



TOWN COUNCIL REGULAR MEETING

Town of Westlake

Town Hall Council Chamber
1500 Solana Blvd, Building 7, Suite 7100,
Westlake, TX 76262

Tuesday, September 15, 2026, 4:00 P.M.

AMENDED

REGULAR MEETING AGENDA

The Town Council of the Town of Westlake also serves as the governing Board of Trustees for Westlake Academy. This agenda may contain both municipal and academy items, which will be clearly identified. **NOTE: To comply with Senate Bill 12, Westlake Academy items will begin no earlier than 5 p.m. but may start later depending on the progression of posted agenda items.**

Town Council/Board of Trustees meetings are available for viewing online via live-stream or on-demand at <https://www.westlake-tx.org/787/Watch-Meetings-Live>. In an effort to improve meeting efficiency, any residents wishing to speak must submit a speaker request form to the Town Secretary prior to the start of the meeting.

Pursuant to Texas Government Code Section 551.127, one or more members of the Town Council/Board of Trustees may participate in this meeting by video-conference call. A quorum of the Town Council/Board of Trustees and the presiding officer will be present at the physical location of the meeting.

NOTE: As authorized by Section 551.071 of the Texas Government Code, the Town Council/Board of Trustees may enter into closed Executive Session for the purpose of seeking confidential legal advice from the Town and/or School Attorney on any agenda item listed herein.

A. CALL REGULAR TOWN COUNCIL MEETING TO ORDER AND ANNOUNCE A QUORUM PRESENT

B. INVOCATION AND PLEDGES OF ALLEGIANCE

C. CITIZEN/PUBLIC COMMENTS

This is an opportunity for citizens/public to address the Town Council on any matter, whether or not it is posted on the agenda. Anyone wishing to speak on action items must submit a speaker request form to the Town Secretary prior to the start of the meeting. Individual comments are normally limited to three (3) minutes. The presiding officer may ask the speaker to hold their comment on an agenda item if the item is posted as a Public Hearing. The Town Council/Board of Trustees cannot by law take action nor have any discussion or deliberations on any presentation made at this time concerning an item not listed on the agenda. The Town Council/Board of Trustees will receive the information, ask staff to review the matter, or an item may be noticed on a future agenda for deliberation or action.

D. ITEMS OF COMMUNITY INTEREST

Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the Town Council may report on the following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming Town Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

D.1. Items of Community Interest

E. RECOGNITIONS

- E.1. Recognition of Former Planning and Zoning Commissioners:
Mr. David Ricci
Mr. Rachit Gupta

F. CONSENT AGENDA

All items listed below are considered routine by the Town Council and/or Board of Trustees and will be enacted with one motion. There will be no separate discussion of items unless a Council/Board Member or citizen so requests, in which event the item will be removed from the general order of business and considered in its normal sequence.

- F.1. Consider and act to approve Resolution 26-23 adopting the Fiscal Year 2026-2027 Town Council | Board of Trustees Meeting Calendar.
- F.2. Consider and act to adopt Ordinance 1051 amending the Master Fee Schedule Effective October 1, 2026.
- F.3. Discuss, consider and act to approve Resolution 26-25 approving FY2027 Financial Policies.
- F.4. Discuss, consider and act regarding Resolution 26-26 approving the Investment Policy.
- F.5. Discuss, consider and act regarding Ordinance 1054 adopting and approving an amendment to the Town of Westlake Code of Ordinances Section 90-79 entitled, "Certain streets", by changing and establishing the maximum prima facie speed limit on State Highway 114 and the State Highway 114 Frontage Road from Mile Point 20.002 to Mile Point 20.635 within the Town of Westlake in Denton County.
- F.6. Consider and act to adopt Ordinance 1055 approving and updating the 2026 Solana Public Improvement District Assessment Roll.
- F.7. Discuss, consider and act regarding Ordinance 1056 amending Sec. 18-31 through Sec. 18-42 of Chapter 18 of the Town of Westlake, Texas Code of Ordinances to adopt the 2024 Editions, with Regional Amendments, of the International Residential Code, International Building Code, International Plumbing Code, International Mechanical Code, International Fuel and Gas Code, International Property Maintenance Code, International Swimming Pool and Spa Code, International Existing Building Code, and the 2026 Edition of the National Electrical Code and to repeal the previous editions; amending Sec. 38-31 and Sec. 38-34 of Chapter 38 of the Town of Westlake, Texas Code of Ordinances to adopt the 2024 Edition, with Regional Amendments, of the International Fire Code and to repeal the previous edition; and establish hours of construction.

G. PUBLIC HEARINGS AND CORRESPONDING ACTION ITEMS

- G.1. Hold public hearing, discuss, consider and act to adopt Ordinance 1052 approving the Annual Operating and Capital Budget for Fiscal Year 2026-2027, including a taxpayer impact statement.

G.2. Discuss, consider and act to approve Resolution 26-27 ratifying the property tax revenue increase.

G.3. Hold public hearing, discuss, consider and act to adopt Ordinance 1053 to Levy an Ad Valorem Rate for Tax Year 2026.

H. REGULAR AGENDA ITEMS

H.1. Discussion and Possible Action regarding the Selection of a Consultant for the Comprehensive Plan and Authorizing the Town Manager or Designee to Negotiate an Agreement for Professional Services with the Selected Consultant.

I. EXECUTIVE SESSION

The Town Council/Board of Trustees will conduct a closed session pursuant to Section 551.071 (2) of the Texas Government Code, for the purpose of seeking confidential legal advice from the Town Attorney/Westlake Academy Attorney for the following:

I.1. Section 551.1074 (a)(1): Deliberation regarding Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, of a public officer or employee:

(a) Police Services Provider

(b) Town Manager's Annual Evaluation

I.2. Section 551.071: Consultation with Attorney: To receive legal advice regarding pending or contemplated litigation:

(a) Solana (Entrada) Public Improvement District

(b) Vertical Bridge v. Town of Westlake

(c) Data Center

I.3. Section 551.071: Consultation with Attorney: Consultation with and legal advice from Town Attorney regarding the Comprehensive Plan, RFQ Process, and Consultant Contract.

J. TAKE ANY ACTION, IF NEEDED, FROM EXECUTIVE SESSION ITEMS

K. FUTURE AGENDA ITEMS

L. STAFF RECAP OF TOWN COUNCIL/BOARD DIRECTIONS RECEIVED

M. ADJOURNMENT

TAXPAYER IMPACT STATEMENT

The following information is required under Texas Code §551.043(c)(2).

The property tax bill of a median-valued homestead property for the current fiscal year, as provided by Tarrant Appraisal District, is \$4,892.88, calculated as follows:

Median value of a homestead property for Tax Year 2025 (\$2,644,800) x proposed property tax rate for Tax Year 2025 (\$0.18500) / 100

The property tax bill of a median-valued homestead property for the upcoming fiscal year, as provided by Tarrant Appraisal District, is \$3,784.40, calculated as follows:

Median value of a homestead property for Tax Year 2026 (\$2,045,622) x Proposed property tax rate for Tax Year 2025 (\$0.18500) / 100

The property tax bill of a median-valued homestead property for the upcoming fiscal year, as provided by

Tarrant Appraisal District, using the no-new-revenue rate, as calculated by Tax Assessor-Collector for Tarrant County, is \$4,218.52 calculated as follows:

Median value of a homestead property for Tax Year 2026 (\$2,045,622 x No-new-revenue property tax rate for Tax Year 2025 (\$0.206222) / 100

I certify that the above notice was posted on the bulletin board at Town of Westlake, Town Hall, located at 1500 Solana Blvd., Building 7, Suite 7100, Westlake, TX 76262 in compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.



Dianna Buchanan, CMC Town/Board Secretary

 **Disabilities Notice:** *If you plan to attend the meeting and have a disability that requires special needs, please contact the Town Secretary's Office 48 hours in advance by calling phone number 817-490-5711 and reasonable accommodation will be made to assist you.*



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026
FROM: Jon Sasser, Communications Director, Communications
SUBJECT: Items of Community Interest

AGENDA ITEM NO: D.1.

SUMMARY/BACKGROUND:

Updates on events and news around Westlake and Westlake Academy.

Pursuant to Texas Government Code Section 551.0415 the Town Council (and or designee) may report on the following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming Town Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

NOTABLE ITEMS AND UPCOMING EVENTS:

Blacksmith Giving Day
September 17, 2026

Planning & Zoning Meeting
Tuesday, October 6, 2026; 5 pm
1500 Solana Blvd, Westlake

Town Council Meeting
Tuesday, October 20, 2026; 4 pm
1500 Solana Blvd, Westlake

Election Information

Last Day to Register to Vote	Monday, October 5, 2026
First Day of Early Voting	Monday, October 19, 2026
Last Day of Early Voting	Friday, October 30, 2026
Last day to Receive Ballot by Mail	Tuesday, November 3, 2026

Additional Notes:

- 9/11 Run Recap



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026 **AGENDA ITEM NO:** F.1.
FROM: Dianna Buchanan, Town Secretary, Town Secretary's Office
SUBJECT: Consider and act to approve Resolution 26-23 adopting the Fiscal Year 2026-2027
Town Council | Board of Trustees Meeting Calendar.

ATTACHMENTS:

1. Res 26-23 FY 26 27 Meeting Calendar Approval
2. Exhibit A Draft Town Council FY 26 27 Meeting Calendar

SUMMARY :

For consideration of approval is the FY 25-26 Regular Town Council | Board of Trustees Meeting Calendar.

BACKGROUND AND DISCUSSION:

The Town Council reviews and approves the regular Town Council | Board of Trustees TC/BoT Meeting Calendar annually. The attached proposed Fiscal Year 2026-2027 TC/BoT Meeting Calendar has been prepared considering multiple factors including national and school holidays. If a need arises for the governing body to meet other than the proposed dates, a special meeting can be called (noticed 3 business days prior to the meeting day). Once the final calendar is approved, it is the basis to schedule other town business activities, including the development review and committee meeting schedules. Meetings typically will begin at 4 p.m. with the Town Council business portion of the meeting held first and then the Westlake Academy Board of Trustees business portion of the meeting will begin at 5 p.m. or later (to comply with Senate Bill 12). However, each posted agenda should be reviewed for the meeting's start time. Town Council should review the calendar and bring forward suggested changes or additions prior to consideration of approval.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

Staff recommends Town Council approve Resolution 26-23, approving the Fiscal Year 2026-2027 Town Council | Board of Trustees Meeting Calendar.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

TOWN OF WESTLAKE

RESOLUTION NO. 26-23

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, APPROVING THE FISCAL YEAR 2026-2027 MEETING CALENDAR FOR THE TOWN COUNCIL AND BOARD OF TRUSTEES, AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Texas Local Government Code allows the governing body of a general law municipality to establish regular meetings of the governing body by the passage of a resolution; and

WHEREAS, the Town Council finds that it is in the best interest of the Council and the Town's residents that the Council shall establish regular meetings at a convenient date, time, and place; and

WHEREAS, the Fiscal Year 2026-2027 regular meeting dates are hereby established in accordance with the attached calendar labeled *Exhibit "A"*; and

WHEREAS, the Town Council finds that the passage of this Resolution is in the best interest of the citizens of Westlake.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That, all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: The Town Council hereby sets the Fiscal Year 2026-2027 regular meeting schedule as shown in the attached meeting calendar labeled as *Exhibit "A"*.

SECTION 3: If any portion of this Resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 4: That this resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 15th DAY OF SEPTEMBER 2026.

ATTEST:

Kim Greaves, Mayor

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney



EXHIBIT A

TOWN COUNCIL | BOARD OF TRUSTEES

FY 26-27 MEETING CALENDAR **DRAFT**

MEETING ONCE EACH MONTH ON 3RD TUESDAY

TOWN COUNCIL 4 P.M. | BOARD OF TRUSTEES NOT EARLIER THAN 5 P.M.



OF NOTE: March Meeting Moved to 4th Tuesday (March 23rd) due to WA Spring Break

October 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

(Thanksgiving 11/26 & 11/27)

(Christmas 12/24 & 12/25)
(WA Winter Break 12/21 - 1/1)

January 2027						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

(New Year's Day 1/1 & MLK 1/18)

February 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

(Presidents' Day 2/15)

March 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

(WA Spring Break 3/15-3/19)

April 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

(Good Friday 4/2)

May 2027						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

(Memorial Day 5/24)

June 2027						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

(Juneteenth Observed 6/18)

July 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

(Independence Day Observed 7/5)

August 2027						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2027						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

(Labor Day 9/6)

Holidays

Council/BOT Meeting

Winter/Spring Break

Town of Westlake www.westlake-tx.org 817-430-0941
Westlake Academy www.westlakeacademy.org 817-490-5757

Meetings are held at the Town of Westlake Town Hall in the Council Chamber unless otherwise posted.
This schedule is subject to change. Meeting dates, times and location should be confirmed by visiting <https://westlaketx.portal.civicclerk.com>



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Consider and act to adopt Ordinance 1051 amending the Master Fee Schedule Effective October 1, 2026.

AGENDA ITEM NO: F.2.

ATTACHMENTS:

1. Ord 1051 Master Fee Schedule
2. Master Fee Schedule FY27
3. Master Fee Schedule FY26_REDLINE

SUMMARY :

The Town of Westlake, Texas (the "Town") assesses and collects various fees by adopting an ordinance, not less than annually, and publishing the associated Master Fee Schedule for transparency and clarity. In addition to clarifications, consistency in formatting, and removing redundant language, the proposed amendments to the Master Fee Schedule are consistent with those assessed in peer communities and in other communities throughout the North Texas Region. While there are increases in certain fees proposed, there were no increases proposed for building permit fees, platting fees, or requests for changes in zoning classifications and specific use permits. Those fees are proposed to remain the same. The Department of Finance recommends approval of the Master Fee Schedule as presented.

BACKGROUND AND DISCUSSION:

The Town of Westlake, Texas (the "Town") annually evaluates the Master Fee Schedule for plan review fees, inspection fees, development fees, and other miscellaneous fees of the Town to ensure that fees cover costs associated with services provided (e.g., administrative processing, inspections, and reviews). The most recent update to the fee schedule was on April 22, 2026, and adopted pursuant to Ordinance No. 1046, relating to extensions for expired building permits.

In addition to formatting for consistency, removing redundant language, and providing clarifications for fee assessments, the majority of the proposed amendments to the fee schedule are related to building inspections and planning and zoning. Prior to proposing amendments to the fee schedule, the Department of Planning and Development considered the current fee structure as well as present economic conditions and construction activity; moreover, it was also important to ensure that the fees assessed best reflected the costs associated with plan reviews, inspections, and processing various development applications without discouraging continued development and growth within the Town.

The proposed fees are consistent with those found in peer communities and those in other communities for fees for certain construction activity. It should be noted, however, that the proposed fee amendments, as presented, do not include any increases in building permit fees, platting fees, or fees associated with changes in zoning classifications and specific use permits. Of note, the Department of Planning and Development recommended the following amendments to the fee schedule, in particular:

- Including references to the impact fees assessed for residential and non-residential construction as set forth by Ordinance No. 1028;
- Establishing plan review fees and plan revision fees, as there are no fees currently assessed for resubmittals;
- Increased the single trade permit fees (the minimum valuation fee remains unchanged);
- Establishing a wall structural review fee (this is regarding a single load-bearing wall);
- Establishing same day inspection fee (pending the availability of an inspector); and
- Increasing the maximum amount of the expedited development review fees (the hourly fee did not increase).

Notable clarifications in the fee schedule, as proposed by the Department of Planning and Development, include the provision of text that notifies the real estate development community that application fees will not be assessed for any requests to rezone to the TC, Town Center Form-Based Development District (e.g., Town Center Edge, Town Center Core, and Town Center Civic).

Other amendments to the fee schedule recommended by other Departments include establishing a fee for transfers of plots at the cemetery and establishing various fees for fire inspections.

The proposed master fee schedule, if approved, would become effective on October 1, 2026. The fee changes, as proposed, are incorporated into the proposed FY2027 annual operating budget, but are not expected to have a material change to overall revenues for the Town.

FISCAL IMPACT:

The changes to fees will not affect the proposed revenues in FY2027.

LEGAL REVIEW:

N/A

RECOMMENDATION:

Approve Ordinance 1051, amending the Master Fee Schedule, as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

TOWN OF WESTLAKE

ORDINANCE NO. 1051

AN ORDINANCE OF THE TOWN OF WESTLAKE AMENDING ORDINANCE 1046 ADOPTING THE TOWN OF WESTLAKE FEE SCHEDULE BY ADOPTING A NEW FEE SCHEDULE; PROVIDING A PENALTY; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AUTHORIZING PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town of Westlake, Texas is a general law Town; and

WHEREAS, the Town Council of the Town of Westlake finds it necessary for the public health, safety and welfare that development occur in a controlled and orderly manner; and

WHEREAS, the Town Council adopted the most current fee schedule for the Town of Westlake on April 21, 2026, under Ordinance 1046; and

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2: That the Town Council of the Town of Westlake, Texas does hereby adopt Ordinance 1051 subject to the Fee Schedule provided in ***“Exhibit A”***.

SECTION 3: That this Ordinance shall be cumulative of all other Town Ordinances and all other provisions of other Ordinances adopted by the Town which are inconsistent with the terms or provisions of this Ordinance are hereby repealed.

SECTION 4: That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the Town of Westlake, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 5: It is hereby declared to be the intention of the Town Council of the Town of Westlake, Texas, that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town of Westlake without the

incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 6: This ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS 15TH DAY OF SEPTEMBER, 2026.

ATTEST:

Kim Greaves, Mayor

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew Boyle, Town Attorney



T H E T O W N O F
WESTLAKE

DISTINCTIVE BY DESIGN

FY2027

FEE SCHEDULE

TOWN OF WESTLAKE

Table of Contents

Table of Contents	2
1. Building Inspection Services.....	5
A. Contractor Registration	5
B. Residential Building Permits	6
B-1. New Single Family Residential	6
B-2. Residential Additions and Accessory Structures	6
B-3. Residential Remodel Fees	7
B-4. Residential Remodel Permit Fee	7
B-5. Residential Impact Fees	7
C. Nonresidential Building Permits	8
C-1. Nonresidential Permit Fee	8
C-2. Nonresidential Remodel, Repair & Alterations	9
C-3. New Nonresidential Whitebox.....	9
C-4. Nonresidential Permit Fee	10
C-5. Nonresidential Fire Review / Inspection Fee	11
D. New Construction Trade Fees	12
E. Single Trade Permits.....	12
F. Residential Foundation Repair	13
G. Tree Removal and Mitigation	13
H. Sign Permits.....	13
I. Additional Permits	14
J. Miscellaneous Fees.....	15
K. Miscellaneous Inspection Fees	15
L. Certificate of Occupancy	16
M. Business License & Annual Inspection Fees.....	17
N. Expedited Development Review Fees	18
N-1. Intake Fee	18
N-2. Projects Considered for Expedited Development Review	18
N-3. Projects Not Considered for Expedited Development Review	19
2. Planning and Zoning	20
A. Subdivisions	20
B. Change of Zoning and Specific Use Permit Requests	21
C. Concept Plans, Development Plans & Site Plans	22

D. Miscellaneous Planning	23
3. Public Works & Engineering	24
A. Water & Sewer Rates	24
B. Impact Fees	24
C. Backflow Services	24
D. Easements	24
E. Solid Waste License	25
F. Construction Plans.....	25
G. Construction Inspections.....	26
H. Streetlights	26
I. Right of Way Construction.....	27
J. Right of Way Management (Small Cell Network Nodes).....	27
K. Floodplain Development	28
L. Investigation Fees.....	28
M. Miscellaneous Public Works Fees.....	28
4. Facilities and Parks & Recreation	29
A. Special Event Applications.....	29
B. Facility Rental	30
C. Westlake IOOF Cemetery	30
5. Fire-EMS Services.....	31
6. Gas Well & Oil Fees.....	34
A. Gas Well Pad Site Permit and Fees	34
B. Gas Well Permits and Fees	34
C. Pipeline Related Permits and Fees	35
7. Administrative Services	36
A. Non-Sufficient Funds & Return Charges	36
B. Solicitation & Vendor Permits	36
C. Alcohol License and Permit Fees	36
D. Photocopy & Digital Media Charges.....	36
8. Refund Policy.....	37
9. Example Calculations	38
A. How to Calculate Single Family Residence Submittal	38
A-1. 5,200 sq. ft.	38

B.	How to Calculate a New Nonresidential Submittal	39
B-1.	10,000 sf. ft. \$5,000,000 valuation 1 acre	39
	End of Fee Schedule	40

1. Building Inspection Services

- The review fee is collected at the time of submittal and is non-refundable unless the fee is collected in error by the Town of Westlake
- The permit fee is collected at the time of permit issuance for building permits and trade permits
- Additional fees listed are collected at the time of issuance

A. Contractor Registration

- No person shall perform any work or supply any materials without first having registered with the Town of Westlake
- All registrations are one-year registrations.

<i>Contractor Type</i>	<i>1-Year Registrations</i>
General Contractor	\$125.00
Backflow Tester (collected by third party)	\$125.00
Construction Waste	No fee
Electrician	No fee
Irrigator	\$125.00
Mechanical	No fee
Plumber	No fee
Pool	\$125.00
Roofing	\$125.00
Right of Way (ROW)	\$125.00
Signage	\$125.00
Subdivision General Contractor	\$125.00
Subdivision Utility Contractor	\$125.00
Subdivision Paving Contractor	\$125.00
Well (Water & Gas)	\$125.00

B. Residential Building Permits

- The plan review fee is collected at the time of submittal and is non-refundable unless the fee is collected in error by the Town of Westlake

B-1. New Single Family Residential

Residential Permit Fee	\$1.8846 /sq. ft.
Residential Plan Review Fee	\$0.65961 / sq. ft.
Residential Building Inspection Fee	\$0.65961 / sq. ft.
Public Works Inspection Fee	\$418.80
Residential Fire Inspection Fee	\$418.80
Drainage / Grading / Excavation Fee	\$600.00
Erosion Control Fee	\$1,500.00
Duct Bank Fee	\$3,100.00
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D

B-2. Residential Additions and Accessory Structures

Residential Permit Fee	\$1.8846 /sq. ft.
Residential Plan Review Fee	\$0.65961 / sq. ft.
Residential Building Inspection Fee	\$0.65961 / sq. ft.
Residential Fire Inspection Fee	\$418.80
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D

B-3. Residential Remodel Fees

Residential Permit Fee	See Table 1.B-4
Residential Plan Review Fee	\$0.65961 / sq. ft. (maximum \$250.00)
Residential Building Inspection Fee	\$0.65961 / sq. ft. (maximum \$250.00)
Residential Fire Inspection Fee	\$418.80

B-4. Residential Remodel Permit Fee

<i>Square Feet</i>	<i>Fee</i>
≤ 200 square feet	\$300.00
≤ 500 square feet	\$500.00
≤ 750 square feet	\$800.00
≤ 1,000 square feet	\$1,000.00
> 1,000 square feet	\$1,500.00
per additional sq. ft. over 1,000	\$0.01

B-5. Residential Impact Fees

- Impact fees are assessed on residential developments for roadway, water, and sewer impact. Fees are assessed according to Ordinance 1028, which can be found at this link:
https://library.municode.com/tx/westlake/codes/code_of_ordinances

C. Nonresidential Building Permits

- The plan review fee is collected at the time of submittal and is non-refundable unless the fee is collected in error by the Town of Westlake.
- The declared valuation shall include the fair market value of the proposed improvements, including the architectural, structural, electrical, plumbing, mechanical work, paving, parking, drive approach, and the contractor's profit. The building official may require the applicant to verify the declared value.
- The building official may also use the data provided in the most current building valuation table published by the International Code Council to determine building valuation for permit fee purposes.

C-1. Nonresidential Permit Fee

- Used to calculate the base permit fee (additional charges apply below)

Nonresidential Permit Fee	See Table 1.C-4
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65%
Nonresidential Structural Plan Review Fee	Actual Cost Incurred + 10% Administrative Costs
Nonresidential Inspection Fee	\$0.65961 / sq. ft.
Nonresidential Fire Review / Inspection Fee	See Table 1.C-5
Public Works Inspection Fee	\$400.00
Duct Bank Fee	\$3,100.00
Erosion Control Fee	\$1,500.00
Drainage / Grading / Excavation Fee	\$600.00 + \$100.00 /acre
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D
Energy Compliance	See Table 1.D

C-2. Nonresidential Remodel, Repair & Alterations

- Includes Accessory Structures, Additions and Tenant Finish-Outs

Nonresidential Permit Fee	See Table 1.C-4
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65%
Nonresidential Inspection Fee	\$0.65961 / sq. ft.
Nonresidential Fire Review / Inspection Fee	See Table 1.C-5
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D
Energy Compliance	See Table 1.D

C-3. New Nonresidential Whitebox

Nonresidential Permit Fee	See Table 1.C-4 with \$2,000.00 maximum
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65% (maximum \$2,000.00)
Nonresidential Inspection Fee	\$0.65961 / sq. ft. (maximum \$500.00)

C-4. Nonresidential Permit Fee

- Used to calculate the base permit fee in [Table 1.C-1](#)

Total Valuation	Fee
≤ \$1,000	\$150.00
≤ \$5,000	\$150.00
per additional \$100 over \$1,000	\$7.00
≤ \$25,000	\$430.00
per additional \$1,000 over \$5,000	\$31.50
≤ \$50,000	\$1,060.00
per additional \$1,000 over \$25,000	\$22.68
≤ \$100,000	\$1,627.00
per additional \$1,000 over \$50,000	\$15.75
≤ \$500,000	\$2,415.50
per additional \$1,000 over \$100,000	\$13.30
≤ \$1,000,000	\$7,735.50
per additional \$1,000 over \$500,000	\$11.30
≤ \$5,000,000	\$13,385.50
per additional \$1,000 over \$1,000,000	\$9.30
> \$5,000,000	\$50,588.5
per additional \$1,000 over \$5,000,000	\$7.30

C-5. Nonresidential Fire Review / Inspection Fee

- Used to calculate the nonresidential fire review / inspection fee in [Table 1.C-1](#)

<i>Square Feet</i>	<i>Fee</i>
≤ 10,000 sq. ft.	\$500.00
≤ 100,000 sq. ft.	\$500.00
per sq. ft. over 10,000	\$0.20
≤ 300,000 sq. ft.	\$18,500.00
per sq. ft. over 100,000	\$0.15
≤ 500,000 sq. ft.	\$48,500.00
per sq. ft. over 300,000	\$0.10
> 500,000 sq. ft.	\$68,500.00
per sq. ft. over 500,000	\$0.05

C-6. Nonresidential Impact Fees

- Impact fees are assessed on nonresidential developments for roadway, water, and sewer impact. Fees are assessed according to Ordinance 1028, which can be found at this link:
https://library.municode.com/tx/westlake/codes/code_of_ordinances

D. New Construction Trade Fees

- Energy compliance only applies to nonresidential permits

Square Feet	Mechanical	Electrical	Plumbing	Energy
≤ 5,000 square feet	\$300.00	\$300.00	\$300.00	\$300.00
≤ 10,000 square feet	\$500.00	\$500.00	\$500.00	\$500.00
≤ 25,000 square feet	\$800.00	\$800.00	\$800.00	\$800.00
≤ 50,000 square feet	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
≤ 100,000 square feet	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
> 100,000 square feet	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
per additional sq. ft. over 100,000	\$0.0010	\$0.0010	\$0.0010	\$0.00

E. Single Trade Permits

- Applies to small trade permits not categorized as new construction
- Includes, but not limited to, projects such as water heaters, A/C repair, outdoor lighting, meter releases, etc....

Permit Type	Commercial Fees	Residential Fees
Mechanical	1.5% of valuation with \$250.00 minimum	\$250.00
Electrical	1.5% of valuation with \$250.00 minimum	\$250.00
Plumbing	1.5% of valuation with \$250.00 minimum	\$250.00
Roofing / Re-roofing	1.5% of valuation with \$250.00 minimum	\$250.00

F. Residential Foundation Repair

Square Feet	Fee
≤ 5,000 square feet	\$300.00
≤ 10,000 square feet	\$400.00
> 10,000 square feet	\$500.00

G. Tree Removal and Mitigation

Tree Mitigation	\$200.00 /caliper inch
Tree Mitigation in the <u>Knolls at Solana</u>	\$300.00 /caliper inch
Tree Removal Application (<i>not part of new construction</i>)	\$125.00
Tree Removal Inspection (<i>not part of new construction</i>)	\$125.00
Trees Removed without Permit in a Conservation Area	\$1,000 /caliper inch

H. Sign Permits

- Fees are calculated per the number of signs requested in an application
- Signs installed without prior permit issuance will be assessed twice the permit fee required
- Signs in the ROW require a ROW License agreement and any applicable fees below

Sign Type	Fee
Monument Signs / Ground-based signs	1% of valuation with \$250.00 minimum
Nonresidential Signs - other than ground-based signs	1% of valuation with \$250.00 minimum
Temporary Real Estate Sign	\$50.00
Temporary Signage not identified that requires permit	\$50.00
Temporary Special Event Sign	No fee
Wayfinding Signs	\$100.00

I. Additional Permits

Access Control	\$200.00
Accessory Structures & Athletic Courts, including, but not limited to, tennis, pickleball, basketball, etc.	See Table 1.B-4
Antenna	\$400.00
Demolition	\$250.00 for residential structures \$550.00 for nonresidential structures
Drive Approach / Sidewalk / Curb Cut	\$200.00 without Drainage Improvements \$500.00 with Drainage Improvements required
Fences / Retaining Walls / Wall Structure	1% valuation with \$250.00 minimum; wall will have structural \$500.00 review fee added
Floodplain Development	See Public Works
Fountain / Water Feature / Fire Feature (24" or less in depth)	\$300.00
Drainage / Grading / Excavation Fee	\$600.00 residential \$600.00 + \$100.00 /acre nonresidential
Irrigation / Sprinkler	\$300.00
Miscellaneous Permits	1% of valuation with \$250.00 minimum
Moving (any building on any Town street)	\$450.00 plus all direct and indirect costs incurred by the Town including police and traffic patrol
Outdoor Display Permit – Permanent	See 2.B-Specific Use Permit
Outdoor Display Permit – Temporary	See 2.D-Temporary Use Permit
Pool / Spa	1% of valuation with \$2,000.00 minimum
ROW Construction (excluding franchised utilities)	See Public Works
Sales / Leasing Trailer	See 2.B-Specific Use Permit
Solar Panels	1% of valuation with \$250.00 minimum
Temporary Batch Plant	See 2.B-Specific Use Permit
Temporary Construction Off-Site Trailer	See 2.B-Specific Use Permit
Temporary Construction On-Site Trailer	\$250.00
Temporary Electrical Pole	\$75.00
Water Well	\$1,000.00

J. Miscellaneous Fees

<i>Fee Type</i>	<i>Fee</i>
Work Without a Permit	\$500.00 or double the original permit required
Expired Permit Extension	A permit extension must be requested in writing within 10 business days of its expiration to avoid fees. A permit extension is required to reactivate any expired or abandoned permit where an extension was not requested and/or approved, except for: (i) duct bank fees and drainage, grading, and excavation fees and (ii) building permits as provided for below. A permit extension fee of \$1,000.00 is required to reactivate any building permit that expired or was abandoned for 180 consecutive days. A permit extension fee of \$2,000.00 is required to reactivate any building permit that expired or was abandoned for more than 180 consecutive days but less than 360 consecutive days. A permit extension fee does not include the fees required for any other reviews or inspections. No extension shall be granted for any building permit that has not been reactivated after 360 consecutive days; and a new building permit must be applied for and shall require a fee of \$5,000.00 or 25% of the total building permit fee that would be assessed, whichever is greater. For cancelled building permits, a permit extension will not be granted if modifications are made to the building or structure.
Re-stamp Fee	\$60.00
Violation of Permit Conditions, Restriction Limits, Times, and Location	\$250.00
Property Maintenance Fee	\$250.00
Landscape / Architectural Review Fee	\$1,000.00
Outdoor Lighting Compliance Review Fee	\$1,000.00
Legal Nonconforming Use Review	\$1,000.00
Plan Revision Fee	\$500.00
Plan Resubmittal Fee	\$200.00

K. Miscellaneous Inspection Fees

- For any required inspection (plumbing rough, framing, etc.) a reinspection fee will be assessed after the third failed inspection and every failure thereafter
- No inspections will be performed until all reinspection fees are paid

<i>Fee Type</i>	<i>Fee</i>
Building Inspection Fee	\$0.65961 / sq. ft.
After Hours Inspections	\$150.00 per hour, two-hour minimum required
Reinspection Fee	\$200 after third inspection
Work Covered Prior to Required Inspection	\$350.00
Additional Inspections not Identified	\$300.00
Structural Integrity Professional Engineer Inspection	Actual Cost Incurred + 10% Administrative Costs
Same Day Inspection Fee (pending availability)	\$150.00

L. Certificate of Occupancy

- Certificates of Occupancy are only issued to nonresidential uses
- Temporary Certificates of Occupancy are renewed and assessed every 15-30 days or per the requirements of the Town
- Certificates of Occupancy include, but are not limited to, New Tenants, Change of Name or Use or Owners
- If a Certificate of Occupancy is lost, a Duplicate Certificate of Occupancy charge may be assessed
- An inspection fee is charged where an inspection may be required before issuance of a Certificate of Occupancy by the Town

<i>Fee Type</i>	<i>Fee</i>
Certificate of Occupancy	\$250.00
Initial Temporary Certificate of Occupancy (TCO)	\$125.00
First 30-day Extension of TCO	\$500.00
Each TCO Extension Thereafter (not to exceed 15 days)	\$1,000.00
Duplicate Certificate of Occupancy	\$125.00
Certificate of Occupancy Inspection	\$125.00

Business Missing Certificate of Occupancy

Per *International Building Code*

M. Business License & Annual Inspection Fees

- For businesses that require a business license with the Town per Town Ordinances
- A reinstatement fee is assessed if a license has expired due to non-renewal revoked due to non-compliance

Residential Occupancies Above Two Dwelling Units (per IBC)	
Initial License Application Fee	\$150.00
Annual Business License Renewal	\$110.00
Per Room/Unit Inspected	\$25.00 per room/unit up to \$2,500.00
License Reinstatement	\$300.00
License Reinspection	\$80.00
Nonresidential Occupancies (per IBC)	
Initial License Application Fee	\$150.00
Annual Business License Renewal	\$150.00
< 10,000 square feet inspected	\$150.00
≤ 50,000 square feet inspected	\$300.00 + \$.01/sf up to maximum of \$1,000.00
> 50,000 square feet inspected	\$500.00 + \$.01/sf up to maximum of \$2,000.00
License Reinstatement	\$300.00
License Reinspection	\$100.00

N. Expedited Development Review Fees

- All standard project, permit, and plan review fees apply in addition to the below intake fees, and a \$1,000.00 per hour plan review fee with a minimum review time of two hours. Expedited development review fees shall not exceed \$10,000.00 for all projects.

N-1. Intake Fee

- An intake fee is charged at the time of request for an expedited review to ensure that all required items have been submitted correctly so an expeditious review can occur accurately and sufficiently.
- The intake fee assessed by the acreage of the site for civil construction projects and the building square footage for permit or site plan projects.
- **Failure by the applicant to submit the complete and correct documents and information may result in an expedited review application being delayed or rejected.**

<i>Square Footage</i>	<i>Acreage</i>	<i>Fee</i>
< 10,000 square feet	< 10 acres	\$500.00
< 25,000 square feet	< 25 acres	\$750.00
< 50,00 square feet	< 50 acres	\$1,000.00
> 50,000 square feet	> 50 acres	\$1,250.00

N-2. Projects Considered for Expedited Development Review

- Civil construction and site plans of nonresidential projects with an approved development plan and preliminary site evaluation;
- Civil construction and site plans of residential projects containing 30 or more lots (or dwelling units) with an approved development plan;
- Civil construction and site plans of mixed-use projects with an approved development plan;
- All nonresidential projects including new construction, additions, or accessory structures for both permitting and site planning purposes;

N-3. Projects Not Considered for Expedited Development Review

Projects that do not qualify for expedited review include, but are not limited to the following:

- Development applications requiring public hearings, change of zoning requests, development plan reviews, plat approvals, variance requests, specific use permits requests, etc.
- Projects that are not properly zoned for intended use
- Projects that do not have an approved development plan
- Projects that are not platted or can validate a legal build site
- Exterior building renovations or modifications
- Interior remodels, finish-outs, or renovations

2. Planning and Zoning

- Application fees are non-refundable unless the Town Manager or designee determines that a payment was collected in error
- Application fees are due at the time of submittal for all applications
- After a resubmission requires a 2nd Formal DRC review a resubmission fee shall be charged where applicable in this chapter

A. Subdivisions

<i>Final Subdivision Plat</i>		
	<i>All subdivisions</i>	\$5,000.00 + \$100.00 /acre
<i>Replat</i>		
	<i>Non-residential</i>	\$2,000.00 + \$100.00 /acre
	<i>Residential</i>	\$2,000.00 + \$100.00 /lot
<i>Amended Plat</i>		
	<i>Non-residential</i>	\$1,000.00 + \$100.00 /acre
	<i>Residential</i>	\$1,000.00 + \$100.00 /lot
<i>Minor Plat</i>		
	<i>All subdivisions</i>	\$1,000.00 + \$100.00 /lot (up to 4 lots maximum)
<i>Plat Vacation</i>		
	<i>All subdivisions</i>	\$4,000.00 + \$100.00 /acre
<i>Plat Resubmission Fees</i>		
	<i>Preliminary Site Evaluation</i>	5% of original fee charged
	<i>All other Plats</i>	10% of original fee charged

B. Change of Zoning and Specific Use Permit Requests

<i>Zoning Change</i>	<i>Total (Zoning Classification Change)</i>	<i>Total (Text Amendment)</i>
< 1 acre	\$1,000.00	\$510.00
< 2 acres	\$2,000.00	\$1,020.00
< 5 acres	\$5,000.00	\$2,550.00
< 10 acres	\$7,875.00	\$4,016.25
< 25 acres	\$10,500.00	\$5,355.00
< 50 acres	\$21,000.00	\$10,710.00
≤ 100 acres	\$42,000.00	\$21,420.00
> 100 acres	\$44,000.00	\$22,440.00
+ per acre over 100 acres	\$105.00	\$53.55

<i>Specific Use Permit</i>	<i>Total (Specific Use Permit Request)</i>	<i>Total (Text Amendment)</i>
< 1 acre	\$500.00	\$255.00
< 2 acres	\$1,000.00	\$510.00
< 5 acres	\$1,500.00	\$765.00
≤ 10 acres	\$2,000.00	\$1,020.00
> 10 acres	\$2,500.00	\$1,275.00

- NOTE: Requests for zoning changes to the Town Center Form Based Development District (e.g., Town Center Edge, Town Center Core, and Town Center Civic) are not subject to any zoning classification change fees.

C. Concept Plans, Development Plans & Site Plans

<i>Development/Concept Plan</i>	<i>Total</i>	<i>Amendment</i>
< 10 acres	\$6,000.00	\$3,060.00
< 25 acres	\$15,000.00	\$7,650.00
< 50 acres	\$24,000.00	\$12,240.00
≤ 100 acres	\$30,000.00	\$15,300.00
> 100 acres	\$31,500.00	\$16,065.00
+ per acre over 100 acres	\$105.00	\$53.55
<i>Site Plan</i>	<i>Total</i>	<i>Amendment</i>
< 1 acre	\$5,000.00	\$2,550.00
< 2 acres	\$6,100.00	\$3,111.00
< 5 acres	\$7,500.00	\$3,825.00
≤ 10 acres	\$10,000.00	\$5,100.00
> 10 acres	\$10,500.00	\$5,355.00
+ per acre over 10 acres	\$105.00	\$53.55
<i>Residential Site Plan</i>	<i>Total</i>	<i>Amended</i>
	\$770.00 / lot or unit	\$310.00 / lot or unit
<i>Plan Resubmission Fees</i>	<i>Plan</i>	<i>Fee</i>
	Development/Concept Plans	10% of original fee charged
	Site Plans	10% of original fee charged

D. Miscellaneous Planning

<i>Fee Type</i>	<i>Fee</i>
Address Change	\$100.00
Architectural Review Fee	See 1.C-Site Plan
Amendment to Code of Ordinances	\$1,000.00
Amendment to Comprehensive Plan	See 1.C-Concept Plan Amendment
Amendment to Planned Development Standards	\$2,000.00

Any request not specifically listed that requires legislative approval	\$1,000.00
Appeal of Administrative Decision	\$110.00 + \$5.00 for each property owner listed on the public hearing notice
Comprehensive Sign Package	See 1.C-Site Plan
Consultants for inspections or plan review utilized for specific specialized projects	Cost Incurred + 10% Admin Costs
Document / Instrument Filing Fee	\$500.00 (In-person Filing) Cost incurred +10% Admin Costs (E-Filing)
Development Agreement Processing	\$2,000.00
Special District Creation (overlay, PID, MUD, TIF, TRZ, etc.)	Per Development Agreement / Economic Development Agreement
Landscaping Plan Review	See 1.C-Site Plan
Outdoor Lighting Plan Review	See 1.C-Site Plan
Park Land Dedication	Per Development Agreement
Public Art	Per Development Agreement
Street Name Change	\$1,000.00 + cost of new street signage
Subdivision Name Change	See 1.A-Amended Plat
Temporary Use Permit	\$500.00
Traffic Impact Analysis Review	Cost Incurred + 10% Admin Costs
Variance Request (Board of Adjustment)	\$2,500.00
Variance Request (Planned Development Standards)	\$1,000.00
Zoning Verification Letter	\$50.00

3. Public Works & Engineering

A. Water & Sewer Rates

- Water & Sewer Rates are approved by the Town Council through a separate Ordinance when changes are made. Rates for Water and Sewer can be found at the following link: <https://www.westlake-tx.org/323/Utility-Applications-Documents-Rates>

B. Impact Fees

- Impact fees for water, wastewater, and roadway improvements are approved by the Town Council through a separate ordinance when changes are made. Rates can be found in Ordinance 1028 at this link: https://library.municode.com/tx/westlake/codes/code_of_ordinances

C. Backflow Services

- Backflow testers must register annually at <https://www.sctrackingsolutions.com/system/login.asp>
- Backflow fees may require payment through the third party platform.

<i>Fee Type</i>	<i>Fee</i>
Backflow Tester Registration	\$125.00
Assembly Registration	\$25.00
Customer Service Inspection	\$125.00
Customer Service Reinspection	\$125.00

D. Easements

<i>Easement Type</i>	<i>Fee</i>
Easement / ROW Abandonment	\$1,000.00 + \$1.00/linear foot
Easement / ROW Encroachment	\$1,000.00 + \$1.00/linear foot

E. Solid Waste License

<i>Fee Type</i>	<i>Fee Description</i>
Waste Hauling License	No Fee
Waste Hauling Monthly Fee	\$100.00

F. Construction Plans

- Construction Plans include, but not limited to, engineered plans such as grading, drainage, water, sewer, and right-of-way improvements.
- The construction plan application fee is assessed when there has been no development plan or zoning requested approved on the site. This fee is due at time of submittal of a construction plan application. Application fees are non-refundable unless the Town Manager or designee determines that a payment was collected in error.
- Plan review fees and model analysis fees are due at the pre-construction meeting and before a notice to proceed by the Town.
- Additional analyses may apply where the Town Engineer must conduct a model analysis of town utilities and where a TxDOT Permit is required to be reviewed.
- Inspection fees for construction are found in [Table 3.F](#) of this section.

<i>Application</i>	<i>Fee</i>
Construction Plans Application	See 2.C-Development Plan
<i>Plan Review</i>	<i>Fee</i>
First Plan Review	\$1,000.00 + \$150.00/sheet
Additional Review (more than 3)	\$750.00 + \$100.00/sheet
<i>Additional Analyses</i>	<i>Fee</i>
Water Model Analysis	\$1,000.00
Wastewater Model Analysis	\$1,000.00
TxDOT Permit Review	\$500.00

G. Construction Inspections

- The inspection fee will be based on actual cost incurred during inspections plus a ten percent administrative costs. Inspections include, but not limited to, public and private improvements such as streets and roads, drainage, parking lots, fire water systems, walls, fences, site grading, water features, parks, open space corridors, required landscaping, irrigation, sidewalks, trails, etc., for subdivisions improvements. The construction inspection fee is in addition to any other fees listed herein.
- Construction inspection fees are due before final acceptance of public improvements
- Construction inspection overtime is a two-hour minimum for weekdays and four-hour minimum for weekends and holidays. Inspections must be requested by noon the Wednesday before. Construction inspection overtime fees are collected before acceptance of public infrastructure.

Construction Inspections	Fee
Construction Inspection Fee	Actual Cost Incurred + 10% Administrative Costs or per Development Agreement
Additional Inspection Fees	Fee
Construction Inspection Overtime	\$150.00 per hour, two-hour minimum required
Reinspection Fee	\$200.00 after third inspection
Work Covered Prior to Required Inspection	\$350.00
Additional Inspections not Identified	\$300.00
Public Works Inspection Fee	\$400.00

H. Streetlights

Fee Type	Fee Description
Installation and Maintenance of Street Lights	The developer must pay for all costs associated with installing streetlights and maintain & operate the streetlights in public ROW or per Development Agreement
Licensing of Street Lights	\$20.00 per month per pole for at least 2 years or per Development Agreement

I. Right of Way Construction

- The application and plan review fee are due at time of submittal
- The permit fees are due at the time of permit issuance
- Where a TxDOT Permit is required additional review fees may apply

<i>Fee Type</i>	<i>Fee</i>
ROW Application & Plan Review	\$500.00
ROW Permit Fee	\$500.00 + \$1 /linear feet of construction
TxDOT Permit Review	\$500.00

J. Right of Way Management (Small Cell Network Nodes)

- Where a permit is not required under [Chapter 79](#) of the Code of Ordinances, they provider is required to notify the Town a minimum of 24 hours in advance of beginning work.
- If the provider's worker requires excavation or closing of sidewalks or vehicular lanes within the public ROW, then the provider must also obtain a ROW construction permit

<i>Network Node Application</i>	<i>Total</i>
First Application (up to five locations)	\$500.00
Subsequent Application (excess of five locations)	\$250.00
<i>Support Pole Application</i>	<i>Total</i>
Network Node Support Pole	\$1,000.00 each
<i>Annual Registration</i>	<i>Total</i>
Annual Node Registration	\$250.00 per node site
Annual Pole Registration	\$250.00 per node site
Right of Way Use	\$28 per node site per month

K. Floodplain Development

- The application and plan review fee are due at time of submittal
- The permit fees are due at the time of permit issuance in addition to additional fees listed below where their review is required

<i>Fee Type</i>	<i>Fee</i>
Application / Plan Review Fee	\$500.00
Floodplain Permit Fee	\$1,000.00
Flood Study Analysis	\$3,000.00
CLOMR	\$2,700.00
LOMR (Following CLOMR)	\$1,000.00
LOMR (Without CLOMR)	\$2,700.00
Erosion Hazard Zone	\$500.00
Drainage / Grading / Excavation Fee	See Table 3.L

L. Investigation Fees

<i>Fee Type</i>	<i>Fee</i>
Work Without a Permit	\$500.00 or double the original fee required
Violation of Permit Conditions, Restriction Limits, and Times and Location on ROW Permit	\$250.00
Failure to Correct Deficiency	\$500.00

M. Miscellaneous Public Works Fees

<i>Fee Type</i>	<i>Fee</i>
Residential Grading	\$600.00
Nonresidential Grading	\$600.00 plus \$100.00 /acre
Erosion Control Inspection	\$1,500.00
Duct Bank Connection	\$3,100.00
Drive Approach / Sidewalk / Curb Cut	\$200.00 without drainage improvements / \$500.00 with drainage improvements required

4. Facilities and Parks & Recreation

A. Special Event Applications

- A coordination meeting may be required with Town of Westlake Staff before submittal of an application; and
- Proof of nonprofit status via a 501(c)(3) must be supplied at time of application; and
- Nonprofit status does not exempt additional fees or personnel standby fees; and
- Where an application is not submitted at least 30 days prior to the event start date, additional fees may apply.

<i>Application Fees</i>	<i>Fee</i>
Special Event Application	\$250.00
<i>Special Event Application, Non-profits</i>	No fee
<i>Special Event, Temporary Signage</i>	No fee
<i>Additional Fees</i>	<i>Fee</i>
Tent Permit	\$100.00
Fireworks	\$150.00
Coordination Meeting	\$100.00
<i>Personnel Standby</i>	<i>Fee</i>
Fire-EMS Personnel Standby	\$75.00/hr. per person
Police Officer Standby	Per City of Keller PD
Administrative Staff Standby	\$75.00/hr. per person
<i>Special Event Penalty Fees</i>	<i>Fee</i>
Application submitted under thirty (30) days before event start date	\$500.00 (regardless of charitable status)
Application submitted under five (5) days before event start date	\$1,000.00 (regardless of charitable status)
Special Event held without permit	Per Special Event Ordinance

B. Facility Rental

- For additional facility rental policies and regulations please see [Resolution 19-19](#)

<i>Facility</i>	<i>Deposit</i>	<i>Rental (3-hr min.)</i>	<i>Per hour (up to 6 hrs.)</i>	<i>Extended Use</i>
WA Cafeteria				
One day	\$500.00	\$350.00	\$100.00	\$15.00
Extended commitment	\$2,000.00	\$350.00	\$100.00	\$15.00
WA Performance Hall				
One day	\$500.00	\$475.00	\$150.00	\$15.00
Extended commitment	\$2,000.00	\$475.00	\$150.00	\$15.00
WA Gym				
One day	\$500.00	\$350.00	\$100.00	\$15.00
WA Multipurpose Hall				
One day	\$500.00	\$475.00	\$150.00	\$15.00
WA Sport Fields				
One day	\$500.00	\$150.00	\$50.00	\$15.00
Town Council Chambers/ Courtroom				
One day	\$1,000.00	\$300.00	\$100.00	-
Fire Department Administration Training Room and Mall				
One day	\$1,000.00	-	\$100.00	-

C. Westlake IOOF Cemetery

- For additional cemetery policies and regulations, please see Resolution 24-07

<i>Fee Type</i>	<i>Total</i>
Adult Burial Space	\$4,000.00
Infant Burial Space	\$2,500.00
Interment Fee	\$500.00
Urn Interment Fee	\$400.00
Service Fee	\$350.00

Transfer Fee	\$150.00
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5. Fire-EMS Services

- ¹If required, additional cost for personnel may be charged. Additional cost for expendable equipment and necessary apparatus may be incurred.
- ²Two (2) hour minimum. If required, addition cost for personnel may be charged. Additional cost for expendable equipment and necessary apparatus may be incurred.
- ³Cost is per hour per personnel utilized. Additional cost for expendable equipment and necessary apparatus may be incurred.
- ⁴Cost based on third party or contracted services provider fees. Based on agreement with the Town, fees may be paid directly to the third party or contracted services provider.

Ambulance and EMS	Total
ALS I	\$1,750.00
ALS II	\$1,750.00
BLS	\$1,750.00
ALS Disposable	N/A
BLS Disposable	N/A
Oxygen	N/A
SCT	\$1,750.00
TNT	\$200.00
Ground mileage	\$24.00
EMS – Services and Expendables ⁴	
Asbestos removal	Total
	\$100.00
Battery Systems	Total
	\$250.00
Burn Permit	Total
Non-resident	\$50.00
Resident	No Charge
Candles and Open Flame in Assembly Areas	Total
	\$50.00
Carnivals and Fairs	Total
	\$50.00 ¹
Combustible Storage	Total
High-Piled	\$50.00

Compressed Gas	Total
	\$100.00
Cryogenics	Total
	\$250.00
Dry Cleaning Operations	Total
Flammable / Combustible Liquids	\$75.00
Non-Flammable Liquids	\$50.00
Explosives or Blasting Agents	Total
Use of	\$150.00 ¹
Fireworks - Certified Events Only	Total
	\$150.00 ¹
Fueling Dispensing Station	Total
Motor Vehicle	\$50.00
Fumigation or Thermal Insecticidal Fogging	Total
	\$250.00
Hazardous Materials	Total
Storage, Dispense, Use of Mitigation ^{3,4}	\$50.00
Hot works Operations	Total
	\$50.00
Inspections	Total
After Hours Fire Inspection	\$200.00 ²
Re-inspection for fire alarm systems	\$100.00 ¹
Re-inspection for new construction	\$100.00 ¹
Re-inspection for sprinkler systems	\$100.00 ¹
Liquid Petroleum Gas	Total
LPG 25-199 WGC	\$100.00
LPG 200-1,999 WGC	\$75.00
LPG 2,000 < WGC	\$25.00
LPG fueled vehicles or equipment in assembly buildings	\$50.00
Malls – Covered	Total
	\$75.00 ¹
Personnel Stand-By	Total

Fire Watch	\$75.00 ³
Special Event	\$75.00 ³
Pesticides	Total
Highly Toxic, Storage, Use of	\$50.00
Plan Review	Total
Fire Alarm System Review ⁴	
Fire Sprinkler System Review ⁴	
Nonresidential Fire Plan Review / Inspection Fee	See Table C-2
Residential Fire Plan Review	\$400.00
Private Agency License Inspection / Certification	Total
	\$50.00
Pyrotechnic Material	Total
	\$500.00 ¹
Radioactive Materials	Total
	\$500.00
Storage Tanks	Total
Aboveground Storage Tanks (AGST)	\$150.00
Underground Storage Tanks (UST)	\$150.00
AGST & UST - Changing Contents	\$100.00
AGST and UST Removal or Temporary Out of Service	\$50.00
Trench Burning – Clearing Land or Rubbish	Total
	\$150.00
Water System Analysis / Test for Fire Suppression Systems	Total
	\$25.00

6. Gas Well & Oil Fees

A. Gas Well Pad Site Permit and Fees

Gas Well Pad Site Permit Application Fee (one-time initial, per pad site fee)	\$30,000.00
Approved Gas Well Pad Site Permit Annual Review & Renewal Fee	\$5,000.00
Fire Fighter Training & Equipment Fee (one-time initial, per approved pad site fee)	\$10,000.00
Setback Reduction Request/Property Owner Title Verification Fee	\$5,000.00 or actual cost, whichever is greater

B. Gas Well Permits and Fees

Gas Well Permit Application Fee (one-time initial, per well fee)	\$10,000.00
Gas Well Permit Amendment Application & Review Fee	\$2,500.00
Gas Well Certificate of Completion & Completion Inspection Fee	\$1,500.00
Tank Battery Completion & Annual Permit/Inspection Fee	\$1,000.00
Annual Approved Gas Well Permit Review, Inspection, & Permit Renewal Fee	\$1,500.00
Initial/Annual Insurance & Surety Review Fee (per approved gas well permit)	\$1,000.00
Annual Fire Fighter Training & Equipment Fee (per approved gas well permit)	\$2,000.00
Annual Safety/Hazardous Materials Plans & Reports Compliance Review Fee	\$1,000.00
Well Re-working Permit Fee	\$5,000.00
Gas Well Permit Transference Processing Fee	\$5,000.00
Gas Well Permit Extension Processing Fee	\$5,000.00
Well Abandonment Permit Application & Inspection Fee	\$2,500.00
Road Maintenance Agreement Review & Inspection Fee	\$5,000.00

C. Pipeline Related Permits and Fees

- All permits, fees, and/or licenses in this section are for initial installation of a new pipeline. Any extensions of this pipeline will be considered a new pipeline and subject to all applicable permits

New Pipeline Construction Permit & Inspection Fee	\$5,000.00
New Pipeline Certificate of Completion & Inspection Fee	\$1,500.00
New Pipeline ROW/Street/Road/Easement Crossing License (per crossing)	\$2,000.00
Initial/Annual Insurance & Surety Review Fee (per approved pipeline permit)	\$1,000.00
Annual Safety Report Compliance Review Fee (per approved pipeline permit)	\$1,000.00
Annual Pipeline Permit & License Renewal Fee (per new pipeline permit)	\$2,000.00
Inactive Pipeline Permit Application & Inspection Fee	\$2,500.00
Idled Pipeline Permit Application & Inspection Fee	\$2,500.00
Idled Pipeline Permit Reactivation Inspection Fee	\$2,500.00
Seismic Testing Permit Fee	\$500.00
Technical Advisor Fees	Actual costs plus 10% administrative fee

7. Administrative Services

A. Non-Sufficient Funds & Return Charges

- The maximum charge permitted under Texas law will be imposed by the Town for the collection of checks returned by the banks for the lack of funds when such checks are used in payment to the Town for deposits or obligations legally owned by the issuer of the said returned checks. The Town Manager or their designee will add the returned check charge to the other obligations owned to the Town by the issuer of the returned checks. The same charge shall be applied to electronic funds transactions in which lack of funds prevents payment from being made. The Town Manager or their designee may waive such charge if the Town was negligent in the cashing of the check or if special circumstances deem the waives as appropriate; however, in all cases of a waiver complete records must be made of the reason for the waiver.

All forms of payment | \$35.00 or max per State Law

B. Solicitation & Vendor Permits

Solicitor License per person | \$50.00

C. Alcohol License and Permit Fees

License / Permit Fee | Per [State Local Maximums](#)

D. Photocopy & Digital Media Charges

Media Type	Fee
Standard size 8.5" x 14"	\$0.10 per page per side
Non-standard size	\$0.50 per page per side
Specialty Paper	Actual Cost
Diskette	\$1.00 each
Rewritable CD (CD-RW)	\$1.00 each
Non-rewritable CD (CD-R)	\$1.00 each
Digital Video Disc (DVD)	\$3.00 each
Magnetic Tape	Actual Cost
Data Cartridge	Actual Cost
Tape Cartridge	Actual Cost
JAZ Drive	Actual Cost
Other electronic media	Actual Cost
VHS video cassette	\$2.50 each
Audio cassette	\$1.00 each

8. Refund Policy

- No refund shall be granted if the purchaser has paid the minimum fee established for the specific type of permit;

- No refund shall be granted if any work governed by the permit has been performed;
- No refund shall be granted if an inspection has been performed, scheduled, or requested on the permit;
- Plan review fees are non-refundable unless the Building Official determines that a payment was collected in error;
- Application fees are non-refundable unless the Town Manager or designee determines that a payment was collected in error;
- Refund claims must be submitted in writing with a copy of the permit receipt.

9. Example Calculations

A. How to Calculate Single Family Residence Submittal

Information required:

- Total square footage under roof
- See [Table 1.D](#) under Building Inspection Services for MEP ranges

Examples:

A-1. 5,200 sq. ft.

