

**NOTICE OF APPROVAL** – Notice is hereby given that at the February 27, 2023 City Council Meeting of the City of Jersey Village, Texas, the following ordinance, which may be viewed online at <http://www.jerseyvillagetx.com> and on the City’s Posting Bulletin Board was passed and approved:

ORDINANCE NO. 2023-03 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING CHAPTER 14, ARTICLE XV, SECTION 14-552 OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, ENTITLED “GENERAL ADDITIONS” TO PROVIDE A PLUMBING LICENSE EXEMPTION FOR PROPERTY OWNER PERFORMING PLUMBING IN THE PROPERTY OWNER’S HOMESTEAD; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE NO. 2023-04 - AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE JERSEY VILLAGE CODE OF ORDINANCES, CHAPTER 2, ARTICLE IV, DIVISION 2, SECTION 2-142 TO AMEND THE SCHEDULE OF FEES RELATED TO PERMITS; AND PROVIDING FOR REPEAL.

ORDINANCE NO. 2023-05 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING CHAPTER 18 “BUSINESSES” OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, TO ADD A NEW ARTICLE VI ENTITLED “SHORT-TERM RENTAL REGISTRATION” IN ORDER TO PROVIDE A PERMITTING PROCESS AND RELATED REGULATIONS FOR THE OPERATION OF SHORT-TERM RENTALS; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

**PASSED, APPROVED, AND ADOPTED** the 27th day of February 2027. /s/Bobby Warren, Mayor  
**Attest:** /s/ Lorri Coody, City Secretary, Jersey Village

Posted on the City’s Bulletin Board and on the Home Page of the City’s Website under “Latest News” for twenty days beginning on the 28th day of February 2023 and remaining through and continuing through March 20, 2023.

/s/Lorri Coody, City Secretary, Jersey Village, Texas



**ORDINANCE NO. 2023-03**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING CHAPTER 14, ARTICLE XV, SECTION 14-552 OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, ENTITLED “GENERAL ADDITIONS” TO PROVIDE A PLUMBING LICENSE EXEMPTION FOR PROPERTY OWNER PERFORMING PLUMBING IN THE PROPERTY OWNER’S HOMESTEAD; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Jersey Village (the “City”) desires that the City’s Code of Ordinances (the “Code”) be in conformance with State law; and

**WHEREAS**, certain portions of the Code regarding plumbing repairs require clarifying amendments to reflect conformity with State law; and, **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE:**

**SECTION 1. THAT**, the City Council (the “Council”) of the City of Jersey Village, Texas (the “City”) hereby finds and determines that the statements set forth in the caption and Recitals of this Ordinance are true and correct and are incorporated herein for all purposes.

**SECTION 2. THAT**, Chapter 14 “Building and Development”, Article XV “Plumbing Code and Gas Code”, Section 14-552 “General Additions”, of the Code of Ordinances, City of Jersey Village, Texas, is hereby amended to read as follows (with **bold and underlined language** being the language added and the struck through language being deleted):

“(a) *Plumbing license required.* All persons who engage in the business of or work at the actual installation, alteration, repair and renovating of plumbing shall possess either a master or journeyman plumber’s license in accordance with the provisions of the Plumbing License Law (Vernon’s Ann. Civ. St. art. 6243-101); **except when a property owner is performing plumbing in the property owner’s homestead in compliance with Section 1301.051 of the Texas Occupations Code.**”

**SECTION 3. THAT**, any person who shall violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed two thousand dollars (\$2,000), with each day of violation constituting a separate offense.

**SECTION 4. THAT**, in the event any clause phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent or ordinances jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and, the Council declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**SECTION 5. THAT,** the Council hereby directs the City Secretary to publish the caption of the Ordinance as required under and according to State law.

**SECTION 6. THAT,** this Ordinance shall be in full force and effect upon the date of its passage by the Council.

**PASSED AND APPROVED this 27<sup>th</sup> day of February, 2023.**

**FOR THE CITY OF JERSEY VILLAGE:**

**s/BOBBY WARREN, MAYOR**

**ATTEST:**

**s/LORRI COODY, CITY  
SECRETARY**



**ORDINANCE NO. 2023-04**

**AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE JERSEY VILLAGE CODE OF ORDINANCES, CHAPTER 2, ARTICLE IV, DIVISION 2, SECTION 2-142 TO AMEND THE SCHEDULE OF FEES RELATED TO PERMITS; AND PROVIDING FOR REPEAL.**

**WHEREAS**, the City Council of the City of Jersey Village, Texas ("City Council") has determined that it would be advantageous and beneficial to the citizens of the City of Jersey Village, Texas to establish modified and/or additional charges made to customers to recover the costs associated with providing general fees now and in the future for the City of Jersey Village, Texas; and

**WHEREAS**, the City has experienced a steady increase in the cost to provide an acceptable level of service to its Citizens and the City wishes to not only continue, but to improve its level of service to all its citizens and customers now and in the future; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:**

**Section 1. Recitals Incorporated.** The above-referenced recitals are incorporated herein as if set forth in full for all purposes.

**Section 2. Amendment to Schedule of Fees.** The Code of Ordinances of the City of Jersey Village is amended by deleting from Chapter 2, Article IV, Division 2, Section 2-142 the language shown below in strikethrough (~~deleted~~) and by adding thereto the language shown below as underscored and boldfaced (**added**), with the new Section 2-142 to read as follows:

**“Chapter 2 – Administration**

...

Article IV – Schedule of Fees and Special Funds

...

Division 2 – Schedule of Fees

...

**Sec. 2-142. Fees and charges imposed.**

(a) *Generally.* The fees and charges set out in this section are hereby imposed and assessed by the city. Fees for permits and inspections shall be paid prior to issuance of the permit. If work has begun prior to issuance of the permit and prior to payment of the permit fee, the permit fee shall be two times the amount provided in this section.

(1) *Residential building permit fees.*

<b>RESIDENTIAL BUILDING PERMIT FEES</b>	
<i>(permit fee will be doubled if work is started prior to obtaining a permit)</i>	
<b>TYPE OF PERMIT</b>	<b>Fee</b>
New Residence* (includes pool houses and accessory structures with conditioned space)	\$1.00/sq.ft <b><u>\$1.05/sq.ft</u></b>
Additions * (patio covers, carports, additional rooms)	Greater of \$150.00 or \$1.00/sq.ft <b><u>\$157.50</u></b> <b><u>or \$1.05/sq.ft</u></b>
Remodels (total square-footage of space, area or room)*	Greater of \$150.00 or \$0.75/sq. ft. <b><u>\$157.50</u></b> <b><u>or \$0.80/sq. ft.</u></b>
Swimming Pools*	<del>\$200.00</del> <b><u>\$210.00</u></b>
Spas (cast in place concrete only)*	<del>\$100.00</del> <b><u>\$105.00</u></b>

Accessory Buildings* (storage shed, detached garage or any other structure without conditioned space)	Greater of \$150.00 or \$1.00/sq.ft <b><u>\$157.50 or \$1.05/sq.ft</u></b>
Re-Roofing	<del>\$50.00</del> <b><u>\$52.50</u></b>
Flatwork (driveway, sidewalk patio slab extension)	<del>\$50.00</del> <b><u>\$52.50</u></b>
Demolition	<del>\$50.00</del> <b><u>\$52.50</u></b>
Foundation repair*	<del>\$50.00</del> <b><u>\$52.50</u></b>
Generator*	<del>\$50.00</del> <b><u>\$52.50</u></b>
Carport*	<del>\$50.00</del> <b><u>\$52.50</u></b>
Fences	<del>\$50.00</del> <b><u>\$52.50</u></b>
Re-inspection	<del>\$75.00</del> <b><u>\$78.75</u></b>
<i>All permits are subject to the processing fee</i>	<del>\$50.00</del> <b><u>\$52.50</u></b>
<b>*Subject to Plan Review Fee</b>	

The plan checking fee shall be assessed and paid at the time that the plans are submitted for review.

