

CITY OF STAFFORD FEE SCHEDULE



BUDGET YEAR 2017-18

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Administration

(281)261-3900

Fee Type

Fee Amount

Open Record Request

Administrative Fee

Fee determined based on request

Cost Of Copies Of Public Information

Standard Paper Copy

0.10 Per Page

Non-Standard-Size Copy

Non-Standard-Size Copy

Diskette

\$ 1.00

Magnetic Tape

Actual Cost

Data Cartridge

Actual Cost

Tape Cartridge

Actual Cost

Rewritable CD (CD-RW)

\$ 1.00

Non-rewritable CD (CD-R)

\$ 1.00

Digital Video Disc (DVD)

\$ 3.00

JAZ Drive

Actual Cost

Other Electronic Media

Actual Cost

Administration Continued

Fee Type	Fee Amount
VHS Video Cassette	\$ 2.50
Audio Cassette	\$ 1.00
Oversized Paper Copy(e.g. 11x17,Greenbar, Bluebar, Not Including Maps And Photographs Using Specialty Paper)	\$ 0.50
Specialty Paper (e.g. Mylar, Blueprint, Blueline Map, Photographic)	Actual Cost
Labor Charge	Labor Charge
For Programming	28.5 Per Hour
For Locating, Compiling, And Reproducing	15.00 Per Hour
Overhead Charge	20% Of Labor Charge
<i>Microfiche Or Microfilm Charge</i>	
Paper Copy	.10 per page
Fiche Or Film Copy	Actual Cost
Remote Document Retrieval Charge	Actual Cost

Administration Continued

Fee Type	Fee Amount
<i>Computer Resource Charge</i>	
Mainframe	\$ 10.00 Per CPU Minute
Midsize	\$ 1.50 Per CPU Minute
Client /Server System	\$2.20 Per Clock Hour
PC Or LAN	1.0 Per Clock Hour
Miscellaneous Supplies	Actual Cost
Postage & Shipping Charge	Actual Cost
Photographs	Actual Cost As Calculated In Accordance with 70.9(5) Of This Title
Maps	Actual Cost As Calculated In Accordance with 70.9(4) Of This Title
Other Costs	Actual Costs
Outsourced/Contracted Services	Actual Cost For The Copy/May Not Include Development Costs
No Sales Tax	No Sales Tax Shall Be Applied To Copies Of Public Information

Administration Continued

Fee Type	Fee Amount
<i>Annual Liquor License</i>	
Wine & Beer Retailers (Consumed On Premise)	\$ 87.50
Wine & Beer Retailers (Consumed Off Premise)	\$ 30.00
Beer Retailers (Consumed On Premise)	\$ 75.00
Beer Retailers (Consumed Off Premise)	\$ 30.00
Retail Dealers, Late Hours,(Consumed On Premise)	\$ 125.00
Package Store, Liquor	\$ 250.00
Package Store, Wine Only	\$ 37.50
Mixed Beverage	\$ 375.00
Beverage Cartage	\$ 10.00
Caterers	\$ 250.00
Local Distributors	\$ 50.00

Civic Center / Theater

(281)499-5763

Fee Type	Fee Amount
Theater Style Rental	\$1,225.00/day Plus \$425.00 damage deposit
Theater Style w/Food in Lobby	\$1,425.00/day Plus \$425.00 damage deposit
Banquet Style Rental	\$1,575.00/day Plus \$500.00 damage deposit
Banquet Style with Alcohol	\$1,725.00/day Plus \$500.00 damage deposit
Banquet Style w/Dance Floor	\$1,775.00/day Plus \$500.00 damage deposit
Banquet Style w/Alcohol and Dance Floor	\$1,925.00/day Plus \$500.00 damage deposit
Piano Rental	\$85.00/day
Wireless Microphone	\$50.00/day
Projector Rental	\$150.00/day

Fire Marshal

(281)208-6984

Fee Type	Fee Amount
<i>Fire Annual Operational</i>	
Fire Safety	\$ 75.00
Foster Care Home	\$ 100.00
Child Day Care	\$ 200.00
Auto Repair Business	\$ 150.00
Adult Personal Care Facility	\$ 300.00
Places of Assembly	\$ 200.00
Health Care/Dialysis Center/Clinic/Doctors Office	\$ 400.00
Lumberyard/Roofing (Outside Stock Storage)	\$ 300.00
Dry Cleaner	\$ 150.00
<i>Fire Protection Additional Fees</i>	
Re-Inspect Construction Phase (per trade)	\$100.00
Re-Inspect Final Inspection	\$ 400.00
Non-Permitted Work Fee (all project permits)	Double permit fee

