

**A Resolution of the City of Plano, Texas, approving a revised Fee Schedule for the Environmental Health & Sustainability Department to reflect fee changes, add certain fees and clarify certain terms; and providing an effective date.**

**WHEREAS**, on September 10, 2018, the City Council approved Resolution No. 2018-9-1(R), and adopted fees for permits, inspections, and other services entitled “Environmental Health & Sustainability Department Fee Schedule”; and

**WHEREAS**, on September 23, 2019, the City Council approved Resolution No. 2019-9-11(R), and adopted changes to the Environmental Health & Sustainability Department Fee Schedule as a result of certain legislative changes; and

**WHEREAS**, on February 14, 2022, the City Council approved Resolution No. 2022-2-1(R), and made additional revisions to the Environmental Health & Sustainability Department Fee Schedule to reflect certain ordinance changes and clarify certain terms; and

**WHEREAS**, on September 12, 2022, the City Council approved Resolution No. 2022-9-4(R), and adopted revisions to the Environmental Health & Sustainability Department Fee Schedule to reflect fee changes and add certain fees; and

**WHEREAS**, it is necessary to update and approve a new Environmental Health & Sustainability Fee Schedule to reflect fee changes, add certain fees, and clarify certain terms; and

**WHEREAS**, the City Council has determined that it is in the best interest of the City of Plano, Texas, to adopt a revised fee schedule, attached hereto as Exhibit “A”.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLANO, TEXAS, THAT:**

**Section I.** The Environmental Health & Sustainability Department Fee Schedule, attached hereto as Exhibit “A,” having been reviewed by the City Council of the City of Plano and found to be acceptable and in the best interests of the City of Plano and its citizens, is hereby approved.

**Section II.** This Resolution shall become effective February 1, 2024.

**PASSED AND APPROVED** on the 8<sup>th</sup> day of January, 2024.

---

John B. Muns, MAYOR

ATTEST:

---

Lisa C. Henderson, CITY SECRETARY

APPROVED AS TO FORM:

---

Paige Mims, CITY ATTORNEY

**EXHIBIT “A”**

**ENVIRONMENTAL HEALTH & SUSTAINABILITY DEPARTMENT  
FEE SCHEDULE**

<b>PERMIT FEES</b>	
<b><i>FOOD ESTABLISHMENT</i></b>	
1. Food Establishment – Retail Food Store Type I <sup>1</sup>	\$ 275.00
2. Food Establishment – Retail Food Store Type II	\$ 550.00
3. Food Establishment – Retail Food Store Type III	\$ 800.00
4. Food Establishment Type I <sup>1</sup>	\$ 225.00
5. Food Establishment Type II	\$ 400.00
6. Food Establishment Type III	\$ 550.00
7. Food Establishment Type IV	\$ 600.00
8. Mobile Food Unit	
A. Mobile Type I	\$ 200.00
B. Mobile Type II	\$ 255.00
C. Mobile Type III	\$ 300.00
9. Temporary & Seasonal Events	
A. Seasonal, Non-TCS	\$ 155.00
B. Temporary – first booth	\$ 95.00
a. Each additional booth (for vendors with more than one)	\$ 25.00
C. Temporary – with valid COP annual food service permit (per booth)	\$ 20.00
D. Annual Temporary	\$ 500.00
E. Non-Profit Processing Fee <sup>2</sup>	\$ 20.00
F. Late Fee (seasonal or temporary application submitted less than five (5) business days prior to event)	\$ 50.00
10. Farmers’ Market & Farm Stand	
A. Market: 1-30 Vendors	\$ 200.00
B. Market: 31-60 Vendors	\$ 400.00
C. Market: 61+ Vendors	\$ 470.00
D. Farm Stand: Annual (separate from a market, or sells from farmer’s farm)	\$ 100.00
<b><i>POOL</i></b>	
1. Swimming Pool, Spa, or Public Interactive Water Feature/Fountain (PIWF)	\$ 250.00
2. Additional Pool, Spa, or PIWF	\$ 150.00
<b><i>LIQUID WASTE HAULER AND GENERATOR</i></b>	
1. Waste Hauler	\$ 100.00
2. Waste Generator (Grit/Sand or Grease Trap) – per trap	\$ 50.00
<b><i>INDUSTRIAL WASTEWATER PRETREATMENT</i></b>	
1. Industrial Pretreatment BMP Permit Fee	\$ 50.00
<b><i>INDUSTRIAL USER</i></b>	
1. Industrial User Fee Per Outfall (monthly)	\$ 590.00
<b><i>OTHER</i></b>	
1. Entertainment Venue Permit Application (3 year permit)	\$ 500.00
2. Entertainment Venue Permit Notifications (per required notification)	\$ 5.00
<b>PERMIT LATE FEES<sup>3</sup></b>	
<b><i>PERMIT RENEWAL LATE FEE</i></b>	
1-30 days after expiration date	10% of permit fee
31-60 days after expiration date	20% of permit fee

