STATE OF TEXAS	**X**	1st Reading: 01/20/2026 2nd Reading: 02/03/2026
COUNTY OF BEXAR	**X**	
CITY OF CONVERSE	**X**	**ORDINANCE NO. 620-08-2026**

AN ORDINANCE AMENDING CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, SECTION 8-42, FINANCIAL RESPONSIBLY FOR PAYMENT OF INSPECTION FEES, SPECIAL INSPECTION FEES OR THIRD-PAY INSPECTION FEES, TO CLARIFY THAT THIRD-PARTY INSPECTOR MAY NOT BE HIRED BY A DEVELOPER TO INSPECT PROJECTS; AMENDING SECTION 8-103(A) SCHEDULE OF FEES, TO INCREASE PERMIT FEES TO COVER THE COST OF REVIEWS AND INSPECTIONS, AND TO SET FEES FOR PERMITS THAT WERE OMITTED DURING THE LAST UPDATE; AND AMENDING CHAPTER 2, ADMINISTRATION, SEC 2-158(A) PROCEDURES, TO INCREASE THE FEE FOR REZONING REQUESTS; SUPERCEDING ORDINANCES REGULATING THE ABOVE ISSUES; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Converse has permitted developers to hire third-party inspectors to review development projects; and

WHEREAS, the City had determined that all inspections should be completed by inspectors contracted by the city to avoid a conflict of interest of builders hiring their own inspectors; and

WHEREAS, fees need to be increased to cover the cost of plan review and inspections for permits and projects; and

WHEREAS, certain fees were omitted when Chapter 8 was last updated in May 2025; and

NOW, THEREFORE BE IT ORDAINED, by the City Council of the City of Converse, Texas, that:

SECTION 1. AMENDMENT:

Chapter 8 – Buildings and Building Regulations, Article III. Building Code, Section 8-103. Schedule of Fees, of the Code of Ordinances, City of Converse, Texas, be amended to read as follows:

(a)This section sets the amounts of the fees for construction and right-of-way activities.

Fee Description	Fee
Plan Review	
Single-Family Residential (1 and 2 family dwellings and accessory structures): New construction, additions and alterations and each amendment	50% of Building Permit Fee
Commercial and Nonresidential	50% of the building permit fee
Multiple plan reviews for Commercial and Nonresidential	Additional 25% of the plan review fee for ~~fourth~~ third or more review submittals
Minor addendums for Commercial and Nonresidential	$200.00

Major addendums for Commercial and Nonresidential	Repayment of the Plan Review Fee
Expedited Plan Review for Residential, Commercial and Nonresidential	150% of the Plan Review Fee
Building Permit	
Single-Family Residential (1 and 2 family dwellings and accessory structures): New construction, additions, and alterations	$0.75 per square foot or minimum permit fee of $50.00, whichever is greater, plus plan review fee
Flatwork	$150
Fence	$75
Pre-Fabricated Shed, Carport, or Patio Cover	$100
Original Construction Shed, Carport, or Patio Cover	$250
Temporary Storage Containers and Dumpsters (30 day permit)	$100
Commercial and Nonresidential including but not limited to: new construction, additions, alterations, flatwork, roof replacement, patio, accessory buildings, foundation repair, swimming pools, signs:	
$1,000.00 and less valuation	$100.00 base fee
$1,001.00 to $50,000.00 valuation	75% of valuation plus base fee
$50,001.00 to $100,000.00 valuation	70% of valuation plus base fee
$100,001.00 to $500,000.00 valuation	65% of valuation plus base fee
$500,001.00 and up valuation	60% of valuation plus base fee
Plumbing Permits	
Residential Repair, Replacement, System Expansion, Pool per dwelling unit	$100.00
Commercial Repair, Replacement, System Expansion, Pool per building	$150.00
New Single-Family or Two-Family Residential construction per dwelling unit	$175.00
New Multifamily Residential construction per dwelling unit	$250.00
New Commercial: shell, tenant, hotel-motel	($400.00/shell), ($300.00/tenant), ($200.00 + $100.00 per each dwelling unit)
Single-Family or Two-Family Lawn Irrigation	$125.00
Commercial or Multi-Family Lawn Irrigation	$250.00
Septic tank and seepage pit or drain field permit verification (each)	$25.00
Trap, interceptor or separator (each)	$100.00
Gas Permits	
Residential Repair, Replacement, System Expansion, Pool per dwelling unit	$100.00
Commercial Repair, Replacement, System Expansion, Pool per building	$150.00
New Single-Family or Two-Family Residential construction per dwelling unit	$175.00