Fire Marshal Continued

Fee Type	Fee Amount
After Hours Inspection-After 5:00PM & Weekends	\$300.00
After Hours Inspections- No Show	\$ 400.00 In Addition To Applicable Permits
 <i>Misc. Permits</i>	
Temporary Fuel Storage Tank	\$ 250.00
Paint Spray Booth	\$ 250.00
Compressed Gas Cylinder / Vessel	\$ 300.00
Flammable Liquid	\$ 300.00
Combustible Stock / High Pile Stock	\$ 250.00
Hazardous Chemicals (With Chemical Inventory List)	\$ 500.00
 <i>Fire Alarm System</i>	
Plan Review- Initial	\$ 100.00
Plan Review- 2 nd Review after rejection	\$200.00
Plan Review- 3 rd Review after rejection	\$300.00
Fire Alarm Installation	\$ 50.00
Fire Alarm System Test	\$ 200.00
Smoke Control System Test	\$ 100.00

Fire Marshal Continued

Fee Type	Fee Amount
<i>Fire Sprinkler System</i>	
Plan Review	\$ 100.00
Plan Review- 2 nd Review after rejection	\$200.00
Plan Review- 3 rd Review after rejection	\$300.00
Sprinklers (1st 10,000 SF)	\$ 200.00
Sprinklers (Each Additional 10,000 SF)	\$ 225.00
Add Relocate 1-20 Sprinkler Heads Plus	\$200.00
Hydrostatic Test	
Add Relocate 20 Or More Sprinkler Heads	\$ 275.00
Plus Hydrostatic Test	
Underground Hydrostatic Test	\$ 100.00
Sprinkler Hydrostatic Test	\$ 100.00
<i>Fire Prevention Single Use Job/Event</i>	
Gates/Barriers Blocking Access	\$ 50.00
Carnival/Fair/Special Event	\$ 50.00
Hot Work (Asphalt Roof)	\$ 200.00
Tent Use	\$ 125.00

Fire Marshal Continued

Fee Type	Fee Amount
Explosive Storage	\$1,250.00
Helicopter (Public Space)	\$1,250.00

Fire Department

(281)208-6984

Fee Type	Fee Amount
Command Unit*	\$ 80.00/Hour
Class A pumper apparatus*	\$ 500.00/Hour
Aerial apparatus*	\$ 600.00/Hour
Tanker apparatus*	\$ 350.00/Hour
Foam attack trailer*	\$ 150.00/Hour
Brush/Grass apparatus*	\$ 200.00/Hour
Lighting trailer	\$ 75.00/Hour
Air monitoring (Multi-gas meter)	\$ 50.00/Hour
Decontamination of personnel	\$ 200.00/Hour
Spill containment operations	\$ 100.00/Hour
Spill containment – booms	\$ 20.00 Per boom
Spill containment – pads	\$ 5.00 Per pad
Spill containment – dry absorbent	\$ 20.00 Per 5lb bag
1X3 AR-AFFF Fire Fighting Foam	\$ 100.00 Per 5-gallon container
Emergency Operations Center (EOC)	\$ 2000.00 Activation
EOC operations	\$750.00/Hour

Fire Department Continued

Fee Type	Fee Amount
Stafford PD traffic/crowd control	\$ 50.00 Hourly per unit

False Alarm Fees

1-3 False Alarms Per Year	\$0.00
4-7 False Alarms Per Year	\$175.00 each
8 or More False Alarms Per Year	\$250.00 each

Inclusive of apparatus staffing

Police Department

(281)261-3950

Fee Type	Fee Amount
<i>Annual Alarm</i>	
Annual Burglar Alarm / Residential	\$30.00
Annual Commercial Burglar/Panic Button	\$100.00
Annual Commercial Fire Alarm Panel	\$100.00
<i>False Alarm Fees</i>	
1-3 False Alarms Per Year	\$0.00
4-7 False Alarms Per Year	\$50.00 Each
8 or More False Alarms Per Year	\$100.00 Each
<i>Solicitor/Peddler/Canvasser/Itinerant Vendor</i>	
Solicitor/Peddler/Canvasser/Itinerant Vendor	\$25.00
<i>Police Department-Animal</i>	
City Pet Registration	\$2.00
Kennel Fees	\$7.50 Daily