(2) Residential plumbing and gas building permit fees.

<b>PLUMBING PERMIT FEES</b> <i>(permit fee will be doubled if work is started prior to obtaining a permit)</i>	
<b>TYPE OF PERMIT</b>	
New Residence	<del>\$175.00</del> <b><u>\$183.75</u></b>
Remodel/Addition/pool	<del>\$100.00</del> <b><u>\$105.00</u></b>
Accessory structure	<del>\$75.00</del> <b><u>\$78.75</u></b>
Irrigation Systems*	<del>\$50.00</del> <b><u>\$52.50</u></b>
Water heater replacement	<del>\$60.00</del> <b><u>\$63.00</u></b>
Minimum permit fee	<del>\$50.00</del> <b><u>\$52.50</u></b>
Re-inspection	<del>\$75.00</del> <b><u>\$78.75</u></b>
<i>All permits are subject to the processing fee</i>	<del>\$50.00</del> <b><u>\$52.50</u></b>
<b>*Subject to Plan review fee</b>	

(3) Residential mechanical building permit fees. Mechanical permit fees are as follows:

<b>MECHANICAL PERMIT FEES</b> <i>(permit fee will be doubled if work is started prior to obtaining a permit)</i>	
<b>TYPE OF PERMIT</b>	<b>Fee</b>
New Residence	<del>\$100.00</del> <b><u>\$105.00</u></b>
Remodel/Addition	<del>\$75.00</del> <b><u>\$78.75</u></b>
Accessory structure	<del>\$75.00</del> <b><u>\$78.75</u></b>
HVAC Repair or replacement	<del>\$60.00</del> <b><u>\$63.00</u></b>
Minimum permit fee	<del>\$50.00</del> <b><u>\$52.50</u></b>
Re-inspection	<del>\$75.00</del> <b><u>\$52.50</u></b>
<i>All permits are subject to the processing fee</i>	<del>\$50.00</del> <b><u>\$52.50</u></b>

(4) *Residential electrical building permit fees.* Electrical building permit fees are as follows:

<b>ELECTRICAL PERMIT FEES</b> <i>(permit fee will be doubled if work is started prior to obtaining a permit)</i>	
<b>TYPE OF PERMIT</b>	<b>Fee</b>
New Residence	<del>\$100.00</del> <b>\$105.00</b>
Remodel/Addition/pool	<del>\$75.00</del> <b>\$78.75</b>
Accessory structure	<del>\$75.00</del> <b>\$78.75</b>
Solar	<del>\$75.00</del> <b>\$78.75</b>
Minimum permit fee	<del>\$75.00</del> <b>\$78.75</b>
Re-inspection	<del>\$75.00</del> <b>\$78.75</b>
<i>All permits are subject to the processing fee</i>	<del>\$50.00</del> <b>\$52.50</b>

(5) *Commercial building permit fees.* Commercial/multi-family building permit fees are based on a building permit fee and a plan checking fee calculation utilizing the total valuation of the construction project\*.

<b>Commercial Building Permit Fee Schedule*, **</b>			
Valuation at least	But not more than	Permit minimum fee	Cost per thousand
\$0.01	\$500.00	<del>\$100.00</del> <b>\$105.00</b>	\$-
\$500.01	\$2,000.00	<del>\$100.00</del> <b>\$105.00</b>	<del>\$3.05</del> <b>\$3.20</b>
\$2,000.01	\$25,000.00	<del>\$144.25</del> <b>\$151.45</b>	<del>\$14.00</del> <b>\$14.70</b>
\$25,000.01	\$50,000.00	<del>\$466.75</del> <b>\$490.10</b>	<del>\$10.10</del> <b>\$10.60</b>
\$50,000.01	\$100,000.00	<del>\$717.15</del> <b>\$753.00</b>	<del>\$7.00</del> <b>\$7.35</b>
\$100,000.01	\$500,000.00	<del>\$1,068.75</del> <b>\$1,122.20</b>	<del>\$5.60</del> <b>\$5.90</b>
\$500,000.01	\$1,000,000.00	<del>\$3,308.75</del> <b>\$3,474.20</b>	<del>\$4.75</del> <b>\$5.00</b>
\$1,000,000.01	\$9,999,999.99+	<del>\$5,683.75</del> <b>\$5,967.95</b>	<del>\$3.65</del> <b>\$3.85</b>
*Plan checking fee is 50 percent of the building permit fee.			

\*\* ALL TOTAL VALUATIONS MUST BE WITHIN 20% OF THE INTERNATIONAL CODE COUNCIL'S MOST RECENTLY PUBLISHED BUILDING VALUATION DATA.

The plan checking fee shall be assessed and paid at the time that the plans are submitted for review.

Miscellaneous commercial fees

- a. For after hour inspections ~~\$150.00~~ **\$160.00** per hour
- b. For impact fees, refer to Ordinance No. 2020-17, Exhibit A.

(6) *Commercial plumbing permit fees.* Commercial plumbing permit fees are as follows:

Description of Work	Fee	<u>Fee</u>	Qty.	Description of Work	Fee	<u>Fee</u>	Qty.
Fixtures or Traps (each)	\$5.00	<b>\$5.25</b>	each	Gas Piping System (1-5 outlets)	\$30.00	<b>\$31.50</b>	each
Sewer Replacement*	\$30.00	<b>\$31.50</b>	each	Additional Gas Outlets	\$5.00	<b>\$5.25</b>	each