New Multifamily Residential construction per dwelling unit	$250.00
New Commercial: shell, tenant, hotel-motel	($400.00/shell), ($300.00/tenant), ($200.00 + $100.00 per each dwelling unit)
Fuel tanks	$100.00
Fuel pumps (each)	$25.00
Medical Gas	$200.00
Mechanical Permits	
Residential Repair, Replacement, per dwelling unit	$100.00
Commercial Repair, Replacement per building	$150.00
New Single-Family or Two-Family Residential construction per dwelling unit	$175.00
New Commercial or Multi-Family:	$200 per each HVAC unit
Electrical Permits	
Residential Repair, Replacement, System Expansion, Pool per dwelling unit	$100.00
Commercial Repair, Replacement, System Expansion, Pool per building	$150.00
Commercial Sign	$150.00
New Single-Family or Two-Family Residential construction per dwelling unit	$175.00
New Multifamily Residential construction per dwelling unit	$250.00
New Commercial: shell, tenant, hotel-motel	($400.00/shell), ($300.00/tenant), ($200.00 + $100.00 per each dwelling unit)
Solar system new/Reinstall with roof repair	($200.00 + $10.00 per panel)/($100.00-Reinstall)
Temporary Power Service (each)	$100.00
Fire System Permits	
New Fire Sprinkler System	$200.00
Existing Fire System Modification	$150.00
Vent hood suppression systems	$150.00
Alternative Fire Protection System	$200.00
New Fire Alarm System	$200.00
Fire Alarm Modification	$150.00
Private Fire Hydrant (each)	$100.00
Temporary membrane and tent	$100.00 per event
Fire System Inspections	
After hours	$30.00 per hour or fraction thereof
Reinspection	$100.00
Sign Permits	
Sign permit	$200.00 per sign
Portable signs/and Temporary Signs	$50.00
Miscellaneous Permits	

Site Development	$2,000.00
Site Development First Plan Review	$0.00
Site Development Second Plan Review	$500.00
Site Development Third and beyond Plan Reviews	$750.00
First Project Meeting, per application	$0.00
Second or more Project Meetings, per application	$350.00
Residential Roof Replacement	$150.00
Residential Foundation Repair	$225.00
Swimming Pool/Spa, In-Ground	$500.00
Swimming Pool/Spa, Above-Ground	$150.00
Residential Demolition - demolition must be completed within 6 weeks of permit issuance.	$150.00
Commercial Demolition - demolition must be completed within 6 weeks of permit issuance.	$500.00
New Manufactured Home	$200.00/does not include moving fee
Special Flood Hazard Area Development:	See section 40-37(b)
Residential	$1,500.00
Commercial	$1,500.00
Miscellaneous	
Certificate of Occupancy (nonrefundable)	$250.00
Moving fee for any building or structure, including manufactured homes, temporary buildings, and containers	$100.00
Construction Appeals/Variance	$500.00
Minor Variance on setbacks per section 50-5	$100.00
Rights Determination	$500.00
Easement abandonment or encroachment per lot	$300.00
Written Code Interpretation	$175.00
Zoning Verification Letter, Single-Family or Two-Family	$100.00
Zoning Verification Letter, Multifamily	$250.00
Zoning Verification Letter, Commercial	$500.00
Tree Replacement Fund Fee in lieu of planting, per caliper inch	$150.00
Tree Protection Plan Review	$100.00
Tree Affidavit Review	$50.00
Inspections	
First inspection	$0.00 (included in permit fee)
After hours inspection (per trade)	$200.00
Failure to schedule an inspection (per trade) per day that inspection has not been requested	$200.00