Police Department Continued

Fee Type	Fee Amount
<i>Police Department-Code Enforcement</i>	
<i>Liens</i>	
Admin Fee	\$ 150.00
Cost Of Action (Mow, Secure Buildings, etc.)	Actual Cost
County Filing Fees	Actual Cost
Interest	3%
<i>Signs</i>	
Removal Of Illegal Sign (Per Incident)	\$ 50.00
Storage (Per Day-Up To 30 Days)	\$ 10.00 / Per Day
<i>Festival Permit</i>	\$100.00

Police Department Continued

Fee Type	Fee Amount
<i>Police Department-Health</i>	
<i>Annual Food Establishment</i>	
Annual Fee: Less than 5000 SQ. FT.	\$ 300.00
Annual Fee: 5000 Sq. Ft. & < 10,000Sq. Ft.	\$ 500.00
Annual Fee: > 10,000 Sq. Ft.	\$ 700.00
Pre-Opening Inspection	\$150.00
Re-Inspection Fee	\$ 150.00
Duplicate Permit Issuance	\$50.00
<i>Catering Annual</i>	\$ 200.00
Catering Annual Late Fee	\$ 50.00
Not for profit organization	No Fee
<i>Temporary Food Establishment</i>	
Event/ Organizer Fee PLUS Vendor Booth Fee	\$ 150.00
Vendor / Booth (Ea. Day)	\$ 25.00
Late Fee	\$ 50.00

Building/Zoning Department

(281)261-3940

Fee Type	Fee Amount
Project Valuation \$1.00 to \$50,000.00 Plan Check Fees Is 1/2 The Amount Of Permit Fees	\$ 75.00 For First \$1,000.00 Plus \$6.00 For Ea. Additional \$1,000.00
Project Valuation \$50,001.00 to \$100,000.00 Plan Check Fees Is 1/2 The Amount Of Permit Fees	\$ 300.00 for First \$50,000.00 Plus \$5.00 For Ea. Additional \$1,000.00
Project Valuation \$100,000.01 to \$500,000.00 Plan Check Fees Is 1/2 The Amount Of Permit Fees	\$ 500.00 for First \$100,000.00 Plus \$4.00 For Ea. Additional \$1,000.01
Project Valuation \$500,000.01 and up	\$ 2000.00 for First \$500,000.00 Plus \$3.00 For Ea. Additional \$1,000.00

Demolition

Demo	First Story \$ 75.00 Additional Stories \$ 25.00
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Building /Electrical Section

Base Fee	\$ 75.00
Meter Loop & Service	\$ 25.00
Sub Panel (each)	\$20.00

Building/Zoning Continued

Fee Type	Fee Amount
Electrical Heat (Per Unit)	\$ 20.00
Lighting Fixtures/ Outlets	\$ 0.75
Fixed Appliances (Each)	\$ 5.00
Motors & Fan (Each)	\$ 7.00
Area Lighting Pole (Each)	\$ 30.00
Generators Residential	\$ 25.00
Electrical Reconnect	\$ 75.00
Miscellaneous	\$ 20.00
Temporary Saw Pole	\$ 50.00
TCI	\$ 50.00
<i>Building /Mechanical Section</i>	
Mechanical Base Fee	\$ 75.00
Per Ton	\$ 5.00
Exhaust	\$ 15.00
Duct System	\$ 25.00

Building/Zoning Continued

Fee Type	Fee Amount
Heaters	\$ 25.00
Vent Hoods	\$ 25.00
Coolers/Icemakers	\$ 25.00
<i>Building / Plumbing Section</i>	
Plumbing Base Fee	\$ 75.00
Plumbing Fixture (Each)	\$ 8.00
Water Heater	\$ 25.00
Back Flow Device	\$ 25.00
<i>Building Miscellaneous</i>	
Plan Check Fee After 2 nd rejection, a new fee is required	Equal to one half of the Permit Fee
Work Started without Permit	Permit fee multiplied by 2
Re-Inspection (Failed Inspection)	\$ 75.00
Partial Inspection Request By Contractor	\$ 50.00
Certificate of Occupancy	\$100.00
Certificate of Completion	\$100.00