New Sewer Line*	\$10.00	<b><u>\$10.50</u></b>	each	Gas Piping Re-Inspection	\$40.00	<b><u>\$42.00</u></b>	each
Disconnect & Plug Sewer*	\$35.00	<b><u>\$36.75</u></b>	each	Temporary Gas Connection	\$30.00	<b><u>\$31.50</u></b>	each
Hose Bibb w/ Vacuum Breaker	\$10.00	<b><u>\$10.50</u></b>	each	GTO	\$30.00	<b><u>\$31.50</u></b>	each
Water Service Line (New)*	\$30.00	<b><u>\$31.50</u></b>	each	Gas Meter Relocation*	\$60.00	<b><u>\$63.00</u></b>	each
Water Line Replacement*	\$30.00	<b><u>\$31.50</u></b>	each	Yard Lights*	\$15.00	<b><u>\$15.75</u></b>	each
Water Heater and/or Vent (per)	\$30.00	<b><u>\$31.50</u></b>	each	Bar-B-Q Grills*	\$15.00	<b><u>\$15.75</u></b>	each
T&P Valve Only	\$10.00	<b><u>\$10.50</u></b>	each	Standpipe System	\$100.00	<b><u>\$105.00</u></b>	each
Swimming Pool H2O Line*	\$10.00	<b><u>\$10.50</u></b>	each	1-25 Hose Connection	\$5.00	<b><u>\$5.25</u></b>	each
Water Treatment Equip. (New)	\$20.00	<b><u>\$21.00</u></b>	each	Each Additional Connection	\$5.00	<b><u>\$5.25</u></b>	each
Water Treatment (Replacement)	\$20.00	<b><u>\$21.00</u></b>	each	Hydro Test	\$50.00	<b><u>\$52.50</u></b>	each
Grease Trap*	\$60.00	<b><u>\$63.00</u></b>	each	Runoff to Storm Water	\$35.00	<b><u>\$36.75</u></b>	each
Foundation Watering System*	\$30.00	<b><u>\$31.50</u></b>	each	Drainage System		<b><u>\$0.00</u></b>	
Lawn Sprinkler System*	\$60.00	<b><u>\$63.00</u></b>	each	Connect Down Spouts*(each)	\$15.00	<b><u>\$15.75</u></b>	each
Gutter Installation	\$10.00	<b><u>\$10.50</u></b>	each	Connect to City Storm Drain System	\$20.00	<b><u>\$21.00</u></b>	each
Re-Inspection Fee	\$75.00	<b><u>\$78.75</u></b>	each	Processing Fee* (Non-refundable)	\$50.00	<b><u>\$52.50</u></b>	each
Other (Describe Below):	\$40.00	<b><u>\$42.00</u></b>	each				

\*NO PERMIT WILL BE LESS THAN THE \$100.00 MINIMUM FEE

(7) *Commercial mechanical permit fees.* Commercial mechanical permit fees are as follows:

Description of Work		Fee	Fee	Qty.
New Heating ( <i>in BTU's</i> )	(per 100K BTU or part thereof)	\$20.00	<b><u>\$21.00</u></b>	each
New Air Conditioning	(per unit)	\$40.00	<b><u>\$42.00</u></b>	each
New Air Conditioning ( <i>in total tons</i> )	(per ton)	\$5.00	<b><u>\$5.25</u></b>	each
New Cooling Tower ( <i>how many units?</i> )	(per unit)	\$30.00	<b><u>\$31.50</u></b>	each
Cooling Tower ( <i>in total tons</i> )	(per ton)	\$10.00	<b><u>\$10.50</u></b>	each
Changeout heating and/or cooling	(per unit)	\$30.00	<b><u>\$31.50</u></b>	each

Changeout cooling tower	(same size only)	\$75.00	<b>\$78.75</b>	each
Ventilation System (2,000 CFM & Higher)		\$60.00	<b>\$63.00</b>	each
Re-Inspection Fee		\$75.00	<b>\$78.75</b>	each
Other* (Describe in box to the right)		\$40.00	<b>\$42.00</b>	each
Minimum Permit Fee*		\$100.00	<b>\$105.00</b>	each
Processing Fee* Non-Refundable		\$50.00	<b>\$52.50</b>	each

\*NO PERMIT WILL BE LESS THAN THE \$100.00 MINIMUM FEE

(8) Commercial electrical permit fees. Commercial electrical permit fees are as follows:

Description of Work	Fee	Fee	Qty.	Description of Work	Fee	Fee	Qty.
Meter Loop & Service (includes 4 outlets)	\$30.00	<b>\$31.50</b>	each	Electric Dryer	\$10.00	<b>\$10.50</b>	each
Outlets Over 4	\$2.00	<b>\$2.10</b>	each	Range Outlet	\$10.00	<b>\$10.50</b>	each
Fixtures	\$1.50	<b>\$1.60</b>	each	Range Table Top	\$10.00	<b>\$10.50</b>	each
Motors: Less than ½ HP	\$5.00	<b>\$5.25</b>	each	Range Oven	\$10.00	<b>\$10.50</b>	each
½ to < 10 HP	\$7.00	<b>\$7.35</b>	each	Garbage Disposal	\$10.00	<b>\$10.50</b>	each
10 to < 50 HP	\$15.00	<b>\$15.75</b>	each	Dishwasher	\$10.00	<b>\$10.50</b>	each
100 to < 150 HP	\$30.00	<b>\$31.50</b>	each	Microwave	\$5.00	<b>\$5.25</b>	each
150 HP & Over	\$50.00	<b>\$52.50</b>	each	KW: 0-5 (per KW)	\$4.00	<b>\$4.20</b>	each
Temporary Cut-In	\$30.00	<b>\$31.50</b>	each	Over 5 (Per add'l KW)	\$2.00	<b>\$2.10</b>	each
Temporary Sawpole	\$30.00	<b>\$31.50</b>	each	X-Ray Machine	\$20.00	<b>\$21.00</b>	each
Reconnect	\$60.00	<b>\$63.00</b>	each	Motion Picture Machine	\$15.00	<b>\$15.75</b>	each
Sign: Per Ballast	\$5.00	<b>\$5.25</b>	each	Commercial Sound Equipment	\$4.00	<b>\$4.20</b>	each
Sign: Per Transformer	\$8.00	<b>\$8.40</b>	each	Re-Inspection Fee	\$75.00	<b>\$78.75</b>	each
Electric Water Heater (>1500 watts)	\$8.00	<b>\$8.40</b>	each	Processing Fee* (Non-Refundable)	\$50.00	<b>\$52.50</b>	each
Minimum Permit Fee:	\$100.00	<b>\$105.00</b>	each				



\*NO PERMIT WILL BE LESS THAN THE \$100.00 MINIMUM FEE

(9) *Sign permit fees.* Sign permit fees shall be as follows:

- a. A fee of ~~\$50.00~~ **\$52.50** for the first 32 square feet of the sign face or fraction thereof and \$0.32 per square foot for each square foot of sign face in excess of 32 square feet. The minimum sign permit fee shall be ~~\$25.00~~ **\$26.25**. Additionally, there shall be a sign plan checking fee in the amount equal to the greater of one-half of the permit fee or ~~\$25.00~~ **\$26.25**, along with a ~~\$10.00~~ **\$10.50** zoning district criteria review fee shall be assessed for and shall be paid at the time that the plans are submitted for review.
- b. Site inspections (if required prior to issuance of permit), ~~\$40.00~~ **\$42.00** for the first inspection and ~~\$20.00~~ **\$21.00** for each additional inspection.
- c. Annual operating permit:
  1. Off-premises signs, ~~\$60.00~~ **\$63.00** for the first 200 square feet of sign face or fraction thereof and \$0.20 per square foot for each square foot over 200 square feet or fraction thereof.
  2. On-premises sign, ~~\$10.00~~ **\$10.50** for the first 50 square feet of sign face or fraction thereof and \$0.15 per square foot for each square foot over 50 square feet or fraction thereof.
  3. Failure to renew a sign operating permit by the established deadline shall result in an additional fee equal to the fee for the annual operating permit or ~~\$100.00~~ **\$105.00**, whichever is greater.
- d. Annual license fee. Each person licensed to engage in the business of leasing or constructing signs shall pay an annual license fee of ~~\$300.00~~ **\$315.00**.
- e. Changing display sign fee (annual), per site ~~\$200.00~~ **\$210.00**
- f. Grand opening or special event signs:
  1. A ~~\$20.00~~ **\$21.00** banner sign registration fee shall [be] paid for each banner sign registered. Failure to properly register a banner sign and pay the applicable banner sign registration fee shall result in a fee two times the amount of the initial registration fee.