Reinspection per trade, including Certificate of Occupancy and New Manufactured Home	$100.00 for first failed inspection, $150.00 for second failed inspection, and $500.00 for each additional failure after the 2nd
Certificate of Occupancy Inspection	$100.00
Tree Protection Plan Inspection	$50.00 per acre
Registration	
General - residential, commercial, home improvement, sign, fence, swimming pool, house/building mover, etc.	$100.00 initial fee and $75.00 renewal fee
State master electrician	$0.00
State licensed plumber	$0.00
State licensed HVAC	$0.00
State licensed irrigator/backflow tester	$0.00
Other state trade license registration	$0.00
Work within Right-of-Way	
Excavation of less than 25 feet	$100.00
Excavation of 25 feet to 99 feet	$200.00
Excavation of 100 feet to 499 feet	$300.00
Excavation of 500 feet +	$500.00
Road bores (each bore)	$200.00
Manhole servicing (each)	$50.00
Sewer line servicing (each)	$150.00
Penalties	
Demolition permit extension if not completed in 6 weeks	$100.00 per day
Permit Extension Fee	50% of permit fee
Renewal of Expired Permit	100% of permit fee
Noncompliance fee for work started without permit	$250.00 base plus double of calculated fee
Failure to obtain Certificate of Occupancy	$500.00/day that unit is occupied
Surcharge on all Fees listed in this chapter	
Administrative surcharge (technology, automation, records)	$25.00 or 5% whichever is greater

Chapter 8 – Buildings and Building Regulations, Article I. In General, Section 8-42. Financial responsibility for payment of inspection fees, special inspection fees or third-party inspection fees, of the Code of Ordinances, City of Converse, Texas, be amended to read as follows:

Sec. 8-42. Financial responsibility for payment of inspection fees, special inspection fees or third-party inspection fees.

In addition to paying all permit fees as outlined in the fee schedule as listed within section 8-103, any person, company or corporation contracted in the home improvement business or general contracting business shall pay for all inspections and/or any special inspections (i.e., inspections requiring specialized licensing and equipment) conducted by state licensed or International Code Council (ICC) credentialed third party inspectors

(i.e., state licensed plumbing inspectors or special inspectors) as required by federal and state law or local ordinances or by developer requirements.

Chapter 2 – Administration, Article III. Boards, Committees, And Commissions, Section 2-158. Procedures, of the Code of Ordinances, City of Converse, Texas, be amended such that subsection (a) reads as follows:

Sec. 2-158. - Procedures.

(a)The planning and zoning commission shall only consider applications for zoning, or rezoning, if requested by the landowner or his agent; the owner, or owners of 20 percent or more of the land within 200 feet of the proposed changes; the majority of the members of the planning and zoning commission; the city manager; or the city council. Application from landowners and/or adjacent landowners shall be accompanied by a $1500.00 fee to cover the cost of public notifications associated with the zoning or rezoning action.

SECTION 2. SUPERCESSION:

This Ordinance supersedes all previous versions in conflict with the purpose of this ordinance relating to Chapter 8 – Buildings and Building Regulations, Article III. Building Code, Section 8-103. Schedule of Fees; Chapter 8 – Buildings and Building Regulations, Article I. In General, Section 8-42. Financial responsibility for payment of inspection fees, special inspection fees or third-party inspection fees; and Chapter 2 – Administration, Article III. Boards, Committees, And Commissions, Section 2-158. Procedures.

SECTION 3. EFFECTIVE:

This ordinance shall become effective after its publication in the newspaper as provided by the Charter of the City of Converse, Texas.

PASSED AND ADOPTED by the City Council of the City of Converse, Texas on this 3rd day of February 2026.

Al Suarez, Mayor

ATTEST:

Samantha Lee, City Secretary

CITY OF CONVERSE, TEXAS