ORDINANCE NO. 1686

AN ORDINANCE OF THE CITY OF LIVE OAK, TEXAS ADOPTING THE LIVE OAK FEE SCHEDULE; ADDING AND AMENDING CERTAIN FEES AND OTHER MATTERS IN CONNECTION THEREWITH; REPEALING ALL ORDINANCES TO THE EXTENT THEY ARE IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Live Oak ("City") is a Texas Home-Rule Municipality operating under the laws of the State of Texas; and

WHEREAS, the City of Live Oak (the "City") has established by ordinance, fees for licenses, permits, and services provided by the City; and

WHEREAS, the City Council authorized a review and a consolidation of certain fees for licenses, permits, and services provided by the City; and

WHEREAS, the Schedule of Fees attached as Exhibit A reflects the addition of certain fees, revisions to certain fees, a restatement of certain fees not revised, and a consolidation of all such fees; and

WHEREAS, the City Council finds that the fees provided for herein are reasonable and necessary for the administration of the of the City's regulatory programs and services; and

WHEREAS, the City Council has determined that it is in the best interest of the City to update the Fee Schedule as described herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS:

Section 1. The recitals contained in the preamble are found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes and findings of fact.

Section 2. The City Council amends the Fee Schedule as reflected in Exhibit A.

Section 3. If any provision of this Ordinance is illegal, invalid, or unenforceable under present or future laws, the remainder of this Ordinance will not be affected and, in lieu of each illegal, invalid, or unenforceable provision, a provision as similar in terms to the illegal, invalid, or unenforceable provision as is possible and is legal, valid, and enforceable will be added to this Ordinance.

Section 4. This Ordinance shall be cumulative of all provisions of ordinances of the City except where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

Section 5. This Ordinance shall be construed and enforced in accordance with the laws of the City of Live Oak, the State of Texas and the United States of America.

Section 6. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public in compliance with the advisory issued by the Office of the Governor and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given all as required by the Texas Government Code, Chapter 551, as amended.

Section 7. This Ordinance shall take effect immediately upon its passage, approval and publication as required by law.

PASSED AND APPROVED this 30th day of September, 2025.

Mary M. Dennis

Mary M. Dennis, Mayor

ATTEST:

Isa Gaytan, City Secretary

APPROVED AS TO FORM:

City Attorney's Office

Exhibit A

Fee Schedule



City of Live Oak
Fee Schedule

Revised on September 30, 2025

Note: Changes from the previous year are highlighted

Office of the City Secretary
Fee Schedule

ALCOHOL PERMIT FEES

Permit Type	Fees
Beer on premises	$187.50
Wine and beer on premises	$187.50
Wine and beer, late night	$250.00
Beer off premises	$30.00
Wine and beer off premises	$30.00
Wine only package store	$125.00
Mixed drinks on premises	$375.00
Mixed drinks, late night	$250.00
Package store	$150.00
Local distributors	$50.00
Beverage cartage	$10.00

Note: *All fees are annually. Multiple fees may apply to individual establishments, dependent on services.*

COIN OPERATED MACHINE FEES

Permit Type	Fees
Coin Operated Machine	$15.00/machine

Note: *All fees are annually. List of current coin operated machines must be provided. As new machines are added or replaced, updates must be provided.*

OPEN RECORDS REQUESTS FEES

Fee Type	Fees
Standard Paper Copy	10 cents/page
Digital Media	$5.00 per electronic storage device; or actual cost if greater than $5.00.
Oversize Paper Copy	$5.00 per page
Specialty Maps	$10.00 per map; or actual cost if greater
Labor Charge (if more than 50 pages)	$15.00 and/or $28.50 per hour **

** *Per Texas Administrative Code, Title 1, Part 3, Chapter 70, Rule 70.3*

Police Department
Fee Schedule

ALARM PERMITS

Permit Type	Fees
Residential	$10.00 annually
Commercial	$50.00 annually
False Alarm (up to two)	no charge
False Alarm (3-4)	$50.00/incident
False Alarm (5+)	municipal court summons/incident

SOLICITOR PERMITS

Permit Type	Fees
Application Fee	$10.00 annually
Annual Fee	$150.00/year
Monthly Fee	$30.00/month
Weekly Fee	$5.00/week
Daily Fee	$2.00/day

MISCELLANEOUS

Fee Type	Fees
Police or Accident Report	$6.00/report
Certified Copy of Police or Accident Report	$2.00/report
Fingerprint Card	$5.00 each

Open Records Requests

Cost per page up to 8.5" x 14"	$0.10 per page
-Non-standards sizes	$0.55 per page
USB Flash Drive	$6.00 each
CD and DVD	$5.00 each
Personnel Cost for over 50 pages	$15.00 per hour
Postage	Actual Cost
Body camera recordings	**$10.00 per recording request; $1.00 for each full minute of video footage requested**