~~g. Application for alternative comprehensive signage plan \$650.00~~

(10) Reserved.

(11) *Public improvement construction permit fees.* Public improvement construction permit fees are as follows:

- a. ~~For valuation up to and including \$1,000.00, the fee shall be \$15.00.~~
- b. ~~For valuation over \$1,001.00 up to and including \$2,000.00, the fee shall be \$45.00 per thousand or fraction thereof.~~
- c. ~~For valuation over \$2,001.00 up to and including \$15,000.00, the fee shall be \$90.00 for the first \$2,000.00 plus \$12.00, for each additional thousand or fraction thereof, up to and including \$15,000.00.~~
- d. ~~For valuation over \$15,001.00 up to and including \$50,000.00, the fee shall be \$246.00 for the first \$15,000.00 plus \$10.00, for each additional thousand or fraction thereof, up to and including \$50,000.00.~~
- e. ~~For valuation over \$50,001.00 up to and including \$100,000.00, the fee shall be \$596.00 for the first \$50,000.00 plus \$8.00, for each additional thousand or fraction thereof, up to and including \$100,000.00.~~

- f. ~~For valuation over \$100,001.00 up to and including \$500,000.00, the fee shall be \$996.00 for the first \$100,000.00 plus \$5.00, for each additional thousand or fraction thereof, up to and including \$500,000.00.~~
- g. ~~For valuation over \$500,001.00, the fee shall be \$2,996.00 for the first \$500,000.00 plus \$3.00, for each additional thousand or fraction thereof.~~

<u>For Valuation Of</u>	<u>Base Fee</u>	<u>Additional Fee per Thousand, or fraction thereof</u>
<u>\$0.00 - \$999.99</u>	<u>\$15.75</u>	<u>\$ -</u>
<u>\$1,000.00 - \$1,999.99</u>	<u>\$47.25</u>	<u>\$ -</u>
<u>\$2,000.00 - 14,999.99</u>	<u>\$94.50</u>	<u>\$12.60</u>
<u>\$15,000.00 - \$49,999.99</u>	<u>\$258.30</u>	<u>\$10.50</u>
<u>\$50,000.00 - \$99,999.99</u>	<u>\$625.80</u>	<u>\$8.40</u>
<u>\$100,000.00 - \$499,999.99</u>	<u>\$1,045.80</u>	<u>\$5.25</u>
<u>\$500,000.00 +</u>	<u>\$3,145.80</u>	<u>\$3.15</u>

(12) *Excavation and grading permit fees.* Excavation and grading permit fees shall be as follows:

*Plan-checking fee.* For excavation and fill on the same site, the fee shall be based on the volume of the excavation or fill, whichever is greater. Before accepting a set of plans and specifications for checking, the city shall collect a plan-checking fee. Separate permits and fees shall apply to retaining walls or major drainage structures as required by the building code. There shall be no separate charge for standard terrace drains and similar facilities. The amount of the plan-checking fee for grading plans shall be as follows:

~~5,000 to 10,000 cubic yards, \$20.00.~~

~~10,001 to 100,000 cubic yards, \$20.00 for the first 10,000 cubic yards, plus \$10.00 for each additional 10,000 cubic yards or fraction thereof.~~

~~100,001 to 200,000 cubic yards, \$110.00 for the first 100,000 cubic yards, plus \$6.00 for each additional 10,000 cubic yards or fraction thereof.~~

~~200,001 cubic yards or more, \$170.00 for the first 200,000 cubic yards, plus \$3.00 for each additional 10,000 cubic yards or fraction thereof.~~

<u>For Cubic Yards Of</u>	<u>Base Fee</u>	<u>Additional Fee per additional Ten Thousand CY, or fraction thereof</u>
<u>5,000 - 10,000</u>	<u>\$21.00</u>	<u>\$0.00</u>
<u>10,001 - 100,000</u>	<u>\$21.00</u>	<u>\$10.50</u>
<u>100,001 - 200,000</u>	<u>\$115.50</u>	<u>\$6.30</u>

<b>200,001 +</b>	<b>\$178.50</b>	<b>\$3.15</b>
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The plan-checking fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between such fee paid for the original permit and the fee shown for the entire project.

*Grading permit fees.* A fee for each grading permit shall be paid to the city as follows:

50 cubic yards or less, \$10.00.

51 to 100 cubic yards, \$15.00.

101 to 1,000 cubic yards, \$15.00 for the first 100 cubic yards, plus \$7.00 for each additional 100 cubic yards or fraction thereof.

1,001 to 10,000 cubic yards, \$78.00 for the first 1,000 cubic yards, plus \$6.00 for each additional 1,000 cubic yards or fraction thereof.

10,001 to 100,000 cubic yards, \$132.00 for the first 10,000 cubic yards, plus \$27.00 for each additional 10,000 cubic yards or fraction thereof.

<b>For Cubic Yards Of</b>	<b>Base Fee</b>	<b><u>Additional Fee per 100 CY or fraction thereof</u></b>
<b>0-50</b>	<b>\$10.50</b>	<b>\$0.00</b>
<b>51 to 100</b>	<b>\$15.75</b>	<b>\$0.00</b>
<b>101 to 1,000</b>	<b>\$15.75</b>	<b>\$7.35</b>
<b>1,001 to 10,000</b>	<b>\$81.90</b>	<b>\$6.30</b>
<b>10,001 +</b>	<b>\$138.60</b>	<b>\$28.35</b>

The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.

(13) *Floodplain development permit.* The development permit fee shall be one percent of the project valuation or ~~\$250.00~~ \$262.50, whichever is less.

(14) *Paving permit.* The fee for a paving permit shall be ~~\$35.00~~ **\$36.75** for the first 100 square feet and ~~\$1.00~~ **\$1.05** for each additional 1,000 square feet.

(15) *Fire Code permit fees.* Fire Code permit fees are as follows:

a. *Construction permits/plans review:*

1. New construction plan review ~~\$100.00~~ **\$200.00**

2. Existing construction plan review ~~\$50.00~~ **\$100.00**

3. Wet sprinkler system, per system ~~\$100.00~~ **\$150.00**, Plus ~~\$2.00~~ **\$2.10** per head

4. Dry sprinkler system, per system ~~\$100.00~~ **\$150.00**, Plus ~~\$2.00~~ **\$2.10** per head

**5. Underground Fire Line \$150.00**

~~5.~~(6) Fire pump, per system ~~\$100.00~~ **\$150.00**

~~6.~~(7) Special agent systems (ex: FM200), per system ~~\$75.00~~ **\$150.00**

~~7.~~(8) Commercial cooking extinguishing system, per system ~~\$100.00~~

**\$150.00**

8. ~~(9)~~ Fire alarm systems, per system ~~\$100.00~~ **\$150.00**, Plus ~~\$2.00~~ **\$2.10** per device
9. ~~(10)~~ Standpipe only, per system ~~\$25.00~~ **\$150.00** Plus over 25 feet of head, per foot ~~\$0.53~~
10. ~~(11)~~ After **standard business hours of 8am to 5pm Monday through Friday** hours request for inspection to include **city holidays**, nights and weekends in addition to type of system fees, per inspection ~~\$250.00~~ **\$262.50**

**12. Reinspection fee - \$100.00 per reinspection.**

- b. *Construction inspections.* A contractor or subcontractor performing construction work without a permit commits an offense. Work stopped for lack of a permit may not be resumed until all permits are obtained and properly displayed on the job site. Contractors working without a permit will pay double the fee amount ~~when~~ found.