<i>Fee Type</i>	<i>Fee Calculation</i>	<i>Fee Total</i>
Residential Permit Fee	\$1.8846 x 5,200 sq. ft.	\$9,799.92
Residential Plan Review Fee	\$0.65961 x 5,200 sq. ft.	\$3,429.97
Residential Building Inspection Fee	\$0.65961 x 5,200 sq. ft.	\$3,429.97
Public Works Inspection Fee	\$418.80	\$418.80
Residential Fire Inspection Fee	\$418.80	\$418.80
Drainage / Grading / Excavation Fee	\$600.00	\$600.00
Erosion Control Fee	\$1,500.00	\$1,500.00
Duct Bank Fee	\$3,100.00	\$3,100.00
Mechanical Fees	See Table 1.D	\$500.00
Electrical Fees	See Table 1.D	\$500.00
Plumbing Fees	See Table 1.D	\$500.00
Residential Roadway Impact Fees	Refer to Ordinance 1028	\$3,825.80
Residential Water Impact Fees	Refer to Ordinance 1028	\$8,949.00
Residential Sewer Impact Fees	Refer to Ordinance 1028	\$4,677.00
		\$41,649.26

B. How to Calculate a New Nonresidential Submittal

Information required:

- Total square footage under roof
- Total construction valuation
- Total site acreage
- See [Table 1.C-1](#) under Building Inspection Services for base permit fee
- See [Table 1.C-2](#) under Building Inspection Services for fire department plan review and inspection
- See [Table 1.D](#) under Building Inspection Services for MEP ranges

B-1. 10,000 sf. ft. | \$5,000,000 valuation | 1 acre

<i>Fee Type</i>	<i>Fee Calculation</i>	<i>Fee Total</i>
Nonresidential Permit Fee	See Table 1.C-1	\$50,585.50
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65%	\$32,880.58
Nonresidential Inspection Fee	\$0.65961 × 10,000 sq. ft.	\$6,596.10
Nonresidential Fire Review / Inspection Fee	See Table 1.C-2	\$500.00
Public Works Inspection Fee	\$418.80	\$418.80
Duct Bank Fee	\$3,100.00	\$3,100.00
Erosion Control Fee	\$1,500.00	\$1,500.00
Drainage / Grading / Excavation Fee	\$600.00 + (\$100.00 × 1 acres)	\$700.00
Mechanical Fees	See Table 1.D	\$500.00
Electrical Fees	See Table 1.D	\$500.00
Plumbing Fees	See Table 1.D	\$500.00
Energy Compliance	See Table 1.D	\$500.00
Nonresidential Roadway Impact Fees	Refer to Ordinance 1028	\$9,907.40
Nonresidential Water Impact Fees	Refer to Ordinance 1028	\$8,949.00
Nonresidential Sewer Impact Fees	Refer to Ordinance 1028	\$4,677.00
		\$121,814.38

End of Fee Schedule



THE TOWN OF
WESTLAKE

DISTINCTIVE BY DESIGN

~~FY2026~~FY2027

FEE SCHEDULE

TOWN OF WESTLAKE

Table of Contents

Table of Contents	2
1. Building Inspection Services.....	5
A. Contractor Registration	5
B. Residential Building Permits	6
B-1. New Single Family Residential	6
B-2. Residential Additions and Accessory Structures	6
B-3. Residential Remodel Fees	7
B-4. Residential Remodel Permit Fee	7
<u>B-5. Residential Impact Fees</u>	<u>7</u>
C. Nonresidential Building Permits	8
C-1. Nonresidential Permit Fee	8
C-2. Nonresidential Remodel, Repair & Alterations	9
C-3. New Nonresidential Whitebox.....	9
C-4. Nonresidential Permit Fee	10
C-5. Nonresidential Fire Review / Inspection Fee	11
D. New Construction Trade Fees	12
E. Single Trade Permits.....	12
F. Residential Foundation Repair	13
G. Tree Removal and Mitigation	13
H. Sign Permits.....	13
I. Additional Permits	14
J. Miscellaneous Fees.....	15
K. Miscellaneous Inspection Fees	15
L. Certificate of Occupancy	16
M. Business License & Annual Inspection Fees.....	17
N. Expedited Development Review Fees	18
N-1. Intake Fee	18
N-2. Projects Considered for Expedited Development Review	18
N-3. Projects Not Considered for Expedited Development Review	19
2. Planning and Zoning	20
A. Subdivisions	20
B. Change of Zoning and Specific Use Permit Requests	21
C. Concept Plans, Development Plans & Site Plans	22

D. Miscellaneous Planning	23
3. Public Works & Engineering	24
A. Water & Sewer Rates	24
B. Impact Fees	24
C. Backflow Services	24
D. Easements	24
E. Solid Waste License	25
F. Construction Plans.....	25
G. Construction Inspections.....	26
H. Streetlights	26
I. Right of Way Construction.....	27
J. Right of Way Management (Small Cell Network Nodes).....	27
K. Floodplain Development	28
L. Investigation Fees.....	28
M. Miscellaneous Public Works Fees.....	28
4. Facilities and Parks & Recreation	29
A. Special Event Applications.....	29
B. Facility Rental	30
C. Westlake IOOF Cemetery	30
5. Fire-EMS Services.....	31
6. Gas Well & Oil Fees.....	34
A. Gas Well Pad Site Permit and Fees	34
B. Gas Well Permits and Fees	34
C. Pipeline Related Permits and Fees	35
7. Administrative Services	36
A. Non-Sufficient Funds & Return Charges	36
B. Solicitation & Vendor Permits	36
C. Alcohol License and Permit Fees	36
D. Photocopy & Digital Media Charges.....	36
8. Refund Policy.....	37
9. Example Calculations	38
A. How to Calculate Single Family Residence Submittal	38
A-1. 5,200 sq. ft.	38

B.	How to Calculate a New Nonresidential Submittal	39
B-1.	10,000 sf. ft. \$5,000,000 valuation 1 acre	39
	End of Fee Schedule	40

1. Building Inspection Services

- The review fee is collected at the time of submittal and is non-refundable unless the fee is collected in error by the Town of Westlake
- The permit fee is collected at the time of permit issuance for building permits and trade permits
- Additional fees listed are collected at the time of issuance

A. Contractor Registration

- No person shall perform any work or supply any materials without first having registered with the Town of Westlake
- All registrations are one-year registrations. ~~Contractors registered before this timeline will keep their current two-year expiration date until renewal occurs.~~

<i>Contractor Type</i>	<i>1-Year Registrations</i>
General Contractor	\$125.00
Backflow Tester <u>(collected by third party)</u>	\$125.00
Construction Waste	No fee
Electrician	No fee
Irrigator	\$125.00
Mechanical	No fee
Plumber	No fee
Pool	\$125.00
Roofing	\$125.00
Right of Way (ROW)	\$125.00
Signage	\$125.00
Subdivision General Contractor	\$125.00
Subdivision Utility Contractor	\$125.00
Subdivision Paving Contractor	\$125.00
Well (Water & Gas)	\$125.00

B. Residential Building Permits

- The plan review fee is collected at the time of submittal and is non-refundable unless the fee is collected in error by the Town of Westlake

B-1. New Single Family Residential

Residential Permit Fee	\$1.8846 /sq. ft.
Residential Plan Review Fee	\$0.65961 / sq. ft.
Residential Building Inspection Fee	\$0.65961 / sq. ft.
Public Works Inspection Fee	\$418.80
Residential Fire Inspection Fee	\$418.80
Drainage / Grading / Excavation Fee	\$600.00
Erosion Control Fee	\$1,500.00
Duct Bank Fee	\$3,100.00
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D

B-2. Residential Additions and Accessory Structures

Residential Permit Fee	\$1.8846 /sq. ft.
Residential Plan Review Fee Review Fee	\$0.65961 / sq. ft.
Residential Building Inspection Fee	\$0.65961 / sq. ft.
Residential Fire Inspection Fee Inspection Fee	\$418.80
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D

B-3. Residential Remodel Fees

Residential Permit Fee	See Table 1.B-4
Residential Plan Review Fee Review Fee	\$0.65961 / sq. ft. (maximum \$250. 00)
Residential Building Inspection Fee	\$0.65961 / sq. ft. (maximum \$250. 00)
Residential Fire Inspection Fee	\$418.80

B-4. Residential Remodel Permit Fee

<i>Square Feet</i>	<i>Fee</i>
≤ 200 square feet	\$300.00
≤ 500 square feet	\$500.00
≤ 750 square feet	\$800.00
≤ 1,000 square feet	\$1,000.00
> 1,000 square feet	\$1,500.00
per additional sq. ft. over 1,000	\$0.01

B-5. Residential Impact Fees

- Impact fees are assessed on residential developments for roadway, water, and sewer impact. Fees are assessed according to Ordinance 1028, which can be found at this link:
https://library.municode.com/tx/westlake/codes/code_of_ordinances

C. Nonresidential Building Permits

- The plan review fee is collected at the time of submittal and is non-refundable unless the fee is collected in error by the Town of Westlake.
- The declared valuation shall include the fair market value of the proposed improvements, including the architectural, structural, electrical, plumbing, mechanical work, paving, parking, drive approach, and the contractor's profit. The building official may require the applicant to verify the declared value.
- The building official may also use the data provided in the most current building valuation table published by the International Code Council to determine building valuation for permit fee purposes.

C-1. Nonresidential Permit Fee

- Used to calculate the base permit fee (additional charges apply below)

Nonresidential Permit Fee	See Table 1.C-4
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65%
Nonresidential Structural Plan Review Fee	Actual Cost Incurred + 10% Administrative Costs
Nonresidential Inspection Fee	\$0.65961 / sq. ft.
Nonresidential Fire Review / Inspection Fee	See Table 1.C-5
Public Works Inspection Fee	\$400.00
Duct Bank Fee	\$3,100.00
Erosion Control Fee	\$1,500.00
Drainage / Grading / Excavation Fee	\$600.00 + \$100.00 /acre
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D
Energy Compliance	See Table 1.D

C-2. Nonresidential Remodel, Repair & Alterations

- Includes Accessory Structures, Additions and Tenant Finish-Outs

Nonresidential Permit Fee	See Table 1.C-4
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65%
Nonresidential Inspection Fee	\$0.65961 / sq. ft.
Nonresidential Fire Review / Inspection Fee	See Table 1.C-5
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D
Energy Compliance	See Table 1.D

C-3. New Nonresidential Whitebox

Nonresidential Permit Fee	See Table 1.C-4 with \$ 12 ,000. <u>00</u> maximum
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65% (maximum \$ 5002 ,000. <u>00</u>)
Nonresidential Inspection Fee	\$0.65961 / sq. ft. (maximum \$500. <u>00</u>)

C-4. Nonresidential Permit Fee

- Used to calculate the base permit fee in [Table 1.C-1](#)

Total Valuation	Fee
≤ \$1,000	\$150.00
≤ \$5,000	\$150.00
per additional \$100 over \$1,000	\$7.00
≤ \$25,000	\$430.00
per additional \$1,000 over \$5,000	\$31.50
≤ \$50,000	\$1,060.00
per additional \$1,000 over \$25,000	\$22.68
≤ \$100,000	\$1,627.00
per additional \$1,000 over \$50,000	\$15.75
≤ \$500,000	\$2,415.50
per additional \$1,000 over \$100,000	\$13.30
≤ \$1,000,000	\$7,735.50
per additional \$1,000 over \$500,000	\$11.30
≤ \$5,000,000	\$13,385.50
per additional \$1,000 over \$1,000,000	\$9.30
> \$5,000,000	\$50,588.5
per additional \$1,000 over \$5,000,000	\$7.30

C-5. Nonresidential Fire Review / Inspection Fee

- Used to calculate the nonresidential fire review / inspection fee in [Table 1.C-1](#)

<i>Square Feet</i>	<i>Fee</i>
≤ 10,000 sq. ft.	\$500.00
≤ 100,000 sq. ft.	\$500.00
per sq. ft. over 10,000	\$0.20
≤ 300,000 sq. ft.	\$18,500.00
per sq. ft. over 100,000	\$0.15
≤ 500,000 sq. ft.	\$48,500.00
per sq. ft. over 300,000	\$0.10
> 500,000 sq. ft.	\$68,500.00
per sq. ft. over 500,000	\$0.05

C-6. Nonresidential Impact Fees

- Impact fees are assessed on nonresidential developments for roadway, water, and sewer impact. Fees are assessed according to Ordinance 1028, which can be found at this link: https://library.municode.com/tx/westlake/codes/code_of_ordinances

D. New Construction Trade Fees

- Energy compliance only applies to nonresidential permits

Square Feet	Mechanical	Electrical	Plumbing	Energy
≤ 5,000 square feet	\$300.00	\$300.00	\$300.00	\$300.00
≤ 10,000 square feet	\$500.00	\$500.00	\$500.00	\$500.00
≤ 25,000 square feet	\$800.00	\$800.00	\$800.00	\$800.00
≤ 50,000 square feet	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
≤ 100,000 square feet	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
> 100,000 square feet	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
per additional sq. ft. over 100,000	\$0.0010	\$0.0010	\$0.0010	\$0.00

E. Single Trade Permits

- Applies to small trade permits not categorized as new construction
- Includes, but not limited to, projects such as water heaters, A/C repair, outdoor lighting, meter releases, etc....

Permit Type	Commercial Fees	Residential Fees
Mechanical	1.5% of valuation with \$250.00 minimum	\$250.00
Electrical	1.5% of valuation with \$250.00 minimum	\$250.00
Plumbing	1.5% of valuation with \$250.00 minimum	\$250.00
Roofing / Re-roofing	1.5% of valuation with \$250.00 minimum	\$250.00

F. Residential Foundation Repair

Square Feet	Fee
≤ 5,000 square feet	\$300.00
≤ 10,000 square feet	\$400.00
> 10,000 square feet	\$500.00

G. Tree Removal and Mitigation

Tree Mitigation	\$200.00 /caliper inch
Tree Mitigation in the <u>Knolls at Solana</u>	\$300.00 /caliper inch
Tree Removal Application (<i>not part of new construction</i>)	\$125.00
Tree Removal Inspection (<i>not part of new construction</i>)	\$125.00
Trees Removed without Permit in a Conservation Area	\$1,000 /caliper inch

H. Sign Permits

- Fees are calculated per the number of signs requested in an application
- Signs installed without prior permit issuance will be assessed twice the permit fee required
- Signs in the ROW require a ROW License agreement and any applicable fees below

Sign Type	Fee
Monument Signs / Ground-based signs	1% of valuation with \$250. <u>00</u> min <u>imum</u>
Nonresidential Signs - other than ground-based signs	1% of valuation with \$250. <u>00</u> min <u>imum</u>
Temporary Real Estate Sign	\$50.00
Temporary Signage not identified that requires permit	\$50.00
Temporary Special Event Sign	No fee
Wayfinding Signs	\$100.00

I. Additional Permits

Access Control	\$200.00
Accessory Structures & Athletic Courts, including, but not limited to, tennis, pickleball, basketball, etc.	See Table 1.B-4
Antenna	\$400.00
Demolition	\$250.00 for residential <u>structures</u> \$550.00 for nonresidential <u>structures</u>
Drive Approach / Sidewalk / Curb Cut	\$200.00 without Drainage Improvements \$500.00 with Drainage Improvements required
Fences / Retaining Walls / Wall Structure	1% valuation with \$250.00 minimum; <u>wall will have structural \$500.00 review fee added</u>
Floodplain Development	See Public Works
Fountain / Water Feature / Fire Feature (24" or less in depth)	\$300.00
Drainage / Grading / Excavation Fee	\$600.00 residential \$600.00 + \$100.00 /acre nonresidential
Irrigation / Sprinkler	\$300.00
Miscellaneous Permits	1% of valuation with \$250.00 minimum
Moving (any building on any Town street)	\$450.00 plus all direct and indirect costs incurred by the Town including police and traffic patrol
Outdoor Display Permit – Permanent	See 2.B-Specific Use Permit
Outdoor Display Permit – Temporary	See 2.D-Temporary Use Permit
Pool / Spa	1% of valuation with \$2,000.00 minimum
ROW Construction (excluding franchised utilities)	See Public Works
Sales / Leasing Trailer	See 2.B-Specific Use Permit
Solar Panels	1% of valuation with \$250.00 minimum
Temporary Batch Plant	See 2.B-Specific Use Permit
Temporary Construction Off-Site Trailer	See 2.B-Specific Use Permit
Temporary Construction On-Site Trailer	\$250.00
Temporary Electrical Pole	\$75.00
Water Well	\$1,000.00

J. Miscellaneous Fees

Fee Type	Fee
Work Without a Permit	\$500.00 or double the original permit required
Expired Permit Extension	A permit extension must be requested in writing within 10 business days of its expiration to avoid fees. A permit extension is required to reactivate any expired or abandoned permit where an extension was not requested and/or approved, except for: (i) duct bank fees and drainage, grading, and excavation fees and (ii) building permits as provided for below. A permit extension fee of \$1,000.00 is required to reactivate any building permit that expired or was abandoned for 180 consecutive days. A permit extension fee of \$2,000.00 is required to reactivate any building permit that expired or was abandoned for more than 180 consecutive days but less than 360 consecutive days. <u>A permit extension fee does not include the fees required for any other reviews or inspections.</u> No extension shall be granted for any building permit that has not been reactivated after 360 consecutive days; and a new building permit must be applied for and shall require a fee of \$5,000.00 or 25% of the total building permit fee that would be assessed, whichever is greater. For cancelled building permits, a permit extension will not be granted if modifications are made to the building or structure.
Re-stamp Fee	\$60.00
Violation of Permit Conditions, Restriction Limits, Times, and Location	\$250.00
Property Maintenance Fee	\$250.00
Landscape / Architectural Review Fee	\$1,000.00
Outdoor Lighting Compliance Review Fee	\$1,000.00
Legal Nonconforming Use Review	\$1,000.00
<u>Plan Revision Fee</u>	<u>\$500.00</u>
<u>Plan Resubmittal Fee</u>	<u>\$200.00</u>

K. Miscellaneous Inspection Fees

- For any required inspection (plumbing rough, framing, etc.) a reinspection fee will be assessed after the third failed inspection and every failure thereafter
- No inspections will be performed until all reinspection fees are paid

Fee Type	Fee
Building Inspection Fee	\$0.65961 / sq. ft.
After Hours Inspections	\$150. <u>00</u> per hour, two-hour minimum <u>required</u>
Reinspection Fee	\$200 after third inspection
Work Covered Prior to Required Inspection	\$350.00
Additional Inspections not Identified	\$300.00
Structural Integrity Professional Engineer Inspection	Actual Cost Incurred + 10% Administrative Costs
<u>Same Day Inspection Fee (pending availability)</u>	<u>\$150.00</u>

L. Certificate of Occupancy

- Certificates of Occupancy are only issued to nonresidential uses
- Temporary Certificates of Occupancy are renewed and assessed every 15-30 days or per the requirements of the Town
- Certificates of Occupancy include, but are not limited to, New Tenants, Change of Name or Use or Owners
- If a Certificate of Occupancy is lost, a Duplicate Certificate of Occupancy charge may be assessed
- An inspection fee is charged where an inspection may be required before issuance of a Certificate of Occupancy by the Town

Fee Type	Fee
Certificate of Occupancy	\$250.00
Initial Temporary Certificate of Occupancy (TCO)	\$125.00
First 30-day Extension of TCO	\$500.00
Each TCO Extension Thereafter (not to exceed 15 days)	\$1,000.00
Duplicate Certificate of Occupancy	\$125.00
Certificate of Occupancy Inspection	\$125.00

Business Missing Certificate of Occupancy

Per *International Building Code*

M. Business License & Annual Inspection Fees

- For businesses that require a business license with the Town per Town Ordinances
- A reinstatement fee is assessed if a license has expired due to non-renewal revoked due to non-compliance

Residential Occupancies Above Two Dwelling Units (per IBC)	
Initial License Application Fee	\$150.00
Annual Business License Renewal	\$110.00
Per Room/Unit Inspected	\$25. <u>00</u> per room/unit up to \$2,500. <u>00</u>
License Reinstatement	\$300.00
License Reinspection	\$80.00
Nonresidential Occupancies (per IBC)	
Initial License Application Fee	\$150.00
Annual Business License Renewal	\$150.00
< 10,000 square feet inspected	\$150.00
≤ 50,000 square feet inspected	\$300.00 + \$.01/sf up to maximum of \$1,000. <u>00</u>
> 50,000 square feet inspected	\$500.00 + \$.01/sf up to maximum of \$2,000. <u>00</u>
License Reinstatement	\$300.00
License Reinspection	\$100.00

N. Expedited Development Review Fees

- All standard project, permit, and plan review fees apply in addition to the below intake fees, and a \$1,000.00 per hour plan review fee with a minimum review time of two hours. Expedited development review fees shall not exceed \$510,000.00 for all projects.

N-1. Intake Fee

- An intake fee is charged at the time of request for an expedited review to ensure that all required items have been submitted correctly so an expeditious review can occur accurately and sufficiently.
- The intake fee assessed by the acreage of the site for civil construction projects and the building square footage for permit or site plan projects.
- **Failure by the applicant to submit the complete and correct documents and information may result in an expedited review application being delayed or rejected.**

<i>Square Footage</i>	<i>Acreage</i>	<i>Fee</i>
< 10,000 square feet	< 10 acres	\$500.00
< 25,000 square feet	< 25 acres	\$750.00
< 50,00 square feet	< 50 acres	\$1,000.00
> 50,000 square feet	> 50 acres	\$1,250.00

N-2. Projects Considered for Expedited Development Review

- Civil construction and site plans of nonresidential projects with an approved development plan and preliminary site evaluation;
- Civil construction and site plans of residential projects containing 30 or more lots (or dwelling units) with an approved development plan;
- Civil construction and site plans of mixed-use projects with an approved development plan;
- All nonresidential projects including new construction, additions, or accessory structures for both permitting and site planning purposes;

N-3. Projects Not Considered for Expedited Development Review

Projects that do not qualify for expedited review include, but are not limited to the following:

- Development applications requiring public hearings, change of zoning requests, development plan reviews, plat approvals, variance requests, specific use permits requests, etc.
- Projects that are not properly zoned for intended use
- Projects that do not have an approved development plan
- Projects that are not platted or can validate a legal build site
- Exterior building renovations or modifications
- Interior remodels, finish-outs, or renovations

2. Planning and Zoning

- Application fees are non-refundable unless the Town Manager or designee determines that a payment was collected in error
- Application fees are due at the time of submittal for all applications
- After a resubmission requires a 2nd Formal DRC review a resubmission fee shall be charged where applicable in this chapter

A. Subdivisions

Preliminary Site Evaluation	-	Total
-	<i>All subdivisions</i>	\$5,000.00 + \$100.00 /acre
Final Subdivision Plat		
	<i>All subdivisions</i>	\$5,000.00 + \$100.00 /acre
Replat		
	<i>Non-residential</i>	\$2,000.00 + \$100.00 /acre
	<i>Residential</i>	\$2,000.00 + \$100.00 /lot
Amended Plat		
	<i>Non-residential</i>	\$1,000.00 + \$100.00 /acre
	<i>Residential</i>	\$1,000.00 + \$100.00 /lot
Minor Plat		
	<i>All subdivisions</i>	\$1,000.00 + \$100.00 /lot (up to 4 lots maximum)
Plat Vacation		
	<i>All subdivisions</i>	\$4,000.00 + \$100.00 /acre
Plat Resubmission Fees		
	<i>Preliminary Site Evaluation</i>	5% of original fee charged
	<i>All other Plats</i>	10% of original fee charged
Plat Filing Fee		
	<i>In-person filing</i>	\$500.00
	<i>E-File</i>	Actual cost incurred + 10% administrative costs

B. Change of Zoning and Specific Use Permit Requests

Zoning Change	Total <u>(Zoning Classification Change)</u>	Total <u>(Text Amendment)</u>
< 1 acre	\$1,000.00	\$510.00
< 2 acres	\$2,000.00	\$1,020.00
< 5 acres	\$5,000.00	\$2,550.00
< 10 acres	\$7,875.00	\$4,016.25
< 25 acres	\$10,500.00	\$5,355.00
< 50 acres	\$21,000.00	\$10,710.00
≤ 100 acres	\$42,000.00	\$21,420.00
> 100 acres	\$44,000.00	\$22,440.00
+ per acre over 100 acres	\$105.00	\$53.55

Specific Use Permit	Total <u>(Specific Use Permit Request)</u>	Total <u>(Text Amendment)</u>
< 1 acre	\$500.00	\$255.00
< 2 acres	\$1,000.00	\$510.00
< 5 acres	\$1,500.00	\$765.00
≤ 10 acres	\$2,000.00	\$1,020.00
> 10 acres	\$2,500.00	\$1,275.00

- NOTE: Requests for zoning changes to the Town Center Form Based Development District (e.g., Town Center Edge, Town Center Core, and Town Center Civic) are not subject to any zoning classification change fees.

C. Concept Plans, Development Plans & Site Plans

<i>Concept Plan</i>	<i>Total</i>	<i>Amendment</i>
< 10 acres	\$6,000.00	\$3,060.00
< 25 acres	\$15,000.00	\$7,650.00
< 50 acres	\$24,000.00	\$12,240.00
≤ 100 acres	\$30,000.00	\$15,300.00
> 100 acres	\$31,500.00	\$16,065.00
+ per acre over 100 acres	\$105.00	\$53.55
<i>Development/<u>Concept Plan</u></i>	<i>Total</i>	<i>Amendment</i>
< 10 acres	\$6,000.00	\$3,060.00
< 25 acres	\$15,000.00	\$7,650.00
< 50 acres	\$24,000.00	\$12,240.00
≤ 100 acres	\$30,000.00	\$15,300.00
> 100 acres	\$31,500.00	\$16,065.00
+ per acre over 100 acres	\$105.00	\$53.55
<i>Site Plan</i>	<i>Total</i>	<i>Amendment</i>
< 1 acre	\$5,000.00	\$2,550.00
< 2 acres	\$6,100.00	\$3,111.00
< 5 acres	\$7,500.00	\$3,825.00
≤ 10 acres	\$10,000.00	\$5,100.00
> 10 acres	\$10,500.00	\$5,355.00
+ per acre over 10 acres	\$105.00	\$53.55
<i>Residential Site Plan</i>	<i>Total</i>	<i>Amended</i>
	\$770.00 / lot or unit	\$310.00 / lot or unit
<i>Plan Resubmission Fees</i>	<i>Plan</i>	<i>Fee</i>
	<u>Development/</u> Concept Plans	10% of original fee charged
	Development Plans	10% of original fee charged
	Site Plans	10% of original fee charged

D. Miscellaneous Planning

<i>Fee Type</i>	<i>Fee</i>
Address Change	\$100.00
Architectural Review Fee	See 1.C-Site Plan
Amendment to Code of Ordinances	\$1,000.00
Amendment to Comprehensive Plan	See 1.C-Concept Plan Amendment
Amendment to Planned Development Standards	\$12 ,000.00
Any request not specifically listed that requires legislative approval	\$51 ,000.00
Appeal of Administrative Decision	\$110. 00 + \$5. 00 for each property owner listed on the public hearing notice
Comprehensive Sign Package	See 1.C-Site Plan
Consultants for inspections or plan review utilized for specific specialized projects	Cost Incurred + 10% Admin Costs
Document / Instrument Filing Fee	\$500.00 (In-person Filing) Cost incurred +10% Admin Costs (E-Filing)
Development Agreement Processing	\$2,000.00
Special District Creation (overlay, PID, MUD, TIF, TRZ, etc.)	Per Development Agreement / Economic Development Agreement
Landscaping Plan Review	See 1.C-Site Plan
Outdoor Lighting Plan Review	See 1.C-Site Plan
Park Land Dedication	Per Development Agreement
Public Art	Per Development Agreement
Street Name Change	\$1,000.00 + cost of new street signage
Subdivision Name Change	See 1.A-Amended Plat
Temporary Use Permit	\$500.00
Traffic Impact Analysis Review	Cost Incurred + 10% Admin Costs
Variance Request (Board of Adjustment)	\$2,500.00
Variance Request (Planned Development Standards)	\$1,000.00
Zoning Verification Letter	\$50.00

3. Public Works & Engineering

A. Water & Sewer Rates

- Water & Sewer Rates are approved by the Town Council through a separate Ordinance when changes are made. Rates for Water and Sewer can be found at the following link: <https://www.westlake-tx.org/323/Utility-Applications-Documents-Rates>

B. Impact Fees

- Impact fees for water, wastewater, and roadway improvements are approved by the Town Council through a separate ordinance when changes are made. Rates can be found in Ordinance 1028 at this link: https://library.municode.com/tx/westlake/codes/code_of_ordinances

C. Backflow Services

- Backflow testers must register annually at <https://www.sctrackingsolutions.com/system/login.asp>
- Backflow fees may require payment through the third party platform.

<i>Fee Type</i>	<i>Fee</i>
Backflow Tester Registration	\$125.00
Assembly Registration	\$25.00
Customer Service Inspection	\$125.00
Customer Service Reinspection	\$125.00

D. Easements

<i>Easement Type</i>	<i>Fee</i>
Easement / ROW Abandonment	\$1,000. <u>00</u> + \$1. <u>00</u> /linear foot
Easement / ROW Encroachment	\$1,000. <u>00</u> + \$1. <u>00</u> /linear foot

E. Solid Waste License

<i>Fee Type</i>	<i>Fee Description</i>
Waste Hauling License	No Fee
Waste Hauling Monthly Fee	\$100. <u>00</u>

F. Construction Plans

- Construction Plans include, but not limited to, engineered plans such as grading, drainage, water, sewer, and right-of-way improvements.
- The construction plan application fee is assessed when there has been no development plan or zoning requested approved on the site. This fee is due at time of submittal of a construction plan application. Application fees are non-refundable unless the Town Manager or designee determines that a payment was collected in error.
- Plan review fees and model analysis fees are due at the pre-construction meeting and before a notice to proceed by the Town.
- Additional analyses may apply where the Town Engineer must conduct a model analysis of town utilities and where a TxDOT Permit is required to be reviewed.
- Inspection fees for construction are found in [Table 3.F](#) of this section.

<i>Application</i>	<i>Fee</i>
Construction Plans Application	See 2.C-Development Plan
<i>Plan Review</i>	<i>Fee</i>
First Plan Review	\$1,000. <u>00</u> + \$150. <u>00</u> /sheet
Additional Review (more than 3)	\$750. <u>00</u> + \$100. <u>00</u> /sheet
<i>Additional Analyses</i>	<i>Fee</i>
Water Model Analysis	\$1,000. <u>00</u>
Wastewater Model Analysis	\$1,000. <u>00</u>
TxDOT Permit Review	\$500.00

G. Construction Inspections

- The inspection fee will be based on actual cost incurred during inspections plus a ten percent administrative costs. Inspections include, but not limited to, public and private improvements such as streets and roads, drainage, parking lots, fire water systems, walls, fences, site grading, water features, parks, open space corridors, required landscaping, irrigation, sidewalks, trails, etc., for subdivisions improvements. The construction inspection fee is in addition to any other fees listed herein.
- Construction inspection fees are due before final acceptance of public improvements
- Construction inspection overtime is a two-hour minimum for weekdays and four-hour minimum for weekends and holidays. Inspections must be requested by noon the Wednesday before. Construction inspection overtime fees are collected before acceptance of public infrastructure.

Construction Inspections	Fee
Construction Inspection Fee	Actual Cost Incurred + 10% Administrative Costs or per Development Agreement
Additional Inspection Fees	Fee
Construction Inspection Overtime	\$150. <u>00</u> per hour, two-hour minimum <u>required</u>
Reinspection Fee	\$200. <u>00</u> after third inspection
Work Covered Prior to Required Inspection	\$350.00
Additional Inspections not Identified	\$300.00
Public Works Inspection Fee	\$400.00

H. Streetlights

Fee Type	Fee Description
Installation and Maintenance of Street Lights	The developer must pay for all costs associated with installing streetlights and maintain & operate the streetlights in public ROW or per Development Agreement
Licensing of Street Lights	\$20.00 per month per pole for at least 2 years or per Development Agreement

I. Right of Way Construction

- The application and plan review fee are due at time of submittal
- The permit fees are due at the time of permit issuance
- Where a TxDOT Permit is required additional review fees may apply

<i>Fee Type</i>	<i>Fee</i>
ROW Application & Plan Review	\$500.00
ROW Permit Fee	\$500.00 + \$1 /linear feet of construction
TxDOT Permit Review	\$500.00

J. Right of Way Management (Small Cell Network Nodes)

- Where a permit is not required under [Chapter 79](#) of the Code of Ordinances, they provider is required to notify the Town a minimum of 24 hours in advance of beginning work.
- If the provider's worker requires excavation or closing of sidewalks or vehicular lanes within the public ROW, then the provider must also obtain a ROW construction permit

<i>Network Node Application</i>	<i>Total</i>
First Application (up to five locations)	\$500.00
Subsequent Application (excess of five locations)	\$250.00
<i>Support Pole Application</i>	<i>Total</i>
Network Node Support Pole	\$1,000.00 each
<i>Annual Registration</i>	<i>Total</i>
Annual Node Registration	\$250.00 per node site
Annual Pole Registration	\$250.00 per node site
Right of Way Use	\$28 per node site per month

K. Floodplain Development

- The application and plan review fee are due at time of submittal
- The permit fees are due at the time of permit issuance in addition to additional fees listed below where their review is required

<i>Fee Type</i>	<i>Fee</i>
Application / Plan Review Fee	\$500.00
Floodplain Permit Fee	\$1,000.00
Flood Study Analysis	\$3,000.00
CLOMR	\$2,700.00
LOMR (Following CLOMR)	\$1,000.00
LOMR (Without CLOMR)	\$2,700.00
Erosion Hazard Zone	\$500.00
Drainage / Grading / Excavation Fee	See Table 3.L

L. Investigation Fees

<i>Fee Type</i>	<i>Fee</i>
Work Without a Permit	\$500.00 or double the original fee required
Violation of Permit Conditions, Restriction Limits, and Times and Location on ROW Permit	\$250.00
Failure to Correct Deficiency	\$500.00

M. Miscellaneous Public Works Fees

<i>Fee Type</i>	<i>Fee</i>
Residential Grading	\$600.00
Nonresidential Grading	\$600. <u>00</u> plus \$100. <u>00</u> /acre
Erosion Control Inspection	\$1,500.00
Duct Bank Connection	\$3,100.00
Drive Approach / Sidewalk / Curb Cut	\$200. <u>00</u> without drainage improvements / \$500. <u>00</u> with drainage improvements required

4. Facilities and Parks & Recreation

A. Special Event Applications

- A coordination meeting may be required with Town of Westlake Staff before submittal of an application; and
- Proof of nonprofit status via a 501(c)(3) must be supplied at time of application; and
- Nonprofit status does not exempt additional fees or personnel standby fees; and
- Where an application is not submitted at least 30 days prior to the event start date, additional fees may apply.

<i>Application Fees</i>	<i>Fee</i>
Special Event Application	\$250.00
<i>Special Event Application, Non-profits</i>	No fee
<i>Special Event, Temporary Signage</i>	No fee
<i>Additional Fees</i>	<i>Fee</i>
Tent Permit	\$100.00
Fireworks	\$150.00
Coordination Meeting	\$100.00
<i>Personnel Standby</i>	<i>Fee</i>
Fire-EMS Personnel Standby	\$75. <u>00</u> /hr. per person
Police Officer Standby	Per City of Keller PD
Administrative Staff Standby	\$75. <u>00</u> /hr. per person
<i>Special Event Penalty Fees</i>	<i>Fee</i>
Application submitted under thirty (30) days before event start date	\$500.00 (regardless of charitable status)
Application submitted under five (5) days before event start date	\$1,000.00 (regardless of charitable status)
Special Event held without permit	Per Special Event Ordinance

B. Facility Rental

- For additional facility rental policies and regulations please see [Resolution 19-19](#)

<i>Facility</i>	<i>Deposit</i>	<i>Rental (3-hr min.)</i>	<i>Per hour (up to 6 hrs.)</i>	<i>Extended Use</i>
WA Cafeteria				
One day	\$500.00	\$350.00	\$100.00	\$15.00
Extended commitment	\$2,000.00	\$350.00	\$100.00	\$15.00
WA Performance Hall				
One day	\$500.00	\$475.00	\$150.00	\$15.00
Extended commitment	\$2,000.00	\$475.00	\$150.00	\$15.00
WA Gym				
One day	\$500.00	\$350.00	\$100.00	\$15.00
WA Multipurpose Hall				
One day	\$500.00	\$475.00	\$150.00	\$15.00
WA Sport Fields				
One day	\$500.00	\$150.00	\$50.00	\$15.00
Town Council Chambers/ Courtroom				
One day	\$1,000.00	\$300.00	\$100.00	-
Fire Department Administration Training Room and Mall				
One day	\$1,000.00	-	\$100.00	-

C. Westlake IOOF Cemetery

- For additional cemetery policies and regulations, please see Resolution 24-07

<i>Fee Type</i>	<i>Total</i>
Adult Burial Space	\$4,000.00
Infant Burial Space	\$2,500.00
Interment Fee	\$500.00
Urn Interment Fee	\$400.00
Service Fee	\$350.00

Transfer Fee\$150.00

5. Fire-EMS Services

- ¹If required, additional cost for personnel may be charged. Additional cost for expendable equipment and necessary apparatus may be incurred.
- ²Two (2) hour minimum. If required, addition cost for personnel may be charged. Additional cost for expendable equipment and necessary apparatus may be incurred.
- ³Cost is per hour per personnel utilized. Additional cost for expendable equipment and necessary apparatus may be incurred.
- ⁴Cost based on third party or contracted services provider fees. Based on agreement with the Town, fees may be paid directly to the third party or contracted services provider.

Ambulance and EMS	Total
ALS I	\$1,750.00
ALS II	\$1,750.00
BLS	\$1,750.00
ALS Disposable	N/A
BLS Disposable	N/A
Oxygen	N/A
SCT	\$1,750.00
TNT	\$200.00
Ground mileage	\$24.00
EMS – Services and Expendables ⁴	
Asbestos removal	Total
	\$100.00
Battery Systems	Total
	\$250.00
Burn Permit	Total
Non-resident	\$50.00
Resident	No Charge
Candles and Open Flame in Assembly Areas	Total
	\$50.00
Carnivals and Fairs	Total
	\$50.00 ¹
Combustible Storage	Total
High-Piled	\$50.00

Compressed Gas	Total
	\$100.00
Cryogenics	Total
	\$250.00
Dry Cleaning Operations	Total
Flammable / Combustible Liquids	\$75.00
Non-Flammable Liquids	\$50.00
Explosives or Blasting Agents	Total
Use of	\$150.00 ¹
Fireworks - Certified Events Only	Total
	\$150.00 ¹
Fueling Dispensing Station	Total
Motor Vehicle	\$50.00
Fumigation or Thermal Insecticidal Fogging	Total
	\$250.00
Hazardous Materials	Total
Storage, Dispense, Use of Mitigation ^{3,4}	\$50.00
Hot works Operations	Total
	\$50.00
Inspections	Total
After Hours Fire Inspection	\$75 200.00 ²
Re-inspection for fire alarm systems	\$75 100.00 ¹
Re-inspection for new construction	\$75 100.00 ¹
Re-inspection for sprinkler systems	\$75 100.00 ¹
Liquid Petroleum Gas	Total
LPG 25-199 WGC	\$100.00
LPG 200-1,999 WGC	\$75.00
LPG 2,000 < WGC	\$25.00
LPG fueled vehicles or equipment in assembly buildings	\$50.00
Malls – Covered	Total
	\$75.00 ¹
Personnel Stand-By	Total

Fire Watch	\$75.00 ³
Special Event	\$75.00 ³
Pesticides	Total
Highly Toxic, Storage, Use of	\$50.00
Plan Review	Total
Fire Alarm System Review ⁴	
Fire Sprinkler System Review ⁴	
Nonresidential Fire Plan Review / Inspection Fee	See Table C-2
Residential Fire Plan Review	\$400.00
Private Agency License Inspection / Certification	Total
	\$50.00
Pyrotechnic Material	Total
	\$500.00 ¹
Radioactive Materials	Total
	\$500.00
Storage Tanks	Total
Aboveground Storage Tanks (AGST)	\$150.00
Underground Storage Tanks (UST)	\$150.00
AGST & UST - Changing Contents	\$100.00
AGST and UST Removal or Temporary Out of Service	\$50.00
Trench Burning – Clearing Land or Rubbish	Total
	\$150.00
Water System Analysis / Test for Fire Suppression Systems	Total
	\$25.00

6. Gas Well & Oil Fees

A. Gas Well Pad Site Permit and Fees

Gas Well Pad Site Permit Application Fee (one-time initial, per pad site fee)	\$30,000.00
Approved Gas Well Pad Site Permit Annual Review & Renewal Fee	\$5,000.00
Fire Fighter Training & Equipment Fee (one-time initial, per approved pad site fee)	\$10,000.00
Setback Reduction Request/Property Owner Title Verification Fee	\$5,000.00 or actual cost, whichever is greater

B. Gas Well Permits and Fees

Gas Well Permit Application Fee (one-time initial, per well fee)	\$10,000.00
Gas Well Permit Amendment Application & Review Fee	\$2,500.00
Gas Well Certificate of Completion & Completion Inspection Fee	\$1,500.00
Tank Battery Completion & Annual Permit/Inspection Fee	\$1,000.00
Annual Approved Gas Well Permit Review, Inspection, & Permit Renewal Fee	\$1,500.00
Initial/Annual Insurance & Surety Review Fee (per approved gas well permit)	\$1,000.00
Annual Fire Fighter Training & Equipment Fee (per approved gas well permit)	\$2,000.00
Annual Safety/Hazardous Materials Plans & Reports Compliance Review Fee	\$1,000.00
Well Re-working Permit Fee	\$5,000.00
Gas Well Permit Transference Processing Fee	\$5,000.00
Gas Well Permit Extension Processing Fee	\$5,000.00
Well Abandonment Permit Application & Inspection Fee	\$2,500.00
Road Maintenance Agreement Review & Inspection Fee	\$5,000.00

C. Pipeline Related Permits and Fees

- All permits, fees, and/or licenses in this section are for initial installation of a new pipeline. Any extensions of this pipeline will be considered a new pipeline and subject to all applicable permits

New Pipeline Construction Permit & Inspection Fee	\$5,000.00
New Pipeline Certificate of Completion & Inspection Fee	\$1,500.00
New Pipeline ROW/Street/Road/Easement Crossing License (per crossing)	\$2,000.00
Initial/Annual Insurance & Surety Review Fee (per approved pipeline permit)	\$1,000.00
Annual Safety Report Compliance Review Fee (per approved pipeline permit)	\$1,000.00
Annual Pipeline Permit & License Renewal Fee (per new pipeline permit)	\$2,000.00
Inactive Pipeline Permit Application & Inspection Fee	\$2,500.00
Idled Pipeline Permit Application & Inspection Fee	\$2,500.00
Idled Pipeline Permit Reactivation Inspection Fee	\$2,500.00
Seismic Testing Permit Fee	\$500.00
Technical Advisor Fees	Actual costs plus 10% administrative fee

7. Administrative Services

A. Non-Sufficient Funds & Return Charges

- The maximum charge permitted under Texas law will be imposed by the Town for the collection of checks returned by the banks for the lack of funds when such checks are used in payment to the Town for deposits or obligations legally owned by the issuer of the said returned checks. The Town Manager or their designee will add the returned check charge to the other obligations owned to the Town by the issuer of the returned checks. The same charge shall be applied to electronic funds transactions in which lack of funds prevents payment from being made. The Town Manager or their designee may waive such charge if the Town was negligent in the cashing of the check or if special circumstances deem the waives as appropriate; however, in all cases of a waiver complete records must be made of the reason for the waiver.

All forms of payment | \$35.00 or max per State Law

B. Solicitation & Vendor Permits

Solicitor License per person | \$50.00

~~plus per agent~~ | ~~\$20.00~~

C. Alcohol License and Permit Fees

License / Permit Fee | Per [State Local Maximums](#)

D. Photocopy & Digital Media Charges

<i>Media Type</i>	<i>Fee</i>
Standard size 8.5" x 14"	\$0.10 per page per side
Non-standard size	\$0.50 per page per side
Specialty Paper	Actual Cost
Diskette	\$1.00 each
Rewritable CD (CD-RW)	\$1.00 each
Non-rewritable CD (CD-R)	\$1.00 each
Digital Video Disc (DVD)	\$3.00 each
Magnetic Tape	Actual Cost
Data Cartridge	Actual Cost
Tape Cartridge	Actual Cost
JAZ Drive	Actual Cost
Other electronic media	Actual Cost
VHS video cassette	\$2.50 each
Audio cassette	\$1.00 each

8. Refund Policy

- No refund shall be granted if the purchaser has paid the minimum fee established for the specific type of permit;
- No refund shall be granted if any work governed by the permit has been performed;
- No refund shall be granted if an inspection has been performed, scheduled, or requested on the permit;
- Plan review fees are non-refundable unless the Building Official determines that a payment was collected in error;
- Application fees are non-refundable unless the Town Manager or designee determines that a payment was collected in error;
- Refund claims must be submitted in writing with a copy of the permit receipt.

9. Example Calculations

A. How to Calculate Single Family Residence Submittal

Information required:

- Total square footage under roof
- See [Table 1.D](#) under Building Inspection Services for MEP ranges

Examples:

A-1. 5,200 sq. ft.

<i>Fee Type</i>	<i>Fee Calculation</i>	<i>Fee Total</i>
Residential Permit Fee	\$1.8846 x 5,200 sq. ft.	\$9,799.92
Residential Plan Review Fee	\$0.65961 x 5,200 sq. ft.	\$3,429.97
Residential Building Inspection Fee	\$0.65961 x 5,200 sq. ft.	\$3,429.97
Public Works Inspection Fee	\$418.80	\$418.80
Residential Fire Inspection Fee	\$418.80	\$418.80
Drainage / Grading / Excavation Fee	\$600.00	\$600.00
Erosion Control Fee	\$1,500.00	\$1,500.00
Duct Bank Fee	\$3,100.00	\$3,100.00
Mechanical Fees	See Table 1.D	\$500. <u>00</u>
Electrical Fees	See Table 1.D	\$500. <u>00</u>
Plumbing Fees	See Table 1.D	\$500. <u>00</u>
Residential Roadway Impact Fees	Refer to Ordinance 1028	\$24,197.46 \$3,825.80
Residential Water Impact Fees	Refer to Ordinance 1028	\$8,949.00
Residential Sewer Impact Fees	Refer to Ordinance 1028	\$4,677.00
		\$41,649.26

B. How to Calculate a New Nonresidential Submittal

Information required:

- Total square footage under roof
- Total construction valuation
- Total site acreage
- See [Table 1.C-1](#) under Building Inspection Services for base permit fee
- See [Table 1.C-2](#) under Building Inspection Services for fire department plan review and inspection
- See [Table 1.D](#) under Building Inspection Services for MEP ranges

B-1. 10,000 sf. ft. | \$5,000,000 valuation | 1 acre

<i>Fee Type</i>	<i>Fee Calculation</i>	<i>Fee Total</i>
Nonresidential Permit Fee	See Table 1.C-1	\$50,585.50
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65%	\$32,880.58
Nonresidential Inspection Fee	\$0.65961 x 10,000 sq. ft.	\$6,596.10
Nonresidential Fire Review / Inspection Fee	See Table 1.C-2	\$500.00
Public Works Inspection Fee	\$418.80	\$418.80
Duct Bank Fee	\$3,100.00	\$3,100.00
Erosion Control Fee	\$1,500.00	\$1,500.00
Drainage / Grading / Excavation Fee	\$600.00 + (\$100.00 x 1 acres)	\$700.00
Mechanical Fees	See Table 1.D	\$500.00
Electrical Fees	See Table 1.D	\$500.00
Plumbing Fees	See Table 1.D	\$500.00
Energy Compliance	See Table 1.D	\$500.00
Nonresidential Roadway Impact Fees	Refer to Ordinance 1028	\$98,280.98 \$9,907.40
Nonresidential Water Impact Fees	Refer to Ordinance 1028	\$8,949.00
Nonresidential Sewer Impact Fees	Refer to Ordinance 1028	\$4,677.00
		\$121,814.38

End of Fee Schedule



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026 **AGENDA ITEM NO:** F.3.
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Discuss, consider and act to approve Resolution 26-25 approving FY2027 Financial Policies.

ATTACHMENTS:

1. Res 26-25 Financial Policies FY2027
2. Financial Policies_FY27
3. Purchasing Authority Policy_FY27
4. Prohibited Activities_FY27
5. Contract Authority_FY27
6. Procurement Card Policy_FY27
7. Debt Management Policies_FY27
8. Financial Policies_FY26_REDLINE
9. Purchasing Authority Policy_FY26_REDLINE
10. Prohibited Activities_FY26_REDLINE
11. Contract Authority_FY26_REDLINE
12. Procurement Card Policy_FY26_REDLINE
13. Debt Management Policies_FY26_REDLINE

SUMMARY :

The financial policies for Westlake are approved annually to provide transparency, communicate expectations in line with best practices, and promote fiscal responsibility. The policies apply to both the Town and Academy; any differences are noted within the policies, as applicable.

BACKGROUND AND DISCUSSION:

The Town of Westlake has a fiduciary responsibility to accurately account for the public funds it is tasked with managing. The financial policies are established in order to provide guidance on the appropriate accounting, planning, and use of all funds and to ensure fiscal sustainability and stewardship.

Financial policies, as approved by the Council, provide the framework for staff to create sound administrative procedures and effective decision-making. Staff has the authority to create and enforce additional policies or standard operating procedures that support approved financial policies and provide additional guidance to ensure consistent application of the policies. The financial policies are included in the annual operating budget documents, when published.

For FY2027, all policies were updated to reflect the change in financial responsibilities between the Town and Academy from prior years. The Board approved financial policies applicable only to the Academy at the regularly scheduled June meeting. As such, the policies presented for approval are considered the Town's financial policies and will be effective with its new fiscal year. The following additional specific changes were made:

Financial Policies

- Clarity on Town's operating & CIP budget
- Increase General Fund minimum fund balance to 240 days
- Addition of Treasury Management section
- Clarity on investment reporting

Purchasing Authority

- Clarity on use of Town funds for Academy purchases
- Updated language for competitive bidding threshold per local government code
- Addition of Competitive Bidding section

Prohibited Activities

- Only changes are related to Academy's changes

Contracts Authority

- Addition of Shared Contracts section

Procurement Card Policy

- Clarity on shared & separate program contracts
- Explicitly allows memberships/dues
- Strikes the facilitating bank name
- Restrictions on using Town card for Academy purchases

Debt Management

- Addition of Council approval of preliminary official statement
- Addition of metric goal for outstanding debt

Presentation and approval of financial policies is not a requirement for the Council, but is in the best interest of Westlake's stakeholders.

FISCAL IMPACT:

There is no fiscal impact.

LEGAL REVIEW:

N/A.

RECOMMENDATION:

Approve Resolution 26-25 approving FY 2027 Financial Policies, as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

TOWN OF WESTLAKE

RESOLUTION NO. 26-25

A RESOLUTION OF THE TOWN COUNCIL OF WESTLAKE APPROVING FINANCIAL POLICIES FOR FISCAL YEAR 2027; AND TAKE APPROPRIATE ACTION.

BE IT RESOLVED BY THE TOWN COUNCIL OF WESTLAKE:

WHEREAS, the Town Council requested a review of Financial Policies to be adopted annually, and according to all applicable legal requirements; and

WHEREAS, the proposed policies include an overall Financial Policy, Debt Management Policy, Purchasing Authority Policy, Contract Authority Policy, Procurement Card Policy, and Prohibited Activities Policy; and

WHEREAS, the proposed policies are applicable to the Town of Westlake; and

WHEREAS, the Town Council finds that the passage of this Resolution is in the best interest of the citizens of Westlake.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: That the Town of Westlake Council hereby adopts the attached financial policies for the fiscal year 2027.

SECTION 3: If any portion of this Resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 4: That this Resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 15TH DAY OF SEPTEMBER, 2026.

ATTEST:

Kim Greaves, Mayor

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew Boyle, Town Attorney

Financial Policies

Outline

1. Policy Statement
2. Scope
3. Basis of Accounting & Budgeting
4. Annual Budget
5. Fund Balance Policies
6. Debt Service
7. Treasury Management
8. Financial Reporting
9. Approval Process

Policy Statement

The Town of Westlake/Westlake Academy has a fiduciary responsibility to its citizens and stakeholders to accurately account for the public funds it is tasked with managing. The financial policies are established in order to provide guidance on the appropriate accounting, planning, and use of all funds and to ensure fiscal sustainability and stewardship.

These policies are reviewed and updated periodically by the Town Manager, Head of School, and Director of Finance, in accordance with direction from the Town Council/Board of Trustees. This Financial Policy, along with any other policies enacting or defining authority granted, will be presented to the Council/Board for approval of any changes.

Scope

The Financial Policies within this policy apply wholly to the Town; this policy does not generally apply to the Academy, except as specifically notated. The Head of School is responsible for developing and enforcing separate financial policies, internal controls, and the risk environment for Westlake Academy. This policy includes the basis of accounting and budgeting, annual budget responsibilities, debt management, treasury management, and financial reporting. Policies and procedures relating to the administrative functions in each of these areas are the responsibility of staff for review and updates.

Basis of Accounting & Budgeting

Basis of Accounting

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles applicable to state and local governments. The accounting and reporting policies conform to these generally accepted accounting principles (GAAP). The Academy is subject to additional requirements, as outlined in their separate financial policies.

The Town is organized and operates on the basis of funds and account groups. Each fund is a separate accounting entity with a self-balancing set of accounts, which are segregated for the purpose of executing specified activities, in accordance with regulations, restrictions, and limitations.

Governmental fund types (General Fund, Debt Service, Special Revenue, Academy, and Capital) use the flow of current financial resources focus of measurement and the modified accrual basis of accounting, with revenues recorded when measurable and available, and expenditures budgeted in the period in which the liability is incurred. Revenues are recognized when available and considered available when they are collectable within the current period. Expenditures are recognized when the liability is incurred, if measurable.

Proprietary funds (Utility Fund, Internal Service Funds) are accounted for using the economic resources focus of measurement and the accrual basis of accounting, with revenues recorded when earned and expenses recorded when a liability is incurred.

Basis of Budgeting

The Town prepares budgets in a manner consistent with generally accepted accounting principles (GAAP) for their funds. Revenues and expenditures are budgeted based on the expected flow of funds. Revenues are budgeted in the period they are expected to be available. Expenditures are budgeted when the service is expected to be provided. The basis of accounting and budgeting are essentially the same.

Annual Budget

The Town is required to prepare an annual operating budget that must be approved by the governing body prior to the beginning of its fiscal year. The budget must define, on a fund basis, the expected revenues and expenditures for the year. The budget must include presentation on the financial activities for the most recently closed fiscal year, the current adopted and revised/amended budgets, and the planned budget for the upcoming fiscal year. Additionally, debt obligations in aggregate and the principal and interest requirements reflecting the outflow of funds for the fiscal year must be included.

The Town is required to present a balanced budget, defined as an operating fiscal plan in which resources (current revenues plus available fund balance) are projected to equal or exceed planned expenditures on both the fund and aggregate basis. Council must approve the use of fund balance when current revenues are not expected to be available or sufficient for expenditures in the current period.

The Town's budget, adopted annually, will include appropriations for regular municipal maintenance and operations within the Annual Operating Budget and will appropriate the first year of a simultaneously presented five-year Capital Improvement Plan (CIP). The CIP may include spending for additions or capital improvements of Academy facilities; these items will be designated appropriately on the CIP schedule, presented to Council as part of the budget adoption process, and included within the Town's budget. Facility maintenance is the responsibility of the Head of School, in coordination with the Town Manager as appropriate, and will be budgeted with the Academy's operating budget.

Council approves the number of full-time equivalent (FTE) positions, along with associated dollars, as part of the annual budget approval. Any changes to the FTE count and/or budget, including changes to pay rate and structure, must be presented and approved by Council at an open meeting. Staff is not authorized to hire unbudgeted positions.

Budgetary control for appropriations is at the department level for the General Fund and at the fund level for all other funds.

Town

The Town of Westlake has a fiscal year beginning October 1 and ending September 30. The Council's role in development is to provide staff with strategic priorities and expected service levels for the upcoming fiscal year. Staff is responsible for developing the details of the spending plan and presenting to Council for review and approval.

As a municipality with taxing authority, the Council is responsible for adopting an ad valorem tax rate. The tax rate can only be approved in support of the annual operating budget. Taxes are levied based on taxable values, as determined by the appropriate appraisal district. The adopted tax rate must be set in two (2) portions: maintenance and operations (M&O), which fund operations in the General Fund; and interest and sinking (I&S), which is set each year to ensure the principal and interest requirements for the fiscal year are met.

Academy

Westlake Academy operates with a July 1 to June 30 fiscal year. Academy staff is responsible for developing the details of the spending plan and presenting to the Board for review and approval. The Academy budget includes appropriations sufficient for their normal operations and maintenance. The Academy does not have any authority to appropriate or manage Town budget or funds. The Academy is able to request funding related to capital improvements as part of the Town's annual budget process, and requests will be discussed with Council prior to appropriation.

The Academy does not have any taxing authority and is therefore exempt from statutes or processes relating to the adoption of a tax rate and imposition of a tax levy.

The Academy does have additional requirements from Texas Education Agency (TEA) in order to receive state funds. Procedures to account for and report on those funds are considered administrative and the responsibility of the Head of School.

Budget Amendments

During the course of a fiscal year, it may be necessary to make changes to the adopted budget. This could occur when receipts or costs exceed or significantly fall short of the amounts budgeted. The Council delegates the authority to adjust the budgets, at the appropriate budgetary control, to the Town Manager using budget transfers. The Town's budgetary control is at the fund level. Adjustments for purchases must adhere to the appropriate purchasing authority policy. Budget adjustments may not increase or decrease the appropriation amounts approved within the adopted budget.

When additional appropriations are required for revenues or expenditures above or significantly below the amounts adopted in the budget, staff must prepare a proposal to amend the adopted budget and Council must approve the amendment. Budget amendments may be presented as a course of administrative reconciliation for items previously approved by Council.

Fund Balance Policies

The fund balance policies for the Town are evaluated annually . Any use of fund balance must be approved by the Town Council.

General Fund – Town

The Town shall strive to maintain the General Fund unassigned minimum fund balance at, or in excess of, 240 days of operations, as defined by the projected expenditures for the upcoming year.

Use of fund balance requires Council approval. After each fiscal year, staff will analyze the amount of sales tax funds received over the budgeted amount and transfer that from the General Fund to either an internal service fund or a capital fund, as dictated by need.

Special Revenue Funds

Fund balances within each special revenue fund are considered restricted for that purpose defined by the fund. Due to applicable regulations, restrictions, or limitations, it may be necessary to collect revenues and expend funds in different periods, as identified needs dictate. Expenditures can only be budgeted when current revenues plus fund balance allow.

Each special revenue fund shall strive to maintain a minimum fund balance at, or in excess of, 25% of the next year's projected expenditures.

Proprietary Funds

Retained earnings within the enterprise funds must be positive and meet bond covenants and coverage requirements, as applicable. Fund balance in enterprise funds contain contributions, which are considered non-spendable. The Utility Fund shall strive to maintain a minimum fund balance of 25% of next year's expenditures.

Retained earnings within internal service funds must be positive and are considered restricted for the purpose of the fund. There is not a minimum fund balance requirement for internal service funds.

Capital Funds

Fund balances within the capital fund represent dollars available to fund major projects or purchases. There is not a minimum fund balance requirement, however, Council may require funds be available prior to approval of a project or purchase. Fund balances may be made up of bond proceeds, donations, interest earnings, intergovernmental transfers, or sales tax funds received above budget in the General Fund (as determined at the year end balance).

Debt Service Funds

Debt service funds operate on the current basis of budgeting and have a minimum fund balance requirement equal to one-twelfth of the annual principal and interest requirements. Due to the nature of debt obligations, all debt is backed by the full faith and credit of the Town.

Debt Service

The Town is an authorized issuer of debt obligations, but the Academy is not. Debt may be issued by the Town on behalf of the Academy in accordance with policy. Debt may be periodically issued for capital improvements, including construction, acquisition, or improvements of long-term assets, or to refinance existing debt obligations in a manner benefiting the Town. Debt may not be issued for the purpose of financing current operations, nor may any debt proceeds be utilized for that purpose.

Debt financing includes general obligation bonds, certificates of obligations, revenue bonds, tax notes, lease agreements, and other instruments permitted under Texas law. The Town will consider the

expected life of the asset, expected cash flow to complete the project, and ongoing costs prior to issuing debt. Instruments will be chosen on this basis and incorporate analysis of available cash, repayment structure, and the expertise of the designated Financial Advisor. All issuances must be approved by the Council.

Staff and the Financial Advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. As a general rule, the present value savings of a particular refunding should exceed 3.5% of the refunded maturities.

State statutes do not prescribe a legal debt limit. The Town Council may choose to impose a limit, which would be voted upon and included in a future update of this policy.

The Town is required to conform to all covenants of its debt obligations. More information is codified in the Debt Management Policy.

Treasury Management

Treasury management in the context of this policy is defined as the oversight and operations of financial accounts for cash and liquidity purposes.

The Town is the registered entity with the Internal Revenue Service; the Academy is legally considered a DBA of the Town and shares the entity identification number (EIN). Both organizations are required to adhere to all applicable laws, regulations, and best practices when selecting and administering financial accounts that require providing an EIN. The Head of School is responsible for treasury accounts solely supporting normal Academy operations and maintenance. The Director of Finance will be given inquiry and reporting access to all systems, accounts, or portals operating under the shared EIN, but does not have the authority or responsibility to oversee and administer accounts operating under separate, Academy-only contracts or agreements. In instances of a shared contract or agreement providing services to both organizations and including accounts operating for the sole benefit of the Academy, the Head of School will be responsible for the internal control and risk environment for the separate Academy accounts; the Director of Finance remains the designated contract administrator for shared contracts and agreements in coordination with the Town Manager Head of School, as appropriate. The Director of Finance is responsible for the remaining treasury management activities.

The Town will maintain a depository relationship to facilitate normal cash management. Depositories will be selected from respondents to appropriately advertised requests for applications (RFAs) at least every five (5) years. Selection will be based on advertised evaluation criteria and consultation with the Finance Committee. Administration of all Town depository accounts, including access, roles, and relationship management, is considered administrative and delegated to the Director of Finance.

The Town has elected to utilize procurement cards to facilitate specific purchasing activities, as outlined in the procurement card policy. Procurement card corporate accounts will be subject to evaluation and public bidding requirements at least every five (5) years. Selection will be based on advertised evaluation criteria and consultation with the Finance Committee. Administration of the corporate procurement card account, including cardholder issuance, access, roles, and relationship management, is considered administrative and delegated to the Director of Finance.

Investment accounts will be opened and administered in accordance with the investment policy approved annually by Council. The Director of Finance, as the primary designated Investment Officer, is responsible for the administration of all investment accounts, including access and compliance.

Financial Reporting

Financial statements for the Town shall include all activities for which the entity exercises oversight responsibilities, defined as the ability to significantly influence operations, appoint management, and fiscal interdependency.

The Town is required to prepare financial and investment reports to be presented to the Council quarterly. Quarterly reports will include comparisons of actual activities against budgets, narrative context, and the performance of investments for the quarter. For the purpose of compliance with the Public Funds Investment Act, the quarterly investment report provided by the Town will include all Academy accounts opened under the shared entity identification number and subject to potential interest earnings.

The Town is required to prepare an annual comprehensive financial report (ACFR) with the engaged audit firm for the prior fiscal year. Due to the difference in the fiscal years, the Academy will complete their audit prior to the Town each year. The Town's ACFR will include the Westlake Academy as a major function.

Approval Process

This Financial Policy, along with the policies on Purchasing Authority, Prohibited/Restricted Activities, Contracts Authority, Procurement Cards, Debt Management, and Investment Policy will be presented and discussed with the Council at least annually as part of the budget process. Initial presentation and discussion may occur with the Finance Committee. Changes suggested will be incorporated and presented to the Council at the appropriate budget workshop. Final updated policies will be approved via resolution at the same meeting as the annual operating budget.

Purchasing Authority

Outline

1. Overview & Purpose
2. Participants
3. Authorized Spending
4. Spending Thresholds
5. Competitive Bidding
6. Approval & Update Process

Overview & Purpose

As a General Law municipality within the State of Texas, the Town of Westlake and its component units are subject to compliance with Local Government Code procurement laws and applicable Texas Education Code. In lieu of a voter-approved Town Charter, the Council has determined that enacting additional layers of purchasing authority for staff is necessary to maintain good budgetary controls and financial stewardship for public funds.

This policy applies wholly to Town procurement functions, which may include spending that benefits the Academy. The Town Manager has the authority to direct spending within the Town's budget; the Head of School does not have the authority to direct any spending within the Town's budget, including the use of reserves, donations, or bond proceeds deposited within the Town's depository. Therefore, instances may arise in which purchasing activities that benefit the Academy are subject to the Town's purchasing policy.

Participants

Council – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of Westlake through the approval of budgets, signatory and spending authority, and purchases over prescribed levels

Town Manager – Employee with authority to direct procurement activities within the Town's operating budget and capital improvement plan

Head of School – Employee with authority to direct procurement activities within the Academy's operating budget

Department Head – appointed director of a Town department and any person authorized to act on their behalf

Employee – person tasked with the administration of ordering, receiving/implementing, and issuing authorized payments for goods and services

Authorized Spending

To be considered “authorized spending,” the purchase must have been budgeted in the same fiscal year as the order is placed, the price must be within 5% of the budgeted cost, and all due diligence to meet applicable laws and procedures must be met.