Animal Control Department
Fee Schedule

PET LICENSING FEES

License Type	Fees
Unaltered/not chipped pets	$5.00 annually
Altered pets/not chipped	$2.00 annually
Altered and chipped pets	No charge
All Renewals	No charge
Tag Replacement	No charge

IMPOUNDMENT FEES

Fee Type	Fees
1st Offense – Mandatory Microchip	$30.00/animal
2nd Offense	$60.00/animal
3rd Offense and any additional (with Citation)	$90.00/animal
Every day after first day of impoundment	$10.00/day/animal
Fowl/other animal	$10.00/day/animal
Livestock	$100.00/day/animal

MISCELLANEOUS

Fee Type	Fees
Microchipping	$10.00/animal
Bite Case Quarantine	$150.00/animal
Adoption	$60.00/animal
No current rabies vaccine*	$30.00
No current city license*	$30.00
Vaccination fee	$10.00
Owner surrender	No charge
Altered owner surrender	$75.00
Military owner surrender**	No charge
No surrenders under 4 months old	
No surrenders over 8 years old	

*Fees applied after 2nd impound.

**With orders showing proof of no pets allowed.

Fire Department
Fee Schedule

FIRE PERMITS

Fee Type	Fees
Fire Sprinkler Permit (up to 200 heads)	$250.00
-Each head over 200	$1.00 per head
Fire Alarm System (up to 200 devices)	$250.00
-Each device over 200	$1.00 per device
Fire Line Per Building	$250.00
Misc. Fees, Permits, Inspections not listed herein	$200.00 per permit, inspection, fee As determined by Fire Marshal
Maximum Fee per Permit	$2,000.00

RE-INSPECTION FEES

Fee Type	Fees
Re-Inspection Fee (up to two)	$100.00/re-inspection
Re-Inspection Fee (3-4)	$200.00/re-inspection
Re-Inspection Fee (5+)	municipal court summons/incident

FALSE ALARM FEES *(Per calendar year, January 1- December 31)*

Fee Type	Fees
False Alarm (up to two)	no charge
False Alarm (3-4)	$50.00/incident
False Alarm (5+)	municipal court summons/incident

MULTI FLOOR AUTOMATIC FIRE SPRINKLER SYSTEM / FIRE ALARM SYSTEMS INSPECTIONS

A MAXIMUM OF THREE (3) PARTIAL INSPECTIONS ARE ALLOWED PER FLOOR. IF MORE THAN THREE (3) PARTIALS ARE REQUIRED PER FLOOR A $50.00 FEE WILL APPLY PER INSPECTION

Development Services Department
Fee Schedule

Commercial Building Plan Review Fee

Project Valuation	Fees
$1.00 to $1,000.00	$100.00
$1,001.00 to $50,000.00	$100.00 plus $3.50 per $1,000.00
$50,001.00 to $100,000.00	$132.50 plus $3.00 per $1,000.00
$100,001.00 to $500,000.00	$235.50 plus $2.50 per $1,000.00
Greater than $500,000.00	$832.65 plus $2.00 per $1,000.00

The plan review fee is in addition to the Commercial Building Permit Fee and is due at plan submittal.

Commercial Building Permit Fee Schedule

Project Valuation	Fees
$1.00 to $1,000.00	$100.00
$1,001.00 to $50,000.00	$100.00 plus $7.00 per $1,000.00
$50,001.00 to $$100,000.00	$265.00 plus $6.00 per $1,000.00
$100,001.00 to $500,000.00	$465.00 plus $5.00 per $1,000.00
Greater than $500,000.00	$1,665.30 plus $4.00 per $1,000.00

Residential Permit Fee Schedule

Plan review fee, per square foot	$0.35
New, Single Family Residence (one & two family dwellings) per square foot *	$0.65
New additions to residences (including remodels/alterations)	$0.50

The plan review fee is in addition to the Residential Building Permit Fee and is due at plan submittal.

Square footage is calculated using all foundation area, any covered area at the first floor, plus any second floor footage.

Sign Permit Fees

New Signs:	
Permit fee *	Same as commercial building permit and plan review fee with a $300.00 minimum fee
Electrical Permit fee *	$200.00
Temporary Signs/Banners (30 day permit) *	$20.00

Billboard Sign Permits shall be issued on an annual basis and will expire every January 31st. Billboard sign permits shall b
One hundred dollars ($100.00) plus a permit issuance fee of fifty dollars ($50.00).