**The following fees are for construction inspections:**

**Buildings 3,000 square feet or less \$200**

**Buildings 3,001 square feet or more \$550**

- c. *Operational permits.* Businesses with hazardous operations shall pay a ~~\$30.00~~ **\$60.00** fee per each operational permit item every calendar year. This permit will allow the City of Jersey Village fire marshal or his/her designee opportunity to inspect this hazardous operation throughout the year for safety. The following operations will require permit:

- 105.6.1 Aerosol products.
- 105.6.2 Amusement buildings.
- 105.6.4 Carnivals and fairs.
- 105.6.5 Battery systems.
- 105.6.6 Cellulose nitrate film.
- 105.6.7 Combustible dust-producing operations.
- 105.6.8 Combustible fibers.
- 105.6.9 Compressed gases.
- 105.6.10 Covered mall buildings.
- 105.6.11 Cryogenic fluids.
- 105.6.12 Cutting and welding.
- 105.6.13 Dry cleaning plants.
- 105.6.14 Exhibits and trade shows.
- 105.6.15 Explosives.
- 105.6.16 Fire hydrants and valves.
- 105.6.17 Flammable and combustible liquids.
- 105.6.18 Floor finishing.
- 105.6.19 Fruit and crop ripening.

- 105.6.20 Fumigation and thermal insecticidal fogging.
- 105.6.21 Hazardous materials.
- 105.6.22 HPM facilities.
- 105.6.23 High piled-storage.
- 105.6.24 Hot work operations.
- 105.6.25 Industrial ovens.
- 105.6.26 Lumber yards and working plants.
- 105.6.27 Liquid or gas-fueled vehicles or equipment in assembly buildings.
- 105.6.28 LP gas.
- 105.6.29 Magnesium.
- 105.6.30 Miscellaneous combustible storage.
- 105.6.31 Open burning.
- 105.6.32 Open flames and candles.
- 105.6.33 Organic coatings.
- 105.6.34 Places of assembly.
- 105.6.35 Private fire hydrants.
- 105.6.36 Pyrotechnic special effects material.
- 105.6.37 Pyroxylin plastics.
- 105.6.38 Refrigeration equipment.
- 105.6.39 Repair garages and service station.
- 105.6.40 Rooftop heliports.
- 105.6.41 Spraying or dipping.
- 105.6.42 Storage of scrap tires and tire byproducts.
- 105.6.43 Temporary membrane structures, tents and canopies.
- 105.6.44 Tire-rebuilding plant.
- 105.6.45 Waste handling.
- 105.6.46 Wood products.
- 105.7.2 Compressed gases.

Exemption of fee: Non-profit organizations and church groups will be exempt from payment of fees; however, applications for permit(s) are still required for these groups as a permit will be issued for each operational process.

(c) *Planning and zoning fees enumerated.* Planning and zoning fees are as follows:

- (1) *Plats and replats:* The fee is the city's actual cost of plat review, plus incidentals. The review is done by a planner retained by the city or by city staff. Incidentals include legal notices, surveys, title and legal work, research, signature requests, recording, copies, etc., as may be required and not provided by the applicant.

DEPOSIT: A deposit amount (due with the preliminary application) is estimated by the City staff, but the minimum deposit is \$500.00 base fee (or \$200.00 base fee for amending plats only), plus \$10.00 for each lot and reserve shown on the plat or replat, plus \$100.00 for those requiring newspaper legal notice, plus \$100.00 for each separate legal instrument needed (easements, etc.).

(2) Request for variance **in Zoning Districts A and C \$500.00** ~~-\$300.00~~ per item proposed for variance.

**(3) Request for variance in all Zoning Districts except A and C \$1,000 per item proposed for variance.**

~~(3)~~(4) Appeals to board of adjustment **for appeals in Zoning Districts A and C \$500.00** ~~\$300.00~~.

**(5) Appeals to board of adjustment for appeals in all Zoning Districts except A and C \$1,000.**

~~(4)~~**(6)** Rezoning, alternative comprehensive signage plans, and any other planning and zoning applications submitted by applicant for that person's special benefit:

A \$1,000.00 deposit plus out-of-pocket costs for work performed by the city's planner, engineer, attorney, and other consultants and city staff, as well as any publication costs. The deposit is an estimate and may be increased as the matter proceeds. The deposit must be increased to cover the estimated full costs at these stages:

- a. Before the meeting of the commission to consider a preliminary report,
- b. Before any hearing notices are sent out, and
- c. Before the meeting at which the Commission considers its final report.

(d) *Records charges enumerated.* Records and charges are as follows:

(1) Standard size paper copy, per page \$0.10

(2) Nonstandard size copy:

~~Diskette, each \$1.00~~

~~Magnetic tape, each \$10.00~~

~~VHS video cassette, each \$2.50~~

~~Audio cassette, each \$1.00~~

Paper copy, each \$0.50

**Flash Drive actual cost**

Other actual cost

(3) Personnel charge, per hour \$15.00

(4) Overhead charge, percent of personnel charge 20%

(5) Microfiche or microfilm charge:

Paper copy, per page \$0.10

Fiche or film copy actual cost

(6) Remote document retrieval charge actual cost

~~(7) Computer resource charge:~~

~~Main frame, per minute \$17.50~~

~~Midsized, per minute \$3.00~~

~~Client/server, per minute \$1.00~~

~~PC or LAN, per minute \$0.50~~

- ~~(8) Programming time charge, per hour~~ \$26.00
- ~~(9)(7)~~ Miscellaneous supplies actual cost
- ~~(10)(8)~~ Postage and shipping charge actual cost
- ~~(11)(9)~~ Fax charge: **\$1.00 per page**

~~Local, per page~~ \$0.10

~~Long distance, same area code, per page~~ \$0.50

~~Long distance, different area code, per page~~ \$1.00

(12) Accident and offense reports \$6.00

(13) Other costs actual cost

(14) Personnel charges in excess of 36 hours:

Notwithstanding any provision contained herein to the contrary, any requestor of public information will be charged personnel costs in accordance with V.T.C.A., Government Code § 552.275 for all time in excess of 36 hours spent by personnel of the city in producing public information for inspection or duplication by a requestor, or providing copies of public information to a requestor during a twelve-month period commencing on October 1 of each year. The records management officer designated in section 2-104 is delegated all duties of the city council in V.T.C.A., Government Code § 552.275.

(15) Geographic information system.