Building/Zoning Continued

Fee Type	Fee Amount
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Sign

Sign Permit (Under 50 Square Feet)	\$ 50.00
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Additional Square Footage (Over 50 Square Feet)	\$ 1.00 Per Sq. Ft.
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Sign Plan Check Fee	1/2 Of The Sign Permit
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Annual Digital Billboard Fee	\$1,000.00
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Swimming Pool Construction	Based On Building Schedule
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Swimming Pool Permit (Annual)	\$100.00
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Stockpile Permit

Annual Stock Pile Permit	\$ 500.00
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Oil/Gas Well Permit

Oil/Gas Well Permit	\$ 2,400.00
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Building/Zoning Continued

Fee Type	Fee Amount
Zoning Verification Letter	\$100.00
Specific Use Permit (SUP)	\$ 3,000.00
Amendment to The Comprehensive Development Plan	\$3,000.00
Zoning Amendment Application	\$3,000.00
Amendment To MU2 Application	\$3,000.00
Plan Development District Application	\$3,000.00
Board Of Adjustment Hearing Request	\$ 1,000.00
 <i>Rental Registration Program</i>	
<i>Single Family Detached Home</i>	
Annual Registration Fee	\$250.00/per year
Change of Occupancy inspection	\$100.00/change of occupancy

City Swimming Pool

(281)499-5763

Fee Type	Fee Amount
Pool Season Pass For Resident Up To 4 Family Members	\$ 15.00/person
Pool Season Pass For Resident For Additional Family Members (over 4 members)	\$10.00/person
Residential Day Pass	\$ 2.00
Day Pass Visitor Non Resident Age 2 - 4	\$ 3.00
Day Pass Visitor Non Resident Age 5 & Up	\$ 5.00
Day Care Day Pass	\$ 4.00
Swim Lesson Resident	\$ 60.00/session
Swim Lesson Non Resident	\$ 80.00/session
Pool Party Resident	\$150.00/day
Pool Party Non Resident	\$ 200.00/day
Lifeguards For Pool Parties. Per Hour, Per Guard	\$ 12.00
Swim Diapers	\$ 1.00 each

Fee Type **Fee Amount**

Schedule Of Plat Fees

Name Of Proposed Subdivision

Master Preliminary \$ 1,000.00

Revised Master Preliminary \$ 250.00

Preliminary Plat \$ 500.00

Final Plat \$500.00

Preliminary and Final Plat \$ 500.00

Extension of Plat Approval \$ 250.00

Amending Plat \$ 250.00

Vacation of Plat \$ 1,000.00

Public Works Continued

Preliminary Plat:

Per Residential Lot \$ 5.00 X _____

Per Commercial Acre \$ 30.00 X _____

Final Plat:

Per Residential Lot \$ 3.00 X _____

Per Commercial Acre \$ 20.00 X _____

Preliminary and Final Plat:

Per Residential Lot \$ 8.00 X _____

Per Commercial Acre \$ 50.00 X _____

Public Hearings Requiring Notice \$ 500.00

Variance Request \$ 500.00

Inspection Fees* 1.5%

*Inspection fees are based on construction costs of street and drainage. This fee includes plan review, construction inspection, and final and one year inspection. This fee includes one re-inspection. Additional inspections will have an additional fee of \$ 250.00.

Public Works Continued

Telecommunication Provider Right Of Way Construction Permit Fee

Equipment Type

Transport Facilities

Construction Fee Amount

Network Nodes

\$ 500.00 First 5 Nodes

\$ 250.00 per additional

Node Support Poles

\$ 500.00 First 5 Nodes

\$ 250.00 per additional

\$ 1000.00 Per Pole

Telecommunication Providers Right Of Way Rental Permit Fee

Transport Facilities

\$ 28.00 Per Month Per Node

Network Nodes

\$ 250.00 Per Year Per Node

Node Support Poles

\$ 250.00 Per Year Per Pole

Public Works Continued

GIS Mapping Prices

Bond Paper Maps

Size:	Price:
8.5"x11" -----	\$ 6.00
11"x17" -----	\$ 11.00
24"x36" -----	\$ 16.00
48"x36" -----	\$ 22.00

Photo Paper Maps

8.5"x11" -----	\$ 8.00
11"x17" -----	\$ 13.00
24"x36" -----	\$ 19.00
48"x36" -----	\$ 26.00