Development Services Fees (Continued)

Miscellaneous Fees

Contractor's annual registration fee, including renewals	$100.00
Demolition Permit	$500.00
Certificate of occupancy	$250.00
Pre-certificate of occupancy inspection	$150.00
Failure to obtain a certificate of occupancy	$500.00
Working without permit	Double fee (per trade), $500.00 minimum.
Failure to post city issued permit on jobsite	$50.00
Restamp fee – commercial plans	$200.00
Restamp fee – residential plans	$50.00

Electrical Permit Fees	
New construction single family residential *	$200.00
New construction per unit (all other new construction)*	$300.00
Repair/Replacement	$60.00
Solar	
Residential Solar	$60.00, Plus $10 per panel
Commercial Solar *	Based on Project Valuation
Mechanical Permit Fees	
New construction single family residential *	$200.00
New construction per unit (all other new construction) *	$300.00
Repair/Replacement	$60.00
Plumbing Permit Fees	
New construction single family residential *	$200.00
New construction per unit (all other new construction) *	$300.00
Repair/Replacement	$60.00
Irrigation Permit Fees	
Residential	$100.00
Commercial *	$250.00
Reinspection fee (excludes health inspections)	
First time, per trade	$75.00, per trade
Each thereafter	$100.00, per trade

**** Items with asterisks indicate an issuance fee of $50.00, in addition to the permit fee.***

Flatwork/Deck	$150.00
Patios/Patio covers	$200.00

Development Services Fees (Continued

Carports	$200.00
Roof replacement	$200.00
Sheds	$200.00
Above ground pools	$100.00
In ground pools	$500.00
Fences	$50.00
Foundation repair	$250.00

Health

Food establishment permit	$500.00 (Annual fee)
Mobile Food Vendor/Temporary Establishments/Seasonal Vendor Permits	$250.00 (Annual fee)
Mobile Food Vendor – Single Event Permit (one-day only; not annual)	**$50.00**
Health reinspections	$150.00
Public swimming pool (annual)	$300.00
Pool re-inspections	$150.00
Special/Temporary Event Permit	$250.00
Special/Temporary Event Permit (City or City Sponsored)	No charge*

**As approved by the City Manager or his/her designee.*

Planning and Zoning Fee Schedule

CERTIFICATION OF PLAT EXHIBITS	Fees
Subdivision Master Plan	$1,500.00
Amendments to Subdivision Master Plan	$750.00
Preliminary Plat	$850.00 + $15.00 per acre + $10.00 per lot
Final Plat *	$1,000.00 + $20.00 per acre + $15.00 per lot
Replat *	$1,000.00 + $20.00 per acre + $15.00 per lot
Minor Plat	$850.00
Amending Plat	$850.00
Vacating Plat	$850.00

Requires plan review fee

ZONING APPLICATIONS	Fees
Specific Use Permits, including amendments	$2,000.00
Planned Unit Development, including amendments	$2,000.00
Zoning Change	$2,000.00
Board of Adjustment	$1,000.00 (50% for homestead, with proof)
Zoning Verification Letter	$150.00
Site Plan Application	**$1,500.00**
Site Plan Amendment	**$500.00**

MISCELLANEOUS	Fees
Address Verification Letter	$50.00
Will serve letter	$150.00
Plat waiver, special exception, variance (each)	$500.00
Plat recordation fee, in addition to Bexar County fee	$150.00
Plan review fee	$400.00 initial submittal, $200.00 each subsequent review
Subdivision Improvement Agreement	$1,000.00
Subdivision/Public Improvements Inspection Fee	$185.00 per hour, per inspector, for each project, unless listed otherwise within an agreement specific to the development/project.
City Consultant/Professional Service Fee **	At cost
TIA review	$500.00
Tree mitigation, per inch (DBH)	$50.00
Parkland Dedication and Improvement	Land Dedication, one (1) acre per 100 dwelling units
Fee-in lieu of parkland dedication	Parkland dedication, per dwelling unit - $350.00
Fee-in lieu of parkland improvement	Parkland improvement, per dwelling unit - $650.00

Applicant may be responsible to pay additional fees for any application review or predevelopment conference requiring consultation with City Consultants (such as contracted engineers, planners, attorneys, architects, plan reviewers, inspectors, etc.) To the extent possible, City Staff will provide the Owner/Applicant with an estimate of fees should outside consultation be required.

Parks and Recreation Department Fee Schedule

FACILITY RENTAL FEES *

Rental Type	Fees
Clubhouse Rentals:	
Saturday/Sunday (Resident)	$300.00 per rental period $300.00 deposit

SWIMMING POOL FEES *

Fee Type	Fees
Daily Admission:	
Resident	$3.00/person
Non-Resident	$10.00/person
Season Passes:	
Resident	$40.00/person

*** Residents shall include only those individuals and/or families who's primary residence is located within the City of Live Oak. Subject to availability, City employees are eligible to use the above facilities and shall be charged the resident fee(s) as noted above.***

MISCELLANEOUS

Fee Type	Fees
Organized Event Fee*	$250.00 Initial Fee

**At cost as approved by the City Manager or his/her designee.*

Finance Department
Credit Card and Online Payment Fees

Use of the On-line Payment Platform	$1.25 flat fee
Credit Card use for Municipal Court payments	3.95% fee
Credit Card use fee for Permit payments	3.25% fee
Credit Card use fee for Utility payments	2.00% fee
Credit Card use fee for Miscellaneous payments	2.00% fee