Standard map - 8½" × 11" color ~~\$0.75~~ **\$0.80**

Standard map - 11" × 17" color ~~\$1.00~~ **\$1.05**

Standard map - 24" × 36" color ~~\$15.00~~ **\$15.75**

Standard map - 36" × 48" color ~~\$17.50~~ **\$18.40**

Standard map - 42" × 52" color ~~\$20.00~~ **\$21.00**

Custom map - same as standard rate plus hourly labor charges ~~\$20.00~~ **\$21.00**

(16) Zoning verification letter ~~\$25.00~~ **\$26.25**

(e) *Miscellaneous fees enumerated.* Miscellaneous fees are as follows:

(1) Swimming pool:

- a. Family season pass (resident) ~~\$100.00~~ **\$105.00**
- b. Family season pass (nonresident) ~~\$400.00~~ **\$410.00**
- c. Individual Season Pass:
  - Resident rate ~~\$40.00~~ **\$45.00** ..... per person
  - Nonresident rate ~~\$80.00~~ **\$90.00** ..... per person
- d. Day pass (resident) Children, ages 2—17 ~~\$2.00~~ **\$3.00**  
Adults, age 18 ~~\$3.00~~ **\$4.00**
- e. Day pass (nonresident)
  - Children, ages 2—17 ~~\$8.00~~ **\$10.00**
  - Adults age 18 ~~\$12.00~~ **\$14.00**
- f. Resident Family Pass holders are allowed to purchase day pass at the resident rate for nonresident guests.
- g. Resident rental fee per pool rental (includes two hour rental, three lifeguards and one pool manager). The parks and recreation department will have the authority to increase or decrease staff as needed per rental ~~\$225.00~~ **\$250.00**
- h. Nonresident rental fee per pool rental (includes two hour rental, three lifeguards, and one pool manager). The parks and recreation department will have the authority to increase or decrease staff as needed per rental. ~~\$300.00~~ **\$325.00**
- i. Swim lesson fees:

Group swim lessons \$55.00 per person, per session (six classes per session)

Private swim lessons \$125.00 for three lessons

j. Water aerobic season pass only:

Resident rate - \$50.00 for aerobic season pass

Nonresident rate - \$60.00 for aerobic season pass

(2) Pet tags, per animal per year \$5.00

(3) Fees for impoundment and boarding:

a. First impoundment in a calendar year \$10.00

b. Second impoundment in a calendar year ~~\$50.00~~ **\$52.50**

c. Third impoundment in a calendar year ~~\$100.00~~ **\$105.00**

d. Fourth impoundment in a calendar year, and thereafter ~~\$200.00~~ **\$210.00**

In addition to the impoundment fee, a boarding fee of \$25.00 per day per animal will be assessed.

(4) Wild animal trap fee ~~\$5.00~~ **\$5.50**

(5) JV stickers, each ~~\$0.75~~ **\$1.00**

(6) Coin-operated machines, each machine ~~\$7.50~~ **\$30.00**

(7) The fee for collection of garbage, rubbish and trash from residences is set out in section 54-42 of this Code.

~~(8) Pavilion reservation, nonrefundable~~ \$50.00

~~(9)~~ **(8)** City water meters:

Three-fourths inch ~~\$300.00~~ **Cost of meter plus 7 percent**

One inch to 2½ inches Cost of meter plus 10 percent

Over 2½ inches Cost of meter plus 25 percent

Water meter testing: Current market cost of meter accuracy test at the time of request. Cost will be reimbursed at 100 percent if the meter is found to be inaccurate after testing.

~~(10)~~ **(9)** Alarm registration fees:

Residential, initial fee ~~\$25.00~~ **\$27.50**

Residential, renewal every year ~~\$15.00~~ **\$16.50**

Commercial, initial fee ~~\$50.00~~ **\$60.00**

Commercial, renewal every year ~~\$30.00~~ **\$35.00**

~~(11)~~ **(10)** Water deposit fee ~~\$75.00~~ **\$100.00**

~~(12)~~ **(11)** Solicitors registration fee: ~~\$50.00~~ **\$55.00** per person listed on the registration statement.

Replacement cards, per card ~~\$10.00~~ **\$11.00**

~~(13)~~ **(12)** Replacement parking permits issued under section 66-72(e)(2) of this Code ~~\$25.00~~ **\$26.25**

~~(14)~~ **(13)** Certification of backflow prevention device ~~\$25.00~~ **\$26.25**

~~(15)~~ **(14)** For return of dishonored check \$30.00

~~(16)~~ **(15)** *Convenience fee for payments made with credit/debit card.* Credit and/or debit cards are authorized as acceptable forms of payment for municipal services. In accepting payments by these cards, the city shall assess a vendor processing fee equal to \$1.25 per transaction plus a city processing fee equal to 2.5 percent



of the amount of the fee, service or other charge being paid. The vendor processing fees assessed under this section shall be deposited in a liability account and then paid to the city's payment processing vendor. The city processing fees collected pursuant to this section shall be deposited into the related municipal fund service. The purpose of this convenience fee is to recover city costs for providing this service. The city manager shall annually review the convenience fee and is authorized to adjust the fee to reflect the city's costs for providing this service. The adjusted fee amount shall be recorded in the city secretary's office.

~~(17)~~**(16)** Acquiescence to encroachment fee ~~\$100.00~~ **\$105.00** plus recording fees

~~(18)~~**(17)** Release of lien fee ~~\$25.00~~ **\$27.00** plus recording fees

~~(19)~~**(18)** Expedited release of lien fee ~~\$75.00~~ **\$80.00** plus recording fees

~~(20)~~**(19)** Pavilion rental:

a. **Resident** Rental fee \$75.00 **plus deposit**

**b. Non-Resident Rental Fee \$100 plus deposit**

~~b. c.~~ Refundable deposit \$75.00

~~(21)~~**(20)** Park gazebo rental:

a. **Resident** Rental fee ~~\$25.00~~ **\$50.00 plus deposit**

**b. Non-Resident Rental Fee \$75.00 plus deposit**

~~b. c.~~ Refundable deposit \$50.00

~~(22)~~**(21)** Special use (any rentable park space the city has available, including but not limited to green space, multi-purpose fields, fitness and training classes, etc., or any area not addressed in the ordinance):

a. Not to exceed ~~\$250.00~~ **\$500.00** ..... per day.

**(22) Sand Volleyball Court**

**a. \$20 per hour**

**(23) Civic Center Auditorium**

**a. Rental Fee Resident Full day \$350.00**

**b. Refundable deposit (resident) \$250.00**

**c. Nonresident fee full day \$500.00**

**d. Refundable deposit (nonresident) \$300.00**

**e. Rental fee Resident (hourly) \$75.00**

**f. Rental Fee nonresident (hourly) \$105.00**

**g. The City Manager, or his designee, is hereby authorized to negotiate with non-profit and civic organizations prices that may be lower than these with a Facility Use Agreement.**

**(24) Municipal Center Meeting Room**

**a. Rental Fee Resident Full day \$100.00**

**b. Refundable deposit (resident) \$100.00**

**c. Nonresident fee full day \$200**

**d. Refundable deposit (nonresident) \$150.00**

**e. Rental fee Resident (hourly 2hr min) \$25.00**

**f. Rental Fee nonresident (hourly 2hr min) \$50.00**

**g. The City Manager, or his designee, is hereby authorized to negotiate with non-profit and civic organizations prices that may be lower than these with a Facility Use Agreement.**

