

## **ORDINANCE NO. 3121**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TERRELL,  
KAUFMAN COUNTY, TEXAS, AMENDING APPENDIX 1, FEE SCHEDULE  
ORDINANCE OF THE CITY OF TERRELL BY UPDATING SECTION 6,  
BUILDING PERMIT AND DEVELOPMENT FEES AND CHARGES;  
PROVIDING FOR THE REPEAL OF ALL PREVIOUS OUTDATED AND  
CONFLICTING FEE SCHEDULES; PROVIDING FOR SEVERABILITY AND  
PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Terrell, Texas (“City”) has previously adopted a comprehensive schedule of fees for building permits and development services; and

**WHEREAS**, the City Council has determined that it is necessary to update said fees to reflect current administrative costs, market rates, and to ensure cost recovery for services rendered; and

**WHEREAS**, the City Council, after careful consideration of the matter, hereby finds and declares that all Building Permit and Development Fees and Charges imposed upon residential and non-residential development should be equitable without imposing an unfair burden on such development and are in the best interest of the general welfare of the City and its residents by providing continued service;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TERRELL, KAUFMAN COUNTY, TEXAS:**

### **ARTICLE I AMENDMENTS**

Appendix 1 of the Code of Ordinances of the City of Terrell, Texas, titled “Fee Schedule”, Section 6, “Building Permit and Development Fees and Charges” is hereby amended to read as follows:

**Section 6. Building Permit and Development Fees and Charges**

The following Fee Schedule shall be the official Development Fee Schedule for the City of Terrell:

**A. Basic building permit fees**

1. New Residential Construction	\$2,900 up to 1,500 s.f. >1,501 s.f. - \$0.90 each additional s.f.
Townhouse	\$2,900 up to 1,500 s.f. >1,501 s.f. - \$0.90 each additional s.f.
Multi-Family	\$1,200 per dwelling unit

2.	Residential repairs (including electrical, mechanical, plumbing, foundation, windows, accessory buildings)	\$70 minimum fee up to \$3,000 valuation; \$25 per additional \$1,000 valuation
3.	New Commercial Construction & Additions	Base fee \$800 plan review
	Industrial	\$0.65 per square foot
	Retail	\$0.80 per square foot
	Commercial	\$1.00 per square foot
	Restaurant	\$1.70 per square foot
	Medical	\$2.25 per square foot
4.	Commercial Shell Building or Tenant finish out	\$800 plan review \$1.00 per square foot
5.	Commercial Repairs to existing structures (including electrical, mechanical, plumbing, fence, roofing, foundation, etc.)	\$800 plan review \$92.00 per trade
6.	Commercial Plan Review Fee	\$790
7.	Irrigation Permit – residential	\$265 plan review & inspection
	Irrigation Permit – commercial	\$525 plan review & inspection
8.	Solar permit (panels or storage system)	Residential - \$210 plan review; \$160 inspection  Commercial - \$420 plan review; \$315 inspection
9.	Residential remodel (does NOT include MEP, roofing, or foundation)	\$525 plan review \$92.00 per trade
10.	Residential addition	\$525 plan review \$92.00 per trade
11.	Swimming pool – Residential	\$630 plan review & inspection
12.	Swimming pool – Commercial	\$1,260 plan review & inspection
13.	Commercial remodel	\$800 plan review \$1.00 per square foot

## **B. Other permits and fees**

1.	Grading permit (deduct from permit fee if construction commences within 6-months; must submit grading plan or engineering)	\$350 up to 5-acres; \$25 for each additional acre
2.	Moving fee (of any structure or building over 240 s.f. using public streets requires an additional police permit)	\$210
3.	Demolition – residential	\$105
	Demolition – commercial (requires asbestos survey)	\$265
4.	Advertising Sign Permit (temporary signs, banners, etc.)	\$50
5.	Wall Sign Permit	\$105
6.	Pole Sign	New - \$1,155 Reface - \$130 per side
7.	Monument Sign	\$130
8.	Billboard Permit	\$1,660
9.	Certificate of Occupancy	\$370
10.	Food Establishment Permit	\$400 per year; additional \$400 late fee if not paid by January 15
11.	Temporary Food Permit (valid 14-consecutive days)	\$80
12.	Mobile Food Unit Permit	\$250 per year
13.	Building re-inspection fees (at the discretion of the Building Official)	1 <sup>st</sup> re-inspection - \$105 2 <sup>nd</sup> re-inspection - \$210 3 <sup>rd</sup> re-inspection - \$840
14.	After Hours Inspections	\$185 per hour (2-hour minimum)
15.	Unpermitted work	\$130 plus triple normal permit fees for work performed without permits or by unregistered or unlicensed trades