In instances where the purchase is not budgeted or the amount budgeted is not sufficient, Department Heads or above (depending on the dollar value and business purpose as outlined below) must authorize the purchase.

Spending Thresholds

Authorized spending thresholds apply to all allowable purchasing and payment methods. It is the responsibility of the employee making the purchase to adhere to the correct method.

Budgeted Purchases

Less than \$3,000.00 – Employees designated by their Department Heads have the authority to approve purchases or spend up to \$3,000.00 in a single purchase

\$3,000.00 to \$99,999.99 – the Town Manager have the authority to approve purchases for the Town and Academy, respectively

\$100,000.00 and above – Council must approve the purchase either implicitly via budget adoption for routine, overhead purchases or explicitly for contracts, capital spending, or bid awards to adhere to competitive bid requirements and promote transparency

Unbudgeted Purchases

Less than \$3,000.00 – Department Heads have the authority to approve purchases in support of their department’s mission if there is capacity to reduce expenditures in an equal amount exists within the same operating budget; these adjustments to the spending plan will be reported to the Council within the next quarterly financial report.

\$3,000.00 to \$49,999.99 – Town Manager has the authority to approve purchases in support of their organization’s mission if there is capacity to reduce expenditures in an equal amount within the same operating budget; Council must be notified, as soon as practicable, in writing of the purchase and corresponding expenditure reduction, with a detailed explanation and presentation of off-setting balances at the next posted open meeting.

\$50,000.00 and above –Town Manager must request approval from the Council in an open meeting; the request must include details on the corresponding reduction in expenditures or the purchase must qualify for use of fund balance per policy.

\$100,000.00 and above – staff must follow competitive bid requirements, as outlined by Texas Local Government Code; Council must take action to award or reject responses at a public meeting; the purchase will generally be included in a budget amendment

When considering off-setting balances to facilitate an unbudgeted purchase, staff will look for potential cuts first in the account. If funds are not available in the account, staff will consider the department’s non-personnel budget for cuts. If funds are still not available, the department will coordinate with the

Town Manager and the Director of Finance for potential cuts in a different department. If funds are still not available, staff will need to prepare a budget amendment for Council approval that outlines the purchase and why it qualifies for the use of fund balance.

Emergency Purchases

Emergency purchases – Emergency purchases are by definition unbudgeted and generally require funds prior to budget approval by Council. Emergency purchases are hereby defined as follows, based on Sec. 252.022 General Exemptions:

- (1) a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality; and
- (2) a procurement necessary to preserve or protect the public health or safety of the municipality's residents; and
- (3) a procurement necessary because of unforeseen damage to public machinery, equipment, or other property which requires urgent repair or replacement to maintain critical operations.

Staff will present emergency purchases for ratification at the next regularly scheduled Council meeting. When emergency purchases cannot be absorbed within existing budgets, these purchases will be included in a budget amendment.

Competitive Bidding

The Town adheres to Local Government Code Section 252 for competitive bidding requirements for contracts over the amount of \$100,000.00. For purchases that meet the criteria requiring competitive bidding and are not exempted by any other State statute (such as interlocal/cooperative agreements, emergency purchases, or professional services), the Town will issue requests for proposals (RFPs), requests for qualifications (RFQs), or requests for applications (RFAs), as appropriate to the required good/service. The Town must define evaluation criteria, establish a panel to evaluate all responses, appropriately advertise solicitations for responses, and ask Council to accept or reject responses with a formal action.

In instances where the Town will be the contract administrator or Town funds will be used (typically relating to capital improvements or outlay) for Academy purposes, the Town may engage the Head of School to inform the solicitation packet and participate on the evaluation panel. For solicitations for goods/services relating to facility maintenance but funded by the Academy's operating budget, the Academy will include the Town Manager or their representative in the review of the solicitation packet and the evaluation panel. This process may be defined in a future memorandum of understanding; in the instance of a Council approved MOU, the MOU will be the prevailing guidance.

Approval & Update Process

The Town Council has the authority to change the authority thresholds under \$100,000.00, as they determine to be in the best interest of the Town. These thresholds shall be reviewed annually as part of the approval of the Financial Policies. The Finance Committee may meet to review the details of the

updates or advise of any changes prior to the Council receiving the information in the form of a report. Once the report has been presented satisfactorily, the Council will vote to approve the Financial Policies in whole.

Council reserves the right to make changes outside the annual review and approval process. It is expected that revisions may need to occur due to staff turnover or legislative changes.

Prohibited or Restricted Activities

Outline

1. Overview & Purpose
2. Participants
3. Prohibited Purchasing Activities
4. Restricted Purchasing Activities
5. Approval & Update Process

Overview & Purpose

As a General Law municipality within the State of Texas, the Town of Westlake and its component units are subject to compliance with Local Government Code (LGC) procurement laws. In addition to the restrictions established therein, additional prohibitions or restrictions instituted by Council are necessary to safeguard public funds and trust.

This policy applies wholly to the Town. The Head of School is responsible for developing and enforcing separate financial policies, internal controls, and the risk environment for Westlake Academy, which may include additional or more specifically defined prohibited or restricted activities.

Participants

Council – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of the Town

Employee – person tasked with the administration of ordering, receiving/implementing, and issuing authorized payments for goods and services

Vendor – business entity or individual that seeks to have or has a contract to provide goods or services to the Town; could be a consultant, contractor, company, or individual provider

Prohibited Purchasing Activities

Due to the Town's responsibility of managing public funds, several actions are prohibited by law, policy, or ethics. Prohibited activities include:

- Purchasing goods or services for personal benefit.
- Purchasing goods or services under the guise of sole source, but which the LGC and legal opinion do not expressly agree on the classification.
- Separate, sequential, or component purchases that avoid competitive bidding requirements, deviate from purchasing authority limits, or circumvent budgetary controls, even if unintentional.
- Purchasing goods or services from a vendor or company that provides any kind of favor or item of value that might influence or appear to influence the purchasing decision.
- Disclosing confidential or proprietary information from solicitations to another party or using the information for personal gain.

- Verbally or in writing authorizing the purchase of goods or services that you do not have the express authority to authorize. This includes signing contracts for budgeted items.

In addition to the activities above, any purchases violating applicable federal or state law or the Town's purchasing policies are expressly prohibited.

Restricted Purchasing Activities

Restricted purchasing activities include those that are usually prohibited but may have rare instances in which authorization could be granted. Among the known restricted activities are:

- Purchasing alcohol. For special events in which resale of alcohol is an authorized activity, the purchase of alcohol may be allowed. Express permission must be granted by the Town Council to include alcohol sales at the event.
- Unbudgeted or unfunded purchases are generally not allowed. In the case of emergency purchases, as defined by LGC and the Purchasing Authority Policy (Policy 07.11), exceptions may be made to ensure the safety of life or property. Other unbudgeted or unfunded purchases should be handled using the process outlined in Purchasing Authority (Policy 07.11).
- Purchasing goods or services from a vendor or company from which an elected official or employee has a personal stake in without disclosing the conflict of interest and recusing oneself from all purchasing activities related to the vendor or company. This would only be allowed in rare situations where the goods or services being provided are considered sole source.

Should a purchasing scenario arise that is not expressly allowed through statute or policy, consultation with the Town Manager and Director of Finance are required prior to engaging a vendor. Any purchases must still adhere to all other policies and thresholds, including Council approval, as appropriate.

Approval & Update Process

The Town Manager, in coordination with the Director of Finance, is responsible for monitoring applicable statute and regulations and revising the procurement policies, at least annually. They have the authority to further prohibit or restrict the activities listed here in the course of the duties to ensure the responsible expenditure of public funds. Any permanent changes will be included in the policy, which will be updated as needed and presented to the Council. Additionally, the Council has the authority to prohibit or restrict the authorized activities of the Town Manager.

Contracts Authority

Outline

1. Overview & Purpose
2. Participants
3. Authorized Contracts
4. Spending Thresholds
5. Administration of Contracts

Overview & Purpose

As part of the directive to engage in procurement practices that benefit the Town and Academy, engaging in various contracts is necessary to obtain the best value of goods and services. Implicit authority, which is the assumption by a vendor that a Town/Academy representative has an ability to engage but whom is not specifically allowed by Town/Academy policies to do so, is not authorized for any employee and is grounds for discipline, up to and including termination. In order to ensure vendors acting in good faith are compensated for goods or services provided, it is necessary to outline the signatory authority granted to specific parties for entering into, updating terms, renewing, or cancelling contracts.

This policy applies wholly to the Town. The Head of School is responsible for developing and enforcing separate financial policies, internal controls, and the risk environment for Westlake Academy. In instances where both entities receive economic benefit from the same contract, the Town Manager or their designee is the default primary contract administrator.

Participants

Council – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of the Town/Academy

Town Manager – Employee with authority to direct procurement activities within the Town’s operating budget and capital improvement plan

Head of School – Employee with authority to direct procurement activities within the Academy’s operating budget

Department Head – appointed director of a Town department and any person authorized to act on their behalf

Head of School – Employee with authority to direct procurement activities within the Academy’s operating budget

Town Secretary – Employee tasked with the records collection and management of executed contracts

Authorized Contracts

Contracts, as discussed in this policy, are agreements to purchase goods or services. The Town only considers written and executed contracts, properly authorized, to be valid; verbal agreements are not considered a binding contract and therefore are not allowed.

While all procurement, including contractual purchases, must adhere to the Town's purchasing policies, not all purchases require a contract to proceed; purchases allowed to be made without a contract will be excluded from this policy.

As a public entity, the Town and Academy are allowed to enter into the following types of contracts:

Direct purchase of goods or services contract: Standard contract in which a price has been directly negotiated with Westlake for a vendor to provide goods or services at a mutually agreed upon price and schedule.

Not-to-exceed contract: Agreement between Westlake and a vendor to provide specific goods or services but that the total price, final quantity or quality, or contingent needs are unknown at the time of agreement.

Interlocal agreement (ILA): Council-approved agreement between Westlake and another public entity subject to the same procurement statutes to provide goods or services directly to Westlake.

Vendor Contract through ILA: Council-approved agreement between Westlake and another public entity subject to the same procurement statutes that allows Westlake to purchase goods or services at a rate negotiated by the other public entity. The vendor must agree to uphold the same terms negotiated.

Cooperative purchasing agreements: Council-approved agreement to participate in an established forum which leverages purchasing power to negotiate prices on behalf of its members.

Engagement letters: Agreement between Westlake and a professional service provider, as defined by statute, to provide a professional service.

Purchase Order: Purchase orders are legally considered a contract between Westlake and a vendor for the goods or services listed therein.

Change Order: Formal amendment to an original contract or purchase order.

Any other contract type must be presented to the Town Manager and Director of Finance for review prior to execution. The Town Manager may authorize or prohibit a contract type in the best interests of Westlake. This authorization is specific to the contract type or format only; all applicable financial policies must still be followed.

Signatory Thresholds

Authorized signatories apply to all allowable contract types. It is the responsibility of the employee administering the contract to adhere to the process. Contract signatory authority aligns with purchasing threshold amounts listed in Purchasing Authority (07.11) and is a separate consideration from budgetary approval. The thresholds listed below are on the basis of total contract, including optional extensions.

Less than \$3,000.00 –Department Heads have the authority to sign a contract for budgeted goods or services for which their department is the administrator

\$3,000.00 to \$49,999.99 –Town Manager will be the signatory for Town contracts and is authorized to execute Academy contracts for capital projects or expenses within the Town’s budget

\$50,000.00 and above – Council approval will list the person authorized to execute the contract; this is usually the Town Manager or appropriate Department Head

Contracts for capital spending, construction, or construction-related activities, such as project management, regardless of amount, must be signed by the Town Manager, unless otherwise directed by the Council. With any contracts approved by the Council, an appropriate designee will be listed as the authorized signer; the designee may differ from the above persons outlined, if appropriate.

Budget approval is not the same as contract signatory authority. If purchases are made via contract, the above thresholds apply.

Administration of Contracts

Contract administration and maintenance are the responsibility of the contract administrator. This includes Council approval, as necessary. All contracts must be reviewed by the Town Attorney, Town Manager, and/or Director of Finance, as appropriate, regardless of amount or method. All executed contracts must be provided to the Town Secretary for official records.

New Contracts

Contract being entered to with original terms must adhere to all procurement methods and purchasing thresholds.

Changing the Contract Terms

Should the need arise to change the terms of a contract during the contract period, the administrator must work with the vendor to determine the best course of action. Contracts or vendors may allow for amendments, change orders, or appendices to revise the terms of the original contract. When that is not possible, Westlake must adhere to the cancellation terms in the contract and enter into a new contract. New contracts may require administrators to start the procurement process from the beginning, depending on the scope change included.

Cancelling Contracts

All contract cancellations must be reviewed with the Attorney. Westlake must include terms for cancelling contracts in any executed contract. These can be negotiated with the vendor, when applicable and appropriate, but should allow for a notice period.

Shared Contracts

Contracts allowing for goods/services to be provided to both the Town and the Academy present the opportunity to maximize purchasing power. The Town and Academy agree to be good stewards of the contract and avoid negative operational impacts on one another.

For all contracts utilizing Town funds, including reserves, donations, or bond proceeds, the Town is the contract administrator and said contracts are subject to the applicable Town financial policy. The

Academy is the contract administrator only for contracts for which they are the sole beneficiary and costs are paid from the Academy's annual operating budget.

For contracts entered into prior to 7/1/2026, contracts have mutually agreed upon cost share allocations and funding sources. In an instance where either organization wishes to discontinue or alter the contract, that party is required to submit an explanation of the operational and budgetary impacts to the Council/Board and have the other organization accept said impacts. If a contract cannot be modified by the vendor or cancelled without penalty, the party wishing to terminate the contract is responsible for any additional costs.

For contracts entered into on or after 7/1/2026, both organizations must have the Council/Board approve the contract. The contract must be presented to the Council/Board explicitly naming the contract administrator, funding source, cost share allocation, and payment or reimbursement plan.

Procurement Card Administration

Outline

1. Overview & Purpose
2. Participants
3. Authorization & Issuance
4. Limits
5. Responsibilities
6. Authorized Purchases
7. Restrictions/Prohibitions

Overview & Purpose

Procurement Cards (p-cards) are an authorized payment mechanism to facilitate routine purchasing activities in lieu of the accounts payable process. The purpose of p-cards is to allow flexibility to carry out necessary operations in a more time-efficient manner. Use of p-cards does not negate appropriate planning for purchases. P-card use is subject to all purchasing thresholds and methods, in addition to the guidance within this policy.

This policy applies wholly to the Town and does not generally apply to the Academy, except as specifically notated. The Head of School is responsible for developing and enforcing separate financial policies, internal controls, and the risk environment for Westlake Academy.

Participants

Council – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of the Westlake

Employee – person tasked with the administration of ordering, receiving/implementing, and issuing authorized payments for goods and services

Vendor – business entity or individual that seeks to have or has a contract to provide goods or services to the Town; could be a consultant, contractor, company, or individual provider

Authorization & Issuance

The Town and Academy are not required to utilize the same procurement card program nor share a contract for procurement card services. In the instance of the existing shared contract shared, the Director of Finance will be the contract administrator and will retain program administration capabilities for both organizations but does not have the authority or responsibility of administering the Academy program. The Head of School will practically function as the administrator responsible for Academy's program for daily and routine administrative tasks due to their responsibility for the internal control environment. In the instance where programs are separately contracted, the Head of School will be the contract administrator and program administrator for the Academy program, and the Director of Finance will be the contract administrator and program administrator for the Town program; the Director of Finance will be granted inquiry and reporting access to the Academy program.

The Town's procurement card program is subject to competitive bidding requirements and will be evaluated at least every five (5) years. Selection will be based on advertised evaluation criteria and consultation with the Finance Committee. Administration of the corporate procurement card account, including cardholder issuance, access, roles, and relationship management, is considered administrative and delegated to the Director of Finance.

The Town Manager can authorize the issuance of a p-card to an employee within their respective organization, based on the employee's role and contingent upon the Director of Finance's verification. Department Heads are able to request p-cards for themselves and staff. Town Manager, Director of Finance, and Department Heads all have the authority to request a card be closed or denied to an employee in writing.

Issuance for a new card requires a completed and signed form.

Limits

Similar to a personal credit card, p-cards are subject to credit limits. The Town has account limits, which are separate from the card and transaction limits below. Credit limits are based on the actual spending needs of the cardholder, as defined by their job duties.

Employee – Employees with a p-card will have a limit of \$3,000.00 per month. Individual transactions are limited to \$2,999.99.

Department Head – Department Heads may have occasion to make purchases on behalf of a larger group and will therefore have a limit of \$5,000.00 per month.

Town Manager – The Town Manager may have occasion to make purchases for the organization and will therefore have a limit of \$10,000.00 per month.

Emergency Response – Emergency purchases may be necessary to facilitate the safety of life and property within the Town limits, including disaster or medical responses and the maintenance of the water and sewer system. To ensure continued operations, the limit will be \$10,000.00 per month with no individual transaction limit.

In instances when the standard limits are not adequate, the cardholder can request a temporary credit limit. Temporary increases must have a documented business explanation and cannot extend beyond 30 days.

Responsibilities

The Finance department is responsible for the issuance, updating, and general administration of p-card use. Administration includes reconciliation, recording to the general ledger, payment of statement balances, and training. Finance will offer annual training to all card holders. First time recipients of cards are required to participate in training prior to the release of the card for use.

The cardholder is responsible for the custody, safety, and appropriate use of their card. Cards are not be loaned to or used by anyone else.

The cardholder is responsible for turning in itemized receipts each month with an explanation of the business purpose and the budgetary account within the credit card portal. These updates and

subsequent approvals by the appropriate supervisor must occur by the 10th day each month for the statement covering the month immediately preceding.

The Town operates using a three strikes rule to ensure fiduciary responsibility, adequate documentation, and proper oversight. The strikes are accumulated over a rolling 12-month period, beginning with the first instance. Any misuse or failure to adhere to p-card policy can result in a strike; this includes failure to turn in itemized receipts, making purchases not authorized by policy, and not reconciling statements.

Instance one will result in an email notifying the card holder of the issue, with their supervisor copied. A response is required to explain and document the occurrence. The card holder will be offered optional training.

Instance two will result in an email notifying the card holder of the issue, with their supervisor copied. The limit will be reduced to \$0.00 until the card holder completes mandatory training to review the policy and process and all outstanding items have been resolved.

Instance three will result in a formal write-up and the p-card will be turned into Finance for a period of up to one-year.

In the case of abuse or fraud, the cardholder will be required to immediately surrender their card and will be disciplined, including and up to termination. Fraud will be reported to the appropriate authorities.

Cards must be returned to the Finance Department by the employee when exchanging expired or compromised cards, voluntary surrender, or separation.

Authorized Purchases

P-cards are a tool utilized by the Town for ease of executing operations. The preferred uses for p-cards include:

Tangible items under \$3,000.00. Purchases of \$3,000.00 or more must adhere to other purchasing rules, which are better monitored outside of the p-card process.

Travel expenses including hotels, flights, meals, and individual registrations. Meals would not be allowed when the traveling employee requests per diem. Registration for groups of attendees should go through the accounts payable process. Rental cars are invoiced directly by Enterprise Rental Cars. Please refer to the Travel/Training Policy for further guidance.

Memberships, dues, licenses, and certifications relevant to Town operations and in support of continued compliance and expertise are allowed.

Catering or food services for events or meetings. These orders must be pre-approved and budgeted.

Restrictions/Prohibitions

Certain purchases are not authorized via p-card. In addition to the merchant code restrictions setup by the p-card issuer, the Town recognizes its responsibility to safeguard its financial assets and reduce the opportunity for misuse or fraud.

Purchase of goods or services that cannot be received within the statement period are not allowed.

The purchase of alcohol is not permitted on a p-card, unless expressly authorized for resale at special events.

Purchase of goods or services for one's direct benefit are not allowed.

Purchases made to circumvent purchasing laws or policy are not allowed.

Purchases made from any employee, official, or a party related to them are not allowed.

Automatically recurring charges must be preapproved, budgeted, and must adhere to all applicable purchasing thresholds.

Purchases relating to an outside grant are generally not allowed via p-card. Grants require significant documentation and proper oversight and therefore should go through the regular requisition-purchase order-invoice process.

Town-issued p-cards are not generally allowed to be used for purchases made solely for the benefit of the Academy or budgeted within the Academy's operating budget. For facilities management, information technology, or communications services shared between the Town and Academy, the Town's p-card program may be available for use and will be reimbursed by the Academy. This process will be considered administrative but may be defined in a future memorandum of understanding. In the instance of a Council approved MOU, the MOU will be the prevailing guidance.

Debt Management Policy

Outline

1. Policy Statement
2. Scope
3. Debt Types
4. Debt Limit
5. Issuance Guidelines
6. Debt Obligations

Policy Statement

The Town of Westlake has a fiduciary responsibility to its citizens and stakeholders to prudently manage its debt obligations. The debt management policies are established in order to provide guidance on the appropriate activities needed to ensure Westlake maintains a sound financial position while effectively meeting its capital needs.

These policies are reviewed and updated periodically by the Town Manager and Director of Finance, in accordance with direction from the Town Council. This Policy, along with any other policies enacting or defining authority granted, will be presented to the Council for approval of any changes.

Scope

The Debt Management Policies within this policy apply to only the Town, since the Academy is not authorized to issue its own debt, with the exception of Board-approved operating leases for technology equipment included within the Academy's annual operating budget. This policy acts as a supplement to both the Financial Policies and Investment Policy approved for the Town by the Council and is intended to provide further clarification on the Town's framework for debt management.

Debt Types

Allowable debt types include, but are not limited to, the following instruments:

General Obligation Bonds (GO Bonds): Issued only with majority voter approval; proceeds limited to acquiring or improving real property and public facilities (e.g., infrastructure, educational, public safety). Increases in property tax will be proposed, if necessary, for debt service.

Certificates of Obligation (CO Bonds): Used for capital improvements not funded by other bond types. Citizens can petition for an election on issuance, with a 45-day notice period. Increases in property tax will be proposed, if necessary, for debt service.

Revenue Bonds: Finance revenue-producing enterprises (e.g., utilities) payable from specific revenue sources.

Refunding Obligations: Bonds may be issued to refund long-term obligations, targeting a minimum net debt service savings of 3% of the par value of refunded bonds, unless a lower percentage is deemed acceptable for shorter maturities.

Tax Anticipation Notes: Fund projects based on future tax revenues, typically for one to seven years for temporary financing.

Leases: Finance major capital purchases (excluding infrastructure) such as technology upgrades and large equipment.

Internal Borrowing: Existing long-term reserves may be loaned between City funds, with repayment within three years at market-consistent rates.

Other Obligations: Evaluate special circumstances for other forms of debt, such as limited tax notes or grant anticipation notes, on a case-by-case basis.

Debt Limit

The Town does not have a prescribed debt limit to allow Council, in conjunction with management and the Town's financial advisor, to make the most prudent financial decisions available to them at the time of potential issuance. The Town prefers to maintain a total outstanding obligation to assessed valuation ratio of less than 3%.

The Town will strive to minimize the burden of debt obligations impacting the interest and sinking portion of the ad valorem tax rate, utility rates, and other revenues available for repayment.

Issuance Guidelines

Planning Debt

The Town requires a capital improvement plan (CIP) to be created annually, in conjunction with the annual operating budget process. Projects or purchases eligible for debt funding should be included on the plan to ensure prudent fiscal management and responsible use of credit. The Town recognizes that emergent opportunities or issues may require action outside of the annual budget process.

The Town prefers to issue debt only for long-term assets, such as infrastructure, with a life span longer than the repayment period. When possible, the Town prefers to cash fund capital items, such as vehicles.

Process to Issue

Council will annually approve a five-year CIP, with the first year of the plan being appropriated as part of the annual operating budget. The CIP will generally dictate the timing of project starts and therefore the required delivery of debt funds.

The Town's financial advisor, in conjunction with staff, will review market rates no less than annually to determine any beneficial opportunities to refinance debt. The timing of refinancing will be dependent on the broader market and may occur outside the regular budgeting process.

Staff will work closely with the Town's financial advisor and bond counsel to create a calendar, working backwards from the date funds need to be available for a project.

During an executive session, Council will discuss qualifying projects and direct staff on the total maximum amount of debt to issue. The financial advisor and bond counsel will review the calendar and

requirements to issue. This will include the timing of the sale of debt, Council votes required, and an overview of administrative work with their deadlines.

Council is legally required to vote to approve the publication of a Notice of Intent to Issue (NOI). The NOI will be published in accordance with State law and will include the planned issuance amount.

Publication of the NOI begins a petition period, during which citizens can petition the Council to stop issuing the proposed debt.

After the NOI has been advertised, the Council will receive an update in an open meeting, which may include updates on rates and market, and will vote to approve a preliminary official statement. This will normally occur at the next regularly scheduled Council meeting and prior to the sale of debt.

If the Council determines the amount of the issue will be materially less than the amount advertised in the NOI, Council may vote on a resolution to reduce the maximum amount of issue and communicate the revised lower amount of planned debt.

Staff will coordinate with the financial advisor and bond counsel on selecting underwriters, finalizing the official statement, meeting with appropriate rating agencies and receiving a current credit rating, advertising the planned sale of debt, and all other administrative requirements.

Sales of debt will occur on the same day as a Council meeting. Council will receive the final sales figures, including the interest rate and repayment schedule, and vote to accept the results of the sale at that meeting. The amount voted on will be the amount sold and any difference from the NOI will be considered no longer available to be issued.

The Town's bond counsel will communicate with the Texas Attorney General's office for their review and final approval of the bond sale.

Funding generally occurs three weeks after the sale and final approval by Council.

Debt Obligations

Annual principal and interest payments will be included in the adopted budget. The annual budget will include a schedule of outstanding debt obligations at the start of the fiscal year adopted. Issuances occurring mid-year may require a budget amendment; this will be disclosed during the discussion with Council and presented for their approval within the normal amendment process.

The Town may be restricted by the debt instrument on which funds may be used to meet debt obligations. Typically, the Town utilizes the interest & sinking portion of the property tax rate or available sales tax receipts for municipal or academic infrastructure and utility revenues for utility infrastructure.

Principal and interest requirements are incorporated into property tax rate calculations, minimum fund balance requirements, and utility rate studies to ensure adequate budgeting and affordability of the debt.

The Town will strive to meet all bond covenants, including coverage, continuing disclosure, and other reporting requirements, in addition to industry best practices for transparency and reporting.

Financial Policies

Outline

1. Policy Statement
2. Scope
3. Basis of Accounting & Budgeting
4. Annual Budget
5. Fund Balance Policies
6. Debt Service
- 6-7. Treasury Management
- 7-8. Financial Reporting
- 8-9. Approval Process

Policy Statement

The Town of Westlake/Westlake Academy has a fiduciary responsibility to its citizens and stakeholders to accurately account for the public funds it is tasked with managing. The financial policies are established in order to provide guidance on the appropriate accounting, planning, and use of all funds and to ensure fiscal sustainability and stewardship.

These policies are reviewed and updated periodically by the Town Manager, Head of School, and Director of Finance, in accordance with direction from the Town Council/Board of Trustees. This Financial Policy, along with any other policies enacting or defining authority granted, will be presented to the Council/Board for approval of any changes.

Scope

The Financial Policies within this policy apply wholly to both the Town; and this policy does not generally apply to the Academy, except as specifically notated. The Head of School is responsible for developing and enforcing separate financial policies, internal controls, and the risk environment for Westlake Academy. This policy includes the basis of accounting and budgeting, annual budget responsibilities, debt management, treasury management, and financial reporting. Policies and procedures relating to the administrative functions in each of these areas are the responsibility of staff for review and updates.

Basis of Accounting & Budgeting

Basis of Accounting

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles applicable to state and local governments. The accounting and reporting policies conform to these generally accepted accounting principles (GAAP). The Academy is additionally subject to Texas Education Authority (TEA) accounting structure and financial reporting additional requirements, as outlined in their separate financial policies.

The Town and Academy are is organized and operates on the basis of funds and account groups. Each fund is a separate accounting entity with a self-balancing set of accounts, which are segregated for the purpose of executing specified activities, in accordance with regulations, restrictions, and limitations.

Governmental fund types (General Fund, Debt Service, Special Revenue, Academy, and Capital) use the flow of current financial resources focus of measurement and the modified accrual basis of accounting, with revenues recorded when measurable and available, and expenditures budgeted in the period in which the liability is incurred. Revenues are recognized when available and considered available when they are collectable within the current period ~~or soon enough thereafter to pay liabilities of the current period~~. Expenditures are recognized when the liability is incurred, if measurable.

Proprietary funds (Utility Fund, Internal Service Funds) are accounted for using the economic resources focus of measurement and the accrual basis of accounting, with revenues recorded when earned and expenses recorded when a liability is incurred.

Basis of Budgeting

~~Both the Town and Academy~~ prepares budgets in a manner consistent with generally accepted accounting principles (GAAP) for their funds. Revenues and expenditures are budgeted based on the expected flow of funds. Revenues are budgeted in the period they are expected to be available. Expenditures are budgeted when the service is expected to be provided. The basis of accounting and budgeting are essentially the same.

Annual Budget

The Town ~~and Academy are both~~ required to prepare an annual operating budget that must be approved by the governing body prior to the beginning of its fiscal year. The budgets must define, on a fund ~~and function~~ basis, the expected revenues and expenditures for the year. The budgets must include presentation on the financial activities for the most recently closed fiscal year, the current adopted and revised/amended budgets, and the planned budget for the upcoming fiscal year. Additionally, debt obligations in aggregate and the principal and interest requirements reflecting the outflow of funds for the fiscal year must be included.

~~Both the Town and Academy are~~ required to present a balanced budget, defined as an operating fiscal plan in which resources (current revenues plus available fund balance) are projected to equal or exceed planned expenditures on both the fund and aggregate basis. Council/~~Board~~ must approve the use of fund balance when current revenues are not expected to be available or sufficient for expenditures in the current period.

The Town's budget, adopted annually, will include appropriations for regular municipal maintenance and operations within the Annual Operating Budget and will appropriate the first year of a simultaneously presented five-year Capital Improvement Plan (CIP). The CIP may include spending for additions or capital improvements of Academy facilities; these items will be designated appropriately on the CIP schedule, presented to Council as part of the budget adoption process, and included within the Town's budget. Facility maintenance is the responsibility of the Head of School, in coordination with the Town Manager as appropriate, and will be budgeted with the Academy's operating budget.

Council/~~Board~~ approves the number of full-time equivalent (FTE) positions, along with associated dollars, as part of the annual budget approval. Any changes to the FTE count and/or budget, including changes to pay rate and structure, must be presented and approved by Council/~~Board~~ at an open meeting. Staff is not authorized to hire unbudgeted positions.

Budgetary control for appropriations is at the department/~~function~~ level for the General Funds and at the fund level for all other funds.

Town

The Town of Westlake has a fiscal year beginning October 1 and ending September 30. The Council's role in development is to provide staff with strategic priorities and expected service levels for the upcoming fiscal year. Staff is responsible for developing the details of the spending plan and presenting to Council for review and approval.

As a municipality with taxing authority, the Council is responsible for adopting an ad valorem tax rate. The tax rate can only be approved in support of the annual operating budget. Taxes are levied based on taxable values, as determined by the appropriate appraisal district. The adopted tax rate must be set in two (2) portions: maintenance and operations (M&O), which fund operations in the General Fund; and interest and sinking (I&S), which is set each year to ensure the principal and interest requirements for the fiscal year are met.

Academy

Westlake Academy operates with a July 1 to June 30 fiscal year. ~~The Board's role in development is to provide staff with strategic priorities and desired enrollment for the upcoming fiscal year.~~ SAcademy staff is responsible for developing the details of the spending plan and presenting to the Board for review and approval. The Academy budget includes appropriations sufficient for their normal operations and maintenance. The Academy does not have any authority to appropriate or manage Town budget or funds. The Academy is able to request funding related to capital improvements as part of the Town's annual budget process, and requests will be discussed with Council prior to appropriation.

The Academy does not have any taxing authority and is therefore exempt from statutes or processes relating to the adoption of a tax rate and imposition of a tax levy.

The Academy does have additional requirements from Texas Education Agency (TEA) in order to receive state funds. Procedures to account for and report on those funds are considered administrative and the responsibility of the Head of School.

Budget Amendments

During the course of a fiscal year, it may be necessary to make changes to the adopted budget. This could occur when receipts or costs exceed or significantly fall short of the amounts budgeted. The Council/~~Board~~ delegates the authority to adjust the budgets, at the appropriate budgetary control, to the Town Manager ~~and Head of School for their respective budgets~~ using budget transfers. The Town's budgetary control is at the fund level; ~~the Academy's budget control is at the function level.~~

Adjustments for purchases must adhere to the appropriate purchasing authority policy. Budget adjustments may not increase or decrease the appropriation amounts approved within the adopted budget.

When additional appropriations are required for revenues or expenditures above or significantly below the amounts adopted in the budget, staff must prepare a proposal to amend the adopted budget and Council/~~Board~~ must approve the amendment. Budget amendments may be presented as a course of administrative reconciliation for items previously approved by Council/~~Board~~.

Fund Balance Policies

The fund balance policies for the Town are evaluated annually. Any use of fund balance must be approved by the Town Council/~~Board of Trustees~~.

General Fund – Town

The Town shall strive to maintain the General Fund unassigned minimum fund balance at, or in excess of, ~~180-240~~ days of operations, as defined by the projected expenditures for the upcoming year.

Use of fund balance requires Council/~~Board~~ approval. After each fiscal year, staff will analyze the amount of sales tax funds received over the budgeted amount and transfer that from the General Fund to either an internal service fund or a capital fund, as dictated by need.

~~General Fund – Academy~~

~~The Academy shall strive to maintain the General Fund unassigned minimum fund balance at, or in excess of, 45 days of operations, as defined by the projected expenditures for the upcoming year.~~

Special Revenue Funds

Fund balances within each special revenue fund are considered restricted for that purpose defined by the fund. Due to applicable regulations, restrictions, or limitations, it may be necessary to collect revenues and expend funds in different periods, as identified needs dictate. Expenditures can only be budgeted when current revenues plus fund balance allow.

Each special revenue fund shall strive to maintain a minimum fund balance at, or in excess of, 25% of the next year's projected expenditures.

Proprietary Funds

Retained earnings within the enterprise funds must be positive and meet bond covenants and coverage requirements, as applicable. Fund balance in enterprise funds contain contributions, which are considered non-spendable. The Utility Fund shall strive to maintain a minimum fund balance of 25% of next year's expenditures.

Retained earnings within internal service funds must be positive and are considered restricted for the purpose of the fund. There is not a minimum fund balance requirement for internal service funds.

Capital Funds

Fund balances within the capital fund represent dollars available to fund major projects or purchases. There is not a minimum fund balance requirement, however, Council may require funds be available prior to approval of a project or purchase. Fund balances may be made up of bond proceeds, donations, interest earnings, intergovernmental transfers, or sales tax funds received above budget in the General Fund (as determined at the year end balance).

Debt Service Funds

Debt service funds operate on the current basis of budgeting and have a minimum fund balance requirement equal to one-twelfth of the annual principal and interest requirements. Due to the nature of debt obligations, all debt is backed by the full faith and credit of the Town.

Debt Service

The Town is an authorized issuer of debt obligations, but the Academy is not. Debt may be issued by the Town on behalf of the Academy in accordance with policy. Debt may be periodically issued for capital improvements, including construction, acquisition, or improvements of long-term assets, or to refinance existing debt obligations in a manner benefiting the Town. Debt may not be issued for the purpose of financing current operations, nor may any debt proceeds be utilized for that purpose.

Debt financing includes general obligation bonds, certificates of obligations, revenue bonds, tax notes, lease agreements, and other instruments permitted under Texas law. The Town will consider the expected life of the asset, expected cash flow to complete the project, and ongoing costs prior to issuing debt. Instruments will be chosen on this basis and incorporate analysis of available cash, repayment structure, and the expertise of the designated Financial Advisor. All issuances must be approved by the Council/~~Board~~.

Staff and the Financial Advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. As a general rule, the present value savings of a particular refunding should exceed 3.5% of the refunded maturities.

State statutes do not prescribe a legal debt limit. The Town Council/~~Board of Trustees~~ may choose to impose a limit, which would be voted upon and included in a future update of this policy.

The Town is required to conform to all covenants of its debt obligations. More information is codified in the Debt Management Policy.

Treasury Management

Treasury management in the context of this policy is defined as the oversight and operations of financial accounts for cash and liquidity purposes.

The Town is the registered entity with the Internal Revenue Service; the Academy is legally considered a DBA of the Town and shares the entity identification number (EIN). Both organizations are required to adhere to all applicable laws, regulations, and best practices when selecting and administering financial accounts that require providing an EIN. The Head of School is responsible for treasury accounts solely supporting normal Academy operations and maintenance. The Director of Finance will be given inquiry and reporting access to all systems, accounts, or portals operating under the shared EIN for the purpose of meeting reporting requirements, but does not have the authority or responsibility to oversee and administer accounts operating under separate, Academy-only contracts or agreements. In instances of a shared contract or agreement providing services to both organizations and including accounts operating for the sole benefit of the Academy, the Head of School will be responsible for the internal control and risk environment for the separate Academy accounts; the Director of Finance remains the designated contract administrator for shared contracts and agreements in coordination with the Town Manager and Head of School, as appropriate. The Director of Finance is responsible for the remaining treasury management activities.

The Town will maintain a depository relationship to facilitate normal cash management. Depositories will be selected from respondents to appropriately advertised requests for applications (RFAs) at least every five (5) years. Selection will be based on advertised evaluation criteria and consultation with the

Finance Committee. Administration of all Town depository accounts, including access, roles, and relationship management, is considered administrative and delegated to the Director of Finance.

The Town has elected to utilize procurement cards to facilitate specific purchasing activities, as outlined in the procurement card policy. Procurement card corporate accounts will be subject to evaluation and public bidding requirements at least every five (5) years. Selection will be based on advertised evaluation criteria and consultation with the Finance Committee. Administration of the corporate procurement card account, including cardholder issuance, access, roles, and relationship management, is considered administrative and delegated to the Director of Finance.

Investment accounts will be opened and administered in accordance with the investment policy approved annually by Council. The Director of Finance, as the primary designated Investment Officer, is responsible for the administration of all investment accounts, including access and compliance.

Financial Reporting

Financial statements for the Town ~~and Academy~~ shall include all activities for which the entity exercises oversight responsibilities, defined as the ability to significantly influence operations, appoint management, and fiscal interdependency.

~~Both the Town and Academy are~~ required to prepare financial and investment reports to be presented to the Council/~~Board~~ quarterly. Quarterly reports will include comparisons of actual activities against budgets, narrative context, and the performance of investments for the quarter. For the purpose of compliance with the Public Funds Investment Act, the quarterly investment report provided by the Town will include all Academy accounts opened under the shared entity identification number and subject to potential interest earnings.

~~Both the Town and Academy are~~ required to prepare an annual comprehensive financial report (ACFR) with the engaged audit firm for the prior fiscal year. Due to the difference in the fiscal years, the Academy will complete their audit prior to the Town each year. The Town's ACFR will include the Westlake Academy as a major function.

Approval Process

This Financial Policy, along with the policies on Purchasing Authority, Prohibited/Restricted Activities, Contracts Authority, Procurement Cards, Debt Management, and Investment Policy will be presented and discussed with the Council/~~Board~~ at least annually as part of the budget process. Initial presentation and discussion may occur with the Finance Committee. Changes suggested will be incorporated and presented to the Council/~~Board~~ at the appropriate budget workshop. Final updated policies will be approved via resolution at the same meeting as the annual operating budget.

Purchasing Authority

Outline

1. Overview & Purpose
2. Participants
3. Authorized Spending
4. Spending Thresholds
- 4.5. Competitive Bidding
- 5.6. Approval & Update Process

Overview & Purpose

As a General Law municipality within the State of Texas, the Town of Westlake and its component units are subject to compliance with Local Government Code procurement laws and applicable Texas Education Code. In lieu of a voter-approved Town Charter ~~and within compliance of the Academy Charter~~, the Council/~~Board~~ has determined that enacting additional layers of purchasing authority for staff is necessary to maintain good budgetary controls and financial stewardship for public funds.

This policy applies wholly to Town procurement functions, which may include spending that benefits the Academy. The Town Manager has the authority to direct spending within the Town's budget; the Head of School does not have the authority to direct any spending within the Town's budget, including the use of reserves, donations, or bond proceeds deposited within the Town's depository. Therefore, instances may arise in which purchasing activities that benefit the Academy are subject to the Town's purchasing policy.

Participants

Council/~~Board~~ – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of ~~the Town/Academy~~Westlake through the approval of budgets, signatory and spending authority, and purchases over prescribed levels

Town Manager – Employee with authority to direct procurement activities within the Town's operating budget and capital improvement plan

Head of School – Employee with authority to direct procurement activities within the Academy's operating budget

Department Head – appointed director of a Town department ~~or Academy function~~ and any person authorized to act on their behalf

Employee – person tasked with the administration of ordering, receiving/implementing, and issuing authorized payments for goods and services

~~Head of School – Employee with authority to direct procurement activities on behalf of the Academy~~

~~Town Manager – Employee with authority to direct procurement activities on behalf of the Town~~

Authorized Spending

To be considered “authorized spending,” the purchase must have been budgeted in the same fiscal year as the order is placed, the price must be within 5% of the budgeted cost, and all due diligence to meet applicable laws and procedures must be met.

In instances where the purchase is not budgeted or the amount budgeted is not sufficient, Department Heads or above (depending on the dollar value and business purpose as outlined below) must authorize the purchase.

Spending Thresholds

Authorized spending thresholds apply to all allowable purchasing and payment methods. It is the responsibility of the employee making the purchase to adhere to the correct method.

Budgeted Purchases

Less than \$3,000.00 – Employees designated by their Department Heads/~~Principals~~ have the authority to approve purchases or spend up to \$3,000.00 in a single purchase

\$3,000.00 to \$~~4999~~,999,99 – the Town Manager ~~and Head of School~~ have the authority to approve purchases for the Town and Academy, respectively

\$~~50100~~,000.00 and above – Council/~~Board~~ must approve the purchase either implicitly via budget adoption for routine, overhead purchases or explicitly for contracts, capital spending, or bid awards to adhere to competitive bid require~~ments~~ and promote transparency

Unbudgeted Purchases

Less than \$3,000.00 – Department Heads/~~Principals~~ have the authority to approve purchases in support of their department’s ~~or school’s~~ mission if there is capacity to reduce expenditures in an equal amount exists within the same operating budget; these adjustments to the spending plan will be reported to the Council/~~Board~~ within the next quarterly financial report.

\$3,000.00 to \$49,999.99 – ~~Head of School~~/Town Manager has the authority to approve purchases in support of their organization’s mission if there is capacity to reduce expenditures in an equal amount within the same operating budget; Council/~~Board~~ must be notified, as soon as practicable, in writing of the purchase and corresponding expenditure reduction, with a detailed explanation and presentation of off-setting balances at the next posted open meeting.

\$50,000.00 and above – ~~Head of School~~/Town Manager must request approval from the Council/~~Board~~ in an open meeting; the request must include details on the corresponding reduction in expenditures or the purchase must qualify for use of fund balance per policy.

\$100,000.00 and above – staff must follow competitive bid requirements, as outlined by Texas Local Government Code; Council must take action to award or reject responses at a public meeting; the purchase will generally be included in a budget amendment

When considering off-setting balances to facilitate an unbudgeted purchase, staff will look for potential cuts first in the account. If funds are not available in the account, staff will consider the department's/~~function's~~ non-personnel budget for cuts. If funds are still not available, the department will coordinate with the Town Manager/~~Head of School~~ and the Director of Finance for potential cuts in a different department/~~function~~. If funds are still not available, staff will need to prepare a budget amendment for Council/~~Board~~ approval that outlines the purchase and why it qualifies for the use of fund balance.

Emergency Purchases

Emergency purchases – Emergency purchases are by definition unbudgeted and generally require funds prior to budget approval by Council/~~Board~~. Emergency purchases are hereby defined as follows, based on Sec. 252.022 General Exemptions:

- (1) a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality; and
- (2) a procurement necessary to preserve or protect the public health or safety of the municipality's residents; and
- (3) a procurement necessary because of unforeseen damage to public machinery, equipment, or other property which requires urgent repair or replacement to maintain critical operations.

Staff will present emergency purchases for ratification at the next regularly scheduled Council/~~Board~~ meeting. When emergency purchases cannot be absorbed within existing budgets, these purchases will be included in a budget amendment.

Competitive Bidding

The Town adheres to Local Government Code Section 252 for competitive bidding requirements for contracts over the amount of \$100,000.00. For purchases that meet the criteria requiring competitive bidding and are not exempted by any other State statute (such as interlocal/cooperative agreements, emergency purchases, or professional services), the Town will issue requests for proposals (RFPs), requests for qualifications (RFQs), or requests for applications (RFAs), as appropriate to the required good/service. The Town must define evaluation criteria, establish a panel to evaluate all responses, appropriately advertise solicitations for responses, and ask Council to accept or reject responses with a formal action.

In instances where the Town will be the contract administrator or Town funds will be used (typically relating to capital improvements or outlay) for Academy purposes, the Town may engage the Head of School to inform the solicitation packet and participate on the evaluation panel. For solicitations for goods/services relating to facility maintenance but funded by the Academy's operating budget, the Academy will include the Town Manager or their representative in the review of the solicitation packet and the evaluation panel. This process may be defined in a future memorandum of understanding; in the instance of a Council approved MOU, the MOU will be the prevailing guidance.

Approval & Update Process

The Town Council/~~Board of Trustees~~ has the authority to change the authority thresholds under ~~\$50,000.00~~\$100,000.00, as they determine to be in the best interest of the Town/~~Academy~~. These thresholds shall be reviewed annually as part of the approval of the Financial Policies. The Finance ~~Subcommittee~~Committee may meet to review the details of the updates or advise of any changes prior to the Council/~~Board~~ receiving the information in the form of a report. Once the report has been presented satisfactorily, the Council/~~Board~~ will vote to approve the Financial Policies in whole.

Council/~~Board~~ reserves the right to make changes outside the annual review and approval process. It is expected that revisions may need to occur due to staff turnover or legislative changes.

Prohibited or Restricted Activities

Outline

1. Overview & Purpose
2. Participants
3. Prohibited Purchasing Activities
4. Restricted Purchasing Activities
5. Approval & Update Process

Overview & Purpose

As a General Law municipality within the State of Texas, the Town of Westlake and its component units are subject to compliance with Local Government Code (LGC) procurement laws ~~and Texas Education Code for Academy purchasing~~. In addition to the restrictions established therein, additional prohibitions or restrictions instituted by Council/~~Board~~ are necessary to safeguard public funds and trust.

This policy applies wholly to the Town. The Head of School is responsible for developing and enforcing separate financial policies, internal controls, and the risk environment for Westlake Academy, which may include additional or more specifically defined prohibited or restricted activities.

Participants

Council/~~Board~~ – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of the Town/~~Academy~~

Employee – person tasked with the administration of ordering, receiving/implementing, and issuing authorized payments for goods and services

Vendor – business entity or individual that seeks to have or has a contract to provide goods or services to the Town/~~Academy~~; could be a consultant, contractor, company, or individual provider

Prohibited Purchasing Activities

Due to the Town's responsibility of managing public funds, several actions are prohibited by law, policy, or ethics. Prohibited activities include:

- Purchasing goods or services for personal benefit.
- Purchasing goods or services under the guise of sole source, but which the LGC and legal opinion do not expressly agree on the classification.
- Separate, sequential, or component purchases that avoid competitive bidding requirements, deviate from purchasing authority limits, or circumvent budgetary controls, even if unintentional.
- Purchasing goods or services from a vendor or company that provides any kind of favor or item of value that might influence or appear to influence the purchasing decision.
- Disclosing confidential or proprietary information from solicitations to another party or using the information for personal gain.

- Verbally or in writing authorizing the purchase of goods or services that you do not have the express authority to authorize. This includes signing contracts for budgeted items.

In addition to the activities above, any purchases violating applicable federal or state law or the Town's purchasing policies are expressly prohibited.

Restricted Purchasing Activities

Restricted purchasing activities include those that are usually prohibited but may have rare instances in which authorization could be granted. Among the known restricted activities are:

- Purchasing alcohol. For special events in which resale of alcohol is an authorized activity, the purchase of alcohol may be allowed. Express permission must be granted by the Town Council to include alcohol sales at the event.
- Unbudgeted or unfunded purchases are generally not allowed. In the case of emergency purchases, as defined by LGC and the Purchasing Authority Policy (Policy 07.11), exceptions may be made to ensure the safety of life or property. Other unbudgeted or unfunded purchases should be handled using the process outlined in Purchasing Authority (Policy 07.11).
- Purchasing goods or services from a vendor or company from which an elected official or employee has a personal stake in without disclosing the conflict of interest and recusing oneself from all purchasing activities related to the vendor or company. This would only be allowed in rare situations where the goods or services being provided are considered sole source.

Should a purchasing scenario arise that is not expressly allowed through statute or policy, consultation with the Town Manager, ~~Head of School~~, and Director of Finance are required prior to engaging a vendor. Any purchases must still adhere to all other policies and thresholds, including Council/~~Board~~ approval, as appropriate.

Approval & Update Process

The Town Manager ~~and Head of School~~, in coordination with the Director of Finance, ~~are~~is responsible for monitoring applicable statute and regulations and revising the procurement policies, at least annually. They have the authority to further prohibit or restrict the activities listed here in the course of the duties to ensure the responsible expenditure of public funds. Any permanent changes will be included in the policy, which will be updated as needed and presented to the Council/~~Board~~. Additionally, the Council/~~Board~~ has the authority to prohibit or restrict the authorized activities of the Town Manager ~~and Head of School~~.

Contracts Authority

Outline

1. Overview & Purpose
2. Participants
3. Authorized Contracts
4. Spending Thresholds
5. Administration of Contracts

Overview & Purpose

As part of the directive to engage in procurement practices that benefit the Town and Academy, engaging in various contracts is necessary to obtain the best value of goods and services. Implicit authority, which is the assumption by a vendor that a Town/Academy representative has an ability to engage but whom is not specifically allowed by Town/Academy policies to do so, is not authorized for any employee and is grounds for discipline, up to and including termination. In order to ensure vendors acting in good faith are compensated for goods or services provided, it is necessary to outline the signatory authority granted to specific parties for entering into, updating terms, renewing, or cancelling contracts.

This policy applies wholly to the Town. The Head of School is responsible for developing and enforcing separate financial policies, internal controls, and the risk environment for Westlake Academy. In instances where both entities receive economic benefit from the same contract, the Town Manager or their designee is the default primary contract administrator.

Participants

Council/~~Board~~ – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of the Town/Academy

Town Manager – Employee with authority to direct procurement activities on behalf of the Town within the Town's operating budget and capital improvement plan

Head of School – Employee with authority to direct procurement activities within the Academy's operating budget

Department Head – appointed director of a Town department ~~or Academy function~~ and any person authorized to act on their behalf

Head of School – Employee with authority to direct procurement activities ~~on behalf of the Academy~~ within the Academy's operating budget

~~Town Manager – Employee with authority to direct procurement activities on behalf of the Town~~

Town Secretary – Employee tasked with the records collection and management of executed contracts

Authorized Contracts

Contracts, as discussed in this policy, are agreements to purchase goods or services. The Town/~~Academy~~ only considers written and executed contracts, properly authorized, to be valid; verbal agreements are not considered a binding contract and therefore are not allowed.

While all procurement, including contractual purchases, must adhere to the Town/~~Academy~~'s purchasing policies, not all purchases require a contract to proceed; purchases allowed to be made without a contract will be excluded from this policy.

As a public entity, the Town and Academy are allowed to enter into the following types of contracts:

Direct purchase of goods or services contract: Standard contract in which a price has been directly negotiated with Westlake for a vendor to provide goods or services at a mutually agreed upon price and schedule.

Not-to-exceed contract: Agreement between Westlake and a vendor to provide specific goods or services but that the total price, final quantity or quality, or contingent needs are unknown at the time of agreement.

Interlocal agreement (ILA): Council/~~Board~~-approved agreement between Westlake and another public entity subject to the same procurement statutes to provide goods or services directly to Westlake.

Vendor Contract through ILA: Council/~~Board~~-approved agreement between Westlake and another public entity subject to the same procurement statutes that allows Westlake to purchase goods or services at a rate negotiated by the other public entity. The vendor must agree to uphold the same terms negotiated.

Cooperative purchasing agreements: Council/~~Board~~-approved agreement to participate in an established forum which leverages purchasing power to negotiate prices on behalf of its members.

Engagement letters: Agreement between Westlake and a professional service provider, as defined by statute, to provide a professional service.

Purchase Order: Purchase orders are legally considered a contract between Westlake and a vendor for the goods or services listed therein.

Change Order: Formal amendment to an original contract or purchase order.

Any other contract type must be presented to the Town Manager/~~Head of School~~ and Director of Finance for review prior to execution. The Town Manager/~~Head of School~~ may authorize or prohibit a contract type in the best interests of Westlake. This authorization is specific to the contract type or format only; all applicable financial policies must still be followed.

Signatory Thresholds

Authorized signatories apply to all allowable contract types. It is the responsibility of the employee administering the contract to adhere to the process. Contract signatory authority aligns with purchasing threshold amounts listed in Purchasing Authority (07.11) and is a separate consideration from budgetary approval. The thresholds listed below are on the basis of total contract, including optional extensions.

Less than \$3,000.00 –Department Heads/~~Principals~~ have the authority to sign a contract for budgeted goods or services for which their department is the administrator

\$3,000.00 to \$49,999.99 –~~Head of School will be the signatory for Academy contracts that are budgeted within the Academy's operating budget;~~ Town Manager will be the signatory for Town contracts and is authorized to execute Academy contracts for capital projects or expenses within the Town's budget

\$50,000.00 and above – Council/~~Board~~ approval will list the person authorized to execute the contract; this is usually the Town Manager or ~~Head of School~~appropriate Department Head

Contracts for capital spending, construction, or construction-related activities, such as project management, regardless of amount, must be signed by the Town Manager, unless otherwise directed by the Council/~~Board~~. With any contracts approved by the Council/~~Board~~, an appropriate designee will be listed as the authorized signer; the designee may differ from the above persons outlined, if appropriate.

Budget approval is not the same as contract signatory authority. If purchases are made via contract, the above thresholds apply.

Administration of Contracts

Contract administration and maintenance are the responsibility of the contract administrator. This includes Council/~~Board~~ approval, as necessary. All contracts must be reviewed by the ~~organization-Town~~ Attorney, Town Manager, ~~Head of School~~, and /or Director of Finance, as appropriate, regardless of amount or method. All executed contracts must be provided to the Town Secretary for official records.

New Contracts

Contract being entered to with original terms must adhere to all procurement methods and purchasing thresholds.

Changing the Contract Terms

Should the need arise to change the terms of a contract during the contract period, the administrator must work with the vendor to determine the best course of action. Contracts or vendors may allow for amendments, change orders, or appendices to revise the terms of the original contract. When that is not possible, Westlake must adhere to the cancellation terms in the contract and enter into a new contract. New contracts may require administrators to start the procurement process from the beginning, depending on the scope change included.

Cancelling Contracts

All contract cancellations must be reviewed with the Attorney. Westlake must include terms for cancelling contracts in any executed contract. These can be negotiated with the vendor, when applicable and appropriate, but should allow for a notice period.

Shared Contracts

Contracts allowing for goods/services to be provided to both the Town and the Academy present the opportunity to maximize purchasing power. The Town and Academy agree to be good stewards of the contract and avoid negative operational impacts on one another.

For all contracts utilizing Town funds, including reserves, donations, or bond proceeds, the Town is the contract administrator and said contracts are subject to the applicable Town financial policy. The Academy is the contract administrator only for contracts for which they are the sole beneficiary and costs are paid from the Academy's annual operating budget.

For contracts entered into prior to 7/1/2026, contracts have mutually agreed upon cost share allocations and funding sources. In an instance where either organization wishes to discontinue or alter the contract, that party is required to submit an explanation of the operational and budgetary impacts to the Council/Board and have the other organization accept said impacts. If a contract cannot be modified by the vendor or cancelled without penalty, the party wishing to terminate the contract is responsible for any additional costs.

For contracts entered into on or after 7/1/2026, both organizations must have the Council/Board approve the contract. The contract must be presented to the Council/Board explicitly naming the contract administrator, funding source, cost share allocation, and payment or reimbursement plan.

Procurement Card Administration

Outline

1. Overview & Purpose
2. Participants
3. Authorization & Issuance
4. Limits
5. Responsibilities
6. Authorized Purchases
7. Restrictions/Prohibitions

Overview & Purpose

Procurement Cards (p-cards) are an authorized payment mechanism to facilitate routine purchasing activities in lieu of the accounts payable process. The purpose of p-cards is to allow flexibility to carry out necessary operations in a more time-efficient manner. Use of p-cards does not negate appropriate planning for purchases. P-card use is subject to all purchasing thresholds and methods, in addition to the guidance within this policy.

This policy applies wholly to the Town and does not generally apply to the Academy, except as specifically notated. The Head of School is responsible for developing and enforcing separate financial policies, internal controls, and the risk environment for Westlake Academy.

Participants

Council/~~Board~~ – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of the ~~Town/Academy~~Westlake

Employee – person tasked with the administration of ordering, receiving/implementing, and issuing authorized payments for goods and services

Vendor – business entity or individual that seeks to have or has a contract to provide goods or services to the Town/~~Academy~~; could be a consultant, contractor, company, or individual provider

Authorization & Issuance

The Town and Academy are not required to utilize the same procurement card program nor share a contract for procurement card services. In the instance of the existing shared contract shared, the Director of Finance will be the contract administrator and will retain program administration capabilities for both organizations but does not have the authority or responsibility of administering the Academy program. The Head of School will practically function as the administrator responsible for Academy's program for daily and routine administrative tasks due to their responsibility for the internal control environment. In the instance where programs are separately contracted, the Head of School will be the contract administrator and program administrator for the Academy program, and the Director of Finance will be the contract administrator and program administrator for the Town program; the Director of Finance will be granted inquiry and reporting access to the Academy program.

The Town's procurement card program is subject to competitive bidding requirements and will be evaluated at least every five (5) years. Selection will be based on advertised evaluation criteria and consultation with the Finance Committee. Administration of the corporate procurement card account, including cardholder issuance, access, roles, and relationship management, is considered administrative and delegated to the Director of Finance.

The Town Manager ~~and Head of School~~ can authorize the issuance of a p-card to an employee within their respective organization, based on the employee's role and contingent upon the Director of Finance's verification. Department Heads/~~Principals~~ are able to request p-cards for themselves and staff. Town Manager, ~~Head of School~~, Director of Finance, and Department Heads/~~Principals~~ all have the authority to request a card be closed or denied to an employee in writing.

Issuance for a new card requires a completed and signed form.

Limits

Similar to a personal credit card, p-cards are subject to credit limits. The Town/~~Academy~~ has account limits, which are separate from the card and transaction limits below. Credit limits are based on the actual spending needs of the cardholder, as defined by their job duties.

Employee – Employees with a p-card will have a limit of \$3,000.00 per month. Individual transactions are limited to \$2,999.99.

Department Head/~~Principal~~ – Department Heads ~~and Principals~~ may have occasion to make purchases on behalf of a larger group and will therefore have a limit of \$5,000.00 per month.

Town Manager/~~Head of School~~ – The Town Manager ~~and Head of School~~ may have occasion to make purchases for their organizations and will therefore have a limit of \$10,000.00 per month.

~~Travel Coordinator – Westlake Academy designates one administrative employee, usually an Administrative Assistant, as the Travel Coordinator. That employee is responsible for the booking of travel arrangements, like flights and hotels, which typically require a credit card. Due to the timing of travel, larger groups generally are booked together, therefore, the limit will be \$10,000.00 per month.~~

Emergency Response – Emergency purchases may be necessary to facilitate the safety of life and property within the Town limits, including disaster or medical responses and the maintenance of the water and sewer system. To ensure continued operations, the limit will be \$10,000.00 per month with no individual transaction limit.

In instances when the standard limits are not adequate, the cardholder can request a temporary credit limit. Temporary increases must have a documented business explanation and cannot extend beyond 30 days.

Responsibilities

The Finance department is responsible for the issuance, updating, and general administration of p-card use. Administration includes reconciliation, recording to the general ledger, payment of statement balances, and training. Finance will offer annual training to all card holders. First time recipients of cards are required to participate in training prior to the release of the card for use.

The cardholder is responsible for the custody, safety, and appropriate use of their card. Cards are not be loaned to or used by anyone else.

The cardholder is responsible for turning in itemized receipts each month with an explanation of the business purpose and the budgetary account within the credit card portal. These updates and subsequent approvals by the appropriate supervisor must occur by the 10th day each month for the statement covering the month immediately preceding.

The Town/~~Academy~~ operates using a three strikes rule to ensure fiduciary responsibility, adequate documentation, and proper oversight. The strikes are accumulated over a rolling 12-month period, beginning with the first instance. Any misuse or failure to adhere to p-card policy can result in a strike; this includes failure to turn in itemized receipts, making purchases not authorized by policy, and not reconciling statements.

Instance one will result in an email notifying the card holder of the issue, with their supervisor copied. A response is required to explain and document the occurrence. The card holder will be offered optional training.

Instance two will result in an email notifying the card holder of the issue, with their supervisor copied. The limit will be reduced to \$0.00 until the card holder completes mandatory training to review the policy and process and all outstanding items have been resolved.

Instance three will result in a formal write-up and the p-card will be turned into Finance for a period of up to one-year.

In the case of abuse or fraud, the cardholder will be required to immediately surrender their card and will be disciplined, including and up to termination. Fraud will be reported to the appropriate authorities.

Cards must be returned to the Finance Department by the employee when exchanging expired or compromised cards, voluntary surrender, or separation.

Authorized Purchases

P-cards are a tool utilized by the Town/~~Academy~~ for ease of executing operations. The preferred uses for p-cards include:

Tangible items under \$3,000.00. Purchases of \$3,000.00 or more must adhere to other purchasing rules, which are better monitored outside of the p-card process.