## MISCELLANEOUS FEES

### **PLAN REVIEW**

1. Food Establishment Plan Review <sup>4</sup>	\$ 475.00
2. Pool Plan Review <sup>4</sup>	\$ 575.00
3. Pool or Food Establishment Remodel, Expansion, or Equipment Review <sup>5</sup>	\$ 275.00

### **FOOD & POOL ESTABLISHMENT PERMITTING INSPECTIONS**

1. Permitting inspection	-0-
2. Second and subsequent permitting inspection(s)	\$ 100.00

### **OTHER FEES**

1. Swimming Pool Re-Inspection <sup>6</sup>	\$ 75.00
2. Food Establishment Re-inspection or Compliance Inspection <sup>6</sup>	\$ 75.00
3. Mobile Food Inspection Appointment No-Show	\$ 25.00
4. Variance Review (Food Code)	\$ 250.00

### **TRAINING**

1. Food Manager Certification	\$ 100.00
2. Food Handler class (class instruction fee only)	\$ 10.00
3. Food Establishment or Pool Permit Reprint	\$ 5.00
4. Certified Pool Operator Course	\$ 350.00

### **ENVIRONMENTAL EDUCATION CENTER RENTAL**

1. Meeting Room, Kitchen, Outdoor Space (per hour rate; minimum two hours) <sup>7</sup>	\$ 155.00
2. Meeting Room, Kitchen, Outdoor Space; Non-Profit (per hour rate; minimum two hours) <sup>7</sup>	\$ 55.00
3. Group Tours & Field Trips Per Person (Minimum group size 15)	\$ 5.00

### **ENVIRONMENTAL PROGRAMMING**

1. Adopt a Highway Registration (One-Time Fee) <sup>8</sup>	\$ 160.00
---	-----------

## NOTES

<sup>1</sup>Type I – IV refers to the risk categorization and resulting inspection frequencies of food establishments as defined in the FDA's Voluntary National Retail Food Regulatory Program Standards.

<sup>2</sup>Proof of charitable non-profit status [501(c)(3)] must be submitted with application. Late fees may apply.

<sup>3</sup>No permit shall be issued or renewed until the applicable permit fee is paid. Late fees for permit renewals shall apply as indicated.

<sup>4</sup>A plan review fee shall be charged for the review of plans and specifications of new construction.

<sup>5</sup>A remodel or expansion review applies only to those establishments currently permitted by the Environmental Health Division. All other construction is considered "new construction" and must pay the regular plan review fee.

<sup>6</sup>For re-inspections required due to critical violation issues or required compliance inspection

<sup>7</sup>Deposit of 50% due at booking with remainder due at contract signing. Reservations cancelled with at least 14 days' notice from the rental date will be refunded minus a 10% administrative fee. Reservations cancelled with less than 14 days' notice from the rental date will not be refunded.

<sup>8</sup>Adopt a Highway Partners pay a one-time \$160 registration fee to cover the cost of fabricating and installing two signs recognizing the adopting organization.