- (f) *Golf course fees and charges.* The director of golf, with the approval of the city manager, shall establish greens fees, cart rental charges, and other fees and charges for use of the golf course and related facilities.
- (g) *Lodging license fees:*
  - (1) Application fee ~~\$250.00~~ **\$275.00**
  - (2) Reinspection fee ~~\$50.00~~ **\$55.00**
  - (3) Appeals to the property standards board fee ~~\$200.00~~ **\$250.00**
- (h) *Special event fees:*
  - (1) Nonrefundable special event permit application fee ~~\$50.00~~ **\$55.00**
  - (2) Conditionally refundable deposit:
    - a. Up to and including 200 participants ~~\$200.00~~ **\$210.00**
    - b. 201—500 participants ~~\$300.00~~ **\$315.00**
    - c. 500+ participants ~~\$500.00~~ **\$525.00**
  - (3) Fire department:
    - a. Hourly fee for one ambulance ~~\$50.00~~ **at current FEMA Schedule of Equipment Rate, minimum \$100 per event.**
    - b. Hourly fee for one fire truck ~~\$75.00~~ **at current FEMA Schedule of Equipment Rate, minimum \$100 per event.**
    - c. Hourly fee for Fire Fighter actual overtime rate for each person.**
  - (4) Police department:
    - a. Hourly fee for one officer ~~\$25.00~~ **actual overtime rate for each officer.**
    - b. Hourly fee for one officer accompanied by one patrol vehicle ~~\$30.00~~ **at current FEMA Schedule of Equipment Rate, minimum \$100 per event.**
  - (5) Building official:
    - a. For each after hour inspection ~~\$100.00~~ **\$105.00**
- (i) *Waiver of fees.* The city manager is hereby authorized to waive permit fees in section 2-142 in connection with permits issued for the repair, replacement, removal, or demolition of properties damaged by a natural or man-made disaster for up to 90 days after the disaster.

**Section 3. Severability.** In the event any clause phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent or ordinances jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Jersey Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**Section 4. Repeal.** All ordinances or parts inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

**Section 5. Effective Date.** This ordinance shall be in full force and effect from and after its passage.

**PASSED AND APPROVED** this 27<sup>th</sup> day of February 2023.

s/Bobby Warren, Mayor

**ATTEST:**

s/Lorri Coody, City Secretary



**ORDINANCE NO. 2023-05**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING CHAPTER 18 “BUSINESSES” OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, TO ADD A NEW ARTICLE VI ENTITLED “SHORT-TERM RENTAL REGISTRATION” IN ORDER TO PROVIDE A PERMITTING PROCESS AND RELATED REGULATIONS FOR THE OPERATION OF SHORT-TERM RENTALS; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council (the “Council”) of the City of Jersey Village, Texas (the “City”), determines it in the best interest of the health, safety, and welfare of the citizens of the City to amend the City’s Code of Ordinances (the “Code”) related to the registration, permitting, and operation of short-term rentals in the City; and

**WHEREAS**, the Council now deems that such amendment to the Code should be considered and approved; and, **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE:**

**SECTION 1. THAT**, the City Council (the “Council”) of the City of Jersey Village, Texas (the “City”) hereby finds and determines that the statements set forth in the caption and Recitals of this Ordinance are true and correct and are incorporated herein for all purposes.

**SECTION 2. THAT**, the Code of Ordinances, City of Jersey Village, Texas is hereby amended by adding an article to Chapter 18 “Businesses” to be numbered Article VI, which article reads as follows:

**“ARTICLE VI. SHORT-TERM RENTAL REGISTRATION**

**Sec. 18-200. Applicability.**

This article applies to all short-term rental operators unless expressly provided otherwise herein.

**Sec. 18-201. Purpose and intent.**

The purpose of this article is to safeguard the life, health, safety, welfare, and property of the occupants of residential dwelling units, the neighbors of said occupants, and the general public, through the registration and regulation of short-term rentals and to ensure the collection and payment of hotel occupancy taxes. The intent of this article is to preserve the neighborhood character of residential subdivisions within the city and to minimize adverse impacts to residential subdivisions caused by short term rentals.

**Sec. 18-202. Definitions.**

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Administrator* means the city manager or designee.

*City* means the City of Jersey Village, Texas.

*Dwelling unit* means a residential unit providing complete, independent living facilities for one (1) family including permanent provisions for living, sleeping, cooking, eating, and sanitation.

*Hotel occupancy tax* means the hotel occupancy tax required to be assessed and collected for the operation of any short-term rental and paid pursuant to Texas Tax Code Ch. 351.

*Local contact* means an individual located within thirty (30) miles of the city who has access to the property on which a short-term rental is located and is authorized to make decisions regarding such property while such short-term rental is being rented.

*Operator* means any person, firm, or corporation who operates a short-term rental.

*Owner* means any person, firm, trust, corporation, partnership, or any other legal entity who has a legal or equitable interest in the property on which a short-term rental is located.

*Short-term rental* means a dwelling unit that is rented out for compensation on a temporary basis for a period of less than thirty (30) consecutive days; including, but not limited to, any portion of a single-family unit, duplex unit, tri-plex unit, four-plex unit, multi-family unit, manufactured home unit, mobile home unit, townhome unit, or condominium unit.

*Short-term rental permit* means a permit issued by the city that identifies the address of the subject property as a lawful short-term rental, the short-term rental permit number, the names and contact information of the owner and local contact, and a twenty-four (24) hour emergency contact phone number for all the preceding persons.

**Sec. 18-203. Permit required.**

(a) It shall be unlawful for any person or entity to rent, or offer to rent, any short-term rental without a valid short-term rental permit issued under this article.

(b) A permit issued under this article may not be transferred and does not convey with the property upon sale. Each new owner of a permitted or previously permitted short-term rental must apply for a short-term rental permit to rent property under the short-term rental guidelines.

(c) Each short-term rental shall be issued a permit with a unique permit number. The permit number must be included in any and all advertisements for the short-term rental including any posting on internet booking sites.

(d) A permit is valid for a one (1) year from the date of issuance and may be renewed by applying in accordance with this article.

(e) *Proof of insurance required.* It shall be unlawful for an owner or operator of a short-term rental to operate without host protection or other liability insurance commensurate with the operations of the short-term rental that provides coverage of up to one million dollars (\$1,000,000) per occurrence. A certificate of insurance must be on file with the Administrator. Proof of insurance shall be required at the time of application and notice of cancelation of insurance must be made to the Administrator within thirty (30) days.

**Sec. 18-204. Permit application.**

(a) A person seeking a short-term rental permit shall submit an application to the administrator.

(b) The application shall be in writing, on a form provided by the city, and shall include the following information:

(1) The name, address, email address, and telephone number, of the owner or operator of the short-term rental, and if the applicant or owner is a partnership, a corporation, or limited liability company, then the application shall list the registered agent;

(2) The name, address, email, and twenty-four (24) hour telephone number of a local contact person, which can be the owner, who can respond in person and be on the premises of the short-term rental within one (1) hour to address any issue regarding the condition, operation, or conduct of occupants of the short-term rental unit, and take remedial action to resolve such issues;

(3) The physical address of the short term rental;

(4) A signed statement that the operator of the short-term rental must comply with the requirements of this article and understands that the operator is responsible and liable for any violations on the property;

(5) Verification the applicant has no delinquent hotel occupancy taxes due on the property;

(6) Verification of an account for payment of hotel occupancy taxes with the city;

(7) Proof of insurance as required herein; and

(8) Such other information as the administrator deems reasonably necessary to administer this article.

**Sec. 18-205. Life safety inspection required.**

(a) *Initial inspection.* Upon the application for a short-term rental permit, and prior to the occupation of a short-term rental by guests, the applicant shall schedule an initial inspection of the residential structure with the building official and fire marshal's office to determine if the following life safety items are in compliance with minimum applicable occupancy standards:

(1) Number of bedrooms;

(2) Working smoke detector and fire escape plans installed in bedrooms;

(3) Fire escape ladders installed in each second story bedroom;

(4) Working smoke detector installed in hallways;

(5) Each bedrooms having at least two (2) means of escape;

(6) Working carbon monoxide detectors;

- (7) Fire extinguisher present, accessible, and inspected;
- (8) Gas appliances, both indoor and outdoor, including but not limited to stoves, furnaces, and water heaters;
- (9) Hot water temperature;
- (10) Pool safety;
- (11) Electrical panel; and,
- (12) Any other item that poses a life safety concern as determined by the building official or fire marshal.

(b) *Re-inspection deficiencies.* If, upon completion of the initial inspection, the premises are found to be deficient, then the administrator shall provide written notice of such deficiencies. It shall be the responsibility of the applicant to schedule a re-inspection of the premises, and a short-term rental permit shall not be issued until the premises passes inspection.

(c) *Renewal certification.* Each owner shall schedule a renewal inspection of the residential structure with the building official and fire marshal's office to determine compliance with the minimum occupancy standards listed this section.

(d) *Additional inspections authorized.* The administrator may, at its sole discretion, perform additional inspections of a permitted short-term rental when a violation(s) of this article is reported or suspected.

**Sec. 18-206. Permit requirements and fees.**

(a) *Life safety inspection.* As provided above, before the issuance of a short-term rental permit by the city, the operator must allow, with reasonable notice, an on-site inspection of the short-term rental by the city building official or designee ensuring compliance with minimum health and safety requirements for use and occupancy of the short-term rental. If the short-term rental fails to pass an inspection, a re-inspection fee shall be charged for each subsequent inspection. If, upon completion of an inspection, the short-term rental fails inspection or is found in violation of any city ordinances or any other applicable law, the city shall provide written notice of such of failure or violation and shall set a re-inspection date for the failure or violation to be corrected before its occupancy.

(b) *Hotel occupancy tax.* It is a condition of the initial and continued validity of a short-term rental permit that the operator has paid and remains current on the payment of all hotel occupancy taxes owed to the city under the Texas Tax Code.

(c) *Fees.* The following fees are hereby established in relation to the short-term rental registration process contemplated in this article:

- (1) *Application and application renewal fees.* The applicant shall pay a nonrefundable application fee of two hundred fifty dollars (\$250) upon submission of a short-term rental

application to the city and an annual application renewal fee of one hundred fifty dollars (\$150) per short-term rental after initial registration.

(2) *Life safety inspection fee.* The applicant shall pay a non-refundable life safety inspection one hundred fifty dollars (\$150) per short-term rental.

(3) *Life safety reinspection fee.* If a short-term rental does not pass a life safety inspection or is found in violation of any city ordinance or other applicable law, the applicant shall pay a non-refundable re-inspection fee of one hundred dollars (\$150) per short-term rental in violation for every re-inspection.

**Sec. 18-207. Permit denial and revocation.**

(a) *Permit denial.* The permit application or any permit renewal shall be denied and no permit issued if the City finds that:

- (1) Any statement made in the application is incomplete, inaccurate, misleading, or false;
- (2) The operator, its partners, officers, owners, and other principals have not paid to the city all fees due under this article;
- (3) The operator has had a short-term rental permit revoked within the preceding eighteen (18) months; or,
- (4) The operator, its partners, officers, owners, or other principals have violated this article, any other city ordinance, or any other state or federal law related to short-term rentals or has allowed violations on the property by any other person.

(b) *Permit revocation.* The city may revoke a permit for any of the following reasons:

- (1) The operator, its partners, officers, owners, or other principals fails to comply with or is in violation of any provision of the permit, city ordinances, or have violated this article, any other city ordinance, or any other state or federal law related to short-term rentals or has allowed violations on the property by any other person;
- (2) The application contains a false or misleading statement of material fact;
- (3) The administrator determines that the rental poses a serious threat to the public health, safety, or welfare; or
- (4) Failure to remit hotel occupancy tax.

(c) *Notice of denial or revocation.* The city shall provide written notice within ten (10) days of the denial or revocation of a permit to the operator stating the reasons for the decision and to inform the operator of its right to appeal the decision in writing including when and to whom it must be delivered.

**Sec. 18-208. Renewing permit.**

An operator may file a permit renewal application before the permit expires.



**Sec. 18-209. Appeal.**

(a) The applicant may appeal a denial of a permit by submitting in writing a notice to appeal, delivered to the administrator's office no later than five (5) business days after the denial or revocation decision.

(b) The notice of appeal must be in writing and state the grounds for the appeal and why the determination should be reversed or modified. If the applicant makes a timely, written request for appeal, then the administrator shall hold as soon as practical.

(c) The applicant shall have the opportunity to be heard at the hearing.

(d) After the close of the hearing, the administrator shall make a determination concerning approval, denial, or modification of the permit within five (5) business days.

**Sec. 18-210. Short term rental operating requirements.**

(a) Each operator shall provide to guests an informational brochure that includes:

(1) The operator's twenty-four (24) hour contact information;

(2) Pertinent neighborhood information including, but not limited to, parking restrictions, restrictions on noise and amplified sound, and trash collection schedules; and,

(3) Information to assist guests in the case of emergencies posing threats to personal safety or damage to property, including emergency and non-emergency telephone numbers for police, fire, and emergency medical services providers and instructions for obtaining severe weather, natural or manmade disaster alerts and updates.

(b) Each operator shall at a minimum equip the short-term rental with working smoke detectors in accordance with adopted codes, at least one (1) working carbon monoxide detector and alarm for each floor if the dwelling uses natural gas or propane, and one (1) working fire extinguisher with a minimum standard rating of 1A:10B:C for each floor of the dwelling.

(c) Each operator shall maintain the short-term rental in compliance with all applicable building and fire codes adopted by the city.

(d) Each operator shall collect and remit the hotel occupancy tax in accordance with Texas Tax Code Ch. 351. The operator shall remit to the city all city hotel occupancy taxes collected pursuant to state law by the last business day of the month following the month of collection.

**Sec. 18-211. Violation; penalties.**

(a) It shall be unlawful for an operator to operate, maintain or conduct a short-term rental without a permit, or without complying with this article or any other law.

(b) Any person, firm, or corporation violating this article shall be punished as provided in Section 1-8 of this Code.

(c) Failure to timely pay the hotel occupancy taxes is considered a violation of this article and may result in revocation of the permit. Owner shall have thirty (30) days from the date the city

or state issues a notice of delinquency to submit hotel occupancy tax to the city and state before revocation of the short-term rental permit begins.”

**SECTION 3. THAT**, any person who shall violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed two thousand dollars (\$2,000), with each day of violation constituting a separate offense.

**SECTION 4. THAT**, in the event any clause phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent or ordinances jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and, the Council declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**SECTION 5. THAT**, the Council hereby directs the City Secretary to publish the caption of the Ordinance as required under and according to State law.

**SECTION 6. THAT**, this Ordinance shall be in full force and effect upon the date of its passage by the Council.

**PASSED AND APPROVED this 27<sup>th</sup> day of February, 2023.**

**FOR THE CITY OF JERSEY VILLAGE:**

**s/BOBBY WARREN, MAYOR**

**ATTEST:**

**s/LORRI COODY, CITY SECRETARY**