Travel expenses including hotels, flights, meals, and individual registrations. Meals would not be allowed when the traveling employee requests per diem. Registration for groups of attendees should go through the accounts payable process. Rental cars are invoiced directly by Enterprise Rental Cars. Please refer to the Travel/Training Policy for further guidance.

Memberships, dues, licenses, and certifications relevant to Town operations and in support of continued compliance and expertise are allowed.

Catering or food services for events or meetings. These orders must be pre-approved and budgeted.

Restrictions/Prohibitions

Certain purchases are not authorized via p-card. In addition to the merchant code restrictions setup by the p-card issuer, ~~PNC~~, the Town/~~Academy~~ recognizes its responsibility to safeguard its financial assets and reduce the opportunity for misuse or fraud.

Purchase of goods or services that cannot be received within the statement period are not allowed.

The purchase of alcohol is not permitted on a p-card, unless expressly authorized for resale at special events.

Purchase of goods or services for one's direct benefit are not allowed.

Purchases made to circumvent purchasing laws or policy are not allowed.

Purchases made from any employee, official, or a party related to them are not allowed.

Automatically recurring charges must be preapproved, budgeted, and must adhere to all applicable purchasing thresholds.

Purchases relating to an outside grant are generally not allowed via p-card. Grants require significant documentation and proper oversight and therefore should go through the regular requisition-purchase order-invoice process.

Town-issued p-cards are not generally allowed to be used for purchases made solely for the benefit of the Academy or budgeted within the Academy's operating budget. For facilities management, information technology, or communications services shared between the Town and Academy, the Town's p-card program may be available for use and will be reimbursed by the Academy. This process will be considered administrative but may be defined in a future memorandum of understanding. In the instance of a Council approved MOU, the MOU will be the prevailing guidance.

Debt Management Policy

Outline

1. Policy Statement
2. Scope
3. Debt Types
4. Debt Limit
5. Issuance Guidelines
6. Debt Obligations

Policy Statement

The Town of Westlake/~~Westlake Academy~~ has a fiduciary responsibility to its citizens and stakeholders to prudently manage its debt obligations. The debt management policies are established in order to provide guidance on the appropriate activities needed to ensure Westlake maintains a sound financial position while effectively meeting its capital needs.

These policies are reviewed and updated periodically by the Town Manager, ~~Head of School~~, and Director of Finance, in accordance with direction from the Town Council/~~Board of Trustees~~. This Policy, along with any other policies enacting or defining authority granted, will be presented to the Council/~~Board~~ for approval of any changes.

Scope

The Debt Management Policies within this policy apply to only the Town, ~~as since~~ the Academy is not authorized to issue its own debt, with the exception of Board-approved operating leases for technology equipment included within the Academy's annual operating budget. This policy acts as a supplement to both the Financial Policies and Investment Policy approved for the Town ~~and Academy~~ by the Council/~~Board~~ and is intended to provide further clarification on the Town's framework for debt management.

Debt Types

Allowable debt types include, but are not limited to, the following instruments:

General Obligation Bonds (GO Bonds): Issued only with majority voter approval; proceeds limited to acquiring or improving real property and public facilities (e.g., infrastructure, educational, public safety). Increases in property tax will be proposed, if necessary, for debt service.

Certificates of Obligation (CO Bonds): Used for capital improvements not funded by other bond types. Citizens can petition for an election on issuance, with a 45-day notice period. Increases in property tax will be proposed, if necessary, for debt service.

Revenue Bonds: Finance revenue-producing enterprises (e.g., utilities) payable from specific revenue sources.

Refunding Obligations: Bonds may be issued to refund long-term obligations, targeting a minimum net debt service savings of 3% of the par value of refunded bonds, unless a lower percentage is deemed acceptable for shorter maturities.

Tax Anticipation Notes: Fund projects based on future tax revenues, typically for one to seven years for temporary financing.

Leases: Finance major capital purchases (excluding infrastructure) such as technology upgrades and large equipment.

Internal Borrowing: Existing long-term reserves may be loaned between City funds, with repayment within three years at market-consistent rates.

Other Obligations: Evaluate special circumstances for other forms of debt, such as limited tax notes or grant anticipation notes, on a case-by-case basis.

Debt Limit

The Town does not have a prescribed debt limit to allow Council/~~Board~~, in conjunction with management and the Town's financial advisor, to make the most prudent financial decisions available to them at the time of potential issuance. The Town prefers to maintain a total outstanding obligation to assessed valuation ratio of less than 3%.

The Town will strive to minimize the burden of debt obligations impacting the interest and sinking portion of the ad valorem tax rate, utility rates, and other revenues available for repayment.

Issuance Guidelines

Planning Debt

The Town requires a capital improvement plan (CIP) to be created annually, in conjunction with the annual operating budget process. Projects or purchases eligible for debt funding should be included on the plan to ensure prudent fiscal management and responsible use of credit. The Town recognizes that emergent opportunities or issues may require action outside of the annual budget process.

The Town prefers to issue debt only for long-term assets, such as infrastructure, with a life span longer than the repayment period. When possible, the Town prefers to cash fund capital items, such as vehicles.

Process to Issue

Council will annually approve a five-year CIP, with the first year of the plan being appropriated as part of the annual operating budget. The CIP will generally dictate the timing of project starts and therefore the required delivery of debt funds.

The Town's financial advisor, in conjunction with staff, will review market rates no less than annually to determine any beneficial opportunities to refinance debt. The timing of refinancing will be dependent on the broader market and may occur outside the regular budgeting process.

Staff will work closely with the Town's financial advisor and bond counsel to create a calendar, working backwards from the date funds need to be available for a project.

During an executive session, Council will discuss qualifying projects and direct staff on the total maximum amount of debt to issue. The financial advisor and bond counsel will review the calendar and requirements to issue. This will include the timing of the sale of debt, Council votes required, and an overview of administrative work with their deadlines.

Council is legally required to vote to approve the publication of a Notice of Intent to Issue (NOI). The NOI will be published in accordance with State law and will include the planned issuance amount.

Publication of the NOI begins a petition period, during which citizens can petition the Council to stop issuing the proposed debt.

After the NOI has been advertised, the Council will receive an update in an open meeting, which may include updates on rates and market, and will vote to approve a preliminary official statement. This will normally occur at the next regularly scheduled Council meeting and prior to the sale of debt.

If the Council determines the amount of the issue will be materially less than the amount advertised in the NOI, Council will may vote on a resolution to reduce the maximum amount of issue and communicate the revised lower amount of planned debt. ~~This step is not legally required and will not occur when the NOI is advertised with the amount of the planned issue.~~

Staff will coordinate with the financial advisor and bond counsel on selecting underwriters, finalizing the official statement, meeting with appropriate rating agencies and receiving a current credit rating, advertising the planned sale of debt, and all other administrative requirements.

Sales of debt will occur on the same day as a Council meeting. Council will receive the final sales figures, including the interest rate and repayment schedule, and vote to accept the results of the sale at that meeting. The amount voted on will be the amount sold and any difference from the NOI will be considered no longer available to be issued.

The Town's bond counsel will communicate with the Texas Attorney General's office for their review and final approval of the bond sale.

Funding generally occurs three ~~(3)~~ weeks after the sale and final approval by Council.

Debt Obligations

Annual principal and interest payments will be included in the adopted budget. The annual budget will include a schedule of outstanding debt obligations at the start of the fiscal year adopted. Issuances occurring mid-year may require a budget amendment; this will be disclosed during the discussion with Council and presented for their approval within the normal amendment process.

The Town may be restricted by the debt instrument on which funds may be used to meet debt obligations. Typically, the Town utilizes the interest & sinking portion of the property tax rate or available sales tax receipts for municipal or academic infrastructure and utility revenues for utility infrastructure.

Principal and interest requirements are incorporated into property tax rate calculations, minimum fund balance requirements, and utility rate studies to ensure adequate budgeting and affordability of the debt.

The Town will strive to meet all bond covenants, including coverage, continuing disclosure, and other reporting requirements, in addition to industry best practices for transparency and reporting.



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026 **AGENDA ITEM NO:** F.4.
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Discuss, consider and act regarding Resolution 26-26 approving the Investment Policy.

ATTACHMENTS:

1. Res 26-26 Investment Policy
2. Exhibit A-Investment Policy_FY27
3. Exhibit B-Approved Broker-Dealer List_FY27

SUMMARY :

The Town Council is required to review and approve a written investment policy, not less than once a year, according to the Public Funds Investment Act (PFIA) §2256 of the Texas Government Code. The Investment Policy is a written compilation of the Town's investment policies, procedures, and strategies.

BACKGROUND AND DISCUSSION:

The Town of Westlake/Westlake Academy, as a fiduciary of public funds, has determined that investing funds is in the best interest of the citizenry in order to minimize risk to principal, ensure liquidity of funds, and obtain a reasonable return. As an organization, Westlake is restricted to specific investment activities by the PFIA. Additionally, the PFIA provides guidance on the administration, including policies, reporting, and training. The Investment Policy is a comprehensive document which must be updated periodically in response to changing laws, as well as internal changes to policies and procedures.

A section has been added to the policy to allow the engagement of a dedicated investment advisor. This will allow staff to be further diversify its holding and engage experts in the execution of our investment strategy. The training hours for investment officers have been revised to match the PFIA requirements. The only other changes were for clarifying language.

FISCAL IMPACT:

Approval of the policy will allow Westlake to continue investment activities to generate interest income.

LEGAL REVIEW:

N/A

RECOMMENDATION:

Approve Resolution 26-26, as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

TOWN OF WESTLAKE

RESOLUTION NO. 26-26

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS,
APPROVING AND ADOPTING THE INVESTMENT POLICY.**

WHEREAS, Texas Government Code 2256 requires the governing body of an investing entity to review, approve, and adopt by rule, order, ordinance, or resolution, a written investment policy not less than once a year,

WHEREAS, a review of the Town's investment activities, policy, and performance has been conducted and it has been deemed necessary to update the Investment Policy.

WHEREAS, all legal prerequisites for the adoption of this resolution have been met, including but not limited to the Local Government Code, the Open Meetings Act, and the Texas Tax Code; and

WHEREAS, the Town Council finds that the passage of this Resolution is in the best interest of the citizens of Westlake.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: That the Town of Westlake Council hereby adopts the attached Investment Policy (*exhibit A*) with the approved broker/dealer list (*exhibit B*).

SECTION 3: If any portion of this Resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 4: That this Resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 15TH DAY OF SEPTEMBER, 2026.

ATTEST:

Kim Greaves, Mayor

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew Boyle, Town Attorney

Investment Policy

Outline

1. Policy Statement
2. Scope
3. Objectives & Strategy
4. Legal Limitations, Responsibilities & Authority
5. Authorized & Prohibited Investments
6. Policy Acceptance

Policy Statement

It is the policy of the Town of Westlake ("the Town") that all funds shall be managed and invested in conformance with State and Federal regulations, applicable bond covenants and ordinances, and this adopted written Investment Policy. The administration of the Town's funds and the investment of those funds shall be handled to achieve the overall objectives of safety, liquidity, public trust, and yield.

Effective cash management is recognized as essential to good fiscal management. Cash management and investment strategy development will prioritize interest earnings as a viable Town revenue source. The Town's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with this Policy.

It is the intent of the Town to comply with all State and Federal laws, including but not limited to the Texas Public Funds Investment Act (the "Act", Texas Government Code, Chapter 2256), the Securities and Exchange Commission, and the Internal Revenue Service statutes. The earnings from investments will be used in a manner that best serves the public trust and interests of the Town.

Scope

This Investment Policy applies to all the investment activities conducted by the Town and Westlake Academy, including, but not limited to the investment of general funds, reserve funds, interest and sinking funds, and bond funds. Retirement funds are not governed by this Policy. This Policy established guidelines for who can invest public funds, how those funds will be invested, and the process for reviewing and/or amending investment strategies and this Policy.

Objectives & Strategy

Objectives

The Town's investment objectives include those outlined in the Act. The primary strategic objectives for investment activities are listed in order of their priority:

- Preservation and Safety of Principal – The primary objective of all investment activity is the preservation of capital and the safety of principal in the overall portfolio. The suitability of each investment decision will be made on the basis of safety and minimizing risk, as defined within this Policy.

- Liquidity – The Town's investment portfolio will remain sufficiently liquid to enable it to meet all operating requirements which might be reasonably anticipated. Investment decisions will be based on cash flow analysis of anticipated expenditures through management of diversified instruments, maturity dates, and regular market analysis.
- Yield – The Town's investment portfolio shall be designed with the objective of attaining a reasonable market rate of return, while maintaining consistency with this Policy. For bond proceeds subject to arbitrage restrictions, the primary objectives shall be to obtain a fair market rate, to minimize costs associated with the investment of such funds, and to comply with bond covenants.
- Diversification – Diversification is required in the portfolio's composition as a mechanism to achieve the stated safety, liquidity, and yield objectives. Diversification of the portfolio will include diversification by maturity and market sector and will include the solicitation from multiple broker/dealers or banks for diversification and market coverage. Competitive bidding will be used on each sale or purchase.
- Suitability – The Town will evaluate each investment opportunity individually and in the context of the Town's total portfolio for safety, liquidity, and yield.
- Marketability – The Town's investments will be limited to those prescribed within the Policy and whose marketability supports the Town's liquidity requirements and maturity limitations.

Strategy

The investment strategy of the Town is to minimize risk of avoidable loss while seeking a reasonable rate of return and adhering to this Policy. The investment strategies by fund are as follows:

- Operating Funds – Operating Funds are pooled cash assets that comprise the majority of the Town's portfolio and include all Town operating funds, Academy operating funds, and long-term reserves. The primary investment strategy for these funds seek to assure that anticipated cash flows are matched with adequate investment liquidity to ensure continued operations. Reserves established in accordance with the Town's cash reserves policy or designated for specific purposes and time frames may be invested for longer terms. The secondary objective is to create a portfolio structure which will minimize volatility while providing competitive yields on funds.
- Debt Service Funds – The primary strategy for Debt Service Funds is to ensure adequate funds are available to cover the debt service obligations as required by the schedules of each issuance. Surplus funds outside the debt service principal and interest requirements will be invested according to investment targets and strategies for Operating Funds. In general, the final maturity dates of investments should not exceed the expected project completion date(s) for which debt was issued and meet all underlying bond covenants.
- Bond Reserve Funds – Bond Reserve Funds are reserves required by bond covenant or other contractual requirement to be maintained through the life of the debt issue. These funds generally do not have a need for liquidity and may be invested in longer term maturities within the overall guidelines of this Policy, bond covenants, and arbitrage restrictions. These funds have maturity and yield limitations based on the final maturities and coupon rates of the issuances.
- Other Funds – All other funds include both bond proceeds and operating funds set aside for identified Capital Projects or Special Purposes. The funds should be invested to match projected

cash flow requirements of projects with sufficient liquidity to meet unanticipated project outlays.

The maximum weighted average maturity of the portfolio will be no more than three (3) years and the maximum stated maturity of any security will not exceed five (5) years. The funds are combined for investment purposes but the unique needs of all the funds in the portfolio are recognized and represented.

Legal Limitations, Responsibilities & Authority

Legal Limitations

The Town is subject to the Public Funds Investment Act (Texas Government Code §2256), the Public Funds Collateral Act (Texas Government Code §2257), Securities & Exchange Commission requirements, and Internal Revenue Service requirements, as activities and transactions dictate.

The Town's Policy is specifically written to ensure all transactions and involved parties comply with the Act and applicable authorities. Should any applicable legal requirements or Policy be violated with a transaction or other action, the Town will immediately cease engaging in that activity, pending a review and analysis, which will be shared with the Council/Board for further direction.

The Town is legally required to adopt a written Investment Policy that includes authorized investments, the maximum allowable stated maturity of an individual investment, methods to monitor the market prices of investments, and settlement of transactions.

Responsibilities & Authority

Town Council/Board of Trustees

The Town Council/Board of Trustees are responsible for considering the quality and capability of staff, financial advisors, and consultants involved in investment management and procedures. The Council/Board must approve a written investment policy not less than once a year. The Council/Board is also responsible for approving agreements with the Town's Financial Advisor and the list of Broker/Dealers. The Council/Board delegates all administrative authority required to carry out the objectives and strategies listed within the Policy.

Investment Officers

The Town Manager and Director of Finance, acting on behalf of the Council/Board, are designated as the Investment Officers of the Town and are responsible for all investment management decisions and activities. All participants in the investment process shall seek to act responsibly as custodians of the public trust, in compliance with the "prudent investor rule" outlined in Texas Government Code §2256.006.

The Investment Officers shall develop and maintain written administrative procedures for the operation of the investment program, which are consistent with this Investment Policy. Procedures will include safekeeping, wire transfers, banking services contracts, and other investment-related activities. The Investment Officers shall be responsible for all transactions undertaken and shall establish a system of internal controls to regulate the activities of subordinate officials and staff. The Investment Officers shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officers are not available. No officer or designee may engage in an investment transaction

except as provided under the terms of this Policy and the procedures established by the Investment Officers.

Investment Officers are required to undertake the training required by the Act, §2556.008, and engage in any reasonable additional training that ensures staff is capable of safeguarding the Town's invested assets. The Act requires Investment Officers to attend at least one training from an independent source with at least ten hours of instruction within twelve months of assuming these duties. The Investment Officers must attend investment training not less than once in a two year period and for not less than eight hours, or the amount required by the Act.

Investment Officers shall report the activities of investment transactions and market conditions to the Council/Board no less than quarterly. The Investment Officers are also responsible for ensuring all required reporting is completed accurately and timely to the appropriate authorities or interested parties. This does include reporting compiled by other consultants or resources.

Investment Officers acting in good faith and in accordance with these policies and procedures shall be relieved of personal liability.

Financial Advisors

The Investment Officers may select a Financial Advisor to advise the Town on the investment of Town funds and other responsibilities, including but not limited to investment strategy, security selection, competitive bidding, investment and debt reporting and documentation, arbitrage compliance, and refinancing or defeasance of outstanding obligations. The Financial Advisor must be appropriately registered and licensed, as required by appropriate governing body and statute.

The Financial Advisor will be presented to the Council/Board for agreement approval, as prescribed by need or agreement renewal schedule.

Investment Advisor

The Town may select an Investment Advisor to advise the Town on the investment of Town funds and other responsibilities, including but not limited to the maintenance of liquidity, competitive bidding and security selection, investment reporting and documentation, and safekeeping requirements. The Investment Advisor must be appropriately registered and licensed, as required by appropriate governing body and statute. The Investment Officers may also delegate these tasks to a qualified Investment Advisor that would be bound to this policy.

The Investment Advisor will be selected by the Investment Officers and presented to the Finance Committee and Financial Advisor for acceptance.

Broker/Dealer

The Town shall establish a list of approved broker/dealers, which qualify under SEC rule 15C3-1 (uniform net capital rule) and from which it will conduct security transactions. Each prospective business organization must provide current financial statements, resumes of key sales personnel, and a completed broker/dealer questionnaire. The Financial condition of each qualified firm shall be reviewed annually.

Broker/dealers will receive a copy of the Town's Policy and must ensure compliance in order to be considered or continue as an approved party. All broker/dealers are required to acknowledge receipt

the policy and their ability to adhere to all the Policy through their established procedures and controls in writing prior to doing any business with the Town.

It is the responsibility of approved broker/dealers to notify the Town, in writing, of any changes within their organization that may preclude them from compliance with the Policy, including, but not limited to, changes in internal controls or policies, statutory changes which may impact transactions or Policy compliance, changes relating to key personnel, or any other factor which may result in non-compliance with any piece of this Policy.

The approved list of broker/dealers (exhibit A) shall be reviewed with the Council/Board annually for performance and compliance. A broker/dealer on the Town's approved list is not guaranteed business and must acknowledge that the Investment Officers will enter into transactions in the best interest of the Town, which will focus on safety, liquidity, yield, and diversification.

Authorized & Prohibited Investments

The Town shall evaluate the suitability of each investment opportunity presented in accordance with this Policy.

Authorized Investments

The following investments are considered authorized by the Council/Board, pending compliance with the objectives and strategy listed within the Policy:

- Obligations of, or guaranteed by, the Town, as defined in Texas Government Code §2256.009, including but not limited to obligations backed by the full faith and credit of this state or the United State or their respective agencies and instrumentalities and interest-bearing banking deposits guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC).
- Certificate of deposits (CDs), as defined in Texas Government Code §2256.010, include funds guaranteed or insured by the FDIC or funds invested by an entity through a broker or depository institution.
- Repurchase agreements, as defined in Texas Government Code §2256.011, are fully collateralized investments with a defined termination date, secured by a combination of cash and obligations, requires the securities being purchased by the Town to be pledged to Town and held in the Town's name.
- Commercial paper, as defined in Texas Government Code §2256.013, has a stated maturity of 365 days or fewer from issuance and is rated not less than A-1, P-1, or an equivalent rating.
- Mutual funds, as defined in Texas Government Code §2256.014, includes no-load money market mutual funds registered with the SEC and adheres to the time limitations in statute. The Town is not authorized to invest more than 15% of its monthly average fund balance, nor have its bond proceeds and reserves make up more than 10% of the mutual fund balance.
- Guaranteed investment contracts, as defined in Texas Government Code §2256.015, include direct placement or purchases of instruments with a defined termination date and must be pledged to the Town. The Town must receive bids from at least three (3) separate providers with no material financial interest in the instruments and will endeavor to select the highest yield and lowest cost instrument that also meets the objectives of this Policy. The Town will use its list of approved Broker/dealers to source bids whenever possible.

- Investment pools are authorized investments, as defined in Texas Government Code §2256.016, responsible for pooling investing entities' funds and managing investments in compliance with the Act. Investment pools are required to report on their performance, participants, and portfolio to the Town at least monthly, maintain compliance with the Act for all investments, and maintain a continuous credit rating of no lower than AAA or AAA-. The Council/Board must authorize participation in any investment pool via resolution at an open and regularly scheduled meeting. The Town shall not invest any more than 50% of its average monthly fund balance with a single investment pool.
- Bonds, debentures, or similar debt obligations rated at least A-1 and issued by a public institution included but not limited to an institution of higher education, municipal utility, ports and navigation districts, independent school districts, or public junior college. The Town will adhere to accounting requirements and fund qualifications listed within each authorized type in the Act.

The above listed descriptions of authorized investments are summarized for Policy presentation. Authorized investments have additional qualified instruments and limitations listed within the Act. The Investment Officers are responsible for ensuring compliance with the Act for all instruments or transactions, including for the above-mentioned investments.

Should the Town be presented with a prudent investment opportunity not explicitly authorized by this Policy, the Town will consider the instrument only if it meets the additional criteria of authorized investments listed in the Act. The Investment Officer is responsible for notifying the Council/Board as soon as practicable and presenting an amendment to this Policy to include the instrument.

Prohibited Investments

The Town shall not invest any public funds in a manner which violates applicable State or Federal law, regulatory agency requirements, bond covenants, or this Policy. Expressly prohibited investments include:

- Investments with a stated maturity of more than five (5) years.
- Investments with financial institutions that are not federally insured or collateralized with eligible securities.
- Investments that would not comply with the Texas Ethics Commission's definition of an elected official or Investment Officer with a personal business relationship to the security issuer.
- Investments that cannot be executed "delivery versus payment" (DVP) through the Town's safekeeping agent. By doing so, the Town's funds are not released until the Town has received the securities purchased.
- Investments which violate, or will violate prior to maturity, any provision of this Policy or applicable State and Federal law.

Policy Acceptance

This Policy shall be reviewed not less than annually by the Town Manager and Director of Finance. Any revisions or amendments will be presented to Town Council/Board of Trustees and will be included in the formal approval. The Council is required by the Act to adopt a written investment policy, which will be done annually.

This Policy may be presented outside the above prescribed timeline if applicable statutes, bond covenants, or investment instruments dictate.

Approved Broker/Dealers

Frost Bank

Hilltop Securities

SAMCO

Schwab

Fidelity

This list will be updated as needed and provided to Council for approval with the investment policy, not less than annually. Inclusion on this list does not guarantee business; direct instrument purchases will be made based on yield, instrument type, and maturity for cash flow purposes.



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026 **AGENDA ITEM NO:** F.5.
FROM: Kyle Flanagan, Public Works Director, Public Works
SUBJECT: Discuss, consider and act regarding Ordinance 1054 adopting and approving an amendment to the Town of Westlake Code of Ordinances Section 90-79 entitled, "Certain streets", by changing and establishing the maximum prima facie speed limit on State Highway 114 and the State Highway 114 Frontage Road from Mile Point 20.002 to Mile Point 20.635 within the Town of Westlake in Denton County.

ATTACHMENTS:

1. Ordinance No. 1054 (Clean)
2. Ordinance No. 1054 (Redlined)
3. Exhibit A-SH 114-CS 0353-02-Frontage Roads-Denton Co
4. Exhibit B-SH 114-CS 0353-02,0353-09-Main Lanes Roanoke

SUMMARY :

The Texas Department of Transportation "TxDOT" requested that the Town Council of the Town of Westlake, Texas ("theTown") increase the speed limit on the State Highway 114 main lanes from 65 miles per hour to 70 miles per hour and to the decrease the speed limit on the State Highway 114 Frontage Road lanes from 60 miles per hour to 55 miles per hour as shown on Exhibit "A" and Exhibit "B". This request is to ensure consistency with the speed on the main lanes of State Highway 114 and the State Highway 114 Frontage Road lanes in the surrounding communities. The Department of Public Works recommends approval of the ordinance as presented.

BACKGROUND AND DISCUSSION:

The engineers at TxDOT made the following recommendations to adjust the speed limits along State Highway 114 as part of the improvements to the highway and the accompanying frontage roads in Denton County as this was new construction and no speed limits were provided for this portion of road in Denton County.

This recommendation requires amending Section 90-79 to establish new provisions for this section of the highway and the frontage roads (please see Exhibit "A" and Exhibit "B"). It should be noted that a speed zone study was conducted after the completion of the State Highway 114 Project from the east of Interstate Highway 35-W to United States Highway 377 --- and the State Highway 114 lanes were opened and in their final configuration. The attached exhibits depict that the recommended speeds correspond to the speeds at which the normal and prudent driver is driving under the existing conditions.

The speed limit along the State Highway 114 main lanes is requested to be 70 miles per hour (an increase from 65 miles per hour); and the speed limit along the Frontage Road lanes is requested to be 55 miles per hour (a decrease from 60 miles per hour). This increase will only be from Mile Point 20.002 to Mile Point 20.635 --- which is located within Denton County.

To proceed with the changing of the speed limits, TxDOT requires a signed city ordinance matching the zones on the speed study. This is only for the recent new construction within the Denton County Region of TxDOT. Future speed adjustment may arise as projects continue to be completed along State Highway 114 within the Town.

Considering and approving this amendment will establish the TxDOT recommended speed limits as provided in Exhibit "A" and Exhibit "B". Further, upon approval by the Town Council, TxDOT will install the appropriate signage that reflects the updated speed limits.

It is anticipated that TxDOT (Dallas Region) may request changes to speed limits along the main lanes of State Highway 114 and the State Highway 114 Frontage Road in the future due to the widening of the highway. Should the highway be widened, the Department of Public Works will coordinate with TxDOT (Dallas Region) on reviewing any speed studies and any proposed speed limit adjustments.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

Staff recommends approval of Ordinance 1054 as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

TOWN OF WESTLAKE

ORDINANCE NO. 1054

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, AMENDING SECTION 90-79 ENTITLED “CERTAIN STREETS” OF THE TOWN OF WESTLAKE, TEXAS CODE OF ORDINANCES BY ESTABLISHING THE MAXIMUM PRIMA FACIE SPEED LIMIT ALONG STATE HIGHWAY 114 AND THE FRONTAGE ROADS IN THE CORPORATE LIMITS OF WESTLAKE; PROVIDING A PENALTY CLAUSE; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AUTHORIZING PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town of Westlake, Texas (the “Town”) is a general law municipality; and

WHEREAS, the Texas Department of Transportation (“TxDOT”) requested for the Town Council of the Town to increase the maximum speed limit on State Highway 114 within the corporate limits of the Town to 70 miles per hour in Denton County; and

WHEREAS, TxDOT requested the Town Council of the Town to decrease the maximum speed limit on the State Highway 114 Frontage Roads within the corporate limits of the Town to 55 miles per hour in Denton County; and

WHEREAS, the Town Council hereby finds that the adoption of this Ordinance is in the best interest of public safety, the town, and the citizens of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2: That the Town Council and TxDOT found and determined that the following prima facie speed limits indicated for vehicles herein are hereby fixed at the rate of speed indicated for vehicles traveling upon the named highway and frontage roads, or the parts thereof within the corporate limits of the Town and that are located within Denton County as shown in Exhibit “A” and Exhibit “B” attached hereto and made a part hereof for all purposes.

SECTION 3: That Section 90-79 entitled “Certain Streets”, is hereby amended by creating a new Section 90-79(6)(c):

(6) No motor vehicle shall be operated along and upon the main lanes of S.H.

Highway No. 114 within the corporate limits of the town that are in excess of:

- a. Fifty-five miles per hour, beginning at Mile Post 6.956, being Denton/Tarrant County line, thence continuing along SH 114 in a westerly direction for a distance of 0.7430 mile, to mile point 7.699, or more commonly, 700 feet east of the intersection of SH 114 and FM 1938/Davis Boulevard; and
- b. Fifty miles per hour, beginning at mile point 7.699, or more commonly 700 feet east of the intersection of SH 114 and FM 1938/Davis Boulevard, thence continuing along SH 114 in a westerly direction for a distance of 2.235 miles, to Mile Post 9.934, being Westlake west town limits; and
- c. Seventy miles per hour, beginning at Mile Point 20.002 to Mile Point 20.635 in both easterly and westerly directions for a distance of 0.632 miles.

SECTION 4: That Section 90-79 entitled “Certain Streets”, is hereby amended by creating a new Section 90-79(18):

(18) No motor vehicle shall be operated along and upon the frontage road lanes of S.H. No. 114 within the corporate limits of the town in excess of: Fifty-five miles per hour, beginning at Mile Point 20.002, continuing in both easterly and westerly directions for a distance of 0.632 miles to Mile Point 20.635.

SECTION 5: That all provisions of this Ordinance shall remain in full force and effect.

SECTION 6: That this Ordinance shall be cumulative of all other Town Ordinances and all other provisions of other Ordinances adopted by the Town which are inconsistent with the terms or provisions of this Ordinance are hereby repealed.

SECTION 7: Any person violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined a sum not to exceed the maximum amount allowed by law.

SECTION 8: It is hereby declared to be the intention of the Town Council of the Town, that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 9: This ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS [REDACTED] DAY OF SEPTEMBER 2026.

[REDACTED]
Kim Greaves, Mayor

ATTEST:


Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:


Matthew C.G. Boyle, Town Attorney

TOWN OF WESTLAKE

ORDINANCE NO. 1054

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, AMENDING SECTION 90-79 ENTITLED “CERTAIN STREETS” OF THE TOWN OF WESTLAKE, TEXAS CODE OF ORDINANCES BY ESTABLISHING THE MAXIMUM PRIMA FACIE SPEED LIMIT ALONG STATE HIGHWAY 114 AND THE FRONTAGE ROADS IN THE CORPORATE LIMITS OF WESTLAKE; PROVIDING A PENALTY CLAUSE; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AUTHORIZING PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town of Westlake, Texas (the “Town”) is a general law municipality; and

WHEREAS, the Texas Department of Transportation (“TxDOT”) requested for the Town Council of the Town to increase the maximum speed limit on State Highway 114 within the corporate limits of the Town to 70 miles per hour in Denton County; and

WHEREAS, TxDOT requested the Town Council of the Town to decrease the maximum speed limit on the State Highway 114 Frontage Roads within the corporate limits of the Town to 55 miles per hour in Denton County; and

WHEREAS, the Town Council hereby finds that the adoption of this Ordinance is in the best interest of public safety, the town, and the citizens of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2: That the Town Council and TxDOT found and determined that the following prima facie speed limits indicated for vehicles herein are hereby fixed at the rate of speed indicated for vehicles traveling upon the named highway and frontage roads, or the parts thereof within the corporate limits of the Town and that are located within Denton County as shown in Exhibit “A” and Exhibit “B” attached hereto and made a part hereof for all purposes.

SECTION 3: That Section 90-79 entitled “Certain Streets”, is hereby amended by creating a new Section 90-79(6)(c):

(6) No motor vehicle shall be operated along and upon the main lanes of S.H.

Highway No. 114 within the corporate limits of the town that are in excess of:

- a. Fifty-five miles per hour, beginning at Mile Post 6.956, being Denton/Tarrant County line, thence continuing along SH 114 in a westerly direction for a distance of 0.7430 mile, to mile point 7.699, or more commonly, 700 feet east of the intersection of SH 114 and FM 1938/Davis Boulevard; and
- b. Fifty miles per hour, beginning at mile point 7.699, or more commonly 700 feet east of the intersection of SH 114 and FM 1938/Davis Boulevard, thence continuing along SH 114 in a westerly direction for a distance of 2.235 miles, to Mile Post 9.934, being Westlake west town limits; and
- c. **Seventy miles per hour, beginning at Mile Point 20.002 to Mile Point 20.635 in both easterly and westerly directions for a distance of 0.632 miles.**

SECTION 4: That Section 90-79 entitled “Certain Streets”, is hereby amended by creating a new Section 90-79(18):

(18) No motor vehicle shall be operated along and upon the frontage road lanes of S.H. No. 114 within the corporate limits of the town in excess of: Fifty-five miles per hour, beginning at Mile Point 20.002, continuing in both easterly and westerly directions for a distance of 0.632 miles to Mile Point 20.635.

SECTION 5: That all provisions of this Ordinance shall remain in full force and effect.

SECTION 6: That this Ordinance shall be cumulative of all other Town Ordinances and all other provisions of other Ordinances adopted by the Town which are inconsistent with the terms or provisions of this Ordinance are hereby repealed.

SECTION 7: Any person violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined a sum not to exceed the maximum amount allowed by law.

SECTION 8: It is hereby declared to be the intention of the Town Council of the Town, that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 9: This ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS [REDACTED] DAY OF SEPTEMBER 2026.

[REDACTED]
Kim Greaves, Mayor

ATTEST:


Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:


Matthew C.G. Boyle, Town Attorney

SH 114 FRONTAGE ROAD

DEVELOPMENT	OPEN/COMM.
RES. SIGHT DISTANCE	
BALL BANK OR ADVISORY SPEED	
CURVES OVER 2°	
GRADES OVER 3%	
SURFACE WIDTH AND TYPE	2 LANES UNDIVIDED, SHOULDER
R.O.W. AND R.O.B.D. WIDTH	
ACCIDENTS	
ZONE LENGTHS (MILES)	0.530
ZONE SPEEDS (M.P.H.)	55 MPH
EXISTING SPEED	60 MPH

NORTH LAKE

COUNTY

ROANOKE

MP 8.306

CLEVELAND GIBBS RD.

MP 8.836

0.531

55 MPH

60 MPH

NORTH LAKE

COUNTY

ROANOKE

MP 8.306

MP 8.836

0.530

60 MPH

55 MPH

EXISTING SPEED	60 MPH
ZONE SPEEDS (M.P.H.)	55 MPH
ZONE LENGTHS (MILES)	0.530
ACCIDENTS	
R.O.W. AND R.O.B.D. WIDTH	
SURFACE WIDTH AND TYPE	2 LANES UNDIVIDED, SHOULDER
GRADES OVER 3%	
CURVES OVER 2°	
BALL BANK OR ADVISORY SPEED	
RES. SIGHT DISTANCE	
DEVELOPMENT	OPEN/COMM.

DISTRICT: DALLAS	COUNTY: DENTON	MINUTE NO. : _____	DATE ____/____/____
HIGHWAY: SH 114 FR. RD.	CITY: ROANOKE	REPLACES : _____	DATE ____/____/____
DATE OF STUDY 05-19-26	SCALE 1" = 0.1 MILES	REPLACED BY : _____	DATE ____/____/____
		CANCELLED BY : _____	DATE ____/____/____

LIMITS OF ZONE							
SECTION ONE				SECTION TWO			
LENGTH 0.530 MILES		LENGTH _____ MILES		LENGTH _____ MILES		LENGTH _____ MILES	
BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT	BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	0 + 00	-	()		MP 8.306	-	()
ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT	ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	0 + 00	-	()		MP 8.836	-	()

LEGEND

42

85 PERCENTILE SPEED

62

TOP SPEED MEASURED

125

NUMBER OF CARS CHECKED

○

FATAL ACCIDENT

○

PERSONAL INJURY ACCIDENT

○

PROPERTY DAMAGE ACCIDENT

—

INDICATES SECTION ZONED BY COMMISSION MINUTE

△

SIGNALIZED INTERSECTION

⦿

TRIAL RUN

SPEED ZONE

CONT. 0353 SEC. 02

LIMITS: CLEVELAND GIBBS RD. TO SH 170

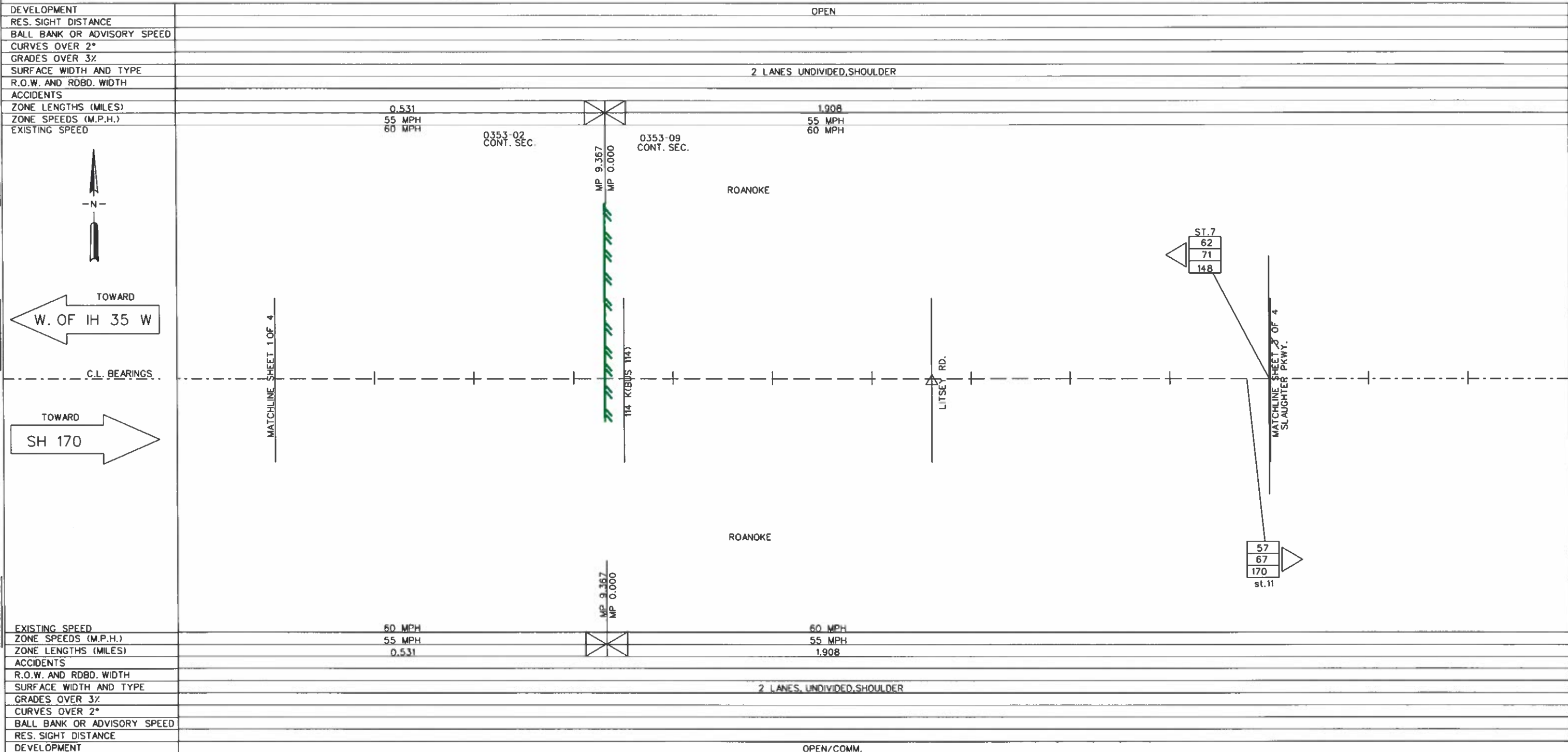
SHEET 1 OF 1

Texas Department of Transportation

SPEED STUDY
DENTON COUNTY
SH 114 FRONTAGE RD.

DESIGN TEAM	FED. NO. DIV. NO.	FEDERAL AID PROJECT NO.	SHEET
	STATE	STATE DIST. NO.	COUNTY
CHECKED	CONTROL NO.	SECTION NO.	JOB NO.

SH 114 FRONTAGE ROAD



DISTRICT: DALLAS		COUNTY: DENTON		MINUTE NO. : _____		DATE ____/____/____	
HIGHWAY: SH 114 FR. RD.		CITY: ROANOKE		REPLACES : _____		DATE ____/____/____	
DATE OF STUDY 05-19-26		SCALE 1" = 0.1 MILES		REPLACED BY : _____		DATE ____/____/____	
				CANCELLED BY : _____		DATE ____/____/____	
LIMITS OF ZONE							
SECTION ONE		LENGTH _____ MILES		SECTION TWO		LENGTH _____ MILES	
BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT	BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	0 + 00 _____	_____ - _____	_____ (____)		_____ + _____	_____ - _____	_____ (____)
	MP _____				MP _____		
ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT	ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	0 + 00 _____	_____ - _____	_____ (____)		_____ + _____	_____ - _____	_____ (____)
	MP _____				MP _____		

LEGEND

- 42 85 PERCENTILE SPEED
- 62 TOP SPEED MEASURED
- 125 NUMBER OF CARS CHECKED
- FATAL ACCIDENT
- PERSONAL INJURY ACCIDENT
- PROPERTY DAMAGE ACCIDENT
- INDICATES SECTION ZONED BY COMMISSION MINUTE
- △ SIGNALIZED INTERSECTION
- ◁ TRIAL RUN

SPEED ZONE
 CONT. 0353 SEC. 02
 CONT. 0353 SEC. 09
 LIMITS: CLEVELAND GIBBS RD. TO SH 170

SHEET 2 OF 1

Texas Department of Transportation

SPEED STUDY
 DENTON COUNTY
 SH 114

DESIGN TEAM	FED. NO.	FEDERAL AID PROJECT NO.	SHEET
	STATE	STATE DIST. NO.	COUNTY
CHECKED	CONTROL NO.	SECTION NO.	JOB NO.

SH 114 FRONTAGE RD.

DEVELOPMENT	OPEN/COMM.
RES. SIGHT DISTANCE	
BALL BANK OR ADVISORY SPEED	
CURVES OVER 2°	
GRADES OVER 3%	
SURFACE WIDTH AND TYPE	2 LANES, UNDIVIDED, SHOULDER
R.O.W. AND RDBD. WIDTH	
ACCIDENTS	
ZONE LENGTHS (MILES)	1.908
ZONE SPEEDS (M.P.H.)	55 MPH
EXISTING SPEED	60 MPH

EXISTING SPEED	60 MPH
ZONE SPEEDS (M.P.H.)	55 MPH
ZONE LENGTHS (MILES)	1.908
ACCIDENTS	
R.O.W. AND RDBD. WIDTH	
SURFACE WIDTH AND TYPE	2 LANES, UNDIVIDED, SHOULDER
GRADES OVER 3%	
CURVES OVER 2°	
BALL BANK OR ADVISORY SPEED	
RES. SIGHT DISTANCE	
DEVELOPMENT	OPEN/COMM.

DISTRICT: DALLAS	COUNTY: DENTON	MINUTE NO.:	DATE: / /
HIGHWAY: SH 114 FR. RD.	CITY: ROANOKE	REPLACES:	DATE: / /
DATE OF STUDY 05-19-26	SCALE 1" = 0.1 MILES	REPLACED BY:	DATE: / /
		CANCELLED BY:	DATE: / /

LIMITS OF ZONE							
SECTION ONE				SECTION TWO			
BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT	BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	Q + 00	- -	()		Q + 00	- -	()
	MP				MP		
ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT	ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	Q + 00	- -	()		Q + 00	- -	()
	MP				MP		

LEGEND

- 42 85 PERCENTILE SPEED
- 62 TOP SPEED MEASURED
- 125 NUMBER OF CARS CHECKED
- FATAL ACCIDENT
- PERSONAL INJURY ACCIDENT
- PROPERTY DAMAGE ACCIDENT
- INDICATES SECTION ZONED BY COMMISSION MINUTE
- SIGNALIZED INTERSECTION
- TRIAL RUN

SPEED ZONE
 CONT. 0353 SEC. 09
 LIMITS: CLEVELAND GIBBS RD. TO SH 170

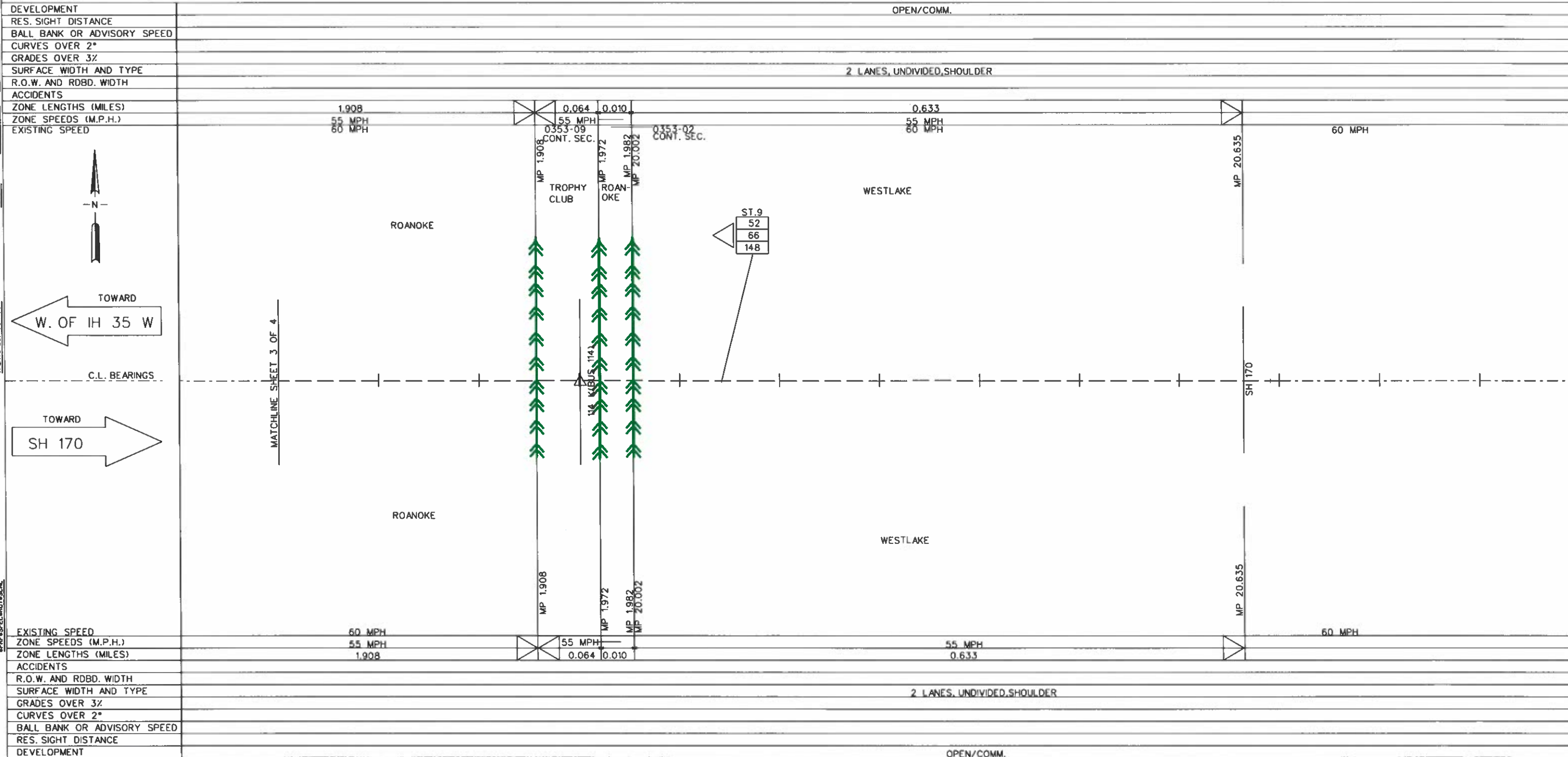
SHEET 3

Texas Department of Transportation

SPEED STUDY
 DENTON COUNTY
 SH 114 FRONTAGE ROAD

DESIGN TEAM	FED. NO. DIV. NO.	FEDERAL AID PROJECT NO.	SHEET
	STATE	STATE DIST. NO.	COUNTY
CHECKED	CONTROL NO.	SECTION NO.	JOB NO. HIGHW. NO.

SH 114 FRONTAGE RD.



DISTRICT: DALLAS	COUNTY: DENTON	MINUTE NO. :	DATE / /
HIGHWAY: SH 114 FR. RD.	CITY: ROANOKE	REPLACES :	DATE / /
DATE OF STUDY 05-19-26	SCALE 1" = 0.1 MILES	REPLACED BY :	DATE / /
		CANCELLED BY :	DATE / /

LIMITS OF ZONE			
SECTION ONE	LENGTH	MILES	SECTION TWO
BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	0 + 00	-	()
ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	0 + 00	-	()

LEGEND

42 85 PERCENTILE SPEED
62 TOP SPEED MEASURED
125 NUMBER OF CARS CHECKED

○ FATAL ACCIDENT
○ PERSONAL INJURY ACCIDENT
○ PROPERTY DAMAGE ACCIDENT

— INDICATES SECTION ZONED BY COMMISSION MINUTE

△ SIGNALIZED INTERSECTION

○ TRIAL RUN

SPEED ZONE

CONT. 0353 SEC. 02
CONT. 0353 SEC. 09

LIMITS: CLEVELAND GIBBS RD. TO SH 170

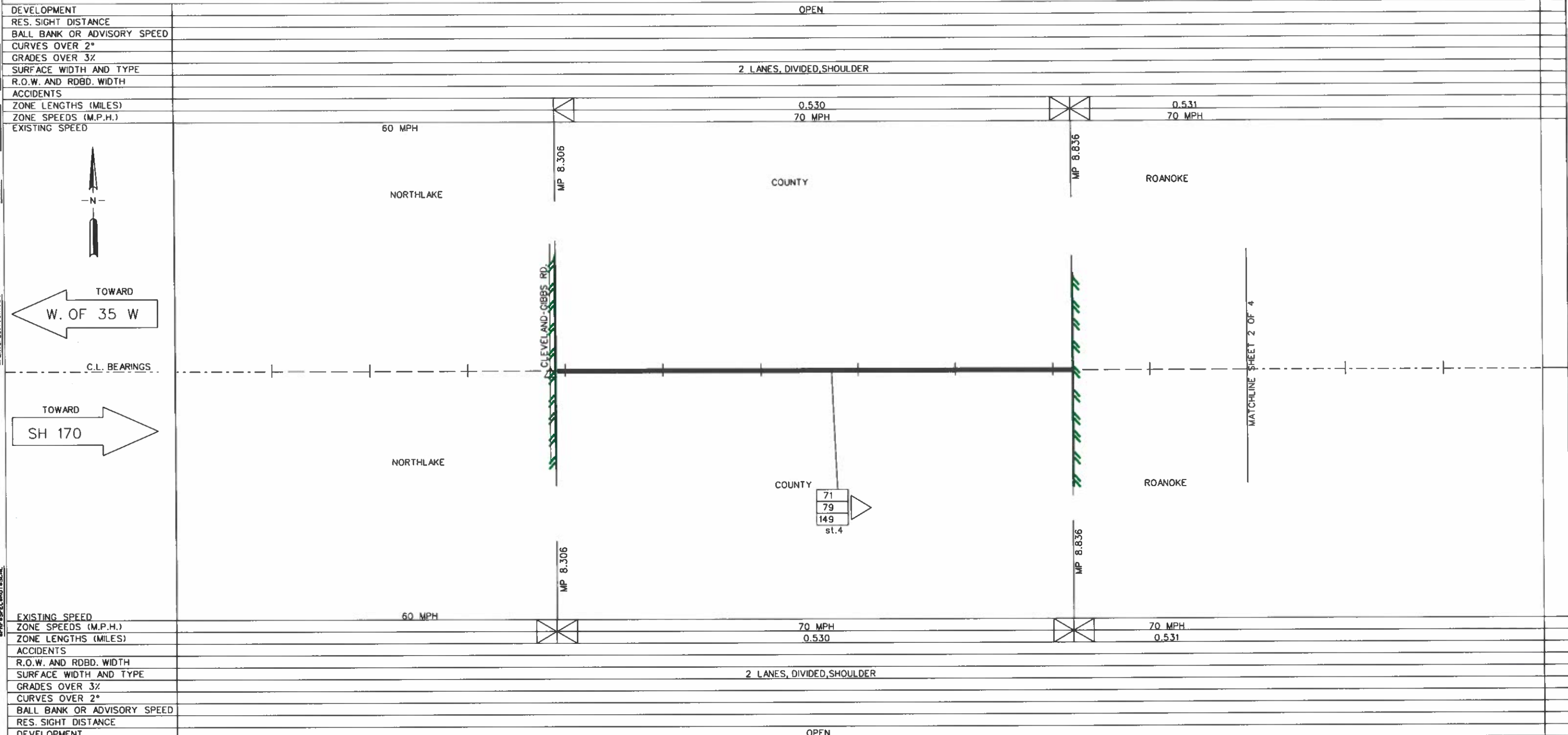
SHEET 4

Texas Department of Transportation

SPEED STUDY
DENTON COUNTY
SH 114 FRONTAGE ROAD

DESIGN TEAM	FED. RD. DIV. NO.	FEDERAL AID PROJECT NO.	S
	STATE	STATE DIST. NO.	COUNTY
CHECKED	CONTROL NO.	SECTION NO.	JOB NO.

SH 114 MAIN LANES



DISTRICT: DALLAS	COUNTY: DENTON	MINUTE NO. :	DATE / /
HIGHWAY: SH 114 MAIN LANES	CITY: ROANOKE	REPLACES :	DATE / /
DATE OF STUDY 05-19-26	SCALE 1" = 0.1 MILES	REPLACED BY :	DATE / /
		CANCELLED BY :	DATE / /
LIMITS OF ZONE			
SECTION ONE		SECTION TWO	
LENGTH 0.530 MILES		LENGTH MILES	
BEGINS	STA. OR M.P.	BEGINS	STA. OR M.P.
	0 + 00		
	MP 8.306		
ENDS	STA. OR M.P.	ENDS	STA. OR M.P.
	0 + 00		
	MP 8.836		

LEGEND

42 85 PERCENTILE SPEED

62 TOP SPEED MEASURED

125 NUMBER OF CARS CHECKED

○ FATAL ACCIDENT

○ PERSONAL INJURY ACCIDENT

○ PROPERTY DAMAGE ACCIDENT

— INDICATES SECTION ZONED BY COMMISSION MINUTE

△ SIGNALIZED INTERSECTION

○ TRIAL RUN

SPEED ZONE

CONT. 0353 SEC. 02

LIMITS: CLEVELAND GIBBS RD. TO SH 170

SHEET 1 OF 4

Texas Department of Transportation

SPEED STUDY

DENTON COUNTY

SH 114 MAIN LANES

DESIGN TEAM	FED. RD. DIV. NO.	FEDERAL AID PROJECT NO.	SHEET NO.
	STATE	STATE DIST. NO.	COUNTY
CHECKED	CONTROL NO.	SECTION NO.	JOB NO.
			HIGHWAY NO.

Page 175

SH 114 MAIN LANES

DEVELOPMENT	OPEN	
RES. SIGHT DISTANCE		
BALL BANK OR ADVISORY SPEED		
CURVES OVER 2°		
GRADES OVER 3%		
SURFACE WIDTH AND TYPE	2 LANES, DIVIDED, SHOULDER	3 LANES, DIVIDED, SHOULDER
R.O.W. AND RDBD. WIDTH		
ACCIDENTS		
ZONE LENGTHS (MILES)	0.531	1.908
ZONE SPEEDS (M.P.H.)	70 MPH	70 MPH
EXISTING SPEED		

The map shows a horizontal road section with a centerline bearing of 114° (BUS 114). The road is divided into two sections: 0353-02 CONT. SEC. (left) and 0353-09 CONT. SEC. (right). The road is labeled 'ROANOKE' in two locations. A north arrow points upwards. A large arrow labeled 'TOWARD W. OF 35 W' points left, and another labeled 'TOWARD SH 170' points right. The road is flanked by 'MATCHLINE SHEET 1 OF 4' on the left and 'MATCHLINE SHEET 2 OF 4' on the right. A vertical line labeled 'LITSEY RD.' crosses the road. A vertical line labeled '114° (BUS 114)' is also shown. A vertical line labeled 'MP 9.367 MP 0.000' is shown. A vertical line labeled 'st. 3' with a box containing '73', '79', and '150' is shown. A vertical line labeled 'LITSEY RD.' is shown. A vertical line labeled 'MATCHLINE SHEET 2 OF 4' is shown.

EXISTING SPEED		
ZONE SPEEDS (M.P.H.)	70 MPH	70 MPH
ZONE LENGTHS (MILES)	0.531	1.908
ACCIDENTS		
R.O.W. AND RDBD. WIDTH		
SURFACE WIDTH AND TYPE	2 LANES, DIVIDED, SHOULDER	
GRADES OVER 3%		
CURVES OVER 2°		
BALL BANK OR ADVISORY SPEED		
RES. SIGHT DISTANCE		
DEVELOPMENT	OPEN	

DISTRICT: DALLAS		COUNTY: DENTON		MINUTE NO. : _____		DATE ____/____/____	
HIGHWAY: SH 114 MAIN LANES		CITY: ROANOKE		REPLACES : _____		DATE ____/____/____	
DATE OF STUDY 05-19-26		SCALE 1" = 0.1 MILES		REPLACED BY : _____		DATE ____/____/____	
				CANCELLED BY : _____		DATE ____/____/____	
LIMITS OF ZONE							
SECTION ONE		LENGTH _____ MILES		SECTION TWO		LENGTH _____ MILES	
BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT	BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	Q • QQ _____	_____ - _____	_____ (_____)		_____ • _____	_____ - _____	_____ (_____)
	MP _____				MP _____		
ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT	ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	Q • QQ _____	_____ - _____	_____ (_____)		_____ • _____	_____ - _____	_____ (_____)
	MP _____				MP _____		

LEGEND

42	85 PERCENTILE SPEED
62	TOP SPEED MEASURED
125	NUMBER OF CARS CHECKED

☐ FATAL ACCIDENT
☒ PERSONAL INJURY ACCIDENT
☐ PROPERTY DAMAGE ACCIDENT

————— INDICATES SECTION ZONED BY COMMISSION MINUTE

▲ SIGNALIZED INTERSECTION

 TRIAL RUN

SPEED ZONE

CONT. 0353 SEC. 02
CONT. 0353 SEC. 09
LIMITS: CLEVELAND GIBBS RD. TO SH 170

		SHEET 2		OF 4
 Texas Department of Transportation				
SPEED STUDY DENTON COUNTY SH 114 MAIN LANES				
DESIGN TEAM	FED. RD. DIV. NO.	FEDERAL AID PROJECT NO.		SHEET NO.
	STATE	STATE DIST. NO.	COUNTY	
	CONTROL NO.	SECTION NO.	JOB NO.	
CHECKED				HIGHWAY NO.
				Page 1

SH 114 MAIN LANES

DEVELOPMENT	OPEN
RES. SIGHT DISTANCE	
BALL BANK OR ADVISORY SPEED	
CURVES OVER 2°	
GRADES OVER 3%	
SURFACE WIDTH AND TYPE	3 LANES, DIVIDED SHOULDER 2 LANES, DIVIDED SHOULDER
R.O.W. AND R.O.B.D. WIDTH	
ACCIDENTS	
ZONE LENGTHS (MILES)	1.908
ZONE SPEEDS (M.P.H.)	70 MPH
EXISTING SPEED	

EXISTING SPEED	
ZONE SPEEDS (M.P.H.)	70 MPH
ZONE LENGTHS (MILES)	1.908
ACCIDENTS	
R.O.W. AND R.O.B.D. WIDTH	
SURFACE WIDTH AND TYPE	2 LANES, DIVIDED SHOULDER
GRADES OVER 3%	
CURVES OVER 2°	
BALL BANK OR ADVISORY SPEED	
RES. SIGHT DISTANCE	
DEVELOPMENT	OPEN

DISTRICT: DALLAS		COUNTY: DENTON		MINUTE NO. : _____		DATE ____/____/____	
HIGHWAY: SH 114 MAIN LANES		CITY: ROANOKE		REPLACES : _____		DATE ____/____/____	
DATE OF STUDY 05-19-26		SCALE 1" = 0.1 MILES		REPLACED BY : _____		DATE ____/____/____	
				CANCELLED BY : _____		DATE ____/____/____	
LIMITS OF ZONE							
SECTION ONE		LENGTH _____ MILES		SECTION TWO		LENGTH _____ MILES	
BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT	BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	0 + 00 _____	_____ - _____	_____ ()		_____ + _____	_____ - _____	_____ ()
	MP _____				MP _____		
ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT	ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	0 + 00 _____	_____ - _____	_____ ()		_____ + _____	_____ - _____	_____ ()
	MP _____				MP _____		

LEGEND

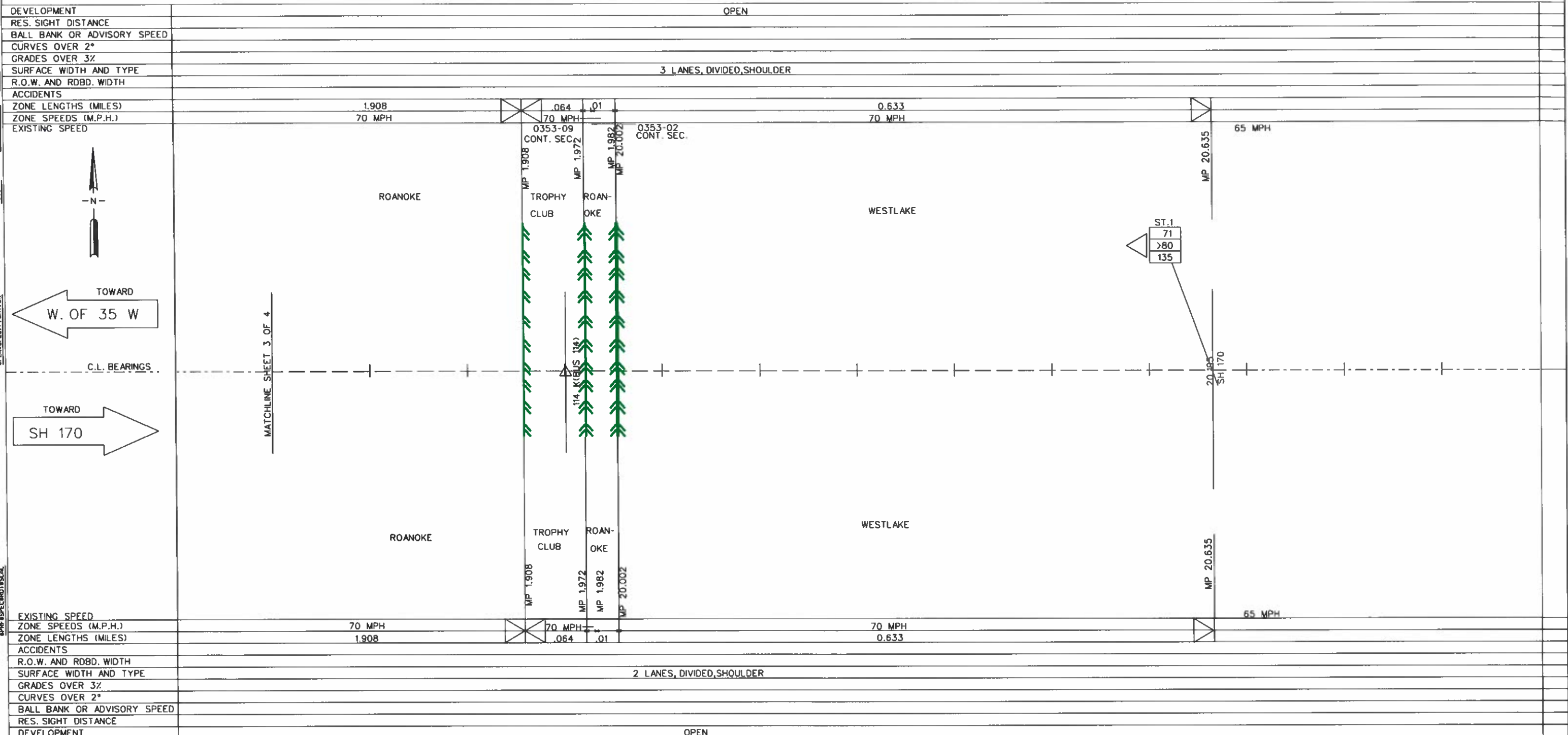
	<table border="1"><tr><td>42</td></tr><tr><td>62</td></tr><tr><td>125</td></tr></table>	42	62	125	85 PERCENTILE SPEED TOP SPEED MEASURED NUMBER OF CARS CHECKED
42					
62					
125					
	FATAL ACCIDENT				
	PERSONAL INJURY ACCIDENT				
	PROPERTY DAMAGE ACCIDENT				
	INDICATES SECTION ZONED BY COMMISSION MINUTE				
	SIGNALIZED INTERSECTION				
	TRIAL RUN				

SPEED ZONE

CONT. 0353 SEC. 09
LIMITS: CLEVELAND GIBBS RD. TO SH 170

						SHEET 3 OF 4	
 Texas Department of Transportation							
SPEED STUDY DENTON COUNTY SH 114 MAIN LANES							
CHECKED DATE		FED. NO. DIV. NO.	FEDERAL AID PROJECT NO.			SHEET NO.	
		STATE	STATE DIST. NO.	COUNTY			
CONTROL NO.		SECTION NO.	JOB NO.	HIGHWAY NO.			
				Page 177			

SH 114 MAIN LANES



DISTRICT: DALLAS	COUNTY: DENTON	MINUTE NO.:	DATE: / /
HIGHWAY: SH 114 MAIN LANES	CITY: ROANOKE	REPLACES:	DATE: / /
DATE OF STUDY 05-19-26	SCALE 1" = 0.1 MILES	REPLACED BY:	DATE: / /
		CANCELLED BY:	DATE: / /

LIMITS OF ZONE							
SECTION ONE	LENGTH	MILES	SECTION TWO	LENGTH	MILES		
BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT	BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	0 + 00	-	()		MP	-	()
ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT	ENDS	STA. OR M.P.	CONT. AND SECT.	PROJECT
	0 + 00	-	()		MP	-	()

LEGEND

- 42 85 PERCENTILE SPEED
- 62 TOP SPEED MEASURED
- 125 NUMBER OF CARS CHECKED
- FATAL ACCIDENT
- PERSONAL INJURY ACCIDENT
- PROPERTY DAMAGE ACCIDENT
- INDICATES SECTION ZONED BY COMMISSION MINUTE
- SIGNALIZED INTERSECTION
- TRIAL RUN

SPEED ZONE

CONT. 0353 SEC. 09
CONT. 0353 SEC. 02

LIMITS: CLEVELAND GIBBS RD. TO SH 170

SHEET 4 OF 4

Texas Department of Transportation

SPEED STUDY
DENTON COUNTY
SH 114 MAIN LANES

DESIGN TEAM	FED. RD. DIV. NO.	FEDERAL AID PROJECT NO.	SHEET NO.
	STATE	STATE DIST. NO.	COUNTY
CHECKED	CONTROL NO.	SECTION NO.	JOB NO.
			HIGHWAY NO.

Page 178



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026 **AGENDA ITEM NO:** F.6.
FROM: Wade Carroll, Town Manager, Town Secretary's Office
SUBJECT: Consider and act to adopt Ordinance 1055 approving and updating the 2026 Solana Public Improvement District Assessment Roll.

ATTACHMENTS:

1. Ordinance No. 1055
2. Solana PID - IA #1 Assessment Roll Summary - 2026
3. Solana PID - IA #2 Assessment Roll Summary - 2026 - Scenario 1
4. Solana PID - IA #2 Assessment Roll Summary - 2026 - Scenario 2
5. Solana PID - IA #3 Assessment Roll Summary - 2026

SUMMARY :

The annual Service and Assessment Plan ("SAP") and Assessment Roll for the Solana Public Improvement District (PID) is provided for consideration of Town Council approval as required by Sections 372.013 and 372.014 of the Public Improvement District Assessment Act, Chapter 372, Texas Local Government Code (the "PID Act").

BACKGROUND AND DISCUSSION:

The annual Assessment Roll updates for the Solana Public Improvement District ("PID") is provided for the consideration of the Town Council for approval as required by Section 372.013 and Section 372.014 of the Public Improvement District Assessment Act (the "Act").

The annual updated Assessment Rolls for the Solana PID has been prepared by the Town's consultant, MuniCap, and it is attached for review, consideration, and approval of the Town Council as the first part of the annual service plan updates. The Solana PID was created in 2014 and the SAP and Assessment Roll have been updated annually as required by the applicable provisions of the Texas Local Government Code. Upon approval by the Town Council, the Assessment Roll will be provided to the Tarrant County Appraisal District to be included in the next cycle of ad valorem tax bills. The second and final part of the annual service plan updates will be presented for the consideration of the Town Council at a future date.

In the supporting documents, assessment rolls for areas 1 (one) and 3 (three) have only one scenario. Due to issues found in previous SAPs in area two, two scenarios are presented from which the Council will choose a path forward after consultation with attorney. Scenario 1 (one) shows all assessments for all properties with corrected classifications and corrected calculations. Those

assessment amounts will have increased or decreased depending upon the correct classification, regardless of how they were noticed at closing. Scenario 2 (two) corrects all classifications only downward. If the notice did not match the accurate classification, corrections were only made to decrease assessments when necessary. Increases were not included in assessment values and the associated gap will require correction by some other means.

FISCAL IMPACT:

TBD

LEGAL REVIEW:

N/A

RECOMMENDATION:

The Office of the Town Manager recommends approval of the Ordinance as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

TOWN OF WESTLAKE, TEXAS

ORDINANCE NO. 1055

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS
UPDATING THE 2026 SOLANA PUBLIC IMPROVEMENT DISTRICT WITHIN THE
TOWN OF WESTLAKE, TEXAS ASSESSMENT ROLL; PROVIDING A
SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AUTHORIZING
PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the Public Improvement District Assessment Act, Texas Local Government Code, Chapter 372, as amended (the “Act”) authorizes the governing body (the “Town Council”) of the Town of Westlake, Texas (the “Town”) to create a public improvement district within the Town or the extraterritorial jurisdiction of the Town; and

WHEREAS, by Resolution 14-07 adopted by the Town Council on February 24, 2014, after notice and a public hearing in the manner required by law, the Town Council of the Town approved and authorized the creation of the Solana Public Improvement District of the Town; and

WHEREAS, the Town Council, pursuant to the provisions found in Section 372.016(b) of the Act, published notice of the Levy and Assessment Hearing on December 22, 2014, in the Star-Telegram, a newspaper of general circulation in the Town; and

WHEREAS, on January 15, 2015, after proper notice and a public hearing conducted in the manner required by law, the Town Council adopted Ordinance No. 741 approving the Solana Public Improvement District Service and Assessment Plan (“SAP”) and Assessment Roll and the levy of assessments on property in the District; and

WHEREAS, on January 15, 2015, the Town Council convened the Levy and Assessment Hearing and adopted Ordinance No. 743, authorizing the issuance of bonds secured by the assessments levied pursuant to the Assessment Ordinance; and

WHEREAS, on January 28, 2018, after proper notice and a public hearing conducted in the manner required by law, the Town Council adopted Ordinance No. 843 approving the Solana Public Improvement District Service and Assessment Plan and Assessment Roll and the levy of the Part – B Assessment pertaining to the Parking Garage on property in the District; and

WHEREAS, on August 24, 2020, Town Council adopted Ordinance No. 912 that updated the SAP; and

WHEREAS, on August 23, 2021, Town Council adopted Ordinance No. 930 that updated the SAP; and

WHEREAS, on August 29, 2022, Town Council adopted Ordinance No. 951 that updated the SAP; and

WHEREAS, on August 7, 2023, Town Council adopted Ordinance No. 974 that updated the SAP; and

WHEREAS, on August 19, 2024, after notice and a public hearing conducted in the manner required by law, the Town Council adopted Ordinance No. 1003 approving the 2024 Amended and Restated Solana Public Improvement District Service and Assessment Plan and Assessment Roll and the levy of assessments on property in the District; and

WHEREAS, the Service and Assessment Plan and Assessment Roll is required to be reviewed and updated annually as described in Sections 372.013 and 372.014 of the Act; and

WHEREAS, the Town Council now desires to proceed with the adoption of this Ordinance for the updated Assessment Rolls attached hereto as EXHIBIT “A”, and made a part hereof for all

purposes, and the updated Assessment Rolls attached thereto, in conformity with the requirements of the PID Act; and

WHEREAS, the Town Council finds the passage of this Ordinance to be in the best interest for the citizens of Westlake.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, THAT:

SECTION 1: That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2: That the Solana updated Assessment Rolls attached hereto as EXHIBIT “A” are accepted as provided.

SECTION 3: If any portion of this Ordinance shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Ordinance without the invalid provision.

SECTION 4: That this Ordinance shall be cumulative of all other Town Ordinances and all other provisions of other Ordinances adopted by the Town which are inconsistent with the terms or provisions of this Ordinance are hereby repealed.

SECTION 5: It is hereby declared to be the intention of the Town Council of the Town that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal

invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town without the incorporation in this Ordinance of any such legally invalid or unconstitutional phrase, sentence, paragraph or section.

SECTION 6: This Ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS [REDACTED] DAY OF SEPTEMBER 2026.

[REDACTED]
Kim Greaves, Mayor

ATTEST:

[REDACTED]
Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

[REDACTED]
Matthew C.G. Boyle, Town Attorney

Solana Public Improvement District
Improvement Area #1
Assessment Roll Summary - 2026-27 (Adjusted)

Parcel	Block	Lo t	Land Use	Land Use Class	Estimated Units/ sq. ft	Equivalent Unit Factor	Total Equivalent Units	Outstanding Assessment - Part A	Outstanding Assessment - Part B	Total Outstanding Assessments	Annual Installments - Part A	Annual Installments - Part B	Total Annual Installments
42447052	A	1R	Retail/ Office/ Hospitality/	14	1,200	0.21	0.25	\$9,443.49	\$1,125.33	\$10,568.82	\$954.89	\$106.14	\$1,061.02
42447061	A	2	Retail/ Office/ Hospitality/	14	24,000	0.21	4.95	\$188,869.80	\$22,506.69	\$211,376.49	\$19,097.79	\$2,122.70	\$21,220.49
42447079	A	3	Retail/ Office/ Hospitality/	14	2,200	0.21	0.45	\$17,313.07	\$2,063.11	\$19,376.18	\$1,750.63	\$194.58	\$1,945.21
42447087	A	4	0	Non-Benefitted	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
43184939	B	1R	Hospitality	12	79,426	0.00	PREPAID	PREPAID	PREPAID	PREPAID	PREPAID	PREPAID	PREPAID
43184866	B	1R	0	Non-Assessed	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42402326	B	2	0	Non-Benefitted	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42400374	B	2	0	Non-Assessed	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
43184947	B	3R	Residential (2,500-3,600 sq. ft.)	2	12	0.60	6.01	\$229,259.07	\$27,319.68	\$256,578.75	\$23,181.79	\$2,576.64	\$25,758.43
43184955	B	4R	Residential (2,500-3,600 sq. ft.)	2	22	0.60	13.20	\$503,530.74	\$60,003.28	\$563,534.02	\$50,915.09	\$5,659.17	\$56,574.26
43184963	B	5R	Residential (2,500-3,600 sq. ft.)	2	9	0.21	9.08	\$346,261.30	\$41,262.26	\$387,523.56	\$35,012.61	\$3,891.62	\$38,904.23
42402369	C	1A	Retail/ Office/ Hospitality/	14	42,361	0.21	8.74	\$333,363.07	\$39,725.24	\$373,088.31	\$33,708.39	\$3,746.66	\$37,455.05
42400404	C	1A	Non-Assessed	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42616725	C	1B	Retail/ Office/ Hospitality/	14	19,139	0.21	3.95	\$150,615.80	\$17,948.14	\$168,563.94	\$15,229.69	\$1,692.77	\$16,922.46
42616733	C	1B	Non-Assessed	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42402377	C	2	Retail/ Office/ Hospitality/	14	20,200	0.21	4.17	\$158,965.42	\$18,943.13	\$177,908.54	\$16,073.97	\$1,786.61	\$17,860.58
42400412	C	2	Non-Assessed	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42402385	C	3A	Retail/ Office/ Hospitality/	14	5,000	0.21	1.03	\$39,347.88	\$4,688.89	\$44,036.77	\$3,978.71	\$442.23	\$4,420.94
42402393	C	3B	Retail/ Office/ Hospitality/	14	8,000	0.21	1.65	\$62,956.60	\$7,502.23	\$70,458.83	\$6,365.93	\$707.57	\$7,073.50
42402423	C	6X	Retail/ Office/ Hospitality/	14	2,100	0.21	0.43	\$16,526.11	\$1,969.34	\$18,495.44	\$1,671.06	\$185.74	\$1,856.79
42402407	C	4	Retail/ Office/ Hospitality/	14	15,000	0.21	3.09	\$118,043.63	\$14,066.68	\$132,110.31	\$11,936.12	\$1,326.69	\$13,262.81
42402415	C	5	Retail/ Office/ Hospitality/	14	12,500	0.21	2.58	\$98,369.69	\$11,722.23	\$110,091.92	\$9,946.76	\$1,105.58	\$11,052.34
42863153	D	2X	0	Non-Benefitted	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42837489	E	18	Retail/ Office/ Hospitality/	14	5,000	0.21	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
43009401	F	15	Retail/ Office/ Hospitality/	14	3,000	0.62	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
43052323	H	13	Retail/ Office/ Hospitality/	14	3,000	0.62	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42402695	K	1	Retail/ Office/ Hospitality/	14	97,000	0.21	20.01	\$763,348.78	\$90,964.52	\$854,313.31	\$77,186.88	\$8,579.26	\$85,766.15
42402709	K	2	Retail/ Office/ Hospitality/	14	97,000	0.21	20.01	\$763,348.78	\$90,964.52	\$854,313.31	\$77,186.88	\$8,579.26	\$85,766.15
42402717	K	3	Retail/ Office/ Hospitality/	14	100,000	0.21	20.63	\$786,957.51	\$93,777.86	\$880,735.37	\$79,574.11	\$8,844.60	\$88,418.71
42402725	K	4	Retail/ Office/ Hospitality/	14	131,600	0.21	27.15	\$1,035,636.08	\$123,411.66	\$1,159,047.74	\$104,719.52	\$11,639.50	\$116,359.02
42402733	K	5	0	Non-Benefitted	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
43049667	L	1R	Retail/ Office/ Hospitality/	14	5,000	0.21	1.03	\$39,347.88	\$4,688.89	\$44,036.77	\$3,978.71	\$442.23	\$4,420.94
	L	1R	Residential (>3,600 sq. ft.)	1	6	1.00	6.00	\$228,877.61	\$27,274.22	\$256,151.83	\$23,143.22	\$2,572.35	\$25,715.57
	L	1R	Residential (2,500-3,600 sq. ft.)	2	6	0.62	3.72	\$141,904.12	\$16,910.02	\$158,814.13	\$14,348.80	\$1,594.86	\$15,943.65
43049675	L	1R	0	Non-Benefitted	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42402750	L	2	Retail/ Office/ Hospitality/	14	5,000	0.21	1.03	\$39,347.88	\$4,688.89	\$44,036.77	\$3,978.71	\$442.23	\$4,420.94
	L	2	0	1	6	1.00	6.00	\$228,877.61	\$27,274.22	\$256,151.83	\$23,143.22	\$2,572.35	\$25,715.57
	L	2	Residential (2,500-3,600 sq. ft.)	2	15	0.62	9.30	\$354,760.29	\$42,755.04	\$397,035.33	\$35,871.99	\$3,987.14	\$39,859.14
42402768	L	3	Retail/ Office/ Hospitality/	14	23,400	0.21	4.83	\$184,148.06	\$21,944.02	\$206,092.08	\$18,620.34	\$2,069.64	\$20,689.98
	L	3	Residential (>3,600 sq. ft.)	1	6	1.00	6.00	\$228,877.61	\$27,274.22	\$256,151.83	\$23,143.22	\$2,572.35	\$25,715.57
42402776	L	4	Retail/ Office/ Hospitality/	14	23,400	0.21	4.83	\$184,148.06	\$21,944.02	\$206,092.08	\$18,620.34	\$2,069.64	\$20,689.98
	L	4	Residential (2,500-3,600 sq. ft.)	2	8	0.62	4.96	\$189,205.49	\$22,546.69	\$211,752.18	\$19,131.73	\$2,126.48	\$21,258.21
42402784	L	5	Retail/ Office/ Hospitality/	14	37,800	0.21	7.80	\$297,469.94	\$35,448.03	\$332,917.97	\$30,079.01	\$3,343.26	\$33,422.27
	L	5	Residential (>3,600 sq. ft.)	1	20	1.00	20.00	\$762,925.36	\$90,914.07	\$853,839.43	\$77,144.07	\$8,574.50	\$85,718.57
	L	5	Residential (2,500-3,600 sq. ft.)	2	39	0.62	24.18	\$922,376.76	\$109,915.11	\$1,032,291.87	\$93,267.18	\$10,366.58	\$103,633.75
42346426	L	6	Retail/ Office/ Hospitality/	14	22,000	0.21	4.54	\$173,130.65	\$20,631.13	\$193,761.78	\$17,506.30	\$1,945.81	\$19,452.12
42229977	M	2R	Retail/ Office/ Hospitality/	14	12,100	0.21	2.50	\$95,221.86	\$11,347.12	\$106,568.98	\$9,628.47	\$1,070.20	\$10,698.66
42229985	M	3R	Retail/ Office/ Hospitality/	14	3,600	0.21	0.74	\$28,330.47	\$3,376.00	\$31,706.47	\$2,864.67	\$318.41	\$3,183.07
42229993	N	1	Retail/ Office/ Hospitality/	14	7,000	0.21	1.44	\$55,087.03	\$6,564.45	\$61,651.48	\$5,570.19	\$619.12	\$6,189.31
	N	1	Residential (2,500-3,600 sq. ft.)	2	3	0.62	1.86	\$70,952.06	\$8,455.01	\$79,407.07	\$7,174.40	\$797.43	\$7,971.83
	N	1	Residential (2,500-3,600 sq. ft.)	3	7	0.60	4.20	\$160,214.33	\$19,091.95	\$179,306.28	\$16,200.25	\$1,800.65	\$18,000.90
42230002	N	2	Retail/ Office/ Hospitality/	14	3,460	0.21	0.71	\$27,228.73	\$3,244.71	\$30,473.44	\$2,753.26	\$306.02	\$3,059.29
42230011	N	3	Retail/ Office/ Hospitality/	14	14,770	0.21	3.05	\$116,233.62	\$13,850.99	\$130,084.61	\$11,753.10	\$1,306.35	\$13,059.44
42230029	N	4	Retail/ Office/ Hospitality/	14	3,100	0.21	0.64	\$24,395.68	\$2,907.11	\$27,302.80	\$2,466.80	\$274.18	\$2,740.98
42230037	N	5	Retail/ Office/ Hospitality/	14	2,300	0.21	0.47	\$18,100.02	\$2,156.89	\$20,256.91	\$1,830.20	\$203.43	\$2,033.63
42230045	N	6X	Non-Benefitted	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42447095	O	1R	Retail/ Office/ Hospitality/	14	3,000	0.21	0.62	\$23,608.73	\$2,813.34	\$26,422.06	\$2,387.22	\$265.34	\$2,652.56
42447125	O	1R	Non-Assessed	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42447109	O	2R	Non-Benefitted	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42447117	O	3R	Non-Benefitted	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
43207599	P	1R	Retail/ Office/ Hospitality/	14	10,000	0.21	2.06	\$78,695.75	\$9,377.79	\$88,073.54	\$7,957.41	\$884.46	\$8,841.87
43207564	P	1R	Non-Assessed	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
43207602	P	2R	Retail/ Office/ Hospitality/	14	95,472	0.21	19.70	\$751,324.07	\$89,531.60	\$840,855.67	\$75,970.99	\$8,444.12	\$84,415.11
43207572	P	2R	Non-Assessed	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
43207611	P	3	Retail/ Office/ Hospitality/	14	7,930	0.21	1.64	\$62,405.73	\$7,436.58	\$69,842.31	\$6,310.23	\$701.38	\$7,011.60
42400447	P	3	Retail/ Office/ Hospitality/	14	36,000	0.21	7.43	\$283,304.70	\$33,760.03	\$317,064.73	\$28,646.68	\$3,184.06	\$31,830.73
43207629	P	4	Non-Benefitted	0	0.60	3.60	\$137,326.56	\$16,364.53	\$153,691.10	\$13,885.93	\$1,543.41	\$15,429.34	
42402806	P	4X	Non-Benefitted	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42400455	O	0	Non-Assessed	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42402814	P	5X	Non-Benefitted	0	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42402822	Q	1	Retail/ Office/ Hospitality/	14	33,000	0.21	6.81	\$259,695.98	\$30,946.69	\$290,642.67	\$26,259.46	\$2,918.72	\$29,178.17
42402831	R	1	Retail/ Office/ Hospitality/	14	21,900	0.21	4.52	\$172,343.69	\$20,537.35	\$192,881.05	\$17,426.73	\$1,936.97	\$19,363.70
42331283	S	1X	Non-Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total							313.58	\$11,962,023.12	\$1,425,455.53	\$13,387,478.65	\$1,209,553.62	\$134,440.96	\$1,343,994.58

**Solana Public Improvement District
Improvement Area #2
Assessment Roll Summary 2026-27 (Full Adjustment)**

Parcel	Block	Lot	Land Use	Land Use Class	Estimated Units/ sq. ft	Equivalent Unit Factor	Total Equivalent Units	Outstanding Assessment - Part A	Annual Installments - Part A
42863056	D	1R	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83
42863064	D	2	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42863072	D	3	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42863081	D	4	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42863099	D	5	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42863102	D	6	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42863111	D	7	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42863129	D	8	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42863137	D	9	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42863145	D	10	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42509121	E	1R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42509139	E	2	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42509147	E	3	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42791926	E	4R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42791934	E	5R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42791942	E	6R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42791951	E	7R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42509198	E	8	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42509201	E	9	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42509210	E	10	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42509228	E	11	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42509236	E	12	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42509244	E	13	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42509252	E	14	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42837454	E	15A	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42837462	E	16A	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42837471	E	17A	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42509261	E	19X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
42509279	E	20X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
43009266	F	1R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009274	F	2R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009282	F	3R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009291	F	4R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009304	F	5R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009312	F	6R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009321	F	7R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009339	F	8R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009347	F	9R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009355	F	10R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009363	F	11R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009371	F	12R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009380	F	13R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009398	F	14R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43009401	F	15R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42894156	G	1R1	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894164	G	1R2	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894172	G	1R3	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894181	G	1R4	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894199	G	1R5	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894202	G	1R6	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894211	G	1R7	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894229	G	1R8	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894237	G	1R9	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894245	G	1R10	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894253	G	2R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894261	G	3R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894270	G	4R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42894288	G	5R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44

Parcel	Block	Lot	Land Use	Land Use Class	Estimated Units/ sq. ft	Equivalent Unit Factor	Total Equivalent Units	Outstanding Assessment - Part A	Annual Installments - Part A
42874023	H	1R1	Residential (>3,600 sq. ft.)	4	1	PREPAID	PREPAID	PREPAID	PREPAID
42874031	H	1R2	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42874040	H	1R3	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42402636	H	2	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42402644	H	3	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43051327	H	4R	Residential (>3,600 sq. ft.)	4	1	PREPAID	PREPAID	PREPAID	PREPAID
43052242	H	5R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43052251	H	6R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43052269	H	7R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43052277	H	8R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43052285	H	9R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43052293	H	10R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
43052307	H	11R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
43052315	H	12R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43052323	H	13R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
42424567	I	1XR	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
42424575	I	2XR	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
42424583	I	3R	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83
42424591	I	4R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42424605	I	5R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42424613	I	6R	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83
42424621	I	7R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42424630	I	8R	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83
42424648	I	9R	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83
42424656	I	10R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42424664	I	11R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42424672	I	12R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42424681	I	13R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42424699	I	14R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42424702	I	15X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
43049721	J	1R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43049730	J	2R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43049748	J	3R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43049756	J	4R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43049764	J	5R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43049772	J	6R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43049781	J	7R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43049799	J	8RX	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
42331160	J	11	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42331178	J	12	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42331186	J	13	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42331194	J	14	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42331208	J	15	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42331216	J	16	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
42331224	J	17X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
42331232	J	18X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
42331241	J	19X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
42331259	J	20X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
43178173	M	1	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43178181	M	2	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43178190	M	3	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43178203	M	4	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
43178211	M	5	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
43178220	M	6	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43178238	M	7	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43178246	M	8	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
43178254	M	9	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
43178262	M	10	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$2,553.70
43178271	M	11	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43178289	M	12	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$3,755.44
43178297	M	13	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83
43178301	M	14	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83

Parcel	Block	Lot	Land Use	Land Use Class	Estimated Units/ sq. ft	Equivalent Unit Factor	Total Equivalent Units	Outstanding Assessment - Part A	Annual Installments - Part A
43178319	M	15	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83
43178327	M	16	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83
43178335	M	17	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83
43178343	M	18	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$1,952.83
43178351	M	19X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
43178360	M	20X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
43178378	M	21X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
42331283	S	1X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
42346434	S	2X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00
TOTAL							98.08	\$3,649,085.84	\$368,333.38

Solana Public Improvement District
Improvement Area #2
Assessment Roll Summary 2026-27 (Adjusted to lower of 2025 approved or 2026 Corrected)

									2026 Corrected	2025 Approved	Lower of 2025 Approved or 2026 Corrected	
Parcel	Block	Lot	Land Use	Land Use Class	Estimated Units/ sq. ft	Equivalent Unit Factor	Total Equivalent Units		Outstanding Assessment - Part A	Outstanding Assessment - Part A	Adjusted Outstanding Assessment Part A	Annual Installments - Part A
42863056	D	1R	Residential (<2,500 sq. ft.)	6	1	0.52	0.52		\$19,346.70	\$16,431.48	\$16,431.48	\$1,926.28
42863064	D	2	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42863072	D	3	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68		\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
42863081	D	4	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42863099	D	5	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42863102	D	6	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42863111	D	7	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42863129	D	8	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42863137	D	9	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42863145	D	10	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42509121	E	1R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42509139	E	2	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42509147	E	3	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68		\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42791926	E	4R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42791934	E	5R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42791942	E	6R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42791951	E	7R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68		\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42509198	E	8	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68		\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42509201	E	9	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42509210	E	10	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42509228	E	11	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42509236	E	12	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42509244	E	13	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42509252	E	14	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42837454	E	15A	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42837462	E	16A	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42837471	E	17A	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42509261	E	19X	Non Benefitted	0	0	0.00	0.00		\$0.00	\$0.00	\$0.00	\$0.00
42509279	E	20X	Non Benefitted	0	0	0.00	0.00		\$0.00	\$0.00	\$0.00	\$0.00
43009266	F	1R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43009274	F	2R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43009282	F	3R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43009291	F	4R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43009304	F	5R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$21,651.54	\$21,651.54	\$2,538.24
43009312	F	6R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$158,110.02	\$37,205.20	\$4,361.62
43009321	F	7R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43009339	F	8R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43009347	F	9R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$21,651.54	\$21,651.54	\$2,538.24
43009355	F	10R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43009363	F	11R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43009371	F	12R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43009380	F	13R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43009398	F	14R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$21,651.54	\$21,651.54	\$2,538.24
43009401	F	15R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68		\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42894156	G	1R1	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894164	G	1R2	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894172	G	1R3	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894181	G	1R4	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894199	G	1R5	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894202	G	1R6	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894211	G	1R7	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894229	G	1R8	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894237	G	1R9	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894245	G	1R10	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894253	G	2R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894261	G	3R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894270	G	4R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42894288	G	5R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42874023	H	1R1	Residential (>3,600 sq. ft.)	4	1	PREPAID	PREPAID		PREPAID	\$189,732.02	PREPAID	PREPAID
42874031	H	1R2	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42874040	H	1R3	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42402636	H	2	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68		\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
42402644	H	3	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43051327	H	4R	Residential (>3,600 sq. ft.)	4	1	PREPAID	PREPAID		PREPAID	PREPAID	PREPAID	PREPAID
43052242	H	5R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$221,354.02	\$37,205.20	\$4,361.62
43052251	H	6R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43052269	H	7R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43052277	H	8R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43052285	H	9R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43052293	H	10R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68		\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
43052307	H	11R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68		\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
43052315	H	12R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43052323	H	13R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00		\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
42424567	I	1XRR	Non Benefitted	0	0	0.00	0.00		\$0.00	\$0.00	\$0.00	\$0.00
42424575	I	2XRR	Non Benefitted	0	0	0.00	0.00		\$0.00	\$0.00	\$0.00	\$0.00
42424583	I	3R	Residential (<2,500 sq. ft.)	6	1	0.52	0.52		\$19,346.70	\$16,431.48	\$16,431.48	\$1,926.28

Parcel	Block	Lot	Land Use	Land Use Class	Estimated Units/ sq. ft	Equivalent Unit Factor	Total Equivalent Units	Outstanding Assessment - Part A	Outstanding Assessment - Part A	Adjusted Outstanding Assessment Part A	Annual Installments - Part A
42424591	I	4R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$16,431.48	\$16,431.48	\$1,926.28
42424605	I	5R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42424613	I	6R	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$16,431.48	\$16,431.48	\$1,926.28
42424621	I	7R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42424630	I	8R	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$21,651.54	\$19,346.70	\$2,268.04
42424648	I	9R	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$16,431.48	\$16,431.48	\$1,926.28
42424656	I	10R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42424664	I	11R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42424672	I	12R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42424681	I	13R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42424699	I	14R	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42424702	I	15X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
43049721	J	1R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43049730	J	2R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43049748	J	3R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43049756	J	4R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43049764	J	5R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43049772	J	6R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43049781	J	7R	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43049799	J	8RX	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
42331160	J	11	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
42331178	J	12	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
42331186	J	13	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42331194	J	14	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42331208	J	15	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42331216	J	16	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$21,651.54	\$21,651.54	\$2,538.24
42331224	J	17X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
42331232	J	18X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
42331241	J	19X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
42331259	J	20X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
43178173	M	1	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43178181	M	2	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43178190	M	3	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43178203	M	4	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
43178211	M	5	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
43178220	M	6	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43178238	M	7	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43178246	M	8	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
43178254	M	9	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
43178262	M	10	Residential (2,500-3,600 sq. ft.)	5	1	0.68	0.68	\$25,299.53	\$31,622.00	\$25,299.53	\$2,965.90
43178271	M	11	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43178289	M	12	Residential (>3,600 sq. ft.)	4	1	1.00	1.00	\$37,205.20	\$31,622.00	\$31,622.00	\$3,707.09
43178297	M	13	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$31,622.00	\$19,346.70	\$2,268.04
43178301	M	14	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$31,622.00	\$19,346.70	\$2,268.04
43178319	M	15	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$31,622.00	\$19,346.70	\$2,268.04
43178327	M	16	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$31,622.00	\$19,346.70	\$2,268.04
43178335	M	17	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$31,622.00	\$19,346.70	\$2,268.04
43178343	M	18	Residential (<2,500 sq. ft.)	6	1	0.52	0.52	\$19,346.70	\$31,622.00	\$19,346.70	\$2,268.04
43178351	M	19X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
43178360	M	20X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
43178378	M	21X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
42331283	S	1X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
42346434	S	2X	Non Benefitted	0	0	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL							98.08	\$3,649,085.84	\$3,782,224.72	\$3,141,935.32	\$368,333.38
Required Assessment Reduction										\$507,150.52	

**Solana Public Improvement District
Improvement Area #3
Assessment Roll Summary 2026-27**

Parcel	Block	Lot	Land Use	Land Use Class	Estimated Units/ sq. ft	Equivalent Unit Factor	Total Equivalent Units	Outstanding Assessment - Part A	Annual Installments - Part A
42402822			Residential (>3,600 sq. ft.)	7	21	1.00	21.00	\$1,194,710.34	\$120,514.38
			ft.)	8	23	0.68	15.64	\$889,774.75	\$89,754.52
			Residential (<2,500 sq. ft.)	9	36	0.55	19.80	\$1,126,441.18	\$113,627.85
TOTAL					80		56.44	\$3,210,926.28	\$323,896.75



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026 **AGENDA ITEM NO:** F.7.
FROM: Jason Alexander, Deputy Town Manager, Planning and Development
SUBJECT: Discuss, consider and act regarding Ordinance 1056 amending Sec. 18-31 through Sec. 18-42 of Chapter 18 of the Town of Westlake, Texas Code of Ordinances to adopt the 2024 Editions, with Regional Amendments, of the International Residential Code, International Building Code, International Plumbing Code, International Mechanical Code, International Fuel and Gas Code, International Property Maintenance Code, International Swimming Pool and Spa Code, International Existing Building Code, and the 2026 Edition of the National Electrical Code and to repeal the previous editions; amending Sec. 38-31 and Sec. 38-34 of Chapter 38 of the Town of Westlake, Texas Code of Ordinances to adopt the 2024 Edition, with Regional Amendments, of the International Fire Code and to repeal the previous edition; and establish hours of construction.

ATTACHMENTS:

1. Ordinance No. 1056
2. Exhibit A-1 - Text Amendments to Chapter 18 and Chapter 36 (Redlined)
3. Exhibit A-1 - Text Amendments to Chapter 18 and Chapter 36 (Clean)
4. Exhibit A-2 - 2024 - International Residential Code - Town of Westlake Amendments
5. Exhibit A-2 - 2024 - International Building Code - Town of Westlake Amendments
6. Exhibit A-2 - 2024 - International Plumbing Code - Town of Westlake Amendments
7. Exhibit A-2 - 2024 - International Mechanical Code - Town of Westlake Amendments
8. Exhibit A-2 - 2024 - International Property Maintenance Code - Town of Westlake Amendments
9. Exhibit A-2 - 2024-International Fuel Gas Code - Town of Westlake Amendments
10. Exhibit A-2 - 2024 - International Swimming Pool and Spa Code - Town of Westlake Amendments
11. Exhibit A-2 - 2026 National Electrical Code - Town of Westlake
12. Exhibit A-2 - 2024 - International Existing Building Code - Town of Westlake Amendments

SUMMARY :

The Regional Codes Coordinating Committee ("RCCC") and other advisory boards of the North Central Texas Council of Governments ("NCTCOG") recommended local governments within North Central Texas to adopt model construction codes with regional amendments. The Town of Westlake, Texas (the "Town") is a member of NCTCOG, and the Department of Planning and Development and the Department of Fire reviewed and considered the model construction codes as presented by the International Council of Codes ("ICC"). Both Departments recommend approval of the 2024 Editions

of the International Residential Code, International Building Code, International Plumbing Code, International Fuel Gas Code, International Mechanical Code, International Swimming Pool and Spa Code, International Existing Building Code, and International Property Maintenance Code, and the 2026 edition of the National Electrical Code; and the 2024 Edition of the International Fire Code. The Department of Planning and Development and the Department of Fire recommend approval of the codes as presented.

BACKGROUND AND DISCUSSION:

The Regional Codes Coordinating Committee ("RCCC") and other advisory boards of the North Central Texas Council of Governments ("NCTCOG") recommended local governments within North Central Texas to adopt model construction codes with regional amendments. The Town of Westlake, Texas (the "Town") is currently reviewing and approving plans under the 2021 Editions of the International Codes, the 2020 Edition of the National Electrical Code, and the 2021 Edition of the International Fire Code. Similar to other communities, adoption of the 2024 Editions of 2024 Editions of the International Residential Code, International Building Code, International Plumbing Code, International Fuel Gas Code, International Mechanical Code, International Swimming Pool and Spa Code, International Existing Building Code, and International Property Maintenance Code, and the 2026 edition of the National Electrical Code; and the 2024 Edition of the International Fire Code will ensure that the Town reviews and approves plans pursuant to the latest editions of the International Codes. It should be noted that the 2024 Edition of International Energy Conservation Code is not recommended for adoption at this time, as the Department of Planning and Development desires to more thoroughly review some of the provisions found within this code (i.e., the energy monitoring requirements requires the use of expensive equipment and there are other challenges applying those systems to conventional electrical design practices).

It is anticipated that the Department of Planning and Development will request adoption of the 2024 Edition of the International Energy Conservation Code at a future Town Council Meeting once some of the provisions for energy monitoring have been addressed.

The regional amendments can be found in the attachments that are included. If the codes with the regional amendments are approved by the Town Council, they will be adopted by reference with the attachments for each individual code being posted on the Town's official website for posting its Code of Ordinances.

Finally, if approved, the codes will become effective September 15, 2026.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

The Department of Planning and Development and the Department of Fire recommend approval of Ordinance 1056 as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

ORDINANCE NO. 1056

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS AMENDING SEC. 18-31 THROUGH SEC. 18-43 OF CHAPTER 18 OF THE TOWN OF WESTLAKE, TEXAS CODE OF ORDINANCES AND IS ENTITLED “BUILDINGS AND BUILDING REGULATIONS” BY REPEALING ADOPTION OF THE 2021 EDITIONS OF THE INTERNATIONAL CODES IN ITS ENTIRETY AND 2020 EDITION OF THE NATIONAL ELECTRICAL CODE (NFPA 70) IN ITS ENTIRETY AND REPLACING THE SAME WITH THE 2024 EDITIONS OF THE INTERNATIONAL CODES, WITH RECOMMENDED REGIONAL AMENDMENTS FROM THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS FOR THE INTERNATIONAL RESIDENTIAL CODE, INTERNATIONAL BUILDING CODE, INTERNATIONAL PLUMBING CODE, INTERNATIONAL MECHANICAL CODE, INTERNATIONAL FUEL AND GAS CODE, INTERNATIONAL PROPERTY MAINTENANCE CODE, INTERNATIONAL SWIMMING POOL AND SPA CODE, AND INTERNATIONAL EXISTING BUILDING CODE ALONG WITH THE 2026 NATIONAL ELECTRICAL CODE; AMENDING SEC. 38-31 AND SEC. 38-34 OF CHAPTER 38 OF THE TOWN OF WESTLAKE, TEXAS CODE OF ORDINANCES AND IS ENTITLED “FIRE PREVENTION AND PROTECTION” BY REPEALING ADOPTION OF THE 2021 EDITION OF THE INTERNATIONAL FIRE CODE AND REPLACING IT WITH THE 2024 EDITION OF THE INTERNATIONAL FIRE CODE WITH LOCAL AMENDMENTS; ESTABLISHING HOURS OF CONSTRUCTION; PROVIDING A PENALTY; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AUTHORIZING PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town of Westlake, Texas (the “Town”) is a general law Town; and

WHEREAS, the Town is currently enforcing the 2021 International Council Codes edition and the 2020 National Electrical Code edition; and

WHEREAS, the Regional Codes Coordinating Committee and its five advisory boards of the North Central Texas Council of Governments (“NCTCOG”) recommended amendments, and encouraged municipalities in North Texas to adopt the 2024 International Council Codes edition and 2026 National Electrical Code edition; and

WHEREAS, the Town Council of the Town finds it necessary for the public health, safety, and welfare that the Town adopt the 2024 International Residential Code, International Building Code, International Plumbing Code, International Fuel Gas Code, International Mechanical Code, International Swimming Pool and Spa Code, International Existing Building Code, and International Property Maintenance Code, the 2026 edition of the National Electrical Code, and the 2024 International Fire Code; and

WHEREAS, upon the recommendation of the Department of Planning and Development and the Department of Fire of the Town, the Town Council is of the opinion that it is in the best interests of the town and its citizens that the amendments to the 2024 International Codes, the 2026 National Electrical Code, and the 2024 International Fire Code be approved and adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2: That Chapter 18, entitled “Buildings and Building Regulations”, and Article II, entitled “Codes”, Secs. 18-31 through 18-43 is hereby amended per Exhibit “A — 1”, attached in this Ordinance.

SECTION 3: That Chapter 38, entitled “Fire Prevention and Protection”, and Article II, entitled “Codes”, Secs. 38-31 and 38-34 is hereby amended per Exhibit “A — 1”, attached in this Ordinance.

SECTION 4: That all provisions of this Ordinance, not hereby amended, shall remain in full force and effect.

SECTION 5: That this Ordinance shall be cumulative of all other Town Ordinances and all other provisions of other Ordinances adopted by the Town which are inconsistent with the terms or provisions of this Ordinance are hereby repealed.

SECTION 6: That any person violating any provision of Chapter 18 and / or Chapter 36 may be issued a citation and upon conviction thereof, then that the person shall be deemed guilty of a misdemeanor and punished as provided in subsection 1-9 of the Code of Ordinance of the Town of Westlake. Each 24-hour period of violation, and each separate act or condition in violation of this Chapter 18 or Chapter 36, shall constitute a separate offense.

SECTION 7: It is hereby declared to be the intention of the Town Council of the Town , that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town of Westlake without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 8: This Ordinance shall immediately take effect on September 15, 2026, from and after its passage as the law in such case provides.

**DULY PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN
OF WESTLAKE, TEXAS ON THIS 15TH DAY OF SEPTEMBER 2026.**


Kim Greaves, Mayor

ATTEST:



Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:



Matthew C. G. Boyle, Town Attorney

ARTICLE II. CODES¹

Sec. 18-31. Adoption.

The town adopts in their entirety the 2021-2024 Edition of the International Residential Code, the 2021-2024 Edition of the International Building Code~~;~~; the 2021-2024 Edition of the International Energy Conservation Code~~;~~; the 2021-2024 Edition of the International Fuel Gas Code~~;~~; the 2021-2024 Edition of the International Mechanical Code~~;~~; the 2021-2024 Edition of the International Plumbing Code~~;~~; the 2021-2024 Edition of the International Swimming Pool and Spa Code~~;~~; the 2021-2024 Edition of the International Existing Building Code~~;~~; the 2021-2024 Edition of the International Property Maintenance Code~~;~~; and the 2020-2026 Edition of the National Electrical Code (collectively, the "Codes"), including the amendments to such ~~codes-Codes~~ as attached to the ordinance from which this article is derived and as approved and recommended by the North Central Texas Council of Governments (NCTCOG). The building official is hereby authorized and directed to enforce all provisions of these Codes as adopted herein and as amended. Copies of the Codes as referenced in this section 18-31 are on file in the office of the town secretary for permanent record and inspection during regular business hours of the town.

(Ord. No. 977, § 2(Exh. B), 9-11-2023)

Sec. 18-32. Permit and registration required; construction hours.

No person shall perform any work or supply any materials falling within the jurisdiction of one of the respective codes adopted under section 18-31 without first having secured a permit in accordance with the applicable code and having registered with the Town of Westlake. No person shall perform any construction outside of the following hours: Monday through Friday from 7:00 a.m. to 7:00 p.m. and Saturday from 8:00 a.m. to 5:00 p.m.

(Ord. No. 977, § 2(Exh. B), 9-11-2023)

Sec. 18-33. Penalty.

Any person, either by himself or agent, and any firm, corporation or other entity who violates any of the provisions of the codes adopted in section 18-31 shall be deemed guilty of a misdemeanor and, upon conviction of any such violation, shall be punished as provided in section 1-9. In any case of a violation of any of the terms and provisions of the codes adopted by this article, by any corporation, the officers and agents actively in charge of the business of such corporation shall be subject to the penalty provided in this section. Each day a violation continues shall constitute a separate offense of section 18-31.

(Ord. No. 977, § 2(Exh. B), 9-11-2023)

¹Editor's note(s)—Ord. No. 977, § 2(Exhs. A—J), amended art. II in its entirety to read as herein set out. Former art. II, §§ 18-31—18-60, pertained to similar subject matter, and derived from Ord. No. 888, § 2, adopted Aug. 26, 2019.

Sec. 18-34. Local amendments.

- (a) All buildings are required to be protected by an automatic fire sprinkler system. See the Westlake Fire Code (chapter 38) and amendments for provisions, and exceptions, relating to the requirements for the installation of automatic fire sprinkler systems.
- (b) The Town of Westlake is an "Option B" City.
(Ord. No. 977, § 2(Exh. B), 9-11-2023)

Sec. 18-35. Amendments to the ~~2021~~ 2024 International Building Code.

The 2024 International Building Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1~~The following sections, paragraphs, and sentences of the 2021 International Building Code are hereby amended as follows: Standard type is text from the IBC. Underlined type is text inserted. Lined through type is deleted text from IBC.~~ A double asterisk (**) at the beginning of a section identifies an amendment carried over from the 2018 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2021 code.

Explanation of Options A and B:

Please note that as there is a wide range in fire fighting philosophies/capabilities of cities across the region, option "A" and option "B" are provided in the Fire and Building Code amendments. Jurisdictions should choose one or the other based on their fire fighting philosophies/capabilities when adopting code amendments.

*****Section 101.4; change to read as follows:***

101.4 Referenced codes. ~~The other codes listed in Sections 101.4.1 through 101.4.8 and referenced elsewhere in this code, when specifically adopted, shall be considered part of the requirements of this code to the prescribed extent of each such reference. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the amendments as well. Any reference to NFPA 70 or the Electrical Code shall mean the Electrical Code as adopted.~~

(Reason: Legal wording to recognize locally adopted codes and amendments adopted with referenced codes. The former ICC Electrical Code is now Appendix Kchapter 27 of this code but no longer called by that name.)

*****Section 101.4.8; add the following:***

101.4.8 Electrical. ~~The provisions of the Electrical Code shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.~~

(Reason: This was dropped when ICC quit publishing the ICC Electrical Code, but the Electrical Code still should be referenced regardless of how it is adopted.)

*****Section 103 and 103.1; amend to insert the Department Name***

CODE COMPLIANCE AGENCY[INSERT OFFICIAL BUILDING DEPARTMENT NAME OF JURISDICTION]

103.1 Creation of enforcement agency. ~~The [INSERT NAME OF DEPARTMENT] is hereby created and the official in charge thereof shall be known as the building official.~~

(Reason: Reminder to be sure ordinance reads the same as designated by the city and amend Section 101.1.)

******Section [A] 104.2.1 Determination of substantially improved or substantially damaged existing buildings and structures in flood hazard areas.***~~(Jurisdictions may consider the option to amend or delete depending on local enforcement and flood hazard ordinances.)~~

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

*****Section 104.10.1; Flood hazard areas.****(Jurisdictions may consider the option to ~~amend or delete~~ depending on local enforcement and flood hazard ordinances.)*

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

(Note: Sections 104.2.1, 104.10.1, 110.3.12.1, 1612, and 3114 are all inter-connected related to flood hazard areas, and amendments or deletions should be considered as a whole.)

*****Section 105.2 Work exempt from permit; under sub-title entitled "Building" delete items 1, 2, 10 and 11 and re-number as follows:***

Building:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet (11 m2).
2. Fences not over 7 feet (1829 mm) high.
- 3.1. (Remainder Unchanged)
- 4.2. (Remainder Unchanged)
- 5.3. (Remainder Unchanged)
- 6.4. (Remainder Unchanged)
- 7.5. (Remainder Unchanged)
- 8.6. (Remainder Unchanged)
- 9.7. (Remainder Unchanged)
10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
- 11.8. (Remainder Unchanged)
- 12.9. (Remainder Unchanged)
- 13.10. (Remainder Unchanged)

(Reason: Items deleted are for one- and two-family dwellings regulated by the International Residential Code. Accessory structures, fences and shade cloth structures would require a permit for commercial properties to ensure compliance with local ordinance, egress, accessibility, flame spread of fabric, wind/snow design load, etc.)

*****Section 109; add Section 109.7 to read as follows:***

109.7 Re-inspection Fee. A fee as established by city council resolution may be charged when:

1. The inspection called for is not ready when the inspector arrives;
2. No building address or permit card is clearly posted;
3. City approved plans are not on the job site available to the inspector;
4. The building is locked or work otherwise not available for inspection when called;
5. The job site is red-tagged twice for the same item;
6. The original red tag has been removed from the job site;
7. Failure to maintain erosion control, trash control or tree protection.

Any re-inspection fees assessed shall be paid before any more inspections are made on that job site.

(Reason: This fee is not a fine or penalty but is designed to compensate for time and trips when inspections are called for when not ready.)

~~*Section 110.3.5: Lath, gypsum board and gypsum panel product inspection; Delete exception~~**

~~Exception: Gypsum board and gypsum panel products that are not part of a fire resistance rated assembly or a shear assembly.~~

(Reason: Lath or gypsum board inspections are not typically performed in this area. Deleting the exception would then require all gypsum panels to be inspected; this issue is resolved by leaving the exception intact.)

~~Section 202; amend definition of Ambulatory Care Facility as follows:~~**

~~AMBULATORY CARE FACILITY.~~ Buildings or portions thereof used to provide medical, surgical, psychiatric, nursing or similar care on a less than 24-hour basis to individuals persons who are rendered incapable of self-preservation by the services provided or staff has accepted responsibility for care recipients already incapable. This group may include but not be limited to the following:

~~-Dialysis centers~~

~~-Sedation dentistry~~

~~-Surgery centers~~

~~-Colonic centers~~

~~-Psychiatric centers~~

(Reason: To clarify the range of uses included in the definition. (Explanatory note related to Ambulatory Care Facilities: This group of uses includes medical or dental offices where persons are put under for dental surgery or other services. Section 903.2.2 will now require such uses to be sprinklered if on other than the floor of exit discharge or if four or more persons are put under on the level of exit discharge. Recommend (1.) jurisdictions document any pre-existing non-conforming conditions prior to issuing a new C of O for a change of tenant and, (2.) On any medical or dental office specify on C of O the maximum number of persons permitted to be put under general anesthesia. It is recommended that before a Certificate of Occupancy is issued, a letter of intended use from the business owner shall be included and a C of O documenting the maximum number of care recipients incapable of self-preservation allowed.)

~~Section 202; add definition of Assisted Living Facilities to read as follows.~~**

~~ASSISTED LIVING FACILITIES.~~ A building or part thereof housing persons, on a 24-hour basis, who because of age, mental disability or other reasons, live in a supervised residential environment which provides personal care services. The occupants are capable of responding to an emergency situation without physical assistance from staff.

(Reason: The code references Assisted Living Facilities and definition was deleted.)

~~*Section 202; add amend definition of "Repair Garage" as follows:~~**

~~REPAIR GARAGE.~~ A building, structure or portion thereof used for servicing or repairing motor vehicles. This occupancy shall also include garages involved in minor repair, modification and servicing of motor vehicles for items such as lube changes, inspections, windshield repair or replacement, shocks, minor part replacement and other such minor repairs.

(Reason: The code references aligns with fire code.)

~~*Section 202; amend definition of SPECIAL INSPECTOR to read as follows:~~**

SPECIAL INSPECTOR. A qualified person employed or retained by an approved agency who shall prove to the satisfaction of the registered design professional in responsible charge and approved by the Building Official as having the competence necessary to inspect a particular type of construction requiring special inspection.

(Reason: The registered design professional in responsible charge should be included.)

****Section 202; amend definition of HIGH-RISE BUILDING to read as follows:**

Option A

****Section 202 {no amendment necessary}**

Option B

****Section 202; amend definition to read as follows:**

HIGH-RISE BUILDING. A building with an occupied floor located more than 7555 feet (22 860 mm)(16 764 mm) above the lowest level of fire department vehicle access.

(Reason: To define high-rise, as it influences sprinkler requirement thresholds based on the fire fighting capabilities of a jurisdiction.)

*****Section 303.1.3; add a sentence to read as follows:**

303.1.3 Associated with Group E occupancies. A room or space used for assembly purposes that is associated with a Group E occupancy is not considered a separate occupancy, except when applying the assembly requirements of Chapters 10 and 11.

(Reason: To clarify that egress and accessibility requirements are applicable for assembly areas, i.e. cafeteria, auditoriums, etc.)

****Section 304.1; add the following to the list of occupancies:**

Fire stations

Police stations with detention facilities for 5 or less

(Reason: Consistent with regional practice dating back to the legacy codes.)

****Section 307.1.1; add the following sentence to Exception 4:**

4. — Cleaning establishments ... *{Text unchanged}* ... with Section 707 or 1-hour horizontal assemblies constructed in accordance with Section 711 or both. See also IFC Chapter 21, Dry Cleaning Plant provisions.

(Reason: To call attention to detailed requirements in the Fire Code.)

****Section 403.1, Exception 3; change to read as follows:**

3. — The open air portion of a building *{remainder unchanged}*

(Reason: To clarify enclosed portions are not exempt.)

****Section 403.3, Automatic Sprinkler System. Delete exception.**

(Reason: To provide adequate fire protection to enclosed areas.)

****Section 403.3.2; change to read as follows:**

[F] 403.3.2 Water supply to required fire pumps. In buildings that are more than 420120 feet (36.5 m) in building height, required fire pumps shall be supplied by connections to no fewer than two water mains located in different streets. Separate supply piping shall be provided between each connection to the water main and the pumps. Each

connection and the supply piping between the connection and the pumps shall be sized to supply the flow and pressure required for the pumps to operate.

Exception: {No change to exception.}

{Reason: The 2009 edition of the IFC added this requirement based on a need for redundancy of the water supply similar to the redundancy of the power supply to the fire pumps required for such tall buildings, partially due to the fact that these buildings are rarely fully evacuated in a fire event. More commonly, the alarm activates on the floor of the event, the floor above and the floor below. Back-up power to the fire pump becomes critical for this reason. Certainly, the power is pointless if the water supply is impaired for any reason, so a similar requirement is provided here for redundant water supplies. The 2015 edition changed the requirement to only apply to very tall buildings over 420 ft. This amendment modifies/lowers the requirement to 120 ft., based on this same height requirement for fire service access elevators. Again, the language from the 2009 and 2012 editions of the code applied to any high-rise building. This compromise at 120 ft. is based on the above technical justification of defend-in-place scenarios in fire incidents in such tall structures.}

****Section [404.10]; change to read as follows:**

Section 404.10 Exit stairways in an atrium. Where an atrium contains an interior exit access stairway all the following shall be met:

{Remainder unchanged}

{Reason: The five provisions within Section 404.10 are applicable to exit access stairways, not interior exit stairways. As printed, this is an error, that if left uncorrected, would change among other core code provisions, how to measure travel distance to an enclosed exit stairway. There is use of the terms "exit stairway in an atrium" vs. "interior exit stairway" vs. "exit access stairway" that will cause confusion as to which provisions are applicable.}

****Section 406.3.3.1 Carport separation; add sentence to read as follows:**

A fire separation is not required between a Group R-2 and U carport provided that the carport is entirely open on all sides and that the distance between the two is at least 10 feet (3048 mm).

{Reason: Simplifies the fire separation distance and eliminates the need to obtain opening information on existing buildings when adding carports in existing apartment complexes. Consistent with legacy codes in effect in region for years and no record of problems with car fires spreading to apartments as a result.}

****Section 423.5.1; change to read as follows:**

*****Section 423.5.1 Required occupant capacity.** The required occupant capacity of the storm shelter shall include all of the buildings on the site and shall be the greater of the following:

1. The total occupant load of the classrooms, vocational rooms and offices in the Group E occupancy.
2. The occupant load of the largest indoor assembly space that is associated with the Group E occupancy.

Exceptions:

1. Where a new building is being added on an existing Group E site, and where the new building is not of sufficient size to accommodate the required occupant capacity of the storm shelter for all of the buildings on the site, the storm shelter shall at a minimum accommodate the required occupant capacity for the new building.
2. Where approved by the building official, the required occupant capacity of the shelter shall be permitted to be reduced by the occupant capacity of any existing storm shelters on the site.
3. Where approved by the building official, the actual number of occupants for whom each occupied space, floor or building is designed, although less than those determined by occupant load calculation,

shall be permitted to be used in the determination of the required design occupant capacity for the storm shelter.

(Reason: The language in the new exception is parallel to the language in Chapter 10 that gives an AHJ similar authority for fire egress occupant load, clarifying that an AHJ has the authority to reduce the required shelter occupant capacity based on rationale provided by a School District.)

*****Section 503.1; add sentence to read as follows:**

503.1 General. [Existing text to remain.]

Where a building contains more than one distinct type of construction, the building shall comply with the most restrictive area, height, and stories, for the lesser type of construction or be separated by fire walls, except as allowed in Section 510.

(Reason: To create definite language that requires separation between dissimilar building types.)

*****Table 506.2; delete footnote i from table**

i. The maximum allowable area for a single-story non-sprinklered Group U greenhouse is permitted to be 9000 square feet or the allowable area shall be permitted to comply with Table C102.1 of Appendix C.

(Reason: To eliminate the need for Appendix C adoption and remain consistent with 6,000 sq. ft. sprinklering provision.)

****Section 506.3.1; add sentence to read as follows:**

506.3.1 Minimum percentage of perimeter. [Existing text remains]

In order to be considered as accessible, if not in direct contact with a street or fire lane, a minimum 10-foot-wide pathway meeting fire department access from the street or approved fire lane shall be provided.

(Reason: To define what is considered accessible. Consistent with regional amendment to IFC 503.1.1.)

*****Section 708.4.2; change sentence to read as follows:**

708.4.2 Fireblocks and draftstops in combustible construction.[Body of text unchanged]

Exceptions:

1. — Buildings equipped with an automatic sprinkler system installed throughout in accordance with Section 903.3.1.1, or in accordance with Section 903.3.1.2 provided that sprinkler protection is provided in the space between the top of the fire partition and the underside of the floor or roof sheathing, deck or slab above as required for systems complying with Section 903.3.1.1. Portions of buildings containing concealed spaces filled with noncombustible insulation as permitted for sprinkler omission shall not apply to this exception for draftstopping.[Remainder unchanged]

(Reason: The most common exception used to eliminate the need for sprinklers in concealed spaces of combustible construction is to fill the space with noncombustible insulation. This exception was changed in 2010 to permit a 2-inch airgap at the top of the filled space. A space compliant with the permitted omission above would allow hot gas and smoke to spread unimpeded throughout a building not provided with draftstopping. For this reason, omission of sprinklers permitted in accordance with NFPA 13 referenced standard should not be permitted with IBC exception requiring draftstopping in combustible construction.)

*****Section 718.3; change sentence to read as follows:**

718.3 Draftstopping in floors.[Body of text unchanged]

Exceptions: Buildings equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1. and provided that in combustible construction, sprinkler protection is provided in the floor space.

(Reason: To remain consistent with changes in 708.4.2 IBC code.)

*****Section 718.4; change sentence to read as follows:**

718.4 Draftstopping in attics.*[Body of text unchanged]*

Exceptions: Buildings equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1 and provided that in combustile construction, sprinkler protection is provided in the attic space.

(Reason: To remain consistent with changes in 708.4.2 IBC code.)