SMETV

Fee Type

Fee Amount

*Public/Education/ Government Fee (PEG)
for local cable providers*

Holder Of The State Issued Certificate Of
Franchise Authority (SICFA) Shall Pay
Each City An Amount Equal To 1% Of The
Provider's Gross Revenue

Stafford Centre

(281)208-6900

Fee Type

Fee Amount

Theatre

Theatre - Performance Day	\$ 4,600.00/day Plus \$1000.00 damage deposit
Theatre - Rehearsal Day	\$ 1,700.00/day Plus \$1000.00 damage deposit
Theatre – Additional Performance- Same Day	\$ 1,400.00/performance
Theatre- Add. Set Up Day	\$ 2,700.00
Theatre - Light Tech Day	\$ 600.00

Ballrooms

Ballroom A	\$ 1,000.00/day Plus \$250.00 damage deposit
Ballroom B	\$ 1,000.00/day Plus \$250.00 damage deposit
Ballroom D	\$ 1,000.00/day Plus \$250.00 damage deposit
Ballroom E	\$ 1,000.00/day Plus \$250.00 damage deposit
Ballroom C	\$ 3,000.00/day Plus \$1,000.00 damage deposit
Ballrooms A&B or D&E	\$ 2,000.00/day Plus \$500.00 damage deposit
Ballrooms A-C or C-E	\$ 4,000.00/day Plus \$1000.00 damage deposit
Ballrooms A-E	\$ 4,500.00/day Plus \$1000.00 damage deposit

Stafford Centre Continued

Fee Type	Fee Amount
<i>Suites</i>	
Suite 101	\$ 400.00/day Plus \$250.00 damage deposit
Suite 102	\$ 400.00/day Plus \$250.00 damage deposit
Suite 104	\$ 400.00/day Plus \$250.00 damage deposit
Suites 105	\$ 400.00/day Plus \$250.00 damage deposit
Suites 103	\$ 1,000.00/day Plus \$250.00 damage deposit
Suites 101&102 or 104&105	\$ 800.00/day Plus \$250.00 damage deposit
Suites 101,102 and 103 or 103, 104 and 105	\$ 1,500.00/day Plus \$500.00 damage
Suites 101-105	\$ 2000.00/day Plus \$500.00 damage deposit
<i>Festival Fields</i>	
Field #2	\$ 2,500.00/day Plus \$3,500.00 damage deposit
Field #3	\$ 3,000.00/day Plus \$3,500.00 damage deposit
Field #4	\$ 3,000.00/day Plus \$3,500.00 damage deposit

Stafford Centre Continued

Fee Type	Fee Amount
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Miscellaneous Fees

Kitchen Use	\$ 500.00
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Hardwood/Magnetic Dance Floor	.50 Per Square Foot/ Minimum \$ 100.00
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Exhibit Flex	\$25.00 Per Booth Per Set-up
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Stafford Centre

Marley Dance Floor	\$ 200.00 per installation
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Orchestra Shell	\$200.00 per installation
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Piano	\$550.00 per day (includes tuning)
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Special Effect Yoke Lighting	\$300.00 per performance
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Projectors	\$150.00 per day
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Stafford Centre Continued

Fee Type	Fee Amount
HD Projector (Full Cyclorama Image)	\$800.00 per day
HD Projector (Above Proscenium)	\$300.00 per day
Hazer/Fogger	\$125.00 per day
Stage 6' X 8' (After the first 4 Decks)	\$35.00 per deck (Subject to Availability)
Parking	\$.50 per Ticket (Sold or Complimentary) for ALL ticketed Events
In House Ticket System Set Up Fee	\$300.00
In House Merchant Account Fee	3% of Facility Box Office Sales
House System Ticket Fee	\$1.25 per ticket sold (Sold and Complimentary)
Merchandise Fee	Facility reserves the right to charge a percentage of sales to be determined by the Administrator.
Concession Fee	Facility reserves the right to charge a percentage of sales to be determined by the Administrator.

Stafford Centre Continued

Fee Type	Fee Amount
Wireless Internet Fee	\$30 per booth per day in advance/\$45 day of Show
Electricity Fee	\$25 per booth per day in advance/\$40 day of Show
High Voltage Electricity (inside)	\$250.00 per disconnect per day
High Voltage Electricity (outside)	\$700.00 per disconnect per day
Wireless Microphones	\$50 per unit (\$150 max for up to 1 week)
E6 Wireless Headset & Lapel Mics	\$50 per unit (\$150 max for up to 1 week)