEREAS**, the City Council has determined that it would be expedient for Council to review and evaluate all such fees on an annual basis, and provide authorization to the City Clerk to adjust such fees as determined appropriate in the interim until such annual review by City Council takes place;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS:**

**SECTION 1. FEES.** The City Council of the City hereby adopts a Master Fee Schedule, attached hereto as Exhibit A, which shall be reviewed and evaluated on an annual basis.

**SECTION 2. CITY CLERK AUTHORIZED TO MAINTAIN AND ADJUST IN INTERIM.** The City Clerk or his or her designee is hereby authorized to maintain the Master Fee Schedule and make adjustments to the Master Fee Schedule, as may be necessary or in compliance with an ordinance adopting a fee, until City Council’s annual review of the Master Fee Schedule, which may be reviewed, amended and/or adopted by the City Council, and after adoption incorporated into the City’s Master Fee Schedule.

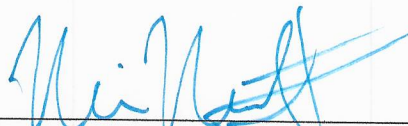
**SECTION 3. REPEAL OF CONFLICTING ORDINANCES.** City ordinances or parts of ordinances inconsistent or in conflict herewith, specifically Ordinance No. 2015-14, Ordinance No. 2019-121, 2020-156 are, to the extent of such inconsistency or conflict, hereby repealed.

**SECTION 4. SEVERABILITY.** If any section, subsection, phrase, sentence or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holdings shall not affect the validity of the remaining portions thereof.

**SECTION 5. EFFECTIVE DATE.** That the City of Sandy Oaks City Clerk is hereby ordered and directed to cause this ordinance to be published in every issue of the official newspaper for two days; or one issue of the newspaper if the official newspaper is a weekly paper. This ordinance and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect when the publication requirement is satisfied.

**PASSED AND APPROVED** the 25<sup>th</sup> day of January 2024.

**CITY OF SANDY OAKS, TEXAS**

  
\_\_\_\_\_  
Michael Martinez, Jr., Mayor

**ATTEST:**

  
\_\_\_\_\_  
Katherine Yelton, City Secretary

# Exhibit A

## City of Sandy Oaks Master Fee Schedule

<u>REGULATION/SERVICE</u>	<u>FEE SCHEDULE</u>	<u>REFERENCE</u>
<b><u>ADMINISTRATIVE</u></b>		
Copies:		
Each page	\$1.00	
E-mailed Copy (not previously imaged)	\$1.00 per page	
E-mailed Copy (already imaged)	\$0.25 per page	
Credit Card Transaction Fee		
Fax Fees:		
In State	\$1.00	
Out of State	\$2.00	
Notary Services	per Notary Chart	
Returned Check Fee	\$30.00	
<b><u>ANIMALS</u></b>		
Adoption of an Animal	\$50	Ord. 2022-196
Return/Redemption of Captured Animal (spayed/neutered) (1 <sup>st</sup> offense)	\$50	Ord. 2022-196
Return/Redemption of Captured Animal (not spayed/neutered (unless excepted)) (1 <sup>st</sup> offense)	\$50 (and upon signing agreement to spay/neuter)	Ord. 2022-196
Return/Redemption of Captured Animal (spayed/neutered) (2 <sup>nd</sup> offense)	\$100	Ord. 2022-196
Return/Redemption of Captured Animal (not spayed/neutered within 30 days of initial return/redemption from 1 <sup>st</sup> offense)	\$100	Ord. 2022-196
Return/Redemption of Captured Animal (not spayed/neutered) (2 <sup>nd</sup> offense) (if captured more than 30 days after 1 <sup>st</sup> offense)	---	Ord. 2022-196

---

Return/Redemption of Captured Animal (3 <sup>rd</sup> offense or <)	---	Ord. 2022-196
Microchipping (includes registration)	\$10 (resident); \$25 (non-resident)	Ord. 2022-196
Seizure	---	Ord. 2022-196
Impoundment/Boarding	\$15/day	Ord. 2024-233
Quarantine	---	Ord. 2022-196
Destruction	\$300	Ord. 2024-233
Owner Surrender Destruction	\$500	Ord. 2024-233
Registration of Dangerous Dog	\$400/year	Ord. 2022-196

**GARAGE SALES**

Garage Sale Permit	---	Ord. 2023-231
--------------------	-----	---------------

**MANUFACTURED HOMES**

HUD-Code Manufactured Home Permit:	\$100.00	Ord. 2023-230
HUD-Code Manufactured Home Inspection		Ord. 2023-230

**PLANNING**

Plan Review		Ord. 2023-219
Review Subdivision Plans (2 reviews) = 10 lots or Less	\$750	
Review Subdivision Plans (2 reviews) = 11 lots or more	\$2,500	
Review Non-residential (2 Reviews)	\$2,200	
Plat Applications		Ord. 2023-219
Base or Minimum Review fee for all subdivisions	\$500.00 + Below as applies	
Review fee for Plat without roads or flood plain	\$100.00/lot	
Review fee for Plat with roads or floodplain	\$2,500 + \$100.00/lot	

---

---

Review fee for a Replat	\$100.00/lot created
Review fee to Amend/Correct a Plat	\$200.00
Review fee to Cancel a Plat	\$100.00/lot
Review fee for non-standard plat or variance	\$150.00

**PUBLIC INFORMATION**

Request for Public Information per Texas Administrative Code

**RENTAL PROPERTY**

Residential Rental Property Registration	\$50/registration	Ord. 2021-178
Residential Rental Property Registration Inspection		Ord. 2021-178

**SWIMMING POOLS AND SPAS**

Swimming Pool Permit Fee—Valuation of \$1.00 - \$250.00	\$30.00	Ord. 2021-191
Swimming Pool Permit Fee—Valuation of \$251.00 - \$500.00	\$60.00	Ord. 2021-191
Swimming Pool Permit Fee—Valuation of \$501.00 - \$2,000.00	\$60.00 for the first \$500.00 plus \$2.00 for each additional \$100.00 or fraction thereof, to and including \$2,000.00	Ord. 2021-191
Swimming Pool Permit Fee—Valuation of \$2,001.00 - \$25,000.00	\$90.00 for the first \$2,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00	Ord. 2021-191
Swimming Pool Permit Fee—Valuation of \$25,001.00 - \$50,000.00	\$400.00 for the first \$25,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	Ord. 2021-191
Swimming Pool Permit Fee—Valuation of \$50,001.00 +	\$600.00 for the first \$50,000.00 plus \$6.00 for	Ord. 2021-191

---

---

each additional \$1,000.00  
or fraction thereof.

Swimming Pool Reinspection Fee (1<sup>st</sup>)                      \$30.00                      Ord. 2021-191

Swimming Pool Reinspection Fee (2<sup>nd</sup> and  
additional)                      \$65.00                      Ord. 2021-191

**VENDORS**

Vending License                      \$1,800.00/annually                      Ord. 2018-105

Temporary Vending License—Special Events                      \$60.00                      Ord. 2018-105

---

---