****Section 901.6.1; add Section 901.6.1.1 to read as follows:**

901.6.1.1 Standpipe Testing. Building owners/managers must maintain and test standpipe systems as per NFPA 25 requirements. The following additional requirements shall be applied to the testing that is required every 5 years:

- 1.The piping between the Fire Department Connection (FDC) and the standpipe shall be backflushed or inspected by approved camera when foreign material is present or when caps are missing, and also hydrostatically tested for all FDC's on any type of standpipe system. Hydrostatic testing shall also be conducted in accordance with NFPA 25 requirements for the different types of standpipe systems.
- 2.For any manual (dry or wet) standpipe system not having an automatic water supply capable of flowing water through the standpipe, the tester shall connect hose from a fire hydrant or portable pumping system (as approved by the fire code official) to each FDC, and flow water through the standpipe system to the roof outlet to verify that each inlet connection functions properly. Confirm that there are no open hose valves prior to introducing water into a dry standpipe. There is no required pressure criteria at the outlet. Verify that check valves function properly and that there are no closed control valves on the system.
- 3.Any pressure relief, reducing, or control valves shall be tested in accordance with the requirements of NFPA 25. All hose valves shall be exercised.
- 4.If the FDC is not already provided with approved caps, the contractor shall install such caps for all FDC's as required by the fire code official.
- 5.Upon successful completion of standpipe test, place a blue tag (as per Texas Administrative Code, Fire Sprinkler Rules for Inspection, Test and Maintenance Service (ITM) Tag) at the bottom of each standpipe riser in the building. The tag shall be check marked as "Fifth Year" for Type of ITM, and the note on the back of the tag shall read "5 Year Standpipe Test" at a minimum.
- 6.The procedures required by Texas Administrative Code Fire Sprinkler Rules with regard to Yellow Tags and Red Tags or any deficiencies noted during the testing, including the required notification of the local Authority Having Jurisdiction (fire code official) shall be followed.
- 7.Additionally, records of the testing shall be maintained by the owner and contractor, if applicable, as required by the State Rules mentioned above and NFPA 25.
- 8.Standpipe system tests where water will be flowed external to the building shall not be conducted during freezing conditions or during the day prior to expected nighttime freezing conditions.
- 9.Contact the fire code official for requests to remove existing fire hose from Class II and III standpipe systems where employees are not trained in the utilization of this firefighting equipment. All standpipe hose valves must remain in place and be provided with an approved cap and chain when approval is given to remove hose by the fire code official.

(Reason: Increases the reliability of the fire protection system and re-emphasizes the requirements of NFPA 25 relative to standpipe systems, as well as ensuring that FDC connections are similarly tested/maintained to ensure operation in an emergency incident.)

*****Section 903.1.1; change to read as follows:***

903.1.1 Alternative Protection. ~~Alternative automatic fire-extinguishing systems complying with Section 904 shall be permitted instead of in addition to automatic sprinkler protection where recognized by the applicable standard and, or, as approved by the fire code official.~~

(Reason: Such alternative systems do not provide the reliability of automatic sprinkler protection. Most gaseous type systems are highly susceptible to open doors, ceiling or floor tile removal, etc. However, an applicant could pursue an Alternate Method request to help mitigate the reliability issues with these alternative systems with the fire code official if so desired, or there may be circumstances in which the fire code official is acceptable to allowing an alternate system in lieu of sprinklers, such as kitchen hoods or paint booths.)

*****Section 903.2; add paragraph to read as follows and delete the exception for telecommunications buildings:***

Automatic Sprinklers shall not be installed in elevator machine rooms, elevator machine spaces, and elevator hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances. Storage shall not be allowed within the elevator machine room. Signage shall be provided at the entry doors to the elevator machine room indicating "ELEVATOR MACHINERY — NO STORAGE ALLOWED."

(Reason: Firefighter and public safety. This amendment eliminates the shunt trip requirement of the International Building Code Section 3005.5 for the purpose of elevator passenger and firefighter safety. This amendment is contingent on the Building Code amendment eliminating the Exceptions to Section 3005.4, such that passive fire barriers for these areas are maintained. The exception deletion is due to the fact that such telecom areas pose an undue fire risk to the structural integrity of the building.)

******Section 903.2.4.2; change to read as follows:***

903.2.4.2 Group F-1 distilled spirits. An automatic sprinkler system shall be provided throughout a Group F-1 fire area used for the manufacture of distilled spirits involving more than 120 gallons of distilled spirits (>16% alcohol) in the fire area at any one time.

(Reason: To establish a sprinkler criteria limit based on existing maximum allowable quantities provided for flammable liquids in a non-sprinklered space from Chapter 50 and allow very small distillery type operations without sprinkler requirements as has been historically allowed.)

******Sections 903.2.9.4 and 903.2.9.5; delete exception to 903.2.9.4 and add Section 903.2.9.5 to read as follows:***

903.2.9.5 Self-Service Storage Facility. An automatic sprinkler system shall be installed throughout all self-service storage facilities.

(Reason: Fire departments are unable to regularly inspect the interior of these commercial occupancies and are unaware of the contents being stored. Previous allowance to separate units by fire barriers is difficult to enforce maintenance after opening.)

******Option A Section 903.2.11; change 903.2.11.3 and add 903.2.11.7 and 903.2.11.8, as follows:***

903.2.11.3 Buildings 55 Feet or more in Height. An automatic sprinkler system shall be installed throughout buildings that have one or more stories with an occupant load of 30 or more, other than penthouses in compliance with Section 1510 of the International Building Code, located 55 feet (16 764 mm) or more above the lowest level of fire department vehicle access, measured to the finished floor.

Exceptions:

2. Occupancies in Group F-2.

903.2.11.7 High Piled Combustible Storage. For any building with a clear height exceeding 12 feet (4572 mm), see Chapter 32 to determine if those provisions apply.

903.2.11.8 Spray Booths and Rooms. New and existing spray booths and spraying rooms shall be protected by an approved automatic fire-extinguishing system.

****Option B**

903.2.11; change 903.2.11.3 and add 903.2.11.7, 903.2.11.8, and 903.2.11.9 as follows:

903.2.11.3 Buildings 5535 feet or more in height. An automatic sprinkler system shall be installed throughout buildings that have one or more stories with an occupant load of 30 or more, other than penthouses in compliance with Section 1510 of the *International Building Code*, located 5535 feet (16 76410 668 mm) or more above the lowest level of fire department vehicle access, measured to the finished floor.

Exceptions:

2.Occupancies in Group F-2.

903.2.11.7 High Piled Combustible Storage. For any building with a clear height exceeding 12 feet (4572 mm), see Chapter 32 to determine if those provisions apply.

903.2.11.8 Spray Booths and Rooms. New and existing spray booths and spraying rooms shall be protected by an approved automatic fire-extinguishing system.

903.2.11.9 Buildings Over 6,000 sq. ft. An automatic sprinkler system shall be installed throughout all buildings with a building area 6,000 sq. ft. or greater and in all existing buildings that are enlarged to be 6,000 sq. ft. or greater. For the purpose of this provision, fire walls shall not define separate buildings.

Exception: Open parking garages in compliance with Section 406.5 of the *International Building Code* where all of the following conditions apply:

- a. The structure is freestanding.
- b. The structure does not contain any mixed uses, accessory uses, storage rooms, electrical rooms, elevators or spaces used or occupied for anything other than motor vehicle parking.
- c. The structure does not exceed 3 stories.
- d. An approved fire apparatus access road is provided around the entire structure.

(Reason: Provides jurisdictions options as to their desired level of sprinkler protection based on multiple factors including firefighting philosophies/capabilities.)

****Section 903.3.1.1.1; change to read as follows:**

903.3.1.1.1 Exempt Locations. When approved by the *fire code official*, automatic sprinklers shall not be required in the following rooms or areas where such ... *{text unchanged}* ... because it is damp, of fire-resistance-rated construction or contains electrical equipment.

1. Any room where the application of water, or flame and water, constitutes a serious life or fire hazard.
2. Any room or space where sprinklers are considered undesirable because of the nature of the contents, when approved by the fire code official.
3. Generator and transformer rooms, under the direct control of a public utility, separated from the remainder of the building by walls and floor/ceiling or roof/ceiling assemblies having a fire-resistance rating of not less than 2 hours.
4. In rooms or areas that are of noncombustible construction with wholly noncombustible contents.
5. Fire service access Elevator machine rooms, and machinery spaces, and hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances.
6. {Delete.}

(Reason: Gives clarification. Exception 4 deleted to provide protection where fire risks are poorly addressed. Amendment 903.2 addresses Exception 5 above relative to the elimination of sprinkler protection in these areas to avoid the shunt trip requirement.)

*****Section 903.3.1.2; change to read as follows:**

903.3.1.2 NFPA 13R sprinkler systems. Automatic sprinkler systems in Group R occupancies shall be permitted to be installed throughout in accordance with NFPA 13R where the Group R occupancy meets all of the following conditions:

1. — Four stories or less above grade plane.
2. — The floor level of the highest story is 3035 feet (914410668 mm) or less above the lowest level of fire department vehicle access.
3. — The floor level of the lowest story is 3035 feet (914410668 mm) or less below the lowest level of fire department vehicle access.

{No change to remainder of section.}

(Reason: The change to the 2021 IFC over-reached to limit 13R systems to 30 ft. high at topmost floor level, which basically results in limiting 13R systems to 3-story buildings in reality. This change to 35 ft. would still allow 13R systems in 4-story apartment buildings, as has been allowed historically and as intended by 13R's scope.)

*****Section 903.3.1.2.2; change to read as follows:**

903.3.1.2.2 Corridors and balconies in the means of egress. Sprinkler protection shall be provided in all corridors and for all balconies, in the means of egress where any of the following conditions apply: *{Delete the rest of this section.}*

(Reason: Corridor protection is critical to the means of egress, and corridors are regularly utilized for miscellaneous storage, fixtures, artwork, food kiosks and beverage dispensers, and furnishings. Balcony protection is required due to issues with fire exposure via soffit vents and the potential for significant combustible loading.)

Section 903.3.1.2.3; delete section and replace as follows:

Section 903.3.1.2.3 Attached Garages and Attics. Sprinkler protection is required in attached garages, and in the following attic spaces:

1. — Attics that are used or intended for living purposes or storage shall be protected by an automatic sprinkler system.
2. — Where fuel-fired equipment is installed in an unsprinklered attic, not fewer than one quick-response intermediate temperature sprinkler shall be installed above the equipment.
3. — Attic spaces of buildings that are two or more stories in height above grade plane or above the lowest level of fire department vehicle access.
4. — Group R-4, Condition 2 occupancy attics not required by Item 1 or 3 to have sprinklers shall comply with one of the following:
 - 4.1. — Provide automatic sprinkler system protection.
 - 4.2. — Provide a heat detection system throughout the attic that is arranged to activate the building fire alarm system.
 - 4.3. — Construct the attic using noncombustible materials.
 - 4.4. — Construct the attic using fire-retardant-treated wood complying with Section 2303.2 of the International Building Code.

4.5. Fill the attic with noncombustible insulation.

(Reason: Attic protection is required due to issues with fire exposure via soffit vents, as well as firefighter safety. Several jurisdictions indicated experience with un-protected attic fires resulting in displacement of all building occupants. NFPA 13 provides for applicable attic sprinkler protection requirements, as well as exemptions to such, based on noncombustible construction, etc. Attached garages already require sprinklers via NFPA 13R — this amendment just re-emphasizes the requirement.)

****Section 903.3.1.3; change to read as follows:**

903.3.1.3 NFPA 13D Sprinkler Systems. Automatic sprinkler systems installed in one- and two-family dwellings; Group R-3; Group R-4, Condition 1; and townhouses shall be permitted to be installed throughout in accordance with NFPA 13D or in accordance with state law.

(Reason: To allow the use of the Plumbing section of the International Residential Code (IRC) and recognize current state stipulations in this regard.)

****Section 903.3.1.4; add to read as follows:**

[F] 903.3.1.4 Freeze protection. Freeze protection systems for automatic fire sprinkler systems shall be in accordance with the requirements of the applicable referenced NFPA standard and this section.

903.3.1.4.1 Attics. Only dry pipe, preaction, or listed antifreeze automatic fire sprinkler systems shall be allowed to protect attic spaces.

Exception: Wet pipe fire sprinkler systems shall be allowed to protect non-ventilated attic spaces where:

1. The attic sprinklers are supplied by a separate floor control valve assembly to allow ease of draining the attic system without impairing sprinklers throughout the rest of the building, and
2. Adequate heat shall be provided for freeze protection as per the applicable referenced NFPA standard, and
3. The attic space is a part of the building's thermal, or heat, envelope, such that insulation is provided at the roof deck, rather than at the ceiling level.

903.3.1.4.2 Heat trace/insulation. Heat trace/insulation shall only be allowed where approved by the fire code official for small sections of large diameter water-filled pipe.

(Reason: In the last few years, severe winters brought to light several issues with current practices for sprinklering attics, not the least of which was wet-pipe sprinklers in ventilated attics provided with space heaters, etc. for freeze protection of such piping. This practice is not acceptable for the protection of water-filled piping in a ventilated attic space as it does not provide a reliable means of maintaining the minimum 40 degrees required by NFPA, wastes energy, and presents a potential ignition source to the attic space. Listed antifreeze is specifically included because NFPA currently allows such even though there is no currently listed antifreeze at the time of development of these amendments. The intent of this amendment is to help reduce the large number of freeze breaks that have occurred in the past with water-filled wet-pipe sprinkler systems in the future, most specifically in attic spaces.)

****Section 903.3.5; add a second paragraph to read as follows:**

Water supply as required for such systems shall be provided in conformance with the supply requirements of the respective standards; however, every water-based fire protection system shall be designed with a 10-psi safety factor. Reference Section 507.4 for additional design requirements.

(Reason: To define uniform safety factor for the region.)

****Section 903.4; add a second paragraph after the exceptions to read as follows:**

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. All control valves in the sprinkler

and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

(Reason: To avoid significant water losses. Consistent with amendment to IFC 905.9.)

****Section 903.4.2; add a second paragraph to read as follows:**

The alarm device required on the exterior of the building shall be a weatherproof horn/strobe notification appliance with a minimum 75 candela strobe rating, installed as close as practicable to the fire department connection.

(Reason: Fire department connections are not always located at the riser; this allows the fire department faster access and ease of recognition of the FDC location, especially at night.)

****Section 905.2; change to read as follows:**

905.2 Installation Standard. Standpipe systems shall be installed in accordance with this section and NFPA 14. Manual dry standpipe systems shall be supervised with a minimum of 10 psig and a maximum of 40 psig air pressure with a high/low alarm.

(Reason: To define manual dry standpipe supervision requirements. Helps ensure the integrity of the standpipe system via supervision, such that open hose valves will result in a supervisory low air alarm.)

*****Section 905.3; add Section 905.3.9 and exception to read as follows:**

905.3.9 Buildings Exceeding 10,000 sq. ft. In buildings exceeding 10,000 square feet in area per story and where any portion of the building's interior area is more than 200 feet (60960 mm) of travel, vertically and horizontally, from the nearest point of fire department vehicle access, Class I automatic wet or manual wet standpipes shall be provided.

Exceptions:

1. Automatic dry, semi-automatic dry, and manual dry standpipes are allowed as provided for in NFPA 14 where approved by the fire code official.
2. R-2 occupancies of four stories or less in height having no interior corridors.

(Reason: Allows for the rapid deployment of hose lines to the body of the fire in larger structures.)

****Section 905.4; change Items 1, 3, and 5, and add Item 7 to read as follows:**

1. In every required interior exit stairway, a hose connection shall be provided for each story above and below grade plane. Hose connections shall be located at an intermediate landing between stories, unless otherwise approved by the fire code official.

Exception: {No change.}

2. {No change.}

3. In every exit passageway, at the entrance from the exit passageway to other areas of a building.

Exception: Where floor areas adjacent to an exit passageway are reachable from an interior exit stairway hose connection by a {remainder of text unchanged}

4. {No change.}

5. Where the roof has a slope less than 4 units vertical in 12 units horizontal (33.3 percent slope), each standpipe shall be provided with a two-way hose connection shall be located to serve the roof or at the highest landing of an interior exit stairway with stair access to the roof provided in accordance with Section 1011.12.

6. {No change.}

7. When required by this Chapter, standpipe connections shall be placed adjacent to all required exits to the structure and at two hundred feet (200') intervals along major corridors thereafter, or as otherwise approved by the fire code official.

(Reason: Item 1, 3, and 5 amendments to remove 'interior' will help to clarify that such connections are required for all 'exit' stairways, to ensure firefighter capabilities are not diminished in these tall buildings, simply because the stair is on the exterior of the building. Item 5 reduces the amount of pressure required to facilitate testing and provides backup protection for fire fighter safety. Item 7 allows for the rapid deployment of hose lines to the body of the fire.)

*****Section 905.8; change to read as follows:**

905.8 Dry standpipes. Dry standpipes shall not be installed.

Exception: Where subject to freezing and in accordance with NFPA 14. Additionally, manual dry standpipe systems shall be supervised with a minimum of 10 psig and a maximum of 40 psig air pressure with a high/low Supervisory alarm.

(Reason: To define manual dry standpipe supervision requirements. Helps ensure the integrity of the standpipe system via supervision, such that open hose valves will result in a supervisory low air alarm. NFPA 14 requires supervisory air for such but does not provide pressure criteria for what that means. This is a longstanding regional requirement.)

****Section 905.9; add a second paragraph after the exceptions to read as follows:**

Sprinkler and standpipe system water flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

(Reason: To avoid significant water losses. Consistent with amendment to IFC 903.4.)

*****Section 906.1(1); delete Exception #3 as follows:**

3. In storage areas of Group S occupancies where forklift, powered industrial truck or powered cart operators are the primary occupants, fixed extinguishers, as specified in NFPA 10, shall not be required where in accordance with all of the following:

3.1. Use of vehicle-mounted extinguishers shall be approved by the fire code official.

3.2. Each vehicle shall be equipped with a 10-pound, 40A:80B:C extinguisher affixed to the vehicle using a mounting bracket approved.

3.3. Not less than two spare extinguishers of equal or greater rating shall be available on-site to replace a discharged extinguisher.

3.4. Vehicle operators shall be trained in the proper operation, use and inspection of extinguishers.

3.5. Inspections of vehicle-mounted extinguishers shall be performed daily.

(Reason: This provision of only having vehicle-mounted fire extinguishers is not at all consistent with historical practice of requiring extinguishers throughout based on travel distance. Often times, the vehicle is what has caused the incident and/or may be the source of the incident, so having the extinguisher vehicle-mounted results in greater potential injury of the user. This assumes the only occupants in the building are on a vehicle, which again, significantly reduces access to fire extinguishers throughout the building to other occupants. Future use of the building/tenancy may change further complicating the issue.)

****Section 907.1; add Section 907.1.4 to read as follows:**

907.1.4 Design Standards. ~~Where a new fire alarm system is installed, the devices shall be addressable. Fire alarm systems utilizing more than 20 smoke detectors shall have analog initiating devices.~~

(Reason: Provides for the ability of descriptive identification of alarms and reduces need for panel replacement in the future. Updated wording to match the language of the new requirement at 907.5.2.3. Change of terminology allows for reference back to definitions of NFPA 72.)

****Section 907.2.1; change to read as follows:**

907.2.1 Group A. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group A occupancies ~~where the having an occupant load due to the assembly occupancy is of 300 or more persons, or where the Group A occupant load is more than 100 persons above or below the lowest level of exit discharge.~~ Group A occupancies not separated from one another in accordance with Section 707.3.10 of the *International Building Code* shall be considered as a single occupancy for the purposes of applying this section. Portions of Group E occupancies occupied for assembly purposes shall be provided with a fire alarm system as required for the Group E occupancy.

Exception: {No change.}

Activation of fire alarm notification appliances shall:

- ~~1. Cause illumination of the means of egress with light of not less than 1 foot-candle (11 lux) at the walking surface level, and~~
- ~~2. Stop any conflicting or confusing sounds and visual distractions.~~

(Reason: Increases the requirement to be consistent with Group B requirement. Also addresses issue found in Group A occupancies of reduced lighting levels and other A/V equipment that distracts from fire alarm notification devices or reduces ability of fire alarm system to notify occupants of the emergency condition.)

****Section 907.2.3; change to read as follows:**

907.2.3 Group E. A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E ~~educational~~ occupancies. ~~When automatic sprinkler systems or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system. An approved smoke detection system shall be installed in Group E day care occupancies. Unless separated by a minimum of 100' open space, all buildings, whether portable buildings or the main building, will be considered one building for alarm occupant load consideration and interconnection of alarm systems.~~

Exceptions:

1. — {No change.}
- ~~1.1. Residential In-Home day care with not more than 12 children may use interconnected single station detectors in all habitable rooms. (For care of more than five children 2½ or less years of age, see Section 907.2.6.)~~ {No change to remainder of exceptions.}

(Reason: To distinguish educational from day care occupancy minimum protection requirements. Further, to define threshold at which portable buildings are considered a separate building for the purposes of alarm systems. Exceptions provide consistency with State law concerning such occupancies.)

*****Section 907.2.10; change to read as follows:**

907.2.10 Group S. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group S public and self-storage occupancies ~~three stories or greater in height for interior corridors and interior common areas.~~ Visible notification appliances are not required within storage units.

Exception: {No change.}

(Reason: Because of the potential unknown fire load and hazards in self-storage type facilities, which could include flammable liquids for instance, as well as other hazardous materials, prompt evacuation in the event of fire alarm is needed; therefore, notification in the corridors/common areas is critical to all such occupancies, regardless of height.)

****Section 907.2.13, Exception 3; change to read as follows:**

3. — Open air portions of buildings with an occupancy in Group A-5 in accordance with Section 303.1 of the International Building Code; however, this exception does not apply to accessory uses including but not limited to sky boxes, restaurants, and similarly enclosed areas.

(Reason: To indicate that enclosed areas within open air seating type occupancies are not exempted from automatic fire alarm system requirements.)

****Section 907.4.2; add Section 907.4.2.7 to read as follows:**

907.4.2.7 Type. Manual alarm initiating devices shall be an approved double action type.

(Reason: Helps to reduce false alarms.)

****Section 907.6.1; add Section 907.6.1.1 to read as follows:**

907.6.1.1 Wiring Installation. All fire alarm systems shall be installed in such a manner that a failure of any single initiating device or single open in an initiating circuit conductor will not interfere with the normal operation of other such devices. All signaling line circuits (SLC) shall be installed in such a way that a single open will not interfere with the operation of any addressable devices (Class A). Outgoing and return SLC conductors shall be installed in accordance with NFPA 72 requirements for Class A circuits and shall have a minimum of four feet separation horizontal and one foot vertical between supply and return circuit conductors. The initiating device circuit (IDC) from a signaling line circuit interface device may be wired Class B, provided the distance from the interface device to the initiating device is ten feet or less.

(Reason: To provide uniformity in system specifications and guidance to design engineers. Improves reliability of fire alarm devices and systems.)

****Section 907.6.3; delete all four Exceptions.**

(Reason: To assist responding personnel in locating the emergency event for all fire alarm systems.)

****Section 907.6.6; add sentence at end of paragraph to read as follows:**

See 907.6.3 for the required information transmitted to the supervising station.

(Reason: To assist responding personnel in locating the emergency event for all fire alarm systems. This was moved from 907.6.5.3 in the 2012 IFC and reworded to match new code language and sections (legacy language.)

(Reason: Deleted previous code amendment Section 909.22. For removal because it is already in the code in Sections 909.20.5, 909.20.6, 909.20.6.1, 909.20.6.2, and 909.20.6.3.)

****Section 910.2; change read and change Exception 2 and 3 to read as follows:**

910.2 Where required. Smoke and heat vents or a mechanical smoke removal system shall be installed as required by Sections 910.2.1, 910.2.2, and 910.3.2.

2. — Only manual smoke and heat removal shall not be required in areas of buildings equipped with early suppression fast-response (ESFR) sprinklers. Automatic smoke and heat removal is prohibited.
3. — Only manual smoke and heat removal shall not be required in areas of buildings equipped with control mode special application sprinklers with a response time index of $50(m^2S)^{1/2}$ or less that are listed to control a fire in stored commodities with 12 or fewer sprinklers. Automatic smoke and heat removal is prohibited.

(Reason: Allows the fire department to control the smoke and heat during and after a fire event, while still prohibiting such systems from being automatically activated, which is a potential detriment to the particular sprinkler systems indicated.)

****Section 910.2.3; add to read as follows:**

910.2.3 Group H. Buildings and portions thereof used as a Group H occupancy as follows:

1. In occupancies classified as Group H-2 or H-3, any of which are more than 15,000 square feet (1394 m²) in single floor area.

Exception: Buildings of noncombustible construction containing only noncombustible materials.

2. In areas of buildings in Group H used for storing Class 2, 3, and 4 liquid and solid oxidizers, Class 1 and unclassified detonable organic peroxides, Class 3 and 4 unstable (reactive) materials, or Class 2 or 3 water-reactive materials as required for a high-hazard commodity classification.

Exception: Buildings of noncombustible construction containing only noncombustible materials.

(Reason: Maintains a fire protection device utilized in such occupancies where it is sometimes necessary to allow chemicals to burn out, rather than extinguish. This is based on legacy language establishing longstanding historical practice.)

****Section 910.4.3.1; change to read as follows:**

910.4.3.1 Makeup Air. Makeup air openings shall be provided within 6 feet (1829 mm) of the floor level. Operation of makeup air openings shall be manual or automatic. The minimum gross area of makeup air inlets shall be 8 square feet per 1,000 cubic feet per minute (0.74 m² per 0.4719 m³/s) of smoke exhaust.

(Reason: Makeup air has been required to be automatic for several years now in this region when mechanical smoke exhaust systems are proposed. This allows such systems to be activated from the smoke control panel by first responders without having to physically go around the exterior of the building opening doors manually. Such requires a significant number of first responders on scene to conduct this operation and significantly delays activation and/or capability of the smoke exhaust system.)

****Section 912.2; add Section 912.2.3 to read as follows:**

912.2.3 Hydrant Distance. An approved fire hydrant shall be located within 100 feet of the fire department connection as the fire hose lays along an unobstructed path.

(Reason: To accommodate limited hose lengths, improve response times where the FDC is needed to achieve fire control, and improve ease of locating a fire hydrant in those situations also. Also, consistent with NFPA 14 criteria.)

*****Section 913.2.1; add Section 913.2.1.1 and exception to read as follows:**

913.2.1.1 Fire Pump Room Access. When located on the ground level at an exterior wall, the fire pump room shall be provided with an exterior fire department access door that is not less than 3 ft. in width and 6 ft. — 8 in. in height, regardless of any interior doors that are provided. A key box shall be provided at this door, as required by IFC Section 506.1.

Exception: When it is necessary to locate the fire pump room on other levels or not at an exterior wall, the corridor leading to the fire pump room access from the exterior of the building shall be provided with equivalent fire resistance as that required for the pump room, or as approved by the fire code official. Access keys shall be provided in the key box as required by IFC Section 506.1.

(Reason: This requirement allows fire fighters safer access to the fire pump room. The requirement allows access without being required to enter the building and locate the fire pump room interior access door during a fire event. The exception recognizes that this will not always be a feasible design scenario for some buildings, and as such, provides an acceptable alternative to protect the pathway to the fire pump room.)

******Section 1006.2.1 change exception 3 to read as follows;***

Section 1006.2.1 Egress based on occupant load and common path of egress travel distance.

3. — Unoccupied rooftop mechanical rooms and penthouses are not required to comply with the common path of egress travel distance measurement.

(Reason: Add "rooftop" to Exception No. 3 to clarify that only such mechanical rooms located on the roof may be exempted.)

*****Section 1009.8 Two-Way Communication; add the following Exception 7:***

[Text Remains]

Exceptions:

7. Buildings regulated under State Law and built in accordance with State registered plans, including variances or waivers granted by the State, shall be deemed to be in compliance with the requirements of Section 1009 and Chapter 11.

(Reason: To accommodate buildings regulated under Texas State Law and to be consistent with amendments in Chapter 11.)

*****Section 1010.2.5 Bolt Locks; amend exceptions 3 and 4 as follows:***

Exceptions:

3. — Where a pair of doors serves an occupant load of less than 50 persons in a Group B, F, M or S occupancy *(remainder unchanged)*.
4. — Where a pair of doors serves a Group A, B, F, M or S occupancy *(remainder unchanged)*.

(Reason: It is common in our region to see the 2nd leaf locked, when that leaf is not part of the required egress door clear width, such as in a typical Group M. Exception No. 4 was expanded to Group A due to it being a similar situation for Group A restaurants.)

*****Section 1020.2 Construction; add new exception 6 as follows:***

6. In unsprinklered group B occupancies, corridor walls and ceilings need not be of fire-resistive construction within a single tenant space when the space is equipped with approved automatic smoke detection within the corridor. The actuation of any detector must activate self-annunciating alarms audible in all areas within the corridor. Smoke detectors must be connected to an approved automatic fire alarm system where such system is provided.

(Reason: Similar concept was previously in UBC. This scenario occurs primarily in existing, non-sprinklered buildings, which under current IBC would be required to have a fire resistance rated corridor. New exception provides a cost-effective solution for single tenant space in lieu of the base IBC requirement to retrofit a fire sprinkler system throughout the building.)

*****Section 1030.1.1.1 Spaces under grandstands and bleachers; delete this section.***

(Reason: Unenforceable.)

*****Section 1101.1 Scope; add exception to Section 1101.1 as follows:***

Exception: Components of projects regulated by and registered with Architectural Barriers Division of Texas Department of Licensing and Regulation shall be deemed to be in compliance with the requirements of this chapter.

(Reason: To accommodate buildings regulated under state law. Further clarified in 2018 to mean components that are specifically addressed by TDLR shall be exempt.)

~~*Section 1809.5.1 Frost Protection at required exits; delete this section~~**

~~(Reason: frost protection at exit doors is not needed in our climate zone.)~~

~~*Section 2702.5; added to read as follows:~~**

~~**Section 2702.5 Designated Critical Operations Areas (DCOA):** In areas within a facility or site requiring continuous operation for the purpose of public safety, emergency management, national security or business continuity, the power systems shall comply with NFPA 70 Article 708.~~

~~(Reason: Identifying these areas of critical operations in the building code ensures designers are advised of the requirements outlined in the National Electrical Code which defines specific Critical Operations Power System (COPS) requirements.)~~

~~Section 2901.1; add a sentence to read as follows:~~**

~~**[P]2901.1 Scope.**~~{existing text to remain}~~The provisions of this Chapter are meant to work in coordination with the provisions of Chapter 4 of the International Plumbing Code. Should any conflicts arise between the two chapters, the Building Official shall determine which provision applies.~~

~~(Reason: Gives building official discretion.)~~

~~Section 2902.1; add a second paragraph to read as follows:~~**

~~In other than E Occupancies, the minimum number of fixtures in Table 2902.1 may be lowered, if requested in writing, by the applicant stating reasons for a reduced number and approved by the Building Official.~~

~~(Reason: To allow flexibility for designer to consider specific occupancy needs.)~~

~~Table 2902.1; add footnote g to read as follows:~~**

~~g. Drinking fountains are not required in M Occupancies with an occupant load of 100 or less. B Occupancies with an occupant load of 25 or less, and for dining and/or drinking establishments.~~

~~(Reason: To allow flexibility for designer to consider specific occupancy needs.)~~

~~Add Section 2902.1.4 to read as follows:~~**

~~**2902.1.4 Additional fixtures for food preparation facilities.** In addition to the fixtures required in this Chapter, all food-service facilities shall be provided with additional fixtures set out in this section.~~

~~**2902.1.4.1 Hand washing lavatory.** At least one hand-washing lavatory shall be provided for use by employees that is accessible from food preparation, food dispensing and ware-washing areas. Additional hand-washing lavatories may be required based on convenience of use by employees.~~

~~**2902.1.4.2 Service sink.** In new or remodeled food-service establishments, at least one service sink or one floor sink shall be provided so that it is conveniently located for the cleaning of mops or similar wet floor cleaning tool and for the disposal of mop water and similar liquid waste. The location of the service sink(s) and/or mop sink(s) shall be approved by the <Jurisdiction's> health department.~~

~~(Reason: Coordinates Health law requirements with code language for consistent regional practice.)~~

~~Section 3002.1 Hoistway Enclosure Protection required. Add exceptions as follows:~~**

Exceptions:

- ~~1. — Elevators completely located within atriums shall not require hoistway enclosure protection.~~
- ~~2. — Elevators in open or enclosed parking garages that serve only the parking garage, shall not require hoistway enclosure protection.~~

(Reason: Provides specific Code recognition that elevators within atriums and within parking garages do not require hoistway enclosure protection. Amendment needed since specific Code language does not currently exist.)

*****Section 3005.4 Machine rooms, control rooms, machinery spaces and control spaces; delete exceptions and add two new exceptions to as follows:**

Exceptions:

1. Elevator machine rooms, control rooms, machinery spaces and control spaces completely located within atriums shall not require enclosure protection.

2. Elevator machine rooms, control rooms, machinery spaces and control spaces in open or enclosed parking garages that serve only the parking garage, shall not require enclosure protection.

(Reason: This amendment eliminates the Exceptions to Section 3005.4 such that passive enclosures for these areas are to be provided and maintained. The fire rating of these enclosures is permitted to be omitted by the above added exceptions where allowed by other provisions of the code such as in atriums and parking structures. See companion change to eliminate fire sprinklers to eliminate the need for shunt trip system.)

*****Section 3005.5: Add a new subsection to Section 3005.5.1 as follows:**

3005.5.1 Fire Protection in Machine rooms, control rooms, machinery spaces and control spaces.

3005.5.1.1 Automatic sprinkler system. The building shall be equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1, except as otherwise permitted by Section 903.3.1.1.1 and as prohibited by Section 3005.5.1.1.1.

3005.5.1.1.1 Prohibited locations. Automatic sprinklers shall not be installed in machine rooms, elevator machinery spaces, control rooms, control spaces and elevator hoistways.

3005.1.1.2 Sprinkler system monitoring. The sprinkler system shall have a sprinkler control valve supervisory switch and water-flow initiating device provided for each floor that is monitored by the building's fire alarm system.

3005.1.2 Water protection. An approved method to prevent water from infiltrating into the hoistway enclosure from the operation of the automatic sprinkler system outside the elevator lobby shall be provided.

3005.5.1.3 Omission of Shunt trip. Means for elevator shutdown in accordance with Section 3005.5 shall not be installed.

(Reason: Firefighter and public safety. This amendment eliminates the shunt trip requirement of the International Building Code Section 3005.5 for the purpose of elevator passenger and firefighter safety. The new section above is intended to be identical to Sections 3007.2, 3007.3, and 3007.4 for Fire Service Access Elevators and Sections 3008.2, 3008.3 and 3008.4 for Occupant Evacuation Elevators.)

****Section 3005.8; add Section 3005.8 as follows:**

3005.8 Storage. Storage shall not be allowed within the elevator machine room, control room, machinery spaces and or control spaces. Provide approved signage at each entry to the above listed locations stating: "No Storage Allowed."

(Reason: Reinforces the need to maintain space clean and free of combustibles. See companion change to eliminate fire sprinklers therein, Section 3005.5.1.)

Option A

Section 3006.2, Hoistway opening protection required; Insert new text as follows:

5. —The building is a high rise and the elevator hoistway is more than 75 feet (22 860 mm) in height. The height of the hoistway shall be measured from the lowest floor at or above grade to the highest floors served by the hoistway."

Option B

Section 3006.2, Hoistway opening protection required; Revise text as follows:

5. —The building is a high rise and the elevator hoistway is more than 75 feet (22 860 mm) ~~55 feet (16 764 mm)~~ in height. The height of the hoistway shall be measured from the lowest floor at or above grade to the highest floors served by the hoistway."

(Reason: 2018 IBC text does not address hoistways that are greater than 75'-0" in height that are both below grade and above grade but not located above the high-rise classification nor does the IBC address hoistways wholly located above grade such as those that serve sky lobbies.)

****Section 3007.3 and Section 3008.3: Revise text by deleting "enclosed" as follows:**

3007.3 Water Protection. Water from the operation of an automatic sprinkler system outside the enclosed lobby shall be prevent[ed] from infiltrating into the hoistway enclosure in accordance with an approved method.

3008.3 Water Protection. Water from the operation of an automatic sprinkler system outside the enclosed lobby shall be prevent[ed] from infiltrating into the hoistway enclosure in accordance with an approved method.

(Reason: The lobbies for FSAE and or OEE elevators may be open (i.e., at ground level), or may not require a lobby enclosure on those upper floors with secondary cab entry doors opening into a nonrequired FSAE or OEE lobby. Regardless of whether or not the lobby is enclosed, the objective is to preclude fire sprinkler water from entering into the hoistway serving FSAE and OEE elevators. The deletion of "enclosed" clarifies the original intent of this provision and is consistent with ICC interpretations.)

(Ord. No. 977, § 2(Exh. A), 9-11-2023)

Sec. 18-36. Amendments to the **2021-2024** International Residential Code.

The 2024 International Residential Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1. The following sections, paragraphs, and sentences of the ~~2021 International Residential Code~~ are hereby amended as follows: Standard type is text from the IRC. Underlined type is text inserted. Lined through type is deleted text from IRC. A double asterisk (**) at the beginning of a section identifies an amendment carried over from the 2018 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2021 code.

In 2009, the State Legislature enacted SB 1410 prohibiting cities from enacting fire sprinkler mandates in residential dwellings. However, jurisdictions with ordinances that required sprinklers for residential dwellings prior to and enforced before January 1, 2009, may remain in place. Reference: Section R313 Automatic Fire Sprinkler Systems.

The energy provisions in IRC Chapter 11 [are] deleted in [their] entirety.

Reference the 2021 IECC for energy code provisions and recommended amendments.

****Section R102.4; change to read as follows:**

R102.4 Referenced codes and standards. The codes, when specifically adopted, and standards referenced in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections R102.4.1 and R102.4.2. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the

amendments as well. Any reference made to NFPA 70 or the *Electrical Code* shall mean the *Electrical Code* as adopted.

(Reason: Legal wording to recognize locally adopted codes and amendments adopted with referenced codes.)

****Section R103 and R103.1 amend to insert the Department Name:**

DEPARTMENT OF BUILDING SAFETY[INSERT OFFICIAL BUILDING DEPARTMENT NAME OF JURISDICTION]

R103.1 Creation of enforcement agency. The Department of Building Safety[INSERT OFFICIAL BUILDING DEPARTMENT NAME OF JURISDICTION] is hereby created and the official in charge thereof shall be known as the *building official*.

(Reason: Reminder to be sure ordinance reads the same as designated by the city.)

****Section R104.10.1 Flood Hazard areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

****Section R105.3.1.1 and R106.1.4; delete these sections.**

(Reason: Floodplain provisions are addressed locally.)

****Section R110 (R110.1 through R110.5); delete the section.**

(Reason: Issuing CO's for residences is not a common practice in the area.)

*****Section R202; change definition of "Townhouse Unit" to read as follows:**

TOWNHOUSE UNIT. A single-family dwelling unit separated by property lines in a townhouse that extends from foundation to roof and that has a yard or public way on not less than two sides.

(Reason: To distinguish Townhouse Units within a Townhouse building on separate lots.)

*****Table R301.2 (1); fill in as follows:**

GROUND SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATE- GORY ^f	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP ^g	ICE BARRIER UNDER- LAYMENT ^h	FLOOD HAZARDS ^g	AIR FREEZING INDEX ⁱ	MEAN ANNUAL TEMP ^j
	SPEED ^d (MPH)	Topo- graphic Effects ^k	Special Wind Region ^l	Wind- borne Debris Zone ^m		Weather- ing ^a	Frost Line Depth ^b	Termite ^e					
5 lb./ft.	115 (3 sec- gust)/76 fastest mile	No	No	No	A	Moderate	6"	Very Heavy	22°F	No	Local Code	150	64.9°F

Delete remainder of table Manual J Design Criteria and footnote N

(Reason: To promote regional uniformity. Manual J is utilized by third party and not part of performed plan reviews. This is reference table only, not needed.)

****Section R302.1; add exception #6 to read as follows:**

Exceptions:{previous exceptions unchanged}

6. Open non-combustible carport structures may be constructed when also approved within adopted ordinances.

(Reason: Refers to other ordinances, such as zoning ordinances.)

****Section R302.3; add Exception #3 to read as follows:**

Exceptions:

1. {existing text unchanged}

2. {existing text unchanged}

3. Two-family dwelling units that are also divided by a property line through the structure shall be separated as required for townhouses.

(Reason: Provide guidance for a common construction method in this area. Correlates with amendment to IRC Section R202 Townhouse definition.)

*****Section R302.2.6; delete exception #6:**

Exceptions: {previous exceptions unchanged}

6. Townhouse units protected by a fire sprinkler system complying with Section P2904 or NFPA 13D.

(Reason: To remain consistent with separated townhouse units and property lines.)

****Section R302.5.1; change to read as follows:**

R302.5.1 Opening protection. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and residence shall be equipped with solid wood doors not less than 1½ inches (35 mm) in thickness, solid or honeycomb core steel doors not less than 1½ inches (35 mm) thick, or 20-minute fire-rated doors. Equipped with a self-closing or automatic closing device.

(Reason: Absence of data linking self-closing devices to increased safety. Self-closing devices often fail to close the door entirely.)

****Section R303.3, Exception; amend to read as follows:**

Exception: {existing text unchanged} Spaces containing only a water closet or water closet and a lavatory may be ventilated with an approved mechanical recirculating fan or similar device designed to remove odors from the air.

(Reason: Consistent with common local practice as recirculating fans are recognized as acceptable air movement.)

*****R307.3 Blocking.** Required at one toilet at grade level. Blocking per Sec. R307.4 and Figure 307.4, shall be installed at rear wall and one wall adjacent to toilet at the lowest living level where a toilet is provided.

*****R307.4 Blocking.** Blocking may be ½" plywood or equivalent or 2 x solid wood blocking flush with wall.

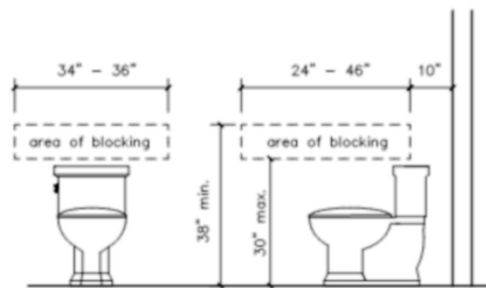


Figure 307.4

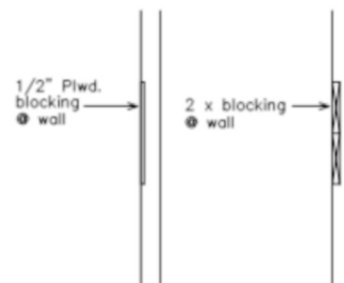


Figure 307.4

(Reason: Blocking at initial construction allows for ease of use for future grab bar installation if desired for homeowners. Ties into Dallas Builders Association of Universal Design Elements concepts for CAPS (Certified Aging in Place Specialists) professionals.)

****Section R313.2 One and Two Family Dwellings; delete this section and subsection in their entirety.**

(Reason: In 2009, the State Legislature enacted SB 1410, amending section 1301.551 subsection I of the occupation code, prohibiting cities from enacting fire sprinkler mandates one or two family dwellings only. However, jurisdictions with ordinances that required sprinklers for one or two family dwellings prior to and enforced before January 1, 2009, may remain in place.)

*****Section R315.2.2 Alterations, repairs and additions; amend to read as follows:**

Exception:

1. — [existing text remains]
2. — Installation, alteration or repairs of all electrically powered mechanical systems or plumbing appliances.

(Reason: Revised exception for clarity. Code intent is to protect against the products of combustion.)

****Section R322 Flood Resistant Construction; deleted section.**

(Reason: Floodplain hazard ordinances may be administered by other departments within the city.)

*****Section 327.1.1; add to read as follows:**

Section 327.1.1 Adjacency to Structural Foundation. Depth of the swimming pool and spa shall maintain a ratio of 1:1 from the nearest building foundation or footing of a retaining wall.

Exception: A sealed engineered design drawing of the proposed new structure shall be submitted for approval.

(Reason: To clarify specific distances for pools and spas.)

****Section R401.2; amended by adding a new paragraph following the existing paragraph to read as follows:**

Section R401.2. Requirements,~~{existing text unchanged}~~...

Every foundation and/or footing, or any size addition to an existing post-tension foundation, regulated by this code shall be designed and sealed by a Texas-registered engineer.

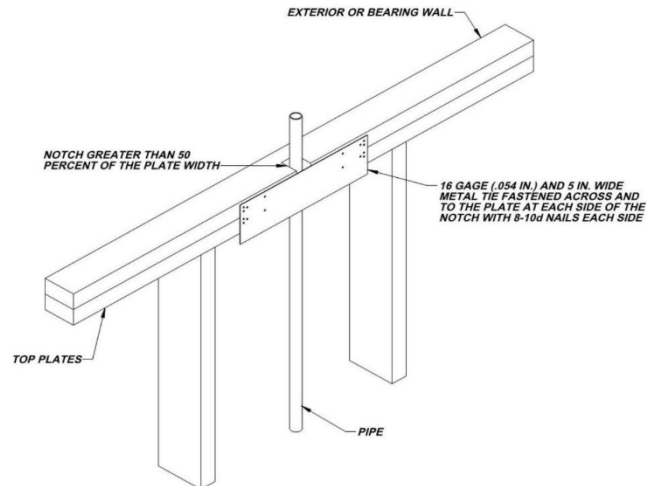
(Amendment to 2015 IRC carried forward to 2018 IRC.)

****Section R602.6.1; amend the following:**

R602.6.1 Drilling and notching of top plate. When piping or ductwork is placed in or partly in an exterior wall or interior load-bearing wall, necessitating cutting, drilling or notching of the top plate by more than 50 percent of its width, a galvanized metal tie not less than 0.054 inch thick (1.37 mm) (16 Ga) and 1½ inches (38 mm) 5 inches (127 mm) wide shall be fastened across and to the plate at each side of the opening with not less than eight 10d (0.148 inch diameter) having a minimum length of 1½ inches (38 mm) at each side or equivalent. ~~Fasteners will be offset to prevent splitting of the top plate material.~~ The metal tie must extend a minimum of 6 inches past the opening. See figure R602.6.1. {remainder unchanged}

(Amendment to 2015 IRC carried forward to 2018 IRC.)

****Figure R602.6.1; delete the figure and insert the following figure:**



(Amendment to 2015 IRC carried forward to 2018 IRC also provides additional assurance of maintaining the integrity of the framing by spreading the nailing pattern.)

****Add section R703.8.4.1.2 Veneer Ties for Wall Studs; to read as follows:**

R703.8.4.1.2 Veneer Ties for Wall Studs. In stud framed exterior walls, all ties may be anchored to studs as follows:

1. — When studs are 16 in (407 mm) o.c., stud ties shall be spaced no further apart than 24 in (737 mm) vertically starting approximately 12 in (381 mm) from the foundation; or
2. — When studs are 24 in (610 mm) o.c., stud ties shall be spaced no further apart than 16 in (483 mm) vertically starting approximately 8 in (254 mm) from the foundation.

(This amendment had been a carry over amendment for years to provide clear instruction for placement of brick ties. It is now retained with changes to reflect its correct placement and use for clarity when attachment to framing lumber (studs). It should remain for those purposes. It is in addition to the new Table in 2018 which provides for brick ties directly to sheathing.)

****Section R902.1; amend and add exception #5 to read as follows:**

R902.1 Roofing covering materials. Roofs shall be covered with materials as set forth in Sections R904 and R905. Class A, B, or C roofing shall be installed. in designated by law as requiring their use or when the edge of the roof is less than 3 feet from a lot line.~~{remainder unchanged}~~

Exceptions:

1. — ~~{text unchanged}~~
2. — ~~{text unchanged}~~
3. — ~~{text unchanged}~~
4. — ~~{text unchanged}~~
5. Non-classified roof coverings shall be permitted on one-story detached accessory structures used as tool and storage sheds, playhouses, and similar uses, provided the floor area does not exceed (area defined by jurisdiction).

(Reason: to address accessory structures Group U exempt from permits per Section R105.2.)

~~Chapter 11 [RE]– Energy Efficiency is deleted in its entirety; reference the 2021 IECC for energy code provisions and recommended amendments.~~**

~~(Reason: The recommended energy code changes from the Energy and Green Advisory Board update the amendments for Chapter 11. The 2021 International Energy Conservation Code should be referenced for residential energy provisions. This approach simply minimizes the number of amendments to the IRC.)~~

~~Section M1305.1.2; change to read as follows:~~**

~~M1305.1.2 Appliances in attics.~~ Attics containing appliances shall be provided ... {bulk of paragraph unchanged} ... side of the appliance. The clear access opening dimensions shall be a minimum of 20 inches by 30 inches (508 mm by 762 mm), and large enough to allow removal of the largest appliance. As a minimum, for access to the attic space, provide one of the following:

- ~~1. — A permanent stair.~~
- ~~2. — A pull down stair with a minimum 300 lb (136 kg) capacity.~~
- ~~3. — An access door from an upper floor level.~~

~~Exceptions:~~ {remaining text unchanged}

~~(Reason: To provide a safe means of accessibility to appliances in attics and to allow for different types of construction limitations. Consistent with regional amendment to IFGC and IMC 306.3.)~~

~~Section M1411.3; change to read as follows:~~**

~~M1411.3 Condensate disposal.~~ Condensate from all cooling coils or evaporators shall be conveyed from the drain pan outlet to an approved place of disposal a sanitary sewer through a trap, by means of a direct or indirect drain. {remaining text unchanged}

~~(Reason: Reflects regional practice and to reduce excessive runoff into storm drains.)~~

~~Section M1411.3.1, Items 3 and 4; add text to read as follows:~~**

~~M1411.3.1 Auxiliary and secondary drain systems.~~{bulk of paragraph unchanged}

- ~~1. — {text unchanged}~~
- ~~2. — {text unchanged}~~
- ~~3. — An auxiliary drain pan ... {bulk of text unchanged} ... with Item 1 of this section. A water level detection device may be installed only with prior approval of the building official.~~
- ~~4. — A water level detection device ... {bulk of text unchanged} ... overflow rim of such pan. A water level detection device may be installed only with prior approval of the building official.~~

~~(Reason: Reflects standard practice in this area.)~~

~~Section M1411.3.1.1; add text to read as follows:~~**

~~M1411.3.1.1 Water level monitoring devices.~~ On down flow units ... {bulk of text unchanged} ... installed in the drain line. A water level detection device may be installed only with prior approval of the building official.

~~(Reason: Reflects standard practice in this area.)~~

~~M1503.6 Makeup Air Required; amend and add exception as follows:~~**

~~M1503.6 Makeup air required.~~ Where one or more gas, liquid or solid fuel-burning appliance that is neither direct-vent nor uses a mechanical draft venting system is located within a dwelling unit's air barrier, each exhaust system capable of exhausting in excess of 400 cubic feet per minute (0.19 m³/s) shall be mechanically or passively provided with makeup air at a rate approximately equal to the difference between exhaust air rate and 400 cubic

feet per minute. Such makeup air systems shall be equipped with not fewer than one damper complying with Section M1503.6.2.

Exception: Makeup air is not required for exhaust systems installed for the exclusive purpose of space cooling and intended to be operated only when windows or other air inlets are open. Where all appliances in the house are of sealed combustion, power vent, unvented, or electric, the exhaust hood system shall be permitted to exhaust up to 600 cubic feet per minute (0.28 m³/s) without providing makeup air. Exhaust hood systems capable of exhausting in excess of 600 cubic feet per minute (0.28 m³/s) shall be provided with a makeup air at a rate approximately to the difference between the exhaust air rate and 600 cubic feet per minute.

(Reason: Exception requires makeup air equaling the amount above and beyond 400 cfm for larger fan which will address concerns related to "fresh" air from the outdoors in hot humid climates creating a burden on HVAC equipment and negative efficiency impacts from back-drafting and wasted energy.)

****Section M2005.2; change to read as follows:**

M2005.2 Prohibited locations. Fuel-fired water heaters shall not be installed in a room used as a storage closet. Water heaters located in a bedroom or bathroom shall be installed in a sealed enclosure so that combustion air will not be taken from the living space. Access to such enclosure may be from the bedroom or bathroom when through a solid door, weather-stripped in accordance with the exterior door air leakage requirements of the International Energy Conservation Code and equipped with an approved self-closing device. Installation of direct-vent water heaters within an enclosure is not required.

(Reason: Corresponds with the provisions of IFGC Section 303.3, exception #5.)

****Section G2408.3 (305.5) Private Garages; delete this section in its entirety.**

(Reason: This provision does not reflect standard practice in this area.)

****Section G2415.2 (404.2) CSST; add a second paragraph to read as follows:**

Both ends of each section of medium-pressure gas piping shall identify its operating gas pressure with an approved tag. The tags are to be composed of aluminum or stainless steel and the following wording shall be stamped into the tag:

"WARNING: ½ to 5 psi gas pressure – Do Not Remove"

(Reason: To protect homeowners and plumbers.)

****Section G2415.12 (404.12) and G2415.12.1 (404.12.1); change to read as follows:**

G2415.12 (404.12) Minimum burial depth. Underground piping systems shall be installed a minimum depth of 12 inches (305 mm) 18 inches (457 mm) below grade, except as provided for in Section G2415.12.1.

G2415.12.1 (404.12.1) Individual Outdoor Appliances; delete in its entirety

(Reason: To provide increased protection to piping systems.)

****Section G2417.1 (406.1); change to read as follows:**

G2417.1 (406.1) General. Prior to acceptance and initial operation, all piping installations shall be inspected and pressure tested to determine that the materials, design, fabrication, and installation practices comply with the requirements of this code. The permit holder shall make the applicable tests prescribed in Sections 2417.1.1 through 2417.1.5 to determine compliance with the provisions of this code. The permit holder shall give reasonable advance notice to the building official when the piping system is ready for testing. The equipment, material, power and labor necessary for the inspections and test shall be furnished by the permit holder and the permit holder shall be responsible for determining that the work will withstand the test pressure prescribed in the following tests.

(Reason: To utilize language used in the IPC regarding who is responsible for testing procedures.)

*****Section G2417.4; change to read as follows:***

G2417.4 (406.4) Test pressure measurement. Test pressure shall be measured with a monometer or with a pressure-measuring device designed and calibrated to read, record, or indicate a pressure loss caused by leakage during the pressure test period. The source of pressure shall be isolated before the pressure tests are made. Mechanical gauges used to measure test pressures shall have a range such that the highest end of the scale is not greater than five times the test pressure.

(Reason: To require the use of more accurate diaphragm gauges. Spring gauges do not provide accurate measurement below approximately 17 psig.)

*****Section G2417.4.1; change to read as follows:***

G2417.4.1 (406.4.1) Test pressure. The test pressure to be used shall be no less than 3 psig (20 kPa gauge), or at the discretion of the Code Official, the piping and valves may be tested at a pressure of at least six (6) inches (152 mm) of mercury, measured with a manometer or slope gauge, irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe. For tests requiring a pressure of 3 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one half inches (3½"), a set hand, 1/10 pound incrementation and pressure range not to exceed 6 psi for tests requiring a pressure of 3 psig. For tests requiring a pressure of 10 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one half inches (3½"), a set hand, a minimum of 2/10 pound incrementation and a pressure range not to exceed 20 psi. For welded piping, and for piping carrying gas at pressures in excess of fourteen (14) inches water column pressure (3.48 kPa) (½ psi) and less than 200 inches of water column pressure (52.2 kPa) (7.5 psi), the test pressure shall not be less than ten (10) pounds per square inch (69.6 kPa). For piping carrying gas at a pressure that exceeds 200 inches of water column (52.2 kPa) (7.5 psi), the test pressure shall be not less than one and one-half times the proposed maximum working pressure.

Diaphragm gauges used for testing must display a current calibration and be in good working condition. The appropriate test must be applied to the diaphragm gauge used for testing.

(Reason: To provide for lesser pressures to coordinate with the use of more accurate diaphragm gauges.)

*****Section G2417.4.2; change to read as follows:***

G2417.4.2 (406.4.2) Test duration. The test duration shall be held for a length of time satisfactory to the *Building Official*, but in no case for be not less than 10fifteen (15) minutes. For welded piping, and for piping carrying gas at pressures in excess of fourteen (14) inches water column pressure (3.48 kPa), the test duration shall be held for a length of time satisfactory to the *Building Official*, but in no case for less than thirty (30) minutes.

(Reason: To comply with accepted regional practices.)

*****Section G2420.1 (406.1); add Section G2420.1.4 to read as follows:***

G2420.1.4 Valves in CSST installations. Shutoff valves installed with corrugated stainless steel (CSST) piping systems shall be supported with an approved termination fitting, or equivalent support, suitable for the size of the valves, of adequate strength and quality, and located at intervals so as to prevent or damp out excessive vibration but in no case greater than 12 inches from the center of the valve. Supports shall be installed so as not to interfere with the free expansion and contraction of the system's piping, fittings, and valves between anchors. All valves and supports shall be designed and installed so they will not be disengaged by movement of the supporting piping.

(Reason: To provide proper security to CSST valves. These standards were established in this region in 1999 when CSST was an emerging technology.)

*****Section G2420.5.1 (409.5.1); add text to read as follows:***

G2420.5.1 (409.5.1) Located within the same room. The shutoff valve ... *{bulk of paragraph unchanged}* ... in accordance with the appliance manufacturer's instructions. A secondary shutoff valve must be installed within 3 feet (914 mm) of the firebox if appliance shutoff is located in the firebox.

(Reason: Reflects regional practice and provides an additional measure of convenience.)

****Section G2421.1 (410.1); add text and Exception to read as follows:**

G2421.1 (410.1) Pressure regulators. A line pressure regulator shall be ... *{bulk of paragraph unchanged}* ... approved for outdoor installation. Access to regulators shall comply with the requirements for access to appliances as specified in Section M1305.

Exception: A passageway or level service space is not required when the regulator is capable of being serviced and removed through the required attic opening.

(Reason: To require adequate access to regulators.)

****Section G2422.1.2.3 (411.1.3.3) Prohibited locations and penetrations; delete Exception 1 and Exception 4.**

(Reason: To comply with accepted regional practices.)

****Section G2445.2 (621.2); add Exception to read as follows:**

G2445.2 (621.2) Prohibited use. One or more unvented room heaters shall not be used as the sole source of comfort heating in a dwelling unit.

Exception: Existing approved unvented room heaters may continue to be used in dwelling units, in accordance with the code provisions in effect when installed, when approved by the Building Official unless an unsafe condition is determined to exist as described in International Fuel Gas Code Section 108.7 of the Fuel Gas Code.

(Reason: Gives code official discretion.)

****Section G2448.1.1 (624.1.1); change to read as follows:**

G2448.1.1 (624.1.1) Installation requirements. The requirements for water heaters relative to access, sizing, relief valves, drain pans and scald protection shall be in accordance with this code.

(Reason: To clarify installation requirements. Also corresponds with amendments regarding water heater access.)

****Section P2603; add to read as follows:**

P2603.3 Protection against corrosion. Metallic piping, except for cast iron, ductile iron and galvanized steel, shall not be placed in direct contact with steel framing members, concrete or cinder walls and floors or other masonry. Metallic piping shall not be placed in direct contact with corrosive soil. Where sheathing is used to prevent direct contact, the sheathing shall have a thickness of not less than 0.008 inch (8 mil) (0.203 mm) and the sheathing shall be made of approved material plastic. Where sheathing protects piping that penetrates concrete or masonry walls or floors, the sheathing shall be installed in a manner that allows movement of the piping within the sheathing.

(Reason: Allows for other materials to be accepted.)

****Section P2603.5.1 Sewer Depth; change to read as follows:**

P2603.5.1 Sewer depth. Building sewers that connect to private sewage disposal systems shall be a minimum of [number] inches (mm) below finished grade at the point of septic tank connection. Building sewers shall be a minimum of 12 inches (304 mm) below grade.

(Reason: Provides sewer depth that is common in this region. Deleted reference to private sewage disposal because a private sewage disposal code is not typically adopted in this region.)

*****Section P2604; add to read as follows:**

P2604.2.1 Plastic sewer and DWV piping installation. ~~Plastic sewer and DWV piping installed underground shall be installed in accordance with the manufacturer's installation instructions. Trench width shall be controlled to not exceed the outside the pipe diameter plus 16 inches or in a trench which has a controlled width equal to the nominal diameter of the piping multiplied by 1.25 plus 12 inches. The piping shall be bedded in 4 inches of granular fill and then backfilled compacting the side fill in 6 inch layers on each side of the piping. The compaction shall be to minimum of 85 percent standard proctor density and extend to a minimum of 6 inches above the top of the pipe.~~

(Reason: To follow manufacturer backfill requirements and to be clear to Inspectors out in the field.)

****Section P2801; change to read as follows:**

P2801.6 Required pan. Where a storage tank-type water heater or a hot water storage tank is installed in a location where water leakage from the tank will cause damage, the tank shall be installed in a pan constructed of one of the following:

1. — Galvanized steel or aluminum of not less than 0.0236 inch (0.6010 mm) in thickness.
2. — Plastic not less than 0.036 inch (0.9 mm) in thickness.
3. — Other *approved* materials.

~~A plastic pan beneath a gas-fired water heater shall be constructed of material having a flame spread index of 25 or less and a smoke-developed index of 450 or less when tested in accordance with ASTM-E84 or UL723.~~

(Reason: Plastic burns degrading material over time on gas fired water heaters and to maintaining protection level.)

****Section P2801.6.1; change to read as follows:**

Section P2801.6.1 Pan size and drain. The pan shall be not less than 1½ inches (38 mm) in depth and shall be of sufficient size and shape to receive all dripping or condensate from the tank or water heater. The pan shall be drained by an indirect waste pipe having a diameter of not less than ¾ inch (19 mm). Piping for safety pan drains shall be of those materials listed in Table P2906.5.

~~Multiple pan drains may terminate to a single discharge piping system when *approved by the administrative authority and permitted by the manufactures installation instructions and installed with those instructions.*~~
{existing text unchanged}

(Reason: Regionally accepted practice.)

****Section P2804.6.1; change to read as follows:**

Section P2804.6.1 Requirements for discharge piping. The discharge piping serving a pressure relief valve, temperature relief valve or combination thereof shall:

1. — Not be directly connected to the drainage system.
2. — Discharge through an air gap located in the same room as the water heater.
3. — Not be smaller than the diameter of the outlet of the valve served and shall discharge full size to the air gap.
4. — Serve a single relief device and shall not connect to piping serving any other relief device or equipment.

Exception: Multiple relief devices may be installed to a single T & P discharge piping system when approved by the administrative authority and permitted by the manufacture[r]'s installation instructions and installed with those instructions.

5. — Discharge to the floor, to the pan serving the water heater or storage tank, to a waste receptoran approved location or to the outdoors.

{remainder unchanged}

{Reason: To ensure the T&P is ran to the exterior.}

*****Section P2902.5.3; change to read as follows:***

P2902.5.3 Lawn irrigation systems. The potable water supply to lawn irrigation systems shall be protected against backflow by an atmospheric-type vacuum breaker, a pressure-type vacuum breaker, ~~a double-check assembly or a reduced-pressure principle backflow preventer.~~ A valve shall not be installed downstream from an atmospheric vacuum breaker. Where chemicals are introduced into the system, the potable water supply shall be protected against backflow by a reduced-pressure principle backflow preventer.

{Reason: To provide clarity.}

*****Section P3003.9; change to read as follows:***

P3003.9.2 Solvent cementing. Joint surfaces shall be clean and free from moisture. A purple primer that conforms to ASTM F 656 shall be applied. Solvent cement not purple in color and conforming to ASTM D 2564, CSA B137.3, CSA B181.2 or CSA B182.1 shall be applied to all joint surfaces. The joint shall be made while the cement is wet and shall be in accordance with ASTM D 2855. Solvent cement joints shall be permitted above or below ground.

Exception: A primer is not required where both of the following conditions apply:

- 1.The solvent cement used is third-party certified as conforming to ASTM D 2564.
- 2.The solvent cement is used only for joining PVC drain, waste, and vent pipe and fittings in-not pressure applications in sizes up to and including 4 inches (102mm) in diameter.

{Reason: to keep the "process of joining PVC pipe."}

*****Section P3111 Combination waste and vent systems; delete this section in its entirety.***

{Reason: A combination waste and vent system is not approved for use in residential construction.}

*****Section P3112.2 Vent Connection; delete and replace with the following:***

P3112.2 Installation. Traps for island sinks and similar equipment shall be roughed in above the floor and may be vented by extending the vent as high as possible, but not less than the drainboard height and then returning it downward and connecting it to the horizontal sink drain immediately downstream from the vertical fixture drain. The return vent shall be connected to the horizontal drain through a wye-branch fitting and shall, in addition, be provided with a foot vent taken off the vertical fixture vent by means of a wye-branch immediately below the floor and extending to the nearest partition and then through the roof to the open air or may be connected to other vents at a point not less than six (6) inches (152 mm) above the flood level rim of the fixtures served. Drainage fittings shall be used on all parts of the vent below the floor level and a minimum slope of one-quarter (¼) inch per foot (20.9 mm/m) back to the drain shall be maintained. The return bend used under the drain-board shall be a one (1) piece fitting or an assembly of a forty-five (45) degree (0.79 radius), a ninety (90) degree (1.6 radius) and a forty-five (45) degree (0.79 radius) elbow in the order named. Pipe sizing shall be as elsewhere required in this Code. The island sink drain, upstream of the return vent, shall serve no other fixtures. An accessible cleanout shall be installed in the vertical portion of the foot vent.

{Reason: To clarify the installation of island venting and to provide a regional guideline on a standard installation method for this region.}

{Ord. No. 977, § 2(Exh. C), 9-11-2023}

Sec. 18-37. Amendments to the **2021-2024** International Mechanical Code.

The 2024 International Mechanical Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1. The following sections, paragraphs, and sentences of the *2021 International Mechanical Code* (IMC) are hereby amended as follows: Standard type is text from the IMC. Underlined type is text inserted. Lined through type is deleted text from the IMC. A double asterisk (**) at the beginning of a section identifies an amendment carried over from the 2018 edition of the code and a triple asterisk (***) identifies a new or revised amendment of the 2021 edition of the code.

Note: Historically the North Central Texas Council of Governments (NCTCOG) has limited Chapter 1 amendments in order to allow each city to insert their local policies and procedures. We now have suggested certain items to be brought to the attention of cities considering adoption of the code that may be of concern to several jurisdictions. **It is still intended to be discretionary to each city to determine which Chapter 1 amendments to include:**

*****Section 102.8; change to read as follows:**

102.8 Referenced Codes and Standards. The codes and standards referenced herein shall be those that are listed in Chapter 15 and such codes, when specifically adopted, and standards shall be considered part of the requirements of this code to the prescribed extent of each such reference. Where differences occur between provisions of this code and the referenced standards, the provisions of this code shall apply. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the adopted amendments. Any reference to NFPA 70 shall mean the National Electrical Code as adopted.

(Reason: Legal wording to recognize locally adopted codes and amendments adopted with referenced codes.)

****Section 306.5; change to read as follows:**

306.5 Equipment and Appliances on Roofs or Elevated Structures. Where ~~equipment~~ requiring access or appliances are located on an elevated structure or the roof of a building such that personnel will have to climb higher than 16 feet (4877 mm) above grade to access, an interior or exterior means of access shall be provided. ~~Exterior ladders providing roof access need not extend closer than 12 feet (2438 mm) to the finish grade or floor level below and shall extend to the equipment and appliances' level service space. Such access shall ... {bulk of section to read the same} ... on roofs having a slope greater than four units vertical in 12 units horizontal (33-percent slope). ... {remainder of text unchanged}.~~

(Reason: To assure access to roof appliances and provide options to not extend exterior ladders to grade. Consistent with IFGC amendments.)

****Section 306.5.1; change to read as follows:**

306.5.1 Sloped Roofs. Where appliances, ~~equipment~~, fans or other components that require service are installed on a roof having a slope of three units vertical in 12 units horizontal (25-percent slope) or greater and having an edge more than 30 inches (762 mm) above grade at such edge, a catwalk at least 16 inches in width with substantial cleats spaced not more than 16 inches apart shall be provided from the roof access to a level platform at the appliance. The level platform shall be provided on each side of the appliance to which access is required for service, repair or maintenance. The platform shall be not less than 30 inches (762 mm) in any dimension and shall be provided with guards. The guards shall extend not less than 42 inches (1067 mm) above the platform, shall be constructed so as to prevent the passage of a 21-inch-diameter (533 mm) sphere and shall comply with the loading requirements for guards specified in the *International Building Code* ... {remainder of text unchanged}.

(Reason: To assure safe access to roof appliances. Consistent with IFGC amendments.)

*****Section 501.3; add an exception to read as follows:***

501.3 Exhaust Discharge. The air removed by every mechanical exhaust system shall be discharged outdoors at a point where it will not cause a public nuisance and not less than the distances specified in Section 501.3.1. The air shall be discharged to a location from which it cannot again be readily drawn in by a ventilating system. Air shall not be exhausted into an attic, crawl space, or be directed onto walkways.

Exceptions:

1. Whole-house ventilation-type attic fans shall be permitted to discharge into the attic space of dwelling units having private attics.
2. Commercial cooking recirculating systems.
3. Where installed in accordance with the manufacturer's instructions and where mechanical or natural ventilation is otherwise provided in accordance with Chapter 4, listed and labeled domestic ductless range hoods shall not be required to discharge to the outdoors.
4. Toilet room exhaust ducts may terminate in a warehouse or shop area when infiltration of outside air is present.

(Reason: Provide a reasonable alternative in areas where a large volume of outside air is present.)

(Ord. No. 977, § 2(Exh. D), 9-11-2023)

Sec. 18-38. Amendments to the 2021 International Plumbing Code.

The 2024 International Building Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1. The following sections, paragraphs, and sentences of the 2021 International Plumbing Code are hereby amended as follows: Standard type is text from the IPC. Underlined type is text inserted. Lined through type is deleted text from the IPC. A double asterisk (**) at the beginning of a section identifies an amendment carried over from the 2015 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2021 edition of the code.

Note: Historically NCTCOG has limited Chapter 1 amendments in order to allow each city to insert their local policies and procedures. We now have suggested certain items to be brought to the attention of cities considering adoption of the code that may be of concern to several jurisdictions. **It is still intended to be discretionary to each city to determine which Chapter 1 amendments to include:**

******Table of Contents, Chapter 7, Section 713; change to read as follows:***

714 Engineered Computerized Drainage Design ...69-7-12

(Reason: Editorial change to make compatible with amendment to Section 714.1.)

******Section 102.8; change to read as follows:***

102.8 Referenced codes and standards. The codes and standards referenced in this code shall be those that are listed in Chapter 15 and such codes, when specifically adopted, and standards shall be considered as part of the requirements of this code to the prescribed extent of each such reference. Where the differences occur between provisions of this code and the referenced standards, the provisions of this code shall be the minimum requirements. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the adopted amendments. Any reference to NFPA 70 shall mean the National Electrical Code as adopted.

(Reason: Legal wording to recognize locally adopted codes and amendments adopted with referenced codes.)

*****Section 305; change to read as follows:**

305.1 Protection against contact. Metallic piping, except for cast iron, ductile iron and galvanized steel, shall not be placed in direct contact with steel framing members, concrete or cinder walls and floors or other masonry. Metallic piping shall not be placed in direct contact with corrosive soil. Where sheathing is used to prevent direct contact, the sheathing shall have a thickness of not less than 0.008 inch (8 mil) (0.203 mm) and the sheathing shall be made of approved material plastic. Where sheathing protects piping that penetrates concrete or masonry walls or floors, the sheathing shall be installed in a manner that allows movement of the piping within the sheathing.

(Reason: Allows for other materials to be accepted.)

****Section 305.4.1; changed to read as follows:**

305.4.1 Sewer depth. Building sewers that connect to private sewage disposal systems shall be a minimum of [number] inches (mm) below finished grade at the point of septic tank connection. Building sewers shall be a minimum of 12 inches (304 mm) below grade.

(Reason: Provides sewer depth that is common in this region. Deleted reference to private sewage disposal because a private sewage disposal code is not typically adopted in this region.)

*****Section 306.2.4; added to read as follows:**

*****306.2.4 Plastic sewer and DWV piping installation.** Plastic sewer and DWV piping installed underground shall be installed in accordance with the manufacturer's installation instructions. Trench width shall be controlled to not exceed the outside the pipe diameter plus 16 inches or in a trench which has a controlled width equal to the nominal diameter of the diameter of the piping multiplied by 1.25 plus 12 inches. The piping shall be bedded in 4 inches of granular fill and then backfilled compacting the side fill in 6-inch layers on each side of the piping. The compaction shall be to minimum of 85 percent standard proctor density and extend to a minimum of 6 inches above the top of the pipe.

(Reason: To follow manufacturer backfill requirements and to be clear to Inspectors out in the field.)

****Section 413.4; change to read as follows:**

413.4 Required location for floor drains~~Public laundries and central washing facilities.~~**Floor drains shall be installed in the following areas:**

1. In public laundries and in the central washing facilities of multiple family dwellings, the rooms containing automatic clothes washers shall be provided with floor drains located to readily drain the entire floor area. Such drains shall have a minimum outlet of not less than 3 inches (76 mm) in diameter.
2. Commercial kitchens. In lieu of floor drains in commercial kitchens, the Code Official may accept floor sinks.
3. Public restrooms.

(Reason: To make more compatible with local health code practices.)

****Section 608.17.5; change to read as follows:**

608.17.5 Connections to lawn irrigation systems. The potable water supply to lawn irrigation systems shall be protected against backflow by an atmospheric-type vacuum breaker, a pressure-type vacuum breaker, a double-check assembly or a reduced-pressure principal backflow preventer. A valve shall not be installed downstream from an atmospheric vacuum breaker. Where chemicals are introduced into the system, the potable water supply shall be protected against backflow by a reduced-pressure principal backflow preventer.

(Reason: To recognize regional practices.)

Section 703.6; delete.

(Reason: not a standard practice in this region.)

*****Section 704.5; added to read as follows:***

704.5 Single stack fittings. Single stack fittings with internal baffle, PVC schedule 40 or cast-iron single stack shall be designed by a registered engineer and comply to a national recognized standard.

(Reason: to allow owners, installers, inspectors, and design professionals to readily identify product markers to determine they meet all required standards.)

******Section 712.4.3; add Section 712.4.3 to read as follows:***

712.4.3 Dual Pump System. All sumps shall be automatically discharged and, when in any "public use" occupancy where the sump serves more than 10 fixture units, shall be provided with dual pumps or ejectors arranged to function independently in case of overload or mechanical failure. For storm drainage sumps and pumping systems, see Section 1113.

(Reason: To address dual pump system. To provide reference for storm drainage systems.)

*****Section 713, 713.1; change to read as follows:***

SECTION 713

ENGINEERED/COMPUTERIZED DRAINAGE DESIGN

713.1 Design of drainage system. The sizing, design and layout of the drainage system shall be permitted to be designed by a registered engineer using approved computer design methods.

(Reason: Code was too restrictive.)

******Section 903.1.1; change to read as follows:***

903.1 Roof extension~~903.1.1 Roof extension unprotected.~~ Open vent pipes that extend through a roof shall terminate not less than six (6) inches (152 mm) above the roof. Where a roof is to be used for assembly or as a promenade, observation deck, sunbathing deck or similar purposes, open vent pipes shall terminate not less than 7 feet (2134 mm) above the roof.

(Reason: To provide regional guideline on standard installation method for this area and address reference number correction.)

*****Section 1109; delete this section.***

******Section 1202.1; delete Exceptions 1 and 2.***

(Reason: State law already specifies that Med Gas systems must comply with NFPA 99.)

(Ord. No. 977, § 2(Exh. E), 9-11-2023)

Sec. 18-39. Amendments to the 2021 International Fuel Gas Code.

The 2024 International Fuel Gas Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1~~The following sections, paragraphs, and sentences of the 2021 International Fuel Gas Code are hereby amended as follows: Standard type is text from the IFGC. Underlined type is text inserted. Lined through type is deleted text from IFGC.~~ A double asterisk (**) at the beginning of a section identifies an amendment carried over from the 2018 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2021 code.

*****Section 101.2***

{Local amendments to Section 101.2 may be necessary to correspond with the State Plumbing Licensing Law.}

****Section 102.2; add an exception to read as follows:**

Exception: Existing dwelling units shall comply with Section 621.2.

(Reason: Previous code provisions made unvented heater provisions retroactive except as provided for in local amendment. This amendment and amendment to IFGC 621.2 better clarify what the code already states: existing systems may stay unless considered unsafe.)

*****Section 102.8; change to read as follows:**

102.8 Referenced codes and standards. The codes and standards referenced in this code shall be those that are listed in Chapter 8 and such codes, when specifically adopted, and standards shall be considered part of the requirements of this code to the prescribed extent of each such reference. Where differences occur between provisions of this code and the referenced standards, the provisions of this code shall apply. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the amendments as well. Any reference to NFPA 70 or the National Electrical Code shall mean the Electrical Code as adopted.

(Reason: Legal wording to recognize locally adopted codes and amendments adopted with referenced codes.)

****Section 306.5; change to read as follows:**

[M] 306.5 Equipment and Appliances on Roofs or Elevated Structures. Where *equipment* requiring access or appliances are located on an elevated structure or the roof of a building such that personnel will have to climb higher than 16 feet (4877 mm) above grade to access, an interior or exterior means of access shall be provided. Exterior ladders providing roof access need not extend closer than 12 feet (2438 mm) to the finish grade or floor level below and shall extend to the equipment and appliances' level service space. Such access shall ... {bulk of section to read the same} ... on roofs having a slope greater than four units vertical in 12 units horizontal (33-percent slope). ... {remainder of text unchanged.}

(Reason: To assure safe access to roof appliances. Consistent with IMC amendments.)

****Section 306.5.1; change to read as follows:**

[M] 306.5.1 Sloped roofs. Where appliances, *equipment*, fans or other components that require service are installed on a roof having a slope of 3 units vertical in 12 units horizontal (25-percent slope) or greater and having an edge more than 30 inches (762 mm) above grade at such edge, a catwalk at least 16 inches in width with substantial cleats spaced not more than 16 inches apart shall be provided from the roof access to a level platform at the appliance. The level platform shall be provided on each side of the appliance to which access is required for service, repair or maintenance. The platform shall be not less than 30 inches (762 mm) in any dimension and shall be provided with guards. The guards shall extend not less than 42 inches (1067 mm) above the platform, shall be constructed so as to prevent the passage of a 21-inch diameter (533 mm) sphere and shall comply with the loading requirements for guards specified in the International Building Code.

(Reason: To assure safe access to roof appliances. Consistent with IMC amendments.)

****Section 401.5; add a second paragraph to read as follows:**

Both ends of each section of medium pressure gas piping shall identify its operating gas pressure with an approved tag. The tags are to be composed of aluminum or stainless steel and the following wording shall be stamped into the tag:

"WARNING
½ to 5 psi gas pressure
Do Not Remove"

(Reason: To protect homeowners and plumbers.)

****Section 404.12; change to read as follows:**

404.12 Minimum burial depth. Underground piping systems shall be installed a minimum depth of 12 18 inches (305458 mm) top of pipe below grade, except as provided for in Section 404.12.1.

404.12.1 Delete in its entirety.

(Reason: To provide increased protection to piping systems and address reference number change.)

*****Section 406.4; change to read as follows:**

406.4 Test pressure measurement. Test pressure shall be measured with a monometer or with a pressure-measuring device designed and calibrated to read, record, or indicate a pressure loss caused by leakage during the pressure test period. The source of pressure shall be isolated before the pressure tests are made. Mechanical gauges used to measure test pressures shall have a range such that the highest end of the scale is not greater than five times the test pressure. Spring type gauges do not meet the requirement of a calibrated gauge.

(Reason: To require the use of more accurate diaphragm gauges. Spring gauges do not provide accurate measurement below approximately 17 psig.)

*****Section 406.4.1; change to read as follows:**

406.4.1 Test pressure. The test pressure to be used shall be no less than 1½ times the maximum working pressure, but no less than 3 3 psig (20 kPa gauge), or at the discretion of the Code Official, the piping and valves may be tested at a pressure of at least six (6) inches (152 mm) of mercury, measured with a manometer or slope gauge, irrespective of design pressure. Where the test pressure stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe. For tests requiring a pressure of 3 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one half inches (3½"), a set hand, 1/10 pound incrementation and pressure range not to exceed 15 psi for tests requiring a pressure of 3 psig. For tests requiring a pressure of 10 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one half inches (3½"), a set hand, a minimum of 2/10 pound incrementation and a pressure range not to exceed 50 psi. For welded piping, and for piping carrying gas at pressures in excess of fourteen (14) inches water column pressure (3.48 kPa) (½ psi) and less than 200 inches of water column pressure (52.2 kPa) (7.5 psi), the test pressure shall not be less than ten (10) pounds per square inch (69.6 kPa). For piping carrying gas at a pressure that exceeds 200 inches of water column (52.2 kPa) (7.5 psi), the test pressure shall be not less than one and one half times the proposed maximum working pressure.

Diaphragm gauges used for testing must display a current calibration and be in good working condition. The appropriate test must be applied to the diaphragm gauge used for testing.

(Reason: To provide for lesser pressures to coordinate with the use of more accurate diaphragm gauges.)

****Section 409.1; add Section 409.1.4 to read as follows:**

409.1.4 Valves in CSST installations. Shutoff valves installed with corrugated stainless steel (CSST) piping systems shall be supported with an approved termination fitting, or equivalent support, suitable for the size of the valves, of adequate strength and quality, and located at intervals so as to prevent or damp out excessive vibration but in no case greater than 12 inches from the center of the valve. Supports shall be installed so as not to interfere with the free expansion and contraction of the system's piping, fittings, and valves between anchors. All valves and supports shall be designed and installed so they will not be disengaged by movement of the supporting piping.

(Reason: To provide proper security to CSST valves. These standards were established in this region in 1999 when CSST was an emerging technology.)

****Section 410.1; add a second paragraph and exception to read as follows:**

Access to regulators shall comply with the requirements for access to appliances as specified in Section 306.

Exception: A passageway or level service space is not required when the regulator is capable of being serviced and removed through the required attic opening.

(Reason: To require adequate access to regulators.)

*****Section 621.2; add exception as follows:***

621.2 Prohibited use. One or more unvented room heaters shall not be used as the sole source of comfort heating in a dwelling unit.

Exception: Existing approved unvented heaters may continue to be used in dwelling units, in accordance with the code provisions in effect when installed, when approved by the Code Official unless an unsafe condition is determined to exist as described in Section 108.7.

(Reason: Gives code official discretion.)

(Ord. No. 977, § 2(Exh. F), 9-11-2023)

Sec. 18-40. Amendments to the 2021 International Energy Conservation Code.

The 2024 International Energy Conservation Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1. The following sections, paragraphs, and sentences of the 2021 International Energy Conservation Code (IECC) are hereby amended as follows: Standard type is text from the IECC. Underlined type is text inserted. Lined through type is deleted text from IECC. A double (**) asterisk at the beginning of a section identifies an amendment carried over from the 2018 edition of the code and a triple (***) asterisk identifies a new or revised amendment with the 2021 code. Section numbers in parenthesis represent the corresponding numbers of the energy provisions of the 2021 International Residential Code for parallel amendments.

2021 IECC (Energy Provisions of the 2021 IRC)

******Section 105.2 Required Inspections; changed numbering and to read as follows:***

R105.2.1 Footing and foundation inspection. Inspections associated with footings and foundations shall verify compliance with the code as to R-value, location, thickness, depth of burial and protection of insulation as required by the code and approved plans and specifications.

R105.2.2 Framing and Air Barrier rough-in inspection. Inspections at framing and rough-in shall be made before application of interior finish insulation and shall verify compliance with the code as to: types of insulation and corresponding R-values and their correct location and proper installation; fenestration properties such as U-factor and SHGC and proper installation; air leakage controls as required by the code; and approved plans and specifications.

R105.2.3 Insulation and Fenestration rough-in inspection. Inspections at framing and rough-in shall be made before application of interior finish and shall verify compliance with the code as to: types of insulation and corresponding R-values and their correct location and proper installation; fenestration properties such as U-factor and SHGC and proper installation.

R105.2.34 Plumbing rough-in inspection. Inspections at plumbing rough-in shall verify compliance as required by the code and approved plans and specifications as to types of insulation and corresponding R-values and protection and required controls.

R105.2.45 Mechanical rough-in inspection. Inspections at mechanical rough-in shall verify compliance as required by the code and approved plans and specifications as to installed HVAC equipment type and size, required controls, system insulation and corresponding R-value, system air leakage control, programmable thermostats, dampers, whole-house ventilation, and minimum fan efficiency.

Exception: Systems serving multiple dwelling units shall be inspected in accordance with Section C105.2.4.

R105.2.56 Final inspection.

The building shall have a final inspection and shall not be occupied until approved. The final inspection shall include verification of the installation of all required building systems, equipment and controls and their proper operation and the required number of high-efficacy lamps and fixtures.

****Section C102/R102 General; add Section C102.1.2 and R102.1.2 (N1101.4.1) to read as follows:**

C102.1.2 Alternative compliance. A building certified by a national, state, or local accredited energy efficiency program and determined by the Energy Systems Laboratory to be in compliance with the energy efficiency requirements of this section may, at the option of the Code Official, be considered in compliance. The United States Environmental Protection Agency's Energy Star Program certification of energy code equivalency shall be considered in compliance.

R102.1.2 (N1101.4.1) Alternative compliance. A building certified by a national, state, or local accredited energy efficiency program and determined by the Energy Systems Laboratory to be in compliance with the energy efficiency requirements of this section may, at the option of the Code Official, be considered in compliance. The United States Environmental Protection Agency's Energy Star Program certification of energy code equivalency shall be considered in compliance. Regardless of the program or the path to compliance, each 1- and 2-family dwelling shall be tested for air and duct leakage as prescribed in Section R402.4.1.2 (N1102.4.1.2) and R403.3.3 (N1103.3.3) respectively.

(Reason: This amendment is added to allow alternative compliance in accordance with Texas HB 1365, 78th Legislature. Codified in Chapter 388 Texas Building Energy Performance Standards: § 388.003(i). The last sentence to Section R102.1.2 (N1101.4.1) was added to ensure that every house is tested in accordance with the mandatory provisions of the code.)

Section R202 (N1101.6) Definitions; add the following definition:

****PROJECTION FACTOR.** The ratio of the horizontal depth of the overhang, eave or permanently attached shading device, divided by the distance measured vertically from the bottom of the fenestration glazing to the underside of the overhang, eave or permanently attached shading device.

(Reason: The amendment to Section 402.3.2 (N1102.3.2) Glazed fenestration SHGC was proposed by the TAB. ESL determined the proposal to be not less restrictive than the 2015 IECC. This added definition is necessary as part of that amendment. The amendment will provide additional options for SHGC selection.)

Section R202 (N1101.6) Definitions; add the following definition:

****DYNAMIC GLAZING.** Any fenestration product that has the fully reversible ability to change its performance properties, including U-factor, solar heat gain coefficient (SHGC), or visible transmittance (VT).

(Reason: This term is referenced in Section R402.3.2. This definition of DYNAMIC GLAZING is also found in the Commercial provisions of the code.)

*****Table 402.1.2 Maximum Assembly/Climate Zone items: amend table as follows:**

2	0.40	0.26-0.29
3	0.30-0.32	0.26-0.29

*****Table 402.1.3 Insulation/Climate Zone items: amend table as follows.**

Climate Zone	Fenestration U-Factor ^{b,1}	Ceiling R-Value	Wood-Frame Wall R-Value	Slab R-Value & Depth
2	0.40	49-42	13 or 0+10	0

3	<u>0.30-0.32</u>	<u>49-42</u>	<u>19 or 13+53ci, 0+15</u>	<u>10ci, 2 ft 0</u>
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(Reason: Amended table to meet current building techniques, market conditions and product availability. Amended to avoid conflict between North Texas termite zone and slab R-value in code.)

*****Section C402.5.2 Dwelling and sleeping unit enclosure testing. Added the underlined to read as follows:**

C402.5.2 Dwelling and sleeping unit enclosure testing. The building thermal envelope shall be tested in accordance with ASTM E779, ANSI/RESNET/ICC 380, ASTM E1827 or an equivalent method approved by the code official. The measured air leakage shall not exceed 0.30 cfm/ft² (1.5 U_s m²) of the testing unit enclosure area at a pressure differential of 0.2 inch water gauge (50 Pa). Where multiple dwelling units or sleeping units or other occupiable conditioned spaces are contained within one building thermal envelope, each unit shall be considered an individual testing unit, and the building air leakage shall be the weighted average of all testing unit results, weighted by each testing unit's enclosure area. Units shall be tested separately with an unguarded blower door test as follows:

1. — Where buildings have fewer than eight testing units, each testing unit shall be tested.
2. — For buildings with eight or more testing units, the greater of seven units or 20 percent of the testing units in the building shall be tested, including a top floor unit, a ground floor unit, a middle floor unit, and a unit with the largest testing unit enclosure area. For each tested unit that exceeds the maximum air leakage rate, an additional twothree units shall be tested, including a mixture of testing unit types and locations.

(Reason: For many multifamily (R2 classifications) projects, it is very costly and time consuming to test each dwelling unit for projects where there may be dozens of dwelling units in each building. Considering that the same tradesman generally constructs a building, it is reasonable to deem that construction practices are consistent and that if a reasonable sampling of units tested pass then all units would pass. These amendments are in line with RESNET sampling guidelines.)

*****Section R402.4.1 Building thermal envelope; add section R402.4.1.4 to read as follows:**

R402.4.1.4 Sampling options for R2 multifamily dwelling units. For buildings with eight or more testing units that must be tested as required by R402.4.1.2 or R402.4.1.3, the greater of seven units or 20 percent of the testing units in the building shall be tested, including a top floor unit, a ground floor unit, a middle floor unit, and a unit with the largest testing unit enclosure area. For each tested unit that exceeds the maximum air leakage rate, an additional three units shall be tested, including a mixture of testing unit types and locations. Where buildings have fewer than eight testing units, each testing unit shall be tested.

(Reason: For many multifamily (R2 classifications) projects, it is very costly and time consuming to test each dwelling unit for projects where there may be dozens of dwelling units in each building. Considering that the same tradesman generally constructs a building, it is reasonable to deem that construction practices are consistent and that if a reasonable sampling of units tested pass then all units would pass. These amendments are in line with the commercial provisions of the commercial 2021 IECC and RESNET sampling guidelines.)

*****Section R403.3 Ducts; add section R403.3.8 to read as follows:**

R403.3.8 Sampling options for R2 multifamily dwelling units. For buildings with eight or more testing units that must be tested as required by R403.3.5, the greater of seven units or 20 percent of the testing units in the building shall be tested, including a top floor unit, a ground floor unit, a middle floor unit, and a unit with the largest testing unit floor area. For each tested unit that exceeds the maximum duct leakage rate, an additional three units shall be

tested, including a mixture of testing unit types and locations. Where buildings have fewer than eight testing units, each testing unit shall be tested.

(Reason: For many multifamily (R2 classifications) projects, it is very costly and time consuming to test each dwelling unit for projects where there may be dozens of dwelling units in each building. Considering that the same tradesman generally constructs a building, it is reasonable to deem that construction practices are consistent and that if a reasonable sampling of units tested pass then all units would pass. These amendments are in line with the commercial provisions of the commercial 2021 IECC and RESNET sampling guidelines.)

*****Section R403.6 Mechanical Ventilation; add section R403.6.4 to read as follows:**

R403.6.4 Sampling options for R2 multifamily dwelling units. For buildings with eight or more testing units that must be tested as required by R403.6.3, the greater of seven units or 20 percent of the testing units in the building shall be tested, including a top floor unit, a ground floor unit, a middle floor unit, and a unit with the largest testing unit floor area. For each tested unit that does not meet the minimum ventilation rate, an additional three units shall be tested, including a mixture of testing unit types and locations. Where buildings have fewer than eight testing units, each testing unit shall be tested.

(Reason: For many multifamily (R2 classifications) projects, it is very costly and time consuming to test each dwelling unit for projects where there may be dozens of dwelling units in each building. Considering that the same tradesman generally constructs a building, it is reasonable to deem that construction practices are consistent and that if a reasonable sampling of units tested pass then all units would pass. These amendments are in line with the commercial provisions of the commercial 2021 IECC and RESNET sampling guidelines.)

*****R405.2 Performance-based compliance. Added to underlined to read as follows:**

R405.2 Performance-based compliance. Compliance based on total building performance requires that a *proposed design* meets all of the following:

1. — The requirements of the sections indicated within Table R405.2.
2. — The building thermal envelope greater than or equal to levels of efficiency and solar heat gain coefficients in Table R402.1.1 or R402.1.3 of the *2009 International Energy Conservation Code*.
3. — An annual energy cost that is less than or equal to the annual energy cost of the 2021 standard reference design ~~or 8% less than the annual energy cost of the 2018 standard reference design~~. Energy prices shall be taken from a source *approved by the code official*, such as the Department of Energy, Energy Information Administration's State Energy Data System Prices and Expenditures reports. Code officials shall be permitted to require time-of-use pricing in energy cost calculations.

Exception: The energy use based on source energy expressed in Btu or Btu per square foot of *conditioned floor area* shall be permitted to be substituted for the energy cost. The source energy multiplier for electricity shall be 3.16. The source energy multiplier for fuels other than electricity shall be 1.1.

(Reason: At the time of the approval of these recommended amendments, software to calculate and show compliance with section R405 of the 2021 IECC was not available. The underlined amendment allows an alternative option to show compliance until software is available.)

*****Section R401.2.5 Additional Energy efficiency; deleted in its entirety.**

(Reason: The deletion is based on the Complexity of the section and lack of tools to verify compliance and due to conflict with HB2439, 86th Regular Session.)

*****Section R408 ADDITIONAL EFFICIENCY PACKAGE OPTIONS; deleted in its entirety.**

(Reason: The deletion is based on the omission of R401.2.5 and R408 no longer applies and due to conflict with HB2439, 86th Regular Session.)

~~* Section R402.4.6 Electrical and Communication outlet boxes. Delete after the first sentence to read as follows:~~**

~~*R402.4.6 Electrical and communication outlet boxes (air-sealed boxes).~~** Electrical and communication outlet boxes installed in the building thermal envelope shall be sealed to limit air leakage between conditioned and unconditioned spaces. ~~Electrical and communication outlet boxes shall be tested in accordance with NEMA OS4, Requirements for Air Sealed Boxes for Electrical and Communication Applications, and shall have an air leakage rate of not greater than 2.0 cubic feet per minute (0.944 L/s) at a pressure differential of 1.57 psf (75 Pa). Electrical and communication outlet boxes shall be marked "NEMA OS 4" or "OS 4" in accordance with NEMA OS 4. Electrical and communication outlet boxes shall be installed per the manufacturer's instructions and with any supplied components required to achieve compliance with NEMA OS 4.~~

(Reason: Allow for alternatives and avoid requiring proprietaries products.)

~~*Section R404.2 Interior Lighting Controls; deleted in its entirety.~~**

(Reason: The deletion is to eliminate confusion as the intent does not reflect what is written.)

~~TABLE R406.4 (N1106.4) MAXIMUM ENERGY RATING INDEX; amend to read as follows:~~**

**~~TABLE R406.4 (N1106.4)¹
MAXIMUM ENERGY RATING INDEX~~**

CLIMATE ZONE	ENERGY RATING INDEX
2	62-63
3	62-63

¹- This table is effective until August 31, 2022.

**~~TABLE R406.4 (N1106.4)²
MAXIMUM ENERGY RATING INDEX~~**

CLIMATE ZONE	ENERGY RATING INDEX
2	52-59
3	52-59

²-The table is effective from September 1, 2022 to August 31, 2025.

**~~TABLE R406.4 (N1106.4)³
MAXIMUM ENERGY RATING INDEX~~**

CLIMATE ZONE	ENERGY RATING INDEX
2	52-57
3	52-57

³-The table is effective from September 1, 2025 to August 31, 2028.

**~~TABLE R406.4 (N1106.4)⁴
MAXIMUM ENERGY RATING INDEX~~**

CLIMATE ZONE	ENERGY RATING INDEX
2	52-55
3	52-55

⁴—This table is effective on or after September 1, 2028.

(Reason: The tables reflect the values and timetable set forth in HB 3215, 87th Regular Session Codified in Chapter 388 Texas Building Energy Performance Standards: § 388.003.)

NOTE: HB 3215 was signed into law by the Governor on June 14, 2021 as part of the 87th Regular Session Codified in Chapter 388 Texas Building Energy Performance Standards: § 388.003(i), (j), and (k). HB 3215 now allows a Home Energy Rating System Index (ex. HERS Index) utilizing ANSI/RESNET/ICC Standard 301 (as it existed on January 1, 2021) shall be considered in compliance with State law provided that:

☐ —The home includes compliance with the Mandatory requirements of 2018 IECC Section R406.2.

☐ —The home includes compliance with Building thermal envelope provisions of Table R402.1.2 or Table R402.1.4 of the 2018 IECC.

(Ord. No. 977, § 2(Exh. G), 9-11-2023)

Sec. 18-41. Amendments to the ~~2021-2024~~ International Swimming Pool and Spa Code.

The 2024 International Swimming Pool and Spa Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1. The following sections, paragraphs, and sentences of the 2021 International Swimming Pool and Spa Code are hereby amended as follows: Standard type is text from the ISPSC. Underlined type is text inserted. Lined through type is deleted text from ISPSC. A double asterisk at the beginning of a section identifies an amendment carried over from the 2018 edition of the code. A triple asterisk (***) identifies a new or revised amendment with the 2018 ISPSC code.

****Section 102.9; Change to read as follows:**

Section 102.9 Other laws. The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law, to include but not limited to:

1. Texas Department of State Health Services (TDSHS); Standards for Public Pools and Spas; § 285.181 through § 285.208. (TDSHS rules do not apply to pools serving one- and two-family dwellings or townhouses);

2. Texas Department of Licensing and Regulation (TDLR): 2012 Texas Accessibility Standards (TAS). TAS provide the scoping and technical requirements for accessibility for Swimming Pool[s], wading pools and spas and shall comply with 2012 TAS, Section 242. (TAS rules do not apply to pools serving one- and two-family dwellings or townhouses);

Exception: Elements regulated under Texas Department of Licensing and Regulation (TDLR) and built in accordance with TDLR approved plans, including any variances or waivers granted by the TDLR, shall be deemed to be in compliance with the requirements of this Chapter.

(Reason: To clarify specific Texas statutes which regulate public pools and spas.)

*****Section 113.4 Violation penalties; changed to read as follows:**

113.4 Violation penalties. Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair a pool or spa in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code may be punishable for each day of the violation set forth by the authority having jurisdiction., shall be guilty of a [SPECIFY OFFENSE], punishable by a fine of not more than [AMOUNT] dollars or by imprisonment not exceeding [NUMBER OF DAYS], or both such a fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

(Reason: Covered by general provisions of the Code of Ordinances.)

*****Section 305; change to read as follows:**

305.1 General. The provisions of this section shall apply to the design of barriers for restricting entry into areas having pools and spas. ~~In only one- and two-family dwellings and townhouses, where spas or hot tubs are equipped with a lockable safety cover complying with ASTM F1346 and swimming pools are equipped with a powered safety cover that complies with ASTM F1346, the areas where those spas, hot tubs or pools are located shall not be required to comply with Sections 305.2 through 305.7.~~

(Reason: To clarify requirements for dwellings and commercial properties and specific Texas statutes which regulate public pools and spas.)

****Add subsection 305.2.7.1; to read as follows:**

305.2.7.1 Chain link fencing prohibited. Chain link fencing is not permitted as a barrier in public pools built after January 1, 1994.

(Reason: To clarify specific Texas Health and Safety Code Chapter 757.003(f).)

*****Section 305.4 structure wall as a barrier; changes as follows:**

305.4 Structure wall as a barrier. Where a wall of a dwelling or structure of a one- and two-family dwelling or townhouse or its accessory structure serves as part of a barrier and where doors or windows provide direct access to the pool or spa through that wall, one of the following shall be required:

1. — Remainder Unchanged
2. — Remainder Unchanged
3. — Remainder Unchanged
4. — Remainder unchanged
5. — Remainder unchanged
6. — Remainder unchanged

(Reason: To clarify specific Texas Health and Safety Code Chapter 757.007.)

****Section 305.6; change to read as follows:**

305.6 Natural barriers ~~used in a one- and two-family dwelling or townhouse.~~ In the case where the pool or spa area abuts the edge of a lake or other natural body of water, public access is not permitted or allowed along the shoreline, and required barriers extend to and beyond the water's edge a minimum of eighteen (18) inches, a barrier is not required between the natural body of water shoreline and the pool or spa.

(Reason: Specific Texas statutes do not allow the use of natural barriers in lieu of fencing for public pools per Chapter 757.003.)

****Section 307.1.4 Accessibility; add exception to Section to 307.1.4 as follows:**

Exception: Components of projects regulated by and registered with Architectural Barriers Division of Texas Department of Licensing and Regulation shall be deemed to be in compliance with the requirements of this chapter.

(Reason: To accommodate buildings regulated under state law. Further clarified to mean Components that are specifically addressed by TDLR shall be exempt.)

*****Section 307.2.2.2; add to read as follows:**

Section 307.2.2.2. Adjacency to Structural Foundation. Depth of the swimming pool and spa shall maintain a ratio of 1:1:1 from the nearest building foundation or footing of a retaining wall.

Exception: A sealed engineered design drawing of the proposed new structure shall be submitted for approval.

(Reason: To clarify specific distances for pools and spas, correlates with IRC 327.1.)

****Section 310; Change to read as follows:**

310.1 General. Suction entrapment avoidance for pools and spas shall be provided in accordance with APSP-7 (ANSI/PHTA/ICC-7) or for public swimming pools in accordance with State of Texas Rules for Public Swimming Pools and Spas, Title 25 TAC Chapter 265 Subchapter L, Rule § 265.190.

{Remainder unchanged}

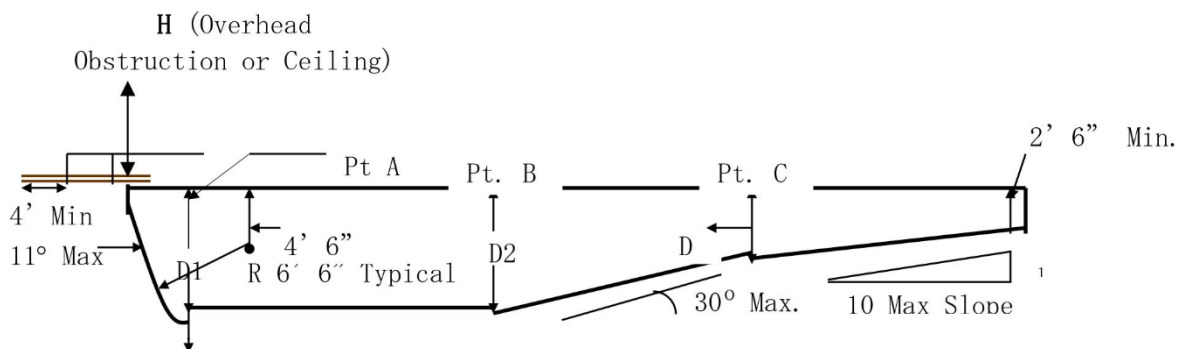
(Reason: To clarify specific Texas statutes which regulate public pools and spas.)

****Section 402.12; change to read as follows:**

402.12 Water envelopes. The minimum diving water envelopes shall be in accordance with Table 402.12 Texas Department of State Health Services, Administrative Code Title 25, Chapter 265, Section 186(e) and Figure: 25 TAC 256.186(e)(6). (Delete Table 402.12 and Figure 402.12)

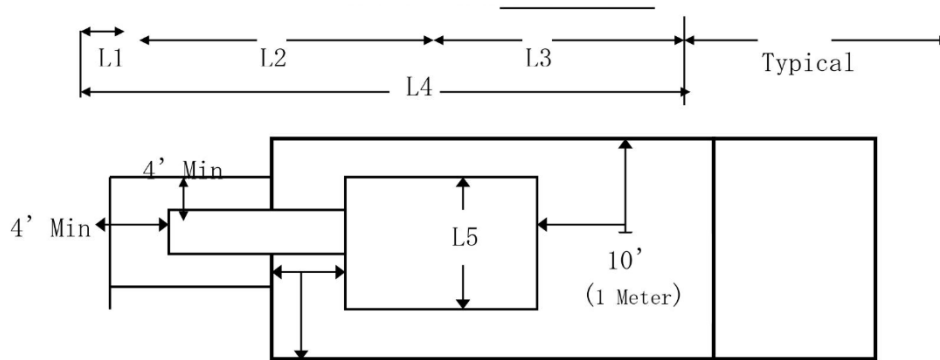
ADD: Figure: 25 TAC § 265.186(e)(6)

Maximum Diving Board Height Over Water	% Meter	1 Meter	3 Meters
Max. Diving Board Length	12 ft.	16 ft.	16 ft.
Minimum Diving Board Overhang	2 ft. 6 in.	5 ft.	5 ft.
D1 Minimum	8 ft. 6 in.	11 ft. 2 in.	12 ft. 2 in.
D2 Minimum	9 ft.	10 ft. 10 in.	11 ft. 10 in.
D3 Minimum	4 ft.	6 ft.	6 ft.
L1 Minimum	4 ft.	5 ft.	5 ft.
L2 Minimum	12 ft.	16 ft. 5 in.	19 ft. 9 in.
L3 Minimum	14 ft. 10 in.	13 ft. 2 in.	13 ft. 11 in.
L4 Minimum	30 ft. 10 in.	34 ft. 7 in.	38 ft. 8 in.
L5 Minimum	8 ft.	10 ft.	13 ft.
H Minimum	16 ft.	16 ft.	16 ft.
From Plumbet to Pool Wall at Side	9 ft.	10 ft.	11 ft. 6 in.
From Plumbet to Adjacent Plumbet	10 ft.	10 ft.	10 ft.



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(Supp. No. 32, Update 1)



(Reason: To avoid conflict with 25 TAC Chapter 265.)

*****Section 411.2.1 and 411.2.2; change to read as follows:***

411.2.1 Tread dimensions and area. Treads shall have a minimum unobstructed horizontal depth (i.e., horizontal run) of 12 inches and a minimum width of 20 inches, not be less than 24 inches (607 mm) at the leading edge. Treads shall have an unobstructed surface area of not less than 240 square inches (154838 mm²) and an unobstructed horizontal depth of not less than 10 inches (254) mm) at the center line.

411.2.2 Risers. Risers for steps shall have a maximum uniform height of 10 inches, with the bottom riser height allowed to taper to zero except for the bottom riser, shall have a uniform height of not greater than 12 inches (305 mm) measured at the center line. The bottom riser height is allowed to vary to the floor.

(Reason: To avoid conflict with 25 TAC Chapter 265.186(c)(7)(A) and (B).)

*****Section 411.5.1 and 411.5.2; change to read as follows:***

411.5.1 Swimouts. Swimouts, located in either the deep or shallow area of a pool, shall comply with all of the following:

1. — Unchanged
2. — Unchanged
3. — Unchanged
4. — The leading edge shall be visibly set apart and provided with a horizontal solid or broken stripe at least 1 inch wide on the top surface along the front leading edge of each step. This stripe shall be plainly visible to persons on the pool deck. The stripe shall be a contrasting color to the background on which it is applied, and the color shall be permanent in nature and shall be a slip-resistant surface.

411.5.2 Underwater seats and benches. Underwater seats and benches, whether used alone or in conjunction with pool stairs, shall comply with all of the following:

1. — Unchanged
2. — Unchanged
3. — Unchanged
4. — Unchanged
5. — The leading edge shall be visually set apart and provided with a horizontal solid or broken stripe at least 1 inch wide on the top surface along the front leading edge of each step. This stripe shall be

plainly visible to persons on the pool deck. The stripe shall be a contrasting color to the background on which it is applied, and the color shall be permanent in nature and shall be a slip-resistant surface.

6. — Unchanged

7. — Unchanged

(Reason: To avoid conflict with 25 TAC Chapter 265.184(u) and 265.186(c)(10).)

****Section 610.5.1; change to read:**

610.5.1 Uniform height of 910 inches. Except for the bottom riser, risers at the centerline shall have a maximum uniform height of 910 inches (229254 mm). The bottom riser height shall be permitted to vary from the other risers.

(Reason: To avoid conflict with 25 TAC Chapter 265.186(c)(7)(B).)

****Section 804 Diving Water Envelopes; change to read as follows:**

Section 804.1 General. The minimum diving water envelopes shall be in accordance with Table 804.1 and Figure 804.1, or the manufacturer's specifications, whichever is greater. Negative construction tolerances shall not be applied to the dimensions of the minimum diving water envelopes given in Table 804.1.

(Reason: To provide minimum standards and to clarify specific manufactures specifications of the diving equipment.)

(Ord. No. 977, § 2(Exh. H), 9-11-2023)

Sec. 18-42. Amendments to the 2021-2024 International Existing Building Code.

The 2024 International Existing Building Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1. The following sections, paragraphs, and sentences of the *2021 International Existing Building Code* are hereby amended as follows: Standard type is text from the IEBC. Underlined type is text inserted. Lined through type is deleted text from IEBC. A double asterisk (**) at the beginning of a section identifies an amendment carried over from the 2018 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2021 code.

****Section 102.4; change to read as follows:**

[A] 102.4 Referenced codes and standards. The codes, when specifically adopted, and standards referenced in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.4.1 and 102.4.2. {No change to rest of section.}

(Reason: To not inadvertently adopt other codes (i.e., Wildland Urban Interface Code etc. ...) by reference.)

*****Section 110.2; delete number 11 as follows:**

11. Where an automatic sprinkler system is provided, and whether an automatic sprinkler system is required.

(Reason: This has not been historically required on C.O.'s creating inconsistency and is not easily implemented to modify C.O.'s, and is short sided in only identifying one fire protection system. Further, the system must be maintained whether voluntarily installed or not.)

*****Section 202; amend definition of Existing Building as follows:**

Existing Building — A building, structure, or space with an approved final inspection issued under a code edition which is at least 2 published code editions preceding the currently adopted building code; a building, structure or

space that is undergoing a change of occupancy or use, erected prior to the date of adoption of the appropriate code, or one for which a legal building permit has been issued.

*****Section 202; amend definition of Existing Structure as follows:**

Existing Structure—A building, structure, or space, with an approved final inspection issued under a code edition which is at least 2 published code editions preceding the currently adopted building code; a building, structure or space that is undergoing a change of occupancy or use, erected prior to the date of adoption of the appropriate code, or one for which a legal building permit has been issued.

(Reason: To prevent potential abuses in new construction and shell buildings.)

*****Section 306.1; add exceptions to read as follows:**

Exceptions:

1. Components of projects regulated by and registered with Architectural Barriers Division of Texas Department of Licensing and Regulation shall be deemed to be in compliance with the requirements of this chapter.
2. If the cost of the project is less than \$50K, it must comply with ICC A117.1, or it shall be reviewed and inspected to the Texas Accessibility Standards by a Registered Accessibility Specialist.

(Reason: To coordinate with the IBC and State Law for accessibility.)

*****Section 306.2; add exception to read as follows:**

Exception: Projects subject to the Texas Accessibility Standards as adopted by the Texas Department of Licensing and Regulation are exempt from this section. Projects with a valuation of less than \$50,000.00 (which are subject to the Texas Accessibility Standards) may be accepted as equivalent to this section where reviewed and inspected to the Texas Accessibility Standards by a Texas Department of Licensing and Regulation Registered Accessibility Specialist when a plan review report and a compliant inspection report are provided to the building code official.

(Reason: To coordinate with the IBC and State Law for accessibility.)

*****Section 306.5.1; add to read as follows:**

306.5.1 Complete change of occupancy. Where an entire building undergoes a change of occupancy, it shall comply with Section 305.4.1 and shall have all of the following accessible features:

1. Not fewer than one accessible building entrance.
2. Not fewer than one accessible route from an accessible building entrance to primary function areas.
3. Signage complying with Section 1111 of the International Building Code.
4. Accessible parking, where parking is being provided.
5. Not fewer than one accessible passenger loading zone, where loading zones are provided.
6. Not fewer than one accessible route connecting accessible parking and accessible passenger loading zones to an accessible entrance.
7. At least one accessible family or assisted use toilet room shall be provided in accordance with Chapter 11 of the International Building Code.

Where it is technically infeasible to comply with the new construction standards for any of these requirements for a change of group or occupancy, Items 1 through 6 shall conform to the requirements to the maximum extent technically feasible.

Exception: The accessible features listed in Items 1 through 6 are not required for an accessible route to Type-B units.

(Reason: Maintains legacy language from the 2018 IEBC to identify accessibility criteria for changes of occupancy, and adds the required accessible toilet for disabled occupants, as per previous 2018 IEBC amendments.)

~~Section 401.3 Flood Hazard Areas; delete this section.~~**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

~~Section 405.2.6 Flood Hazard Areas; delete this section.~~**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

~~Section 406.1; add a code reference to read as follows:~~**

~~406.1 Material.~~ Existing electrical wiring and equipment undergoing *repair* shall be allowed to be repaired or replaced with like material, in accordance with the requirements of NFPA 70.

(Reason: To ensure compliance with the NEC relative to any electrical repairs/replacement.)

~~Section 502.3 Flood Hazard Areas; delete this section.~~**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

~~*Section 503.2 Flood hazard areas; delete this section.~~**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

~~*Section 503.16; add exception to read as follows:~~**

~~Exception:~~ Compliance with the Texas Accessibility Standards is not considered equivalent compliance for the purpose of enforcement of this code section.

(Reason: TAS does not address this criteria in their evaluation, and it is justifiably required for alterations in existing buildings.)

~~Section 504.1.2; change to read as follows:~~**

~~504.1.2 Existing fire escapes.~~ Existing fire escapes shall continue to be accepted as a component in the means of egress in existing buildings only. Existing fire escapes shall be permitted to be repaired or replaced.

(Reason: To add clarity and help reduce confusion associated with the amendment preventing new fire escapes.)

~~Section 504.1.3; delete this section:~~**

~~504.1.3 New fire escapes.~~ New fire escapes for existing buildings shall be permitted only where exterior stairways cannot be utilized due to lot lines limiting stairway size or due to the sidewalks, alleys, or roads at grade level. New fire escapes shall not incorporate ladders or access by windows.

(Reason: To generally require a higher level of egress protection and consistent with regional practice.)

~~Section 507.3 Flood Hazard Areas; delete this section.~~**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

~~Section 701.3 Flood Hazard Areas; delete this section.~~**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

~~*Section 702.4; add exception 2 to read as follows:~~**

2. Operable windows with openings that are provided with window fall prevention devices that comply with ASTM F2090.

(Reason: Maintains legacy language of the 2018 IFC to identify fall prevention devices as acceptable alternate/exception.)

****Section 702.7; add a code reference to read as follows:**

702.7 Materials and methods. All new work shall comply with the materials and methods requirements in the *International Building Code, International Energy Conservation Code, International Mechanical Code, National Electrical Code, and International Plumbing Code*, as applicable, that specify material standards, detail of installation and connection, joints, penetrations, and continuity of any element, component, or system in the building.

(Reason: To provide a more complete list of potentially adopted codes.)

****Section 802.5.1; change to read as follows:**

802.5.1 Minimum requirement. Every portion of a floor, such as a balcony or a loading dock, open-sided walking surfaces, including mezzanines, equipment platforms, aisles, stairs, ramps, and landings that is more than 30 inches (762 mm) above the floor or grade below and is not provided with guards, or those in which the existing guards are judged to be in danger of collapsing, shall be provided with guards.

(Reason: To be consistent with Building Code requirements for guards and unsafe conditions.)

****Section 803.1; add sentence to read as follows:**

For the purpose of fire sprinkler protection and fire alarm requirements included in this section, the *work area* shall be extended to include at least the entire tenant space or spaces bounded by walls capable of resisting the passage of smoke containing the subject *work area*, and if the *work area* includes a corridor, hallway, or other exit access, then such corridor, hallway, or other exit access shall be protected in its entirety on that particular floor level.

(Reason: The intent is to avoid work area protection that would result in partial sprinkler or fire alarm protection. Partial sprinkler protection not delineated by walls would be a clear violation of NFPA 13 and would not allow the sprinkler to perform or function as intended. Also, partial fire alarm coverage is a clear violation of the Fire Code, NFPA 72, and ADA.)

****Section 803.2.6; change exception to read as follows:**

Exception: Supervision is not required where the Fire Code does not require such for new construction, for the following:

1. Underground gate valve with roadway boxes.

2. Halogenated extinguishing systems.

3. Carbon dioxide extinguishing systems.

4. Dry and wet chemical extinguishing systems.

5. Automatic sprinkler systems installed in accordance with NFPA 13R where a common supply main is used to supply both domestic and automatic sprinkler systems and a separate shutoff valve for the automatic sprinkler system is not provided.

(Reason: The published exceptions are over-reaching and will result in inconsistencies among supervised protection systems and cause confusion for first responders as well.)

****Section 803.3; change section to read as follows:**

803.3 Standpipes. ~~Refer to Section 1103.6 of the Fire Code for retroactive standpipe requirements. {Delete rest of Section 803.3.}~~

{Reason: The Fire Code already requires standpipes in these buildings (greater than 50 ft.) retroactively in Section 1103.6. This new section would negate/lessen those retroactive provisions already contained in the Fire Code.}

****Section 804.2; delete Exception #1 as follows:**

Exceptions:

1. ~~Where the work area and the means of egress serving it complies with NFPA101.~~
2. ~~{Remain unchanged}~~

{Reason: NFPA 101 is not a commonly adopted code in the region and enforcement would be problematic, especially due to contradictions with the requirements of the IBC.}

****Section 804.4.1.2; change to read as follows:**

804.4.1.2 Fire Escapes required. For other than Group I-2, where more than one exit is required, an existing or newly constructed fire escape complying with section 805.3.1.2.1 shall be accepted as providing one of the required means of egress.

{Reason: Higher level of safety by not allowing new fire escapes and consistent with regional practice.}

****Section 804.4.1.2.1; change to read as follows:**

804.4.1.2.1 Fire Escape access and details —...

1. ~~— {Remain unchanged}~~
2. ~~— Access to a new fire escape shall be through a door ...~~
3. ~~Newly constructed fire escapes shall be permitted only where exterior stairways cannot be utilized because of lot lines limiting the stairway size or because of the sidewalks, alleys, or roads at grade level.~~
4. ~~— {Remain unchanged}~~
5. ~~— In all buildings of Group E occupancy up to and including the 12th grade, buildings of Group I occupancy, roomingboarding houses, and childcare centers, ladders of any type are prohibited on fire escapes used as a required means of egress.~~

{Reason: Higher level of safety by not allowing new fire escapes. Consistency with language and defined term in IBC.}

****Section 804.6.2 Transoms; add language to read as follows:**

804.6.2 Transoms. In all buildings of Group B, E, I-1, I-2, R-1 and R-2 occupancies, ... ~~{Remainder unchanged}~~

{Reason: Transom windows were historically a common practice in school buildings and each jurisdiction should evaluate the impact on their stakeholders and their community with regards to this section.}

****Section 904.1; add sentence to read as follows:**

~~For the purpose of fire sprinkler protection and fire alarm requirements included in this section, the work area shall be extended to include at least the entire tenant space or spaces bounded by walls containing the subject work area, and if the work area includes a corridor, hallway, or other exit access, then such corridor, hallway, or other exit access shall be protected in its entirety on that particular floor level.~~

{Reason: The intent is to avoid work area protection that would result in partial sprinkler or fire alarm protection. Partial sprinkler protection not delineated by walls would be a clear violation of NFPA 13 and the Fire Code and

would not allow the sprinkler system to perform or function as intended. Also, partial fire alarm coverage is a clear violation of the Fire Code, NFPA 72, and ADA.)

~~Section 904.1.1; change to read as follows:~~**

~~904.1.1 High-rise buildings.~~ An automatic sprinkler system shall be provided in work areas ~~of where the high-rise buildings has a sufficient municipal water supply for the design and installation of an automatic sprinkler system at the site.~~

(Reason: Level 3 alterations are affecting more than 50% of the existing high-rise building, and as such, sprinkler protection is more than justifiable, even when fire pumps, etc., are necessary. It is noted that the work area method is one of three different methods available to the designer/owner in the IEBC.)

~~*Section 1011.2.1; change to read as follows:~~**

~~1011.2.1 Fire sprinkler system.~~ Where a change in occupancy classification occurs or where there is a *change of occupancy* within a space where there is a different fire protection system threshold requirement in Chapter 9 of the *International Building Code* that requires an automatic fire sprinkler system to be provided based on the new occupancy in accordance with Chapter 9 of the *International Building Code*. The installation of the automatic sprinkler system shall be required within the area of the *change of occupancy* and areas of the building not separated horizontally and vertically from the *change of occupancy* by one of the following:

- ~~1. Nonrelated permanent partition and horizontal assemblies.~~
- ~~2. Fire partition.~~
- ~~3. Smoke partition.~~
- ~~4. Smoke barrier.~~
- ~~5. — Fire barrier, as required by Section 707 of the IBC.~~
- ~~6. — Fire wall, as required by Section 706 of the IBC.~~

~~Exceptions:~~ [Remain unchanged.]

(Reason: Maintains legacy language requiring at least fire barrier separation between a newly sprinklered more hazardous 'change of occupancy' from non-sprinklered existing occupancies, as is required for fire area separation by the IBC.)

~~*Section 1102.2.1; add to read as follows:~~**

~~1102.2.1 Fire Separations.~~ Where fire separations are utilized to allow additions without exceeding the allowable area provisions of Chapter 5 of the IBC for either the existing building or the new addition, the decreased clear space where the two buildings adjoin shall be accounted for in such calculation relative to the allowable frontage increase.

(Reason: This issue of evaluating allowable area for additions is commonly miscalculated due to the above issue. This amendment provides clarification but is not more stringent than what is currently required by the Building Code as to allowable area calculations.)

~~Section 1103.3 Flood Hazard Areas; delete this section.~~**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

~~Section 1201.4 Flood Hazard Areas; delete this section.~~**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

~~Section 1301.3.2; change to read as follows:~~**

1301.3.2 Compliance with other codes. Buildings that are evaluated in accordance with this section shall comply with the International Fire Code, and International Property Maintenance Code.

(Reason: NCTCOG does not currently recommend, nor review the IPMC for recommended amendments at this time.)

****Section 1301.3.3 Compliance with Flood Hazard Provisions; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

****Section 1402.6 Flood Hazard Areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

*****Section 1509; delete Section 1509.1 through 1509.5 and add Section 1509.1 to read as follows:**

1509.1 When required. An approved water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material arrives on the site. The water supply design and the timing of the water supply installation relative to building construction shall comply with the adopted Fire Code.

(Reason: Maintains legacy language for the water supply and ensures adequate water supply as required by the Fire Code for construction that is already well-established. The changes in the published 2021 IEBC drastically reduce the required water supply of the Fire Code without adequate or reasonable justification.)

(Ord. No. 977, § 2(Exh. I), 9-11-2023)

Sec. 18-43. Amendments to the 2020-2026 National Electrical Code.

The 2026 National Electrical Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1The following articles, paragraphs, and sentences of the 2020 National Electrical Code (NEC) are hereby amended as follows: Standard type is text from the NEC. Underlined type is text inserted. Lined through type is deleted text from NEC. A double asterisk (**) at the beginning of an article identifies an amendment carried over from the 2017 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2020 code.

****Article 100; add the following to definitions:**

Engineering Supervision. Supervision by a Qualified State of Texas Licensed Professional Engineer engaged primarily in the design or maintenance of electrical installations.

(REASON FOR CHANGE: To better define the qualifications for engineering supervision. This term is used twenty-four times in the 2017 National Electrical Code.)

****Article 110.2; change the following to read as follows:**

110.2 Approval. The conductors and equipment required or permitted by this Code shall be acceptable only if approved. Approval of equipment may be evident by listing and labeling of equipment by a Nationally Recognized Testing Lab (NRTL) with a certification mark of that laboratory or a qualified third party inspection agency or a field evaluation by a Field Evaluation Body accredited by either the International Code Council International Accreditation Service AC354 or ANSI National Accreditation Board programs and approved by the AHJ.

Exception: Unlisted equipment that is relocated to another location within a jurisdiction or is field modified is subject to the approval by the AHJ. This approval may be by a field evaluation by a NRTL or qualified third-party inspection agency or a field evaluation by a Field Evaluation Body accredited by either the ICC IAS AC354 or ANAB programs and approved by the AHJ. Manufacturer's self-certification of any equipment shall not be used as a basis for approval by the AHJ.

Informational Note No. 1: See 90.7, Examination of Equipment for Safety, and 110.3, Examination, Identification, Installation, and Use of Equipment. See definitions of *Approved*, *Identified*, *Labeled*, and *Listed*.

Informational Note No. 2: Manufacturer's self-certification of equipment may not necessarily comply with U.S. product safety standards as certified by an NRTL.

Informational Note No. 3: National Fire Protection Association (NFPA) 790 and 791 provide an example of an approved method for qualifying a third-party inspection agency.

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement and approval of unlisted equipment.)

*****Article 400.8 Field Identification Required; change the following to read as follows:**

400.4 Field Identification Required.

(A)—Circuit Directory or Circuit Identification. Every circuit and circuit modification shall be legibly identified as to its clear, evident, and specific purpose or use. The identification shall include an approved degree of detail that allows each circuit to be distinguished from all others. Spare positions that contain unused overcurrent devices or switches shall be described accordingly. The identification shall be included in a circuit directory that is located on the face or inside of, or in an approved location adjacent and permanently affixed [to] the panel door in the case of a panelboard and at each switch or circuit breaker in a switchboard or switchgear. No circuit shall be described in a manner that depends on transient conditions of occupancy.

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement and approval.)

*****Article 410.118; change the following to read as follows**

410.118 Access to other boxes. Luminaires recessed in the ceilings, floors, or walls shall not be used to access outlet, pull, or junction boxes or conduit bodies, unless the box or conduit body is an integral part of the listed luminaire.

Exception: Removable luminaires with a minimum measurement of 22 in. X 22 in. shall be permitted to be used as access to outlet, pull, junction boxes or conduit bodies.

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement and approval. This will allow access to boxes not integral with the luminaire. This measurement aligns with the limited access above a lay-in ceiling measurement in 110.26(A)(4).)

*****Article 422.31 B; change the following to read as follows:**

422.31 B Appliances Rated over 300 Volt-Amperes.

(B)—Appliances Rated over 300 Volt-Amperes. For permanently connected appliances rated over 300-volt-amperes, the branch-circuit switch or circuit breaker shall be permitted to serve as the disconnecting means where the switch or circuit breaker is within sight from and is readily accessible to the appliance it serves or is capable of being locked in the open position in accordance with 110.25 and is readily accessible to the appliance it serves.

Informational Note No. 1: For appliances employing unit switches, see 422.34.

Informational Note No. 2: The following means of access are considered to constitute readily accessible for this code change when conforming to the additional access requirements of the I Codes:

(1) A permanent stair.

(2) A pull-down stair with a minimum 300 lb. (136 kg) capacity.

(3) An access door from an upper floor level.

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement and approval.)

*****Article 500.8 (A) (3); change to read as follows:***

500.8 Equipment. Articles 500 through 504 require equipment construction and installation that ensure safe performance under conditions of proper use and maintenance.

Informational Note No. 1: It is important that inspection authorities and users exercise more than ordinary care with regard to installation and maintenance.

Informational Note No. 2: Since there is no consistent relationship between explosion properties and ignition temperature, the two are independent requirements.

Informational Note No. 3: Low ambient conditions require special consideration. Explosion proof or dust ignition proof equipment may not be suitable for use at temperatures lower than -25°C (-13°F) unless they are identified for low temperature service. However, at low ambient temperatures, flammable concentrations of vapors may not exist in a location classified as Class I, Division 1 at normal ambient temperature.

(A) Suitability. Suitability of identified equipment shall be determined by one of the following:

- (1) — Equipment listing or labeling;
- (2) — Evidence of equipment evaluation from a qualified testing laboratory or inspection agency concerned with product evaluation; or,
- (3) — Evidence acceptable to the authority having jurisdiction such as a manufacturer's self-evaluation or an owner's engineering judgment, an engineering judgment signed and sealed by a qualified Registered licensed Professional Engineer in the State of Texas.

Informational Note: Additional documentation for equipment may include certificates demonstrating compliance with applicable equipment standards, indicating special conditions of use, and other pertinent information.

(REASON FOR CHANGE: Carry over from previous amendment with change to better define the qualifications for an engineering judgment.)

*****Article 505.7(A); changed to read as follows:***

505.7 Special Precaution. Article 505 requires equipment construction and installation that ensures safe performance under conditions of proper use and maintenance.

Informational Note No. 1: It is important that inspection authorities and users exercise more than ordinary care with regard to the installation and maintenance of electrical equipment in hazardous (classified) locations.

Informational Note No. 2: Low ambient conditions require special consideration. Electrical equipment depending on the protection techniques described by 505.8(A) may not be suitable for use at temperatures lower than -20°C (-4°F) unless they are identified for use at lower temperatures. However, at low ambient temperatures, flammable concentrations of vapors may not exist in a location classified Class I, Zones 0, 1, or 2 at normal ambient temperature.

(A) Implementation of Zone Classification System. Classification of areas, engineering and design, selection of equipment and wiring methods, installation, and inspection shall be performed by a qualified persons Registered licensed Professional Engineer in the State of Texas.

(REASON FOR CHANGE: Carry over from previous amendment with change to better define the qualifications for an engineering judgment.)

******Article 695.6 A.1; change the following to read as follows***

695.6(A) Supply Conductors.

- (1) — **Services and On-Site Power Production Facilities.** Service conductors and conductors supplied by on-site power production facilities shall be physically routed outside a building(s) and shall be installed as

service-entrance conductors in accordance with 230.6, 230.9, and Parts III and IV of Article 230. Where supply conductors cannot be physically routed outside of buildings, the conductors shall be permitted to be routed through the building(s) where installed in accordance with 230.6(1) or (2).

Exception: The supply conductors within the fire pump room shall not be required to meet 230.6(1) or (2).

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement and approval. All Fire Pump rooms are not Fire Rated as on all 4 sides. There are Fault Currents that could exceed 150,000—190,000 amps and protection of these Service Conductors is essential and conflict with other codes specifically 230.70(A)(1).)

*****Article 71.15 A; change the following to read as follows:**

710.15 General.

710.15(A) Supply Output. Power supply to premises wiring systems fed by stand-alone or isolated microgrid power sources shall be permitted to have less capacity than the calculated load. The capacity of the sum of all sources of the stand-alone supply shall be equal to or greater than the load posed by the largest single utilization equipment connected to the system. Calculated general lighting loads shall not be considered as a single load have adequate capacity to meet the calculated load in accordance with Article 220.

Informational Note: For general-use loads the system capacity can be calculated using the sum of the capacity of the firm sources, such as generators and ESS inverters. For specialty loads intended to be powered directly from a variable source, the capacity can be calculated using the sum of the variable sources, such as PV or wind inverters, or the combined capacity of both firm and variable sources.

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement and approval. Unless amended, standby systems would not be required to meet any load demanded by their standby definitions.)

(Ord. No. 977, § 2(Exh. J), 9-11-2023)

Secs. 18-44—18-60. Reserved.

ARTICLE II. CODES²

Sec. 38-31. Adoption of fire code.

The town adopts the entirety of the 2021-2024 Edition of the International Fire Code, including Appendix Chapters A, B, C, D, E, F, G, H, I, K, L, and M published by the International Code Council, Inc., save and except such portions as are deleted or amended by this article, and the same are hereby adopted and incorporated as fully as if set out at length herein. The fire chief, or their designee, is hereby authorized and directed to enforce all provisions of these Codes as adopted herein and as amended. Copies of the Codes as referenced in this section 38-31 are on file in the office of the town secretary for permanent record and inspection during regular business hours of the town.

(Ord. No. 814, § 2, 1-23-2017; Ord. No. 885, § 2, 6-17-2019; Ord. No. 977, § 2(Exh. K), 9-11-2023)

²Editor's note(s)—Ord. No. 814, § 2, adopted January 23, 2017, amended art. II, §§ 38-31—38-34, to read as set out herein. Former art. II pertained to "Fire Prevention," and was derived from Ord. No. 461, § 4, adopted June 14, 2004; Ord. No. 482, § 2, adopted June 27, 2005; Ord. No. 603, § 2, adopted October 27, 2008 and Ord. No. 717, § 2, adopted October 28, 2013.

Sec. 38-32. Permit required.

No person shall perform any work or supply any materials falling within the jurisdiction of one of the respective codes adopted under this article without first having secured a permit in accordance with applicable code.

(Ord. No. 814, § 2, 1-23-2017; Ord. No. 885, § 2, 6-17-2019; Ord. No. 977, § 2(Exh. K), 9-11-2023)

Sec. 38-33. Penalty.

That any person, either by himself or agent, and any firm, corporation or other entity who violates any of the provisions of the codes adopted in section 38-31 shall be deemed guilty of a misdemeanor and, upon conviction of any such violation, shall be punished as provided in section 1-9. In any case of a violation of any of the terms and provisions of the codes adopted by the ordinance, by any corporation, the officers and agents actively in charge of the business of such corporation shall be subject to the penalty provided in this section.

(Ord. No. 814, § 2, 1-23-2017; Ord. No. 885, § 2, 6-17-2019; Ord. No. 977, § 2(Exh. K), 9-11-2023)

Sec. 38-34. Amendments to the 2021 International Fire Code.

That the ~~2021~~ 2024 *International Fire Code*, as adopted herein, is hereby amended and incorporated herein and attached hereto for all purposes of this article. The Town of Westlake, Texas may from time to time determine that additional local modifications to the Fire Code are necessary and appropriate to meet the unique needs of the Town of Westlake, Texas. To effectuate these local modifications, the town council shall enact individual ordinances amending this section, fully setting forth the change to be made in the Fire Code. These amendments shall be consolidated in Exhibit A — 1chapter 38.

~~The following sections, paragraphs, and sentences of the 2021 International Fire Code (IFC) are hereby amended as follows: Standard type is text from the IFC. Underlined type is text inserted. Lined through type is deleted text from IFC. A double asterisk (**) at the beginning of a section identifies an amendment carried over from the 2018 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2021 code.~~

~~All buildings are required to be protected by an automatic fire sprinkler system. See the Westlake Fire Code (chapter 38) and amendments for provisions, and exceptions, relating to the requirements for the installation of automatic fire sprinkler systems.~~

~~****Section 102.1; change #3 to read as follows:**~~

~~3. —Existing structures, facilities, and conditions when required in Chapter 11 or in specific sections of this code.~~

~~(Reason: To clarify that there are other provisions in the fire code applicable to existing buildings that are not located in Chapter 11, including but not limited to Section 505 Premises Identification.)~~

~~****Section 105.3.3; change to read as follows:**~~

~~**105.3.3 Occupancy Prohibited before Approval.** The building or structure shall not be occupied prior to the fire code official issuing a permit when required and conducting associated inspections indicating the applicable provisions of this code have been met.~~

~~(Reason: For clarity to allow for better understanding in areas not requiring such permits, such as unincorporated areas of counties. This amendment may be struck by a city.)~~

~~****Section 105.6.25; add to read as follows:**~~

105.6.25 Electronic access control systems. Construction permits are required to install or modify an electronic access control system, as specified in Chapter 10. A separate construction permit is required for to install or modify a fire alarm system that may be connected to the access control system. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

(Reason: Adds construction permit requirements for electronic access control systems affecting access and/or egress to ensure proper design and installation of such systems. These changes reflect local practices of municipalities in this region.)

*****Section 107.3; delete this section in its entirety:***

107.3 Permit valuations. The applicant for a permit shall provide an estimated permit value at the time of application. Permit valuations shall include the total value of work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment and permanent systems. If, in the opinion of the fire code official, the valuation is underestimated on the application, the permit shall be denied unless the applicant can show detailed estimates to meet the approval of the fire code official. Final permit valuation shall be set by the fire code official.

(Different jurisdictions establish permit fee requirements in different ways, and the majority in this region do not utilize this methodology for establishing Fire Code required permit fees, as well as have already established and adopted applicable permit fee requirements.)

*****Section 202; amend and add definitions to read as follows:***

***** [B] AMBULATORY CARE FACILITY.*** Buildings or portions thereof used to provide medical, surgical, psychiatric, nursing, or similar care on a less than 24-hour basis to persons who are rendered incapable of self-preservation by the services provided or staff has accepted responsibility for care recipients already incapable. This group may include but not be limited to the following:

- Dialysis centers
- Procedures involving sedation
- Sedation dentistry
- Surgery centers
- Colonic centers
- Psychiatric centers

(Reason: to clarify the range of uses included in the definition.)

***** [B] ATRIUM.*** An opening connecting twothree or more stories ... *{remaining text unchanged}*

(Reason: Accepted practice in the region based on legacy codes. IBC Section 1009 permits unenclosed two-story stairways under certain circumstances.)

***** [B] DEFEND IN PLACE.*** A method of emergency response that engages building components and trained staff to provide occupant safety during an emergency. Emergency response involves remaining in place, relocating within the building, or both, without evacuating the building.

(Reason: Added from International Building Code (IBC) definitions for consistency in interpretation of the subject requirements pertaining to such occupancies.)

*****FIRE WATCH.*** A temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals or standby personnel when required by the fire code official, for the purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire and notifying the fire department.

(Reason: Clearly defines options to the fire department for providing a fire watch.)

****FIREWORKS.** Any composition or device for the purpose of producing a visible or an audible effect for entertainment purposes by combustion, deflagration, or detonation, and/or activated by ignition with a match or other heat producing device that meets the definition of 1.3G fireworks or 1.4G fireworks. ... *{Remainder of text unchanged}...*

(Reason: Increased safety from fireworks related injuries.)

****Option B**

HIGH-PILED COMBUSTIBLE STORAGE; add a second paragraph to read as follows:

Any building classified as a group S Occupancy or Speculative Building exceeding 6,000 sq. ft. that has a clear height in excess of 14 feet, making it possible to be used for storage in excess of 12 feet, shall be considered to be high-piled storage. When a specific product cannot be identified (speculative warehouse), a fire protection system and life safety features shall be installed as for Class IV commodities, to the maximum pile height.

(Reason: To provide protection for worst-case scenario in flexible or unknown situations.)

****Option B**

HIGH-RISE BUILDING. A building with an occupied floor located more than 7555 feet (22 86016764 mm) above the lowest level of fire department vehicle access.

(Reason: Allows for additional construction safety features to be provided, based on firefighting response capabilities.)

****REPAIR GARAGE.** A building, structure or portion thereof used for servicing or repairing motor vehicles. This occupancy shall also include garages involved in minor repair, modification and servicing of motor vehicles for items such as lube changes, inspections, windshield repair or replacement, shocks, minor part replacement, and other such minor repairs.

(Reason: To further clarify types of service work allowed in a repair garage, as well as to correspond with definition in the IBC.)

****SELF-SERVICE STORAGE FACILITY.** Real property designed and used for the purpose of renting or leasing individual storage spaces to customers for the purpose of storing and removing personal property on a self-service basis.

(Reason: To provide a definition that does not exist in the code.)

****STANDBY PERSONNEL.** Qualified fire service personnel, approved by the Fire Chief. When utilized, the number required shall be as directed by the Fire Chief. Charges for utilization shall be as normally calculated by the jurisdiction.

(Reason: To provide a definition that does not exist in the code for fire watch accommodations as required by the jurisdiction.)

****UPGRADED OR REPLACED FIRE ALARM SYSTEM.** A fire alarm system that is upgraded or replaced includes, but is not limited to the following:

- Replacing one single board or fire alarm control unit component with a newer model
- Installing a new fire alarm control unit in addition to or in place of an existing one
- Conversion from a horn system to an emergency voice/alarm communication system
- Conversion from a conventional system to one that utilizes addressable or analog devices

The following are not considered an upgrade or replacement:

- Firmware updates
- Software updates
- Replacing boards of the same model with chips utilizing the same or newer firmware

(Reason: This is referenced in several places, but the wording of "upgraded or replaced" is somewhat ambiguous and open to interpretation. Defining it here allows for consistent application across the region.)

****Section 307.1.1; change to read as follows:**

307.1.1 Prohibited Open Burning. Open burning shall be prohibited that is offensive or objectionable because of smoke emissions or when atmospheric conditions or local circumstances make such fires hazardous shall be prohibited.

Exception: {No change.}

(Reason: To further protect adjacent property owners/occupants from open burning and/or smoke emissions from open burning.)

****Section 307.2; change to read as follows:**

307.2 Permit Required. A permit shall be obtained from the *fire code official* in accordance with Section 105.6 prior to kindling a fire for recognized silvicultural or range or wildlife management practices, prevention or control of disease or pests, or open burning a bonfire. Application for such approval shall only be presented by and permits issued to the owner of the land upon which the fire is to be kindled.

Examples of state or local law, or regulations referenced elsewhere in this section may include but not be limited to the following:

1. Texas Commission on Environmental Quality (TCEQ) guidelines and/or restrictions.
2. State, County, or Local temporary or permanent bans on open burning.
3. Local written policies as established by the fire code official.

(Reason: Amendments to 307.2, 307.4, 307.4.3, and 307.5 better explain current requirements and recognize that jurisdictions have local established policies that best fit their environments.)

****Section 307.3; change to read as follows:**

1.3 Extinguishment Authority. When open burning creates or adds to a hazardous situation, or a required permit for open burning has not been obtained, the fire code official is authorized to order the extinguishment of the open burning operation. The fire code official is authorized to order the extinguishment by the permit holder, another person responsible or the fire department of open burning that creates or adds to a hazardous or objectionable situation.

(Reason: Provides direction as to responsible parties relative to extinguishment of the subject open burning.)

*****Section 307.4 and 307.4.1; change to read as follows:**

307.4 Location. The location for open burning shall not be less than 50300 feet (15 24091 440 mm) from any structure, and provisions shall be made to prevent the fire from spreading to within 50300 feet (15 24091 440 mm) of any structure.

Exceptions: {No change.}

307.4.1 Bonfires. A bonfire shall not be conducted within 50 feet (15 240 mm), or greater distance as determined by the fire code official, of a structure or combustible material, unless the fire is contained in a barbecue pit. Conditions that could cause a fire to spread within the required setback 50 feet (15 240 mm) of a structure shall be eliminated prior to ignition.

(Reason: To increase the separation distance thereby increasing the safety to adjacent properties, as per applicable TCEQ rules and regulations regarding outdoor burning. Bonfires were added to this requirement to allow the AHJ the ability to match the increased setback utilized for open burning as necessary. Size of bonfire will help to determine needed setback, fire equipment and apparatus as per permit requirements.)

****Section 307.4.3, Exceptions; add Exception #2 to read as follows:**

Exceptions:

1. — Portable outdoor fireplaces used at one- and two-family dwellings.
2. Where buildings, balconies and decks are protected by an approved automatic sprinkler system.

(Reason: To reflect similar allowances for open flame cooking in these same locations.)

****Section 307.4.4 and 307.4.5; change to read as follows:**

307.4.4 Permanent Outdoor Firepit. Permanently installed outdoor firepits for recreational fire purposes shall not be installed within 10 feet of a structure or combustible material.

Exception: Permanently installed outdoor fireplaces constructed in accordance with the International Residential Code or International Building Code.

307.4.5 Trench Burns. Trench burns shall be conducted in air curtain trenches and in accordance with Section 307.2.

(Reason: To provide a greater level of safety for this potentially hazardous fire exposure condition. Decrease in separation distance allowed for outdoor firepits due to permanent nature of construction having substantial securement.)

****Section 307.5; change to read as follows:**

307.5 Attendance. Open burning, trench burns, bonfires, recreational fires, and use of portable outdoor fireplaces shall be constantly attended until the ... *{Remainder of section unchanged}*

(Reason: Adds attendance for trench burns based on previous amendment provision for such.)

****Section 308.1.4; change to read as follows:**

308.1.4 Open-flame Cooking Devices. ~~Charcoal burners and other~~ Open-flame cooking devices, charcoal grills and other similar devices used for cooking shall not be operated located or used on combustible balconies, decks, or within 10 feet (3048 mm) of combustible construction.

Exceptions:

1. — ~~One- and two-family dwellings where LP-gas containers are limited to a water capacity not greater than 50 pounds (22.68 kg) [nominal 20 pound (9.08 kg) LP-gas capacity] with an aggregate LP-gas capacity not to exceed 100 pounds (5 containers).~~ All LP-gas containers shall be stored outside, as per Chapter 61.
2. — ~~Where buildings, balconies and decks are protected by an approved automatic sprinkler system, and LP-gas containers are limited to a water capacity not greater than 50 pounds (22.68 kg) [nominal 20 pound (9.08 kg) LP-gas capacity], with an aggregate LP-gas capacity not to exceed 40 lbs. (2 containers).~~ All LP-gas containers shall be stored outside, as per Chapter 61.
3. — LP-gas cooking devices having LP-gas container with a water capacity not greater than 2½ pounds [nominal 1 pound (0.454 kg) LP-gas capacity].

(Reason: Decrease fire risk in multi-family dwellings and minimizes ignition sources and clarify allowable limits for 1 & 2-family dwellings, and allow an expansion for sprinklered multi-family uses. This amendment adds clarification and defines the container size allowed for residences.)

*****Section 308.1.6.2, Exception #3; change to read as follows:***

3. — ~~Torches or flame-producing devices in accordance with Section 308.4308.1.3.~~

(Reason: Section identified in published code is inappropriate.)

*****Section 308.1.6.3; change to read as follows:***

308.1.6.3 Sky Lanterns. ~~A person shall not release or cause to be released an untethered unmanned free-floating device containing an open flame or other heat source, such as but not limited to asky lantern.~~

(Reason: Eliminates the potential fire hazard presented by utilization of such devices and the potential accidental release of such devices.)

*****Section 311.5; change to read as follows:***

311.5 Placards. ~~AnyThe fire code official is authorized to require marking of any vacant or abandoned buildings or structures determined to be unsafe pursuant to Section 114 of this code relating to structural or interior hazards, shall be marked as required by Section 311.5.1 through 311.5.5.~~

(Reason: There may be situations where placarding is not desired or necessary; also clarifies intent that it is not the fire code official's responsibility to provide the placard.)

*****Section 403.4; change to read as follows:***

403.4 Group E Occupancies. ~~An approved fire safety and evacuation plan in accordance with Section 404 shall be prepared and maintained for Group E occupancies and for buildings containing both a Group E occupancy and an atrium. A diagram depicting two evacuation routes shall be posted in a conspicuous location in each classroom. Group E occupancies shall also comply with Sections 403.4.1 through 403.4.3.~~

(Reason: The diagrams are intended to assist with egress in such occupancies—specifically, the primary teacher is not always present to assist children with egress. Also, such will help reinforce evacuation drill requirements.)

*****Section 404.2.2; add Number 4.10. to read as follows:***

~~4.10. Fire extinguishing system controls.~~

(Reason: The committee believed this information could be of great help to such plans to facilitate locating sprinkler valves to minimize water damage, for instance.)

******Section 405.5; change to read as follows:***

405.5 Time. ~~The fire code official may require an evacuation drill at any time.~~ Drills shall be held at unexpected times and under varying conditions to simulate the unusual conditions that occur in case of fire.

Exceptions:

1. — {No change.}
2. — {No change.}
3. — ~~Notification of teachers/staff having supervision of light or sound sensitive students/occupants, such as those on the autism spectrum, for the protection of those students/occupants, shall be allowed prior to conducting a drill.~~

(Reason: This change clarifies who may require a fire or evacuation drill, and also allows for consideration/protection of students/occupants who may be severely negatively impacted by the nature of a fire alarm notification during a practice drill.)

*****Section 501.4; change to read as follows:***

501.4 Timing of Installation. When fire apparatus access roads or a water supply for fire protection is required to be installed ~~for any structure or development, they shall be installed, tested, and approved prior to the time of which construction has progressed beyond completion of the foundation of any structure., such protection shall be installed and made serviceable prior to and during the time of construction except when approved alternative methods of protection are provided.~~ Temporary street signs shall be installed at each street intersection when construction of new roadways allows passage by vehicles in accordance with Section 505.2.

(Reason: Reflects current practice in the region relative to ensuring fire department and EMS access during construction, which can be a time of increased frequency for emergency incidents.)

****Section 503.1.1; add sentence to read as follows:**

Except for one- or two-family dwellings, the path of measurement shall be along a minimum of a 10 feet (3048 mm) wide unobstructed pathway around the external walls of the structure.

(Reason: Recognizes that the hose lay provision can only be measured along a pathway that is wide enough for fire fighter access.)

****Section 503.2.1; change to read as follows:**

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 2024 feet (6096 mm)~~7315 mm~~, exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm)~~14 feet (4267 mm)~~.

Exception: Vertical clearance may be reduced; provided such reduction does not impair access by fire apparatus and approved signs are installed and maintained indicating the established vertical clearance when approved.

(Reason: Amendments to 503.2.1 and 503.2.2 recognize that the equipment now used in firefighting is increasing in size. The code already recognizes that larger dimensions may be required under Section 503.2.2. The amendments are to standardize the dimensions for this area. With the increase in fire apparatus size, this will allow for the passage of two fire apparatus during a fire or EMS emergency.)

****Section 503.2.2; change to read as follows:**

503.2.2 Authority. The fire code official shall have the authority to require ~~or permit modifications to the required~~an increase in the minimum access widths and vertical clearances where they are inadequate for fire or rescue operations or where necessary to meet the public safety objectives of the jurisdiction.

(Reason: Amendments to 503.2.1 and 503.2.2 recognize that the equipment now used in firefighting is increasing in size. The code already recognizes that larger dimensions may be required under Section 503.2.2. The amendments are to standardize the dimensions for this area. With the increase in fire apparatus size, this will allow for the passage of two fire apparatus during a fire or EMS emergency.)

*****Section 503.2.3; change Section 503.2.3 to read as follows:**

503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support imposed loads of 85,000 lbs. for fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.

(Reason: To address the current size of fire trucks in use—figure derived from DOT requirements for waiver of vehicle exceeding such weight and from current maximum weights of fire trucks being purchased by jurisdictions in North Texas.)

****Section 503.3; change to read as follows:**

503.3 Marking. Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING—FIRE LANE ~~Striping, signs, or other markings, when approved by the fire code official,~~ shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof.

The means by which fire lanes are designated Striping, signs and other markings shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

(1) Striping – Fire apparatus access roads shall be continuously marked by painted lines of red traffic paint six inches (6") in width to show the boundaries of the lane. The words "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" shall appear in four inch (4") white letters at 25 foot intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.

(2) Signs – Signs shall read "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" and shall be 12" wide and 18" high. Signs shall be painted on a white background with letters and borders in red, using not less than 2" lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6'6") above finished grade. Signs shall be spaced not more than fifty feet (50') apart along both sides of the fire lane. Signs may be installed on permanent buildings or walls or as approved by the Fire Chief.

***** (3) In-laid Pavers** – In-laid fire lane identification systems may be approved by the fire code official. Approved in-laid fire lane identification systems will be enforced under this code as with other provisions of this code.

***** (4) Etched Stone Markings** – Approved etched stone fire lane identification systems will be enforced under this code as with other provisions of this code.

***** (5) Alternative Fire Lane Markings** – Means of identifying fire lanes shall be approved by fire code official. The use of curbs, poles, or other approved devices may be considered.

(Reason: Establishes a standard method of marking and reflects regional longstanding practices.)

****Section 503.4; change to read as follows:**

503.4 Obstruction of Fire Apparatus Access Roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 and 503.2.2 and any area marked as a fire lane as described in Section 503.3 shall be maintained at all times.

(Reason: As originally worded, the section implied that vehicles could be parked in the marked fire lane and not be in violation if the minimum width is still maintained. Current accepted enforcement practice is to require the entire marked fire lane to be maintained clear and unobstructed.)

****Section 505.1; change to read as follows:**

505.1 Address Identification. New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches (102 mm) 6 inches (152.4 mm) high with a minimum stroke width of ½ inch (12.7 mm). Where required by the fire code official, address numbers shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road, buildings do not immediately front a street, and/or the building cannot be viewed from the public way, a monument, pole or other sign with approved 6 inch (152.4 mm) height building numerals or addresses and 4 inch (101.6 mm) height suite/apartment numerals of a color contrasting with the background of the building or other approved means shall be used to identify the structure. Numerals or addresses shall be posted on a minimum 20 inch (508 mm) by 30 inch (762 mm) background on border. Address identification shall be maintained.

Exception: R-3 Single Family occupancies shall have approved numerals of a minimum 3½ inches (88.9 mm) in height and a color contrasting with the background clearly visible and legible from the street fronting the property and rear alleyway where such alleyway exists.

(Reason: To increase the minimum addressing requirements for commercial properties and establish a minimum for single-family residential properties. Such improves legibility of these signs which are critical to emergency response in a more timely manner.)

*****Section 507.4; change to read as follows:***

507.4 Water Supply Test Date and Information. ~~The water supply test used for hydraulic calculation of fire protection systems shall be conducted in accordance with NFPA 291 "Recommended Practice for Fire Flow Testing and Marking of Hydrants" and within one year of sprinkler plan submittal. The fire code official shall be notified prior to the water supply test. Water supply tests shall be witnessed by the fire code official, as required or approved documentation of the test shall be provided to the fire code official prior to final approval of the water supply system. The exact location of the static/residual hydrant and the flow hydrant shall be indicated on the design drawings. All fire protection plan submittals shall be accompanied by a hard copy of the waterflow test report, or as approved by the fire code official. The report must indicate the dominant water tank level at the time of the test and the maximum and minimum operating levels of the tank, as well, or identify applicable water supply fluctuation. The licensed contractor must then design the fire protection system based on this fluctuation information, as per the applicable referenced NFPA standard. Reference Section 903.3.5 for additional design requirements.~~

(Reason: Clarifies intent of the test to ensure contractor accounts for water supply fluctuations.)

*****Section 507.5.4; change to read as follows:***

507.5.4 Obstruction. ~~Unobstructed access to fire hydrants shall be maintained at all times. Posts, fences, vehicles, growth, trash, storage and other materials or objects shall not be placed or kept near fire hydrants, fire department inlet connections or fire protection system control valves in a manner that would prevent such equipment or fire hydrants from being immediately discernible. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants.~~

(Reason: Additional guidance based on legacy language to ensure these critical devices are available in an emergency incident.)

*****Section 509.1.2; add to read as follows:***

509.1.2 Sign Requirements. ~~Unless more stringent requirements apply, lettering for signs required by this section shall have a minimum height of 2 inches (50.8 mm) when located inside a building and 4 inches (101.6 mm) when located outside, or as approved by the fire code official. The letters shall be of a color that contrasts with the background.~~

(Reason: Provides direction as to appropriate sign criteria to develop local and regional consistency in this regard.)

******Section 605.4 through 605.4.2.2; change to read as follows:***

605.4 Fuel oil storage systems. ~~Fuel oil storage systems for building heating systems shall be installed and maintained in accordance with this code. Tanks and fuel oil piping systems shall be installed in accordance with Chapter 13 of the International Mechanical Code and Chapter 57.~~

605.4.1 Fuel oil storage in outside, above-ground tanks. ~~Where connected to a fuel oil piping system, the maximum amount of fuel oil storage allowed outside above ground without additional protection shall be 660 gallons (2498 L). The storage of fuel oil above ground in quantities exceeding 660 gallons (2498 L) shall comply with NFPA 31 and Chapter 57.~~

605.4.1.1 Approval. ~~Outdoor fuel oil storage tanks shall be in accordance with UL 142 or UL 2085, and also listed as double-wall/secondary containment tanks.~~

605.4.2 Fuel oil storage inside buildings. ~~Fuel oil storage inside buildings shall comply with Sections 605.4.2.2 through 605.4.2.8 and Chapter 57.~~

605.4.2.1 Approval. Indoor fuel oil storage tanks shall be in accordance with UL 80, UL 142 or UL 2085.

605.4.2.2 Quantity limits. One or more fuel oil storage tanks containing Class II or III *combustible liquid* shall be permitted in a building. The aggregate capacity of all tanks shall not exceed the following:

1. — 660 gallons (2498 L) in unsprinklered buildings where stored in a tank complying with UL80, UL or UL 2085, and also listed as a double-wall/secondary containment tank for Class II liquids.
2. — 1,320 gallons (4996 L) in buildings equipped with an *automatic sprinkler* system in accordance with Section 903.3.1.1, where stored in a tank complying with UL142 or UL 2085. The tank shall be listed as a secondary containment tank, and the secondary containment shall be monitored visually or automatically.
3. — 3,000 gallons (11 356 L) in buildings equipped with an *automatic sprinkler* system in accordance with Section 903.3.1.1, where stored in protected above-ground tanks complying with UL 2085 and Section 5704.2.9.7. The tank shall be listed as a secondary containment tank, as required by UL 2085, and the secondary containment shall be monitored visually or automatically.

(Reason: Issues addressed by Chapter 57 such as venting to outside of buildings, remote fill to outside of building, overfill protection, physical protection, etc., are not included in Section 605.4, so compliance with Chapter 57 is also required. The Board removed the applicability to heating systems only from the charging statement based on this more prudent method of diesel storage for generators, boilers, fire pumps and other fuel-fired equipment inside buildings without requiring Group H occupancy classification — this is now established practice in the region as well.)

****Section 807.5.2.2 and 807.5.2.3 applicable to Group E occupancies; change to read as follows:**

807.5.2.2 Artwork in Corridors. Artwork and teaching materials shall be limited on the walls of corridors to not more than 20 percent of the wall area. Such materials shall not be continuous from floor to ceiling or wall to wall. Curtains, draperies, wall hangings, and other decorative material suspended from the walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 in accordance with Section 807 or be noncombustible.

Exception: Corridors protected by an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 shall be limited to 50 percent of the wall area.

807.5.2.3 Artwork in Classrooms. Artwork and teaching materials shall be limited on walls of classrooms to not more than 50 percent of the specific wall area to which they are attached. Curtains, draperies, wall hangings and other decorative material suspended from the walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 in accordance with Section 807 or be noncombustible.

(Reason: This change allows an increase in wall coverage due to the presence of sprinklers. Also provides additional guidance relative to fire resistance requirements in these areas.)

****Section 807.5.5.2 and 807.5.5.3 applicable to Group I-4 occupancies; change to read as follows:**

807.5.5.2 Artwork in Corridors. Artwork and teaching materials shall be limited on the walls of corridors to not more than 20 percent of the wall area. Such materials shall not be continuous from floor to ceiling or wall to wall. Curtains, draperies, wall hangings and other decorative material suspended from the walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 in accordance with Section 807 or be noncombustible.

Exception: Corridors protected by an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 shall be limited to 50 percent of the wall area.

807.5.5.3 Artwork in Classrooms. Artwork and teaching materials shall be limited on walls of classrooms to not more than 50 percent of the specific wall area to which they are attached. Curtains, draperies, wall hangings and other decorative material suspended from the walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 in accordance with Section 807 or be noncombustible.

(Reason: This change allows an increase in wall coverage due to the presence of sprinklers. Also provides additional guidance relative to fire resistance requirements in these areas.)

*****Section 901.6.1.1; add to read as follows:***

901.6.1.1 Standpipe Testing. Building owners/managers must maintain and test standpipe systems as per NFPA 25 requirements. The following additional requirements shall be applied to the testing that is required every 5 years:

- 1.The piping between the Fire Department Connection (FDC) and the standpipe shall be backflushed or inspected by approved camera when foreign material is present or when caps are missing, and also hydrostatically tested for all FDC's on any type of standpipe system. Hydrostatic testing shall also be conducted in accordance with NFPA 25 requirements for the different types of standpipe systems.
- 2.For any manual (dry or wet) standpipe system not having an automatic water supply capable of flowing water through the standpipe, the tester shall connect hose from a fire hydrant or portable pumping system (as approved by the fire code official) to each FDC, and flow water through the standpipe system to the roof outlet to verify that each inlet connection functions properly. Confirm that there are no open hose valves prior to introducing water into a dry standpipe. There is no required pressure criteria at the outlet. Verify that check valves function properly and that there are no closed control valves on the system.
- 3.Any pressure relief, reducing, or control valves shall be tested in accordance with the requirements of NFPA 25. All hose valves shall be exercised.
- 4.If the FDC is not already provided with approved caps, the contractor shall install such caps for all FDC's as required by the fire code official.
- 5.Upon successful completion of standpipe test, place a blue tag (as per Texas Administrative Code, Fire Sprinkler Rules for Inspection, Test and Maintenance Service (ITM) Tag) at the bottom of each standpipe riser in the building. The tag shall be check marked as "Fifth Year" for Type of ITM, and the note on the back of the tag shall read "5 Year Standpipe Test" at a minimum.
- 6.The procedures required by Texas Administrative Code Fire Sprinkler Rules with regard to Yellow Tags and Red Tags or any deficiencies noted during the testing, including the required notification of the local Authority Having Jurisdiction (fire code official) shall be followed.
- 7.Additionally, records of the testing shall be maintained by the owner and contractor, if applicable, as required by the State Rules mentioned above and NFPA 25.
- 8.Standpipe system tests where water will be flowed external to the building shall not be conducted during freezing conditions or during the day prior to expected night time freezing conditions.
- 9.Contact the fire code official for requests to remove existing fire hose from Class II and III standpipe systems where employees are not trained in the utilization of this firefighting equipment. All standpipe hose valves must remain in place and be provided with an approved cap and chain when approval is given to remove hose by the fire code official.

(Reason: Increases the reliability of the fire protection system and re-emphasizes the requirements of NFPA 25 relative to standpipe systems, as well as ensuring that FDC connections are similarly tested/maintained to ensure operation in an emergency incident.)

*****Section 901.6.4; add to read as follows:***

901.6.4 False Alarms and Nuisance Alarms. False alarms and nuisance alarms shall not be given, signaled or transmitted or caused or permitted to be given, signaled or transmitted in any manner.

(Reason: Places the responsibility on the business or property owner to maintain their fire alarm systems in approved condition. Allows the enforcement of "prohibition of false alarms." Replaces text lost from the legacy codes that helps to ensure the maintenance of life safety systems.)

****Section 901.7; change to read as follows:**

901.7 Systems Out of Service. Where a required fire protection system is out of service or in the event of an excessive number of activations, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall either be evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shut down until the fire protection system has been returned to service.... {Remaining text unchanged}

(Reason: Gives fire code official more discretion with regards to enforcement of facilities experiencing nuisance alarm or fire protection system activations necessitating correction/repair/replacement. The intent of the amendment is to allow local jurisdictions to enforce fire watches, etc., where needed to ensure safety of occupants where fire protection systems are experiencing multiple nuisance activations.)

****Section 903.1.1; change to read as follows:**

903.1.1 Alternative Protection. Alternative automatic fire-extinguishing systems complying with Section 904 shall be permitted instead of in addition to automatic sprinkler protection where recognized by the applicable standard and, or as approved by the fire code official.

(Reason: Such alternative systems do not provide the reliability of automatic sprinkler protection. Most gaseous type systems are highly susceptible to open doors, ceiling or floor tile removal, etc. However, an applicant could pursue an Alternate Method request to help mitigate the reliability issues with these alternative systems with the fire code official if so desired, or there may be circumstances in which the fire code official is acceptable to allowing an alternate system in lieu of sprinklers, such as kitchen hoods or paint booths.)

****Section 903.2; add paragraph to read as follows and delete the Exception for telecommunications buildings:**

Automatic Sprinklers shall not be installed in elevator machine rooms, elevator machine spaces, and elevator hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances. Storage shall not be allowed within the elevator machine room. Signage shall be provided at the entry doors to the elevator machine room indicating "ELEVATOR MACHINERY— NO STORAGE ALLOWED."

(Reason: Firefighter and public safety. This amendment eliminates the shunt trip requirement of the International Building Code Section 3005.5 for the purpose of elevator passenger and firefighter safety. This amendment is contingent on the Building Code amendment eliminating the Exceptions to Section 3005.4, such that passive fire barriers for these areas are maintained. The exception deletion is due to the fact that such telecom areas pose an undue fire risk to the structural integrity of the building.)

*****Section 903.2.4.2; change to read as follows:**

903.2.4.2 Group F-1 distilled spirits. An automatic sprinkler system shall be provided throughout a Group F-1 fire area used for the manufacture of distilled spirits involving more than 120 gallons of distilled spirits (>16% alcohol) in the fire area at any one time.

(Reason: To establish a sprinkler criteria limit based on existing maximum allowable quantities provided for flammable liquids in a non-sprinklered space from Chapter 50 and allow very small distillery type operations without sprinkler requirements as has been historically allowed.)

*****Section 903.2.9.3; change to read as follows:**

903.2.9.3 Group S-1 distilled spirits or wine. An automatic sprinkler system shall be provided throughout a Group S-1 fire area used for the bulk storage of distilled spirits or wine involving more than 120 gallons of distilled spirits or wine (>16% alcohol) in the fire area at any one time.

(Reason: To establish a sprinkler criteria limit based on existing maximum allowable quantities provided for flammable liquids in a non-sprinklered space from Chapter 50 and allow very small storage operations without sprinkler requirements as has been historically allowed.)

****Section 903.2.9.4 and 903.2.9.5; delete Exception to 903.2.9.4 and add Section 903.2.9.5 to read as follows:**

903.2.9.5 Self-Service Storage Facility. An automatic sprinkler system shall be installed throughout all self-service storage facilities.

(Reason: Fire departments are unable to regularly inspect the interior of these commercial occupancies and are unaware of the contents being stored. Previous allowance to separate units by fire barriers is difficult to enforce maintenance after opening.)

*****Option B**

Section 903.2.11; change 903.2.11.3 and add 903.2.11.7, 903.2.11.8, and 903.2.11.9 as follows:

903.2.11.3 Buildings 5535 feet or more in height. An automatic sprinkler system shall be installed throughout buildings that have one or more stories with an occupant load of 30 or more, other than penthouses in compliance with Section 1511 of the *International Building Code*, located 5535 feet (16 76410 668 mm) or more above the lowest level of fire department vehicle access, measured to the finished floor.

Exception:

1. Occupancies in Group F-2.

903.2.11.7 High-Piled Combustible Storage. For any building with a clear height exceeding 12 feet (4572 mm), see Chapter 32 to determine if those provisions apply.

903.2.11.8 Spray Booths and Rooms. New and existing spray booths and spraying rooms shall be protected by an approved automatic fire-extinguishing system.

903.2.11.9 Buildings Over 6,000 sq. ft. An automatic sprinkler system shall be installed throughout all buildings with a building area 6,000 sq. ft. or greater and in all existing buildings that are enlarged to be 6,000 sq. ft. or greater. For the purpose of this provision, fire walls shall not define separate buildings.

Exception: Open parking garages in compliance with Section 406.5 of the *International Building Code* where all of the following conditions apply:

- a. The structure is freestanding.
- b. The structure does not contain any mixed uses, accessory uses, storage rooms, electrical rooms, elevators or spaces used or occupied for anything other than motor vehicle parking.
- c. The structure does not exceed 3 stories.
- d. An approved fire apparatus access road is provided around the entire structure.

(Reason: Provides jurisdictions options as to their desired level of sprinkler protection based on multiple factors including firefighting philosophies/capabilities.)

****Section 903.3.1.1.1; change to read as follows:**

903.3.1.1.1 Exempt Locations. When approved by the fire code official, automatic sprinklers shall not be required in the following rooms or areas where such ... {text unchanged} ... because it is damp, of fire-resistance-rated construction or contains electrical equipment:

1. Any room where the application of water, or flame and water, constitutes a serious life or fire hazard.
2. Any room or space where sprinklers are considered undesirable because of the nature of the contents, where approved by the fire code official.

3. ~~Generator and transformer rooms, under the direct control of a public utility, separated from the remainder of the building by walls and floor/ceiling or roof/ceiling assemblies having a fire-resistance rating of not less than 2 hours.~~
4. ~~Rooms or areas that are of noncombustible construction with wholly noncombustible contents.~~
5. ~~Fire service access Elevator machine rooms, and machinery spaces, and hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances.~~
6. ~~{Delete.}~~

{Reason: Gives more direction to code official. Exception 4 deleted to provide protection where fire risks are poorly addressed. Amendment 903.2 addresses Exception 5 above relative to the elimination of sprinkler protection in these areas to avoid the shunt trip requirement.}

*****Section 903.3.1.2; change to read as follows:**

903.3.1.2 NFPA 13R sprinkler systems. Automatic sprinkler systems in Group R occupancies shall be permitted to be installed throughout in accordance with NFPA 13R where the Group R occupancy meets all of the following conditions:

1. ~~Four stories or less above grade plane.~~
2. ~~The floor level of the highest story is 3035 feet (914410668 mm) or less above the lowest level of fire department vehicle access.~~
3. ~~The floor level of the lowest story is 3035 feet (914410668 mm) or less below the lowest level of fire department vehicle access.~~

{No change to remainder of section.}

{Reason: The change to the 2021 IFC over-reached to limit 13R systems to 30 ft. high at topmost floor level, which basically results in limiting 13R systems to 3-story buildings in reality. This change to 35 ft. would still allow 13R systems in 4-story apartment buildings, as has been allowed historically and as intended by 13R's scope.}

*****Section 903.3.1.2.2; change to read as follows:**

903.3.1.2.2 Corridors and balconies in the means of egress. Sprinkler protection shall be provided in all corridors and for all balconies. in the means of egress where any of the following conditions apply:

{Delete the rest of this section.}

{Reason: Corridor protection is critical to the means of egress, and corridors are regularly utilized for miscellaneous storage, fixtures, artwork, food kiosks and beverage dispensers, and furnishings. Balcony protection is required due to issues with fire exposure via soffit vents and the potential for significant combustible loading.}

****Section 903.3.1.2.3; delete section and replace as follows:**

Section 903.3.1.2.3 Attached Garages and Attics. Sprinkler protection is required in attached garages, and in the following attic spaces:

1. Attics that are used or intended for living purposes or storage shall be protected by an automatic sprinkler system.
2. Where fuel-fired equipment is installed in an unsprinklered attic, not fewer than one quick-response intermediate temperature sprinkler shall be installed above the equipment.
3. Attic spaces of buildings that are two or more stories in height above grade plane or above the lowest level of fire department vehicle access.

4.Group R-4, Condition 2 occupancy attics not required by Item 1 or 3 to have sprinklers shall comply with one of the following:

4.1.Provide automatic sprinkler system protection.

4.2.Provide a heat detection system throughout the attic that is arranged to activate the building fire alarm system.

4.3.Construct the attic using noncombustible materials.

4.4.Construct the attic using fire retardant treated wood complying with Section 2303.2 of the International Building Code.

4.5.Fill the attic with noncombustible insulation.

(Reason: Attic protection is required due to issues with fire exposure via soffit vents, as well as firefighter safety. Several jurisdictions indicated experience with un-protected attic fires resulting in displacement of all building occupants. NFPA 13 provides for applicable attic sprinkler protection requirements, as well as exemptions to such, based on noncombustible construction, etc. Attached garages already require sprinklers via NFPA 13R—this amendment just re-emphasizes the requirement.)

*****Section 903.3.1.3; change to read as follows:***

903.3.1.3 NFPA 13D Sprinkler Systems.~~Automatic sprinkler systems installed in one- and two-family dwellings; Group R-3; Group R-4, Condition 1; and townhouses shall be permitted to be installed throughout in accordance with NFPA 13D or in accordance with state law.~~

(Reason: To allow the use of the Plumbing section of the International Residential Code (IRC) and recognize current state stipulations in this regard.)

*****Section 903.3.1.4; add to read as follows:***

903.3.1.4 Freeze protection. Freeze protection systems for automatic fire sprinkler systems shall be in accordance with the requirements of the applicable referenced NFPA standard and this section:

903.3.1.4 Attics.~~Only dry-pipe, preaction, or listed antifreeze automatic fire sprinkler systems shall be allowed to protect attic spaces.~~

Exception: Wet-pipe fire sprinkler systems shall be allowed to protect non-ventilated attic spaces where:

- ~~1. The attic sprinklers are supplied by a separate floor control valve assembly to allow ease of draining the attic system without impairing sprinklers throughout the rest of the building, and~~
- ~~2. Adequate heat shall be provided for freeze protection as per the applicable referenced NFPA standard, and~~
- ~~3. The attic space is a part of the building's thermal, or heat, envelope, such that insulation is provided at the roof deck, rather than at the ceiling level.~~

903.3.1.4.2 Heat trace/insulation. Heat trace/insulation shall only be allowed where approved by the fire code official for small sections of large diameter water-filled pipe:

(Reason: In the last few years, severe winters brought to light several issues with current practices for sprinklering attics, not the least of which was wet-pipe sprinklers in ventilated attics provided with space heaters, etc. for freeze protection of such piping. This practice is not acceptable for the protection of water-filled piping in a ventilated attic space as it does not provide a reliable means of maintaining the minimum 40 degrees required by NFPA, wastes energy, and presents a potential ignition source to the attic space. Listed antifreeze is specifically included because NFPA currently allows such even though there is no currently listed antifreeze at the time of development of these

amendments. The intent of this amendment is to help reduce the large number of freeze breaks that have occurred in the past with water-filled wet-pipe sprinkler systems in the future, most specifically in attic spaces.)

*****Section 903.3.5; add a second paragraph to read as follows:***

Water supply as required for such systems shall be provided in conformance with the supply requirements of the respective NFPA standards; however, every water-based fire protection system shall be designed with a 10 psi safety factor. Reference Section 507.4 for additional design requirements.

(Reason: To define uniform safety factor for the region.)

*****Section 903.4; add a second paragraph after the Exceptions to read as follows:***

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

(Reason: To avoid significant water losses. Consistent with amendment to IFC 905.9.)

*****Section 903.4.2; add second paragraph to read as follows:***

The alarm device required on the exterior of the building shall be a weatherproof horn/strobe notification appliance with a minimum 75 candela strobe rating, installed as close as practicable to the fire department connection.

(Reason: Fire department connections are not always located at the riser; this allows the fire department faster access and ease of recognition of the FDC location, especially at night.)

*****Section 905.3.9; add to read as follows:***

905.3.9 Buildings Exceeding 10,000 sq. ft. In buildings exceeding 10,000 square feet in area per story and where any portion of the building's interior area is more than 200 feet (60960 mm) of travel, vertically and horizontally, from the nearest point of fire department vehicle access, Class I automatic wet or manual wet standpipes shall be provided.

Exceptions:

1. Automatic dry, semi-automatic dry, and manual dry standpipes are allowed as provided for in NFPA 14 where approved by the fire code official.
2. R-2 occupancies of four stories or less in height having no interior corridors.

(Reason: Allows for the rapid deployment of hose lines to the body of the fire in larger structures.)

*****Section 905.4; change Items 1, 3, and 5, and add Item 7 to read as follows:***

1. In every required interior exit stairway, a hose connection shall be provided for each story above and below grade plane. Hose connections shall be located at an intermediate landing between stories, unless otherwise approved by the fire code official.

Exception: {No change.}

2. {No change.}

3. In every exit passageway, at the entrance from the exit passageway to other areas of a building.

Exception: Where floor areas adjacent to an exit passageway are reachable from an interior exit stairway hose connection by a {remainder of text unchanged}.

4. {No change.}

5. ~~Where the roof has a slope less than 4 units vertical in 12 units horizontal (33.3-percent slope), each standpipe shall be provided with a two-way~~ hose connection shall be located to serve the roof or at the highest landing of an interior exit stairway with stair access to the roof provided in accordance with Section 1011.12.

6. ~~{No change.}~~

7. ~~When required by this Chapter, standpipe connections shall be placed adjacent to all required exits to the structure and at two hundred feet (200') intervals along major corridors thereafter, or as otherwise approved by the fire code official.~~

(Reason: Item 1, 3, and 5 amendments to remove 'interior' will help to clarify that such connections are required for all 'exit' stairways, to ensure firefighter capabilities are not diminished in these tall buildings, simply because the stair is on the exterior of the building. Item 5 reduces the amount of pressure required to facilitate testing, and provides backup protection for fire fighter safety. Item 7 allows for the rapid deployment of hose lines to the body of the fire.)

*****Section 905.8; change to read as follows:**

905.8 Dry standpipes. Dry standpipes shall not be installed.

Exception: Where subject to freezing and in accordance with NFPA 14. Additionally, manual dry standpipe systems shall be supervised with a minimum of 10 psig and a maximum of 40 psig air pressure with a high/low Supervisory alarm.

(Reason: To define manual dry standpipe supervision requirements. Helps ensure the integrity of the standpipe system via supervision, such that open hose valves will result in a supervisory low air alarm. NFPA 14 requires supervisory air for such, but does not provide pressure criteria for what that means. This is a longstanding regional requirement.)

****Section 905.9; add a second paragraph after the exceptions to read as follows:**

Sprinkler and standpipe system water flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

(Reason: To avoid significant water losses. Consistent with amendment to IFC 903.4.)

*****Section 906.1(1); delete Exception 3 as follows:**

3. In storage areas of Group S occupancies where forklift-, powered industrial truck or powered cart operators are the primary occupants, fixed extinguishers, as specified in NFPA 10, shall not be required where in accordance with all of the following:

3.1. Use of vehicle-mounted extinguishers shall be approved by the fire code official.

3.2. Each vehicle shall be equipped with a 10-pound, 40A:80B:C extinguisher affixed to the vehicle using a mounting bracket approved by the extinguisher manufacturer or the fire code official for vehicular use.

3.3. Not less than two spare extinguishers of equal or greater rating shall be available on-site to replace a discharged extinguisher.

3.4. Vehicle operators shall be trained in the proper operation, use and inspection of extinguishers.

3.5. Inspections of vehicle-mounted extinguishers shall be performed daily.

(Reason: This provision of only having vehicle-mounted fire extinguishers is not at all consistent with historical practice of requiring extinguishers throughout based on travel distance. Often times, the vehicle is what has caused

the incident and/or may be the source of the incident, so having the extinguisher vehicle-mounted results in greater potential injury of the user. This assumes the only occupants in the building are on a vehicle, which again, significantly reduces access to fire extinguishers throughout the building to other occupants. Future use of the building/tenancy may change further complicating the issue.)

****Section 907.1.4; add to read as follows:**

907.1.4 Design Standards. Where a new fire alarm system is installed, the devices shall be addressable. Fire alarm systems utilizing more than 20 smoke detectors shall have analog initiating devices.

(Reason: Provides for the ability of descriptive identification of alarms, and reduces need for panel replacement in the future. Change of terminology allows for reference back to definitions of NFPA 72.)

****Section 907.2.1; change to read as follows:**

907.2.1 Group A. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group A occupancies where the having an occupant load due to the assembly occupancy is of 300 or more persons, or where the Group A occupant load is more than 100 persons above or below the lowest level of exit discharge. Group A occupancies not separated from one another in accordance with Section 707.3.10 of the *International Building Code* shall be considered as a single occupancy for the purposes of applying this section. Portions of Group E occupancies occupied for assembly purposes shall be provided with a fire alarm system as required for the Group E occupancy.

Exception: {No change.}

Activation of fire alarm notification appliances shall:

1. Cause illumination of the *means of egress* with light of not less than 1 foot-candle (11 lux) at the walking surface level, and
2. Stop any conflicting or confusing sounds and visual distractions.

(Reason: Increases the requirement to be consistent with Group B requirement. Also addresses issue found in Group A occupancies of reduced lighting levels and other A/V equipment that distracts from fire alarm notification devices or reduces ability of fire alarm system to notify occupants of the emergency condition.)

****Section 907.2.3; change to read as follows:**

907.2.3 Group E. A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E educational occupancies. When *automatic sprinkler systems* or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system. An approved smoke detection system shall be installed in Group E day care occupancies. Unless separated by a minimum of 100' open space, all buildings, whether portable buildings or the main building, will be considered one building for alarm occupant load consideration and interconnection of alarm systems.

Exceptions:

1. — {No change.}
- 1.1. Residential In-Home day care with not more than 12 children may use interconnected single station detectors in all habitable rooms. (For care of more than five children 2½ or less years of age, see Section 907.2.6.)

{No change to remainder of exceptions.}

(Reason: To distinguish educational from day care occupancy minimum protection requirements. Further, to define threshold at which portable buildings are considered a separate building for the purposes of alarm systems. Exceptions provide consistency with State law concerning such occupancies.)

******Section 907.2.10; change to read as follows:***

907.2.10 Group S. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group S public and self-storage occupancies ~~three stories or greater in height for interior corridors and interior common areas. Visible notification appliances are not required within storage units.~~

Exception: ~~{No change.}~~

{Reason: Because of the potential unknown fire load and hazards in self-storage type facilities, which could include flammable liquids for instance, as well as other hazardous materials, prompt evacuation in the event of fire alarm is needed; therefore, notification in the corridors/common areas is critical to all such occupancies, regardless of height.}

******Section 907.2.13, Exception #3; change to read as follows:***

3. ~~Open air portions of buildings with an occupancy in Group A-5 in accordance with Section 303.1 of the International Building Code; however, this exception does not apply to accessory uses including but not limited to sky boxes, restaurants, and similarly enclosed areas.~~

{Reason: To indicate that enclosed areas within open air seating type occupancies are not exempted from automatic fire alarm system requirements.}

******Section 907.4.2.7; add to read as follows:***

907.4.2.7 Type. Manual alarm initiating devices shall be an approved double action type.

{Reason: Helps to reduce false alarms.}

******Section 907.6.1.1; add to read as follows:***

907.6.1.1 Wiring Installation. All fire alarm systems shall be installed in such a manner that a failure of any single initiating device or single open in an initiating circuit conductor will not interfere with the normal operation of other such devices. All signaling line circuits (SLC) shall be installed in such a way that a single open will not interfere with the operation of any addressable devices (Class A). Outgoing and return SLC conductors shall be installed in accordance with NFPA 72 requirements for Class A circuits and shall have a minimum of four feet separation horizontal and one foot vertical between supply and return circuit conductors. The initiating device circuit (IDC) from a signaling line circuit interface device may be wired Class B, provided the distance from the interface device to the initiating device is ten feet or less.

{Reason: To provide uniformity in system specifications and guidance to design engineers. Improves reliability of fire alarm devices and systems.}

******Section 907.6.3; delete all four Exceptions.***

{Reason: To assist responding personnel in locating the emergency event for all fire alarm systems. This is moved from 907.6.5.3 in the 2012 IFC and reworded to match new code language and sections.}

******Section 907.6.6; add sentence at end of paragraph to read as follows:***

See 907.6.3 for the required information transmitted to the supervising station.

{Reason: To assist responding personnel in locating the emergency event for all fire alarm systems. This was moved from 907.6.5.3 in the 2012 IFC and reworded to match new code language and sections (legacy language).}

******Section 910.2; change Exceptions #2 and 3 to read as follows:***

2. Only manual smoke and heat removal shall not be required in areas of buildings equipped with early suppression fast-response (ESFR) sprinklers. Automatic smoke and heat removal is prohibited.
3. Only manual smoke and heat removal shall not be required in areas of buildings equipped with control mode special application sprinklers with a response time index of $50(m^*S)^{1/2}$ or less that are listed to

control a fire in stored commodities with 12 or fewer sprinklers. Automatic smoke and heat removal is prohibited.

(Reason: Allows the fire department to control the smoke and heat during and after a fire event, while still prohibiting such systems from being automatically activated, which is a potential detriment to the particular sprinkler systems indicated.)

****Section 910.2.3; add to read as follows:**

910.2.3 Group H. Buildings and portions thereof used as a Group H occupancy as follows:

1. In occupancies classified as Group H-2 or H-3, any of which are more than 15,000 square feet (1394 m²) in single floor area:

Exception: Buildings of noncombustible construction containing only noncombustible materials.

2. In areas of buildings in Group H used for storing Class 2, 3, and 4 liquid and solid oxidizers, Class 1 and unclassified detonable organic peroxides, Class 3 and 4 unstable (reactive) materials, or Class 2 or 3 water-reactive materials as required for a high-hazard commodity classification.

Exception: Buildings of noncombustible construction containing only noncombustible materials.

(Reason: Maintains a fire protection device utilized in such occupancies where it is sometimes necessary to allow chemicals to burn out, rather than extinguish. This is based on legacy language establishing long-standing historical practice.)

****Section 910.4.3.1; change to read as follows:**

910.4.3.1 Makeup Air. Makeup air openings shall be provided within 6 feet (1829 mm) of the floor level. Operation of makeup air openings shall be manual or automatic. The minimum gross area of makeup air inlets shall be 8 square feet per 1,000 cubic feet per minute (0.74 m² per 0.4719 m³/s) of smoke exhaust.

(Reason: Makeup air has been required to be automatic for several years now in this region when mechanical smoke exhaust systems are proposed. This allows such systems to be activated from the smoke control panel by first responders without having to physically go around the exterior of the building opening doors manually. Such requires a significant number of first responders on scene to conduct this operation and significantly delays activation and/or capability of the smoke exhaust system.)

****Section 912.2.3; add to read as follows:**

912.2.3 Hydrant Distance. An approved fire hydrant shall be located within 100 feet of the fire department connection as the fire hose lays along an unobstructed path.

(Reason: To accommodate limited hose lengths, improve response times where the FDC is needed to achieve fire control, and improve ease of locating a fire hydrant in those situations also. Also, consistent with NFPA 14 criteria.)

912.2.4 Fire Department Connection Distance from Fire Lane. All fire department connections shall be located within 50 feet of an approved fire lane access roadway.

****Section 913.2.1; add second paragraph and exception to read as follows:**

When located on the ground level at an exterior wall, the fire pump room shall be provided with an exterior fire department access door that is not less than 3 ft. in width and 6 ft. – 8 in. in height, regardless of any interior doors that are provided. A key box shall be provided at this door, as required by Section 506.1.

Exception: When it is necessary to locate the fire pump room on other levels or not at an exterior wall, the corridor leading to the fire pump room access from the exterior of the building shall be provided with equivalent fire resistance as that required for the pump room, or as approved by the fire code official. Access keys shall be provided in the key box as required by Section 506.1.

(Reason: This requirement allows fire fighters safer access to the fire pump room. The requirement allows access without being required to enter the building and locate the fire pump room interior access door during a fire event. The exception recognizes that this will not always be a feasible design scenario for some buildings, and as such, provides an acceptable alternative to protect the pathway to the fire