16. License Registration Fees (all trades)	\$105 per year from registration date
17. Downtown District and Central Business District (as set forth in the Zoning Ordinance)	All fees 50% discount applied to all permits within Downtown District and Central Business District zoned parcels
18. Development Review Committee Application	First meeting / request – FREE Subsequent Meetings - \$265 – amount may be deducted from P&Z or ZBA Application fee
19. Temporary Construction Trailer	\$265
20. Zoning Ordinance (COPY)	\$25
21. Zoning Verification Letter	\$25
22. Zoning Map (COPY)	\$25
23. Subdivision Ordinance (COPY)	\$25
24. Plat (COPY)	\$25
25. City of Terrell Construction Standards & Specifications (COPY)	\$25
26. Request for Lien Research / Release Document(s)	\$50
27. Special Event Permit (See Chapter 5, Section 16 of the City of Terrell Code of Ordinances)	\$250
28. Tire Business & Mobile Tire Repair Unit Permit	\$100 annual fee

**C. Work Exempt from Permits – no changes**

**D. Fire Prevention Fees**

1. Fire Sprinkler System Permit (plan review & inspection)	\$0.05 per square foot \$210 minimum
2. Fire Alarm Permit (plan review & inspection)	\$0.05 per square foot \$210 minimum

- 3. Special Fire Department Permits or Inspections (fire pump test, smoke control system, chemical fire extinguishing systems, flammable liquid or gas storage, refueling facilities, burn permits, fireworks, or pyrotechnics displays, etc.) \$350
- 4. Fire Prevention Re-inspection fee (at the discretion of the Fire Chief or Fire Marshal) \$660

**E. Zoning Application Fees**

- 1. Zone Change Request Residential - \$265  
Residential Development - \$800  
Commercial - \$800
- 2. Special Use Permit \$1,050
- 3. Appeal to Zoning Board of Adjustments \$800

**F. Plat Application Fees**

- 1. Construction plat – Residential \$265 per residential unit
- 2. Construction plat – Commercial \$400 per acre  
\$400 minimum
- 3. Final plat – Single-Family Residential \$265 per single-family residential lot  
Plus Kaufman County filing fees
- 4. Final Plat – Multi-family Residential \$50 per unit  
\$400 minimum  
Plus Kaufman County filing fees
- 5. Final plat – Commercial \$400 per acre  
\$400 minimum  
Plus Kaufman County filing fees
- 6. Other Plats – replat, minor, amended, etc. \$300  
Plus Kaufman County filing fees

**G. Other Development Fees**

- 1. Developer Annexation Request \$750 (up to 10-acres)  
\$25 each additional acre

2.	Traffic Impact Analysis (TIA) – scoping	\$200
3.	Traffic Impact Analysis (TIA) – review	\$1,200
4.	Drainage Study Review	\$1,000

## **ARTICLE II**

All Ordinances or parts of Ordinances in conflict herewith are to the extent of such conflict hereby repealed.

## **ARTICLE III**

It is hereby declared to be the intention of the City Council of the City of Terrell, Texas that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgement or decree of any court of competent jurisdiction, such as unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections.

## **ARTICLE IV**

All other provisions of Appendix 1, not expressly modified by this Ordinance shall remain in full force and effect.

## **ARTICLE V**

This Ordinance shall take effect immediately after its passage and the publication of the caption as the law in such cases provides.

**PASSED AND APPROVED** on this the 19<sup>th</sup> day of August, 2025.

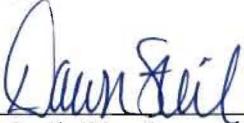
**PASSED AND ADOPTED** on this the 26<sup>th</sup> day of August, 2025.



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E. Rick Carmona, Mayor

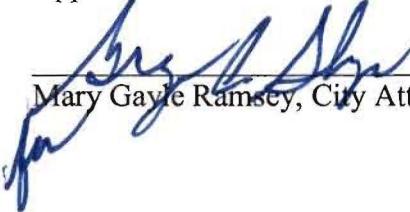
ATTEST:



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Dawn Steil, City Secretary

Approved as to Form:



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Mary Gayle Ramsey, City Attorney