



**CONSTRUCTION BOARD OF ADJUSTMENTS & APPEALS**  
**SPECIAL MEETING**  
**October 19, 2023 – 9:00 A.M.**

CITY COMMISSION CHAMBERS  
CITY HALL, 201 W. KINGSMILL  
PAMPA, TEXAS

**CALL TO ORDER**

**QUORUM CHECK**

**PUBLIC COMMENTS:**

*Citizens who have signed a card to speak to the Construction Board of Adjustments & Appeals will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the City staff and Board members are prevented from discussing the subject and may respond only with statements of factual information or existing city policy. Citizens are limited to three (3) minutes for their presentation to the Board.*

*The Construction Board of Adjustments & Appeals reserves the right to adjourn into Executive Session on any agenda item should the need arise, and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.*

**AUTHORIZATIONS BY BOARD:**

1. Discuss, take action, and make recommendation to the City Commission on new building permit fees.
2. Consider approving the minutes of the June 16, 2023, Special Meeting of the Construction Board of Adjustments & Appeals as presented.

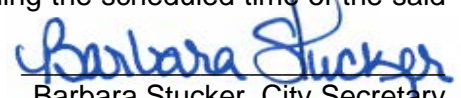
**DISCUSSION:**

- 2021 International Codes and 2023 National Electric Code

**ADJOURN**

**CERTIFICATION**

I certify that the above Agenda was posted on the officially designated bulletin board of City Hall during normal business hours and posted on the City of Pampa's website on **OCTOBER 16, 2023, BEFORE 9:00 A.M.** and remained so posted continuously for 72 hours proceeding the scheduled time of the said meeting.

  
Barbara Stucker, City Secretary

**ACCESSABILITY STATEMENT**

In compliance with the Americans with Disabilities Act, the City of Pampa will provide for reasonable accommodations for persons attending City Commission meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Barbara Stucker, City Secretary, at (806) 669-5750. City Hall is wheelchair accessible. Entry is on the West side of the building.

Code Enforcement			Borger	Dumas	Dalhart	Amarillo
each plumbing fixture, trap, or set of fixtures on one trap, each water service line, each house sewer (new, replaced or repaired), each water heater and/or vent, each gas piping system, each water piping system installation (new, replaced or repaired), each lawn sprinkler system, a re-inspection, an excavation, a construction (residences, new commercial, per square feet), and outside city limits, all fees are double the regular fee.	\$35 For issuing a permit for: \$10 per each		\$40 flat fee res, \$60 Commercial	\$15 plus each additional is \$10		\$30 Gasline, sewerline waterline/sewer tap \$65 new const res \$60 plus \$2 per fixture
Commercial New Construction	\$0.05/per sq ft	("new construction" means an entirely new structure and its components or the complete removal and replacement of the entire mechanical system.)	0.05/sq ft \$40 min res, .10sq ft commercial \$60 min	60 res 80 com \$150 for 10 or more fixtures		\$80 plus \$2 per fixture
Minimum permit fee	\$40.00	(The "minimum permit fee" is based on one (1) total inspection. Additional fees may be charged at the time the permit is issued if more inspections are deemed necessary, or additional charges may be applied after the permit is issued because more inspections are required.)	40	15		
For re-inspection	\$35.00		\$50	20		
For each HVAC unit						
For the permit	25 and \$15 for each unit		\$40 flat fee res, \$60 Commercial	\$10 plus 10 each applianc		\$35 plus \$10 per unit
For each new construction, per square foot	\$0.04/per Sq Ft	("new construction" means an entirely new structure and its components or the complete removal and replacement of the entire mechanical system.)	.05/sq ft \$40 min res, .10sq ft commercial \$60 min			
For re-inspection	\$35.00		40	20		
Minimum permit fee	\$40.00	(The "minimum permit fee" is based on one (1) total inspection. Additional fees may be charged at the time the permit is issued if more inspections are deemed necessary, or additional charges may be applied after the permit is issued because more inspections are required.)				
Electrical						
For the permit	\$25		\$40 flat fee res, \$60 Commercial			
Temporary Service	\$10	The inspection fee for the installation of a temporary service	\$40 flat fee			
Meter loop	\$10	The inspection fee for the installation of a meter loop	\$40 flat fee	15		
New Construction	\$0.04/per sq ft	The inspection fee for new residential construction and new construction shall include any fees listed above	0.05/sq ft \$40 min res, .10sq ft commercial \$60 min	30 res \$50 plus 0.005 per sq ft comm		\$30 plus \$1 per opening after 10, \$50 plus \$1 per opening up to 250
Re-inspection Fee	\$35		\$50.00	20		
Minimum permit fee	\$35		\$40.00			
Types of Work						
Plumbing	\$45					
Electrical	\$35					
Drive Way	\$25		40			
HVAC	\$40					
Roof	\$25		40 res, 60 Com	\$20 plus \$2 per 100 over \$20000		\$30 res, \$50 com \$40
Carports (Front)	\$90					
Carports (Back)	\$100					
Moving (Homes)	\$100			50		
Food Truck	\$100			50		100
Food Truck 1-Day	\$35					
Demolition	\$50		50	20		
Building Permit	\$ .25 /Sq Ft with a \$100 minimum	(Residential)	\$0.10 per sq ft \$50 min	1.25 oer 100-20000 min		
Residential Remodel						
Residential New Construction	\$0.50/per Sq Ft	Includes all required permits	\$0.15 per sq ft \$100 min	.08/per sq ft 20 min		\$0.15/sq ft \$100 min

Building Permit	(VS\$1,000.00 and less No fee, unless inspection required, in which case a \$15.00 fee for each inspection will be charged. \$1,000.00 to \$50,000.00 \$15.00 for the first \$1,000.00 plus \$5.00 for each additional thousand or fraction thereof, to and including \$50,000.00. \$50,000.00 to \$100,000.00 \$260.00 for the first \$50,000.00 plus \$4.00 for each additional thousand or fraction thereof, to and including \$100,000.00. \$100,000.00 to \$500,000.00 \$460.00 for the first \$100,000.00 plus \$3.00 for each additional thousand or fraction thereof, to and including \$500,000.00. \$500,000.00 and up \$1,660.00 for the first \$500,000.00 plus \$2.00 for each additional thousand or fraction thereof. aries) \$1000 and less - \$500000 and up	(Commercial)	\$0.20 per sq ft \$250 min new const. \$0.003 per estimated value remodel, \$75 per unit apts	.08/per sq ft 20 min	\$0.20/sq ft \$200 min
Contractor Registration	\$30				100
Foster Home	\$25				
Health	\$100 min - \$400 max	(Depends on Sq. Ft. of Buliding)			
Re-Inspection	\$25				
Peddlers	\$25 per Person				
Pool	250 res 350 Comm		100 in ground, 50 above		\$30
Signs	same as Comm Building permit		\$40 plut 0.12 per sq ft		
Plan review fee			\$75 res, \$250 plus .10 per sq ft over 3000 sq ft	%50 permit fee	

**MINUTES OF THE  
CONSTRUCTION BOARD OF ADJUSTMENTS & APPEALS  
OF THE CITY OF PAMPA, TEXAS  
SPECIAL MEETING  
JUNE 16, 2023, AT 10:00 A.M.**

**CALL TO ORDER:** Bobby Burns, Acting Chairman at 10:01 a.m.

**QUORUM CHECK:** Quorum present

<b>PRESENT:</b>	Richard Hawthorne	Bob Cummings
	Kyle Parnell	Trent Carter
	Bobby Burns	

<b>ABSENT:</b>	Luke Raber	Kevin Redding
	Matt Hinton	Josh Crawford

<b>STAFF:</b>	Barbara Stucker	City Secretary
	Kirk Reid	Code Enforcement Officer
	Gary Turley	Public Works Director

**VISITORS:** None

**INVOCATION:** Kyle Parnell, Board Member

**PUBLIC COMMENTS:** **NONE**

**AUTHORIZATIONS BY BOARD:**

1. Discuss and act on an appeal requested by Anahi Saucedo for a Variance that was denied by the City of Pampa Building Official to allow for a carport that does not meet the City of Pampa’s setback requirements.

Acting Chairman, Bobby Burns asked Kirk Reid, Code Enforcement Officer, to give the Board his reasons for denying Ms. Saucedo’s request for a Variance. Kirk let the Board know that Ms. Saucedo unknowingly put up the carport without a permit. She has gone through all the channels to get it corrected. She needs to get the required signatures from the property owners and neighbors but has failed to get all the signatures.

**23-001**

A motion was made by Board Member Burns and seconded by Board Member Parnell to table any action giving the woman more time to get signatures, removing one of the panels from the carport. With each Board Member voting AYE, the motion carries.

2. Consider approving the minutes of the April 12, 2021, Special Meeting of the Construction Board of Adjustments & Appeals as presented.

**23-002**

A motion was made by Board Member Parnell and seconded by Board Member Burns to approve the Minutes of the April 12, 2021, Special Meeting as presented. With each Board Member voting AYE, the motion carries.

3. Consider electing a Board Member as Vice-Chairman for the Construction Board of Adjustments and Appeals.

**23-003**

A motion was made by Board Member Parnell and seconded by Board Member Carter to elect Board Member Luke Raber as Vice-Chairman of the Construction Board of Adjustments and Appeals.

**23-004**

**ADJOURNMENT**

There being no further business on the Agenda, a Motion was made by Board Member Burns and Seconded by Board Member Parnell to adjourn the meeting at 10:19 a.m.

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Barbara Stucker, City Secretary

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Bobby Burns, Acting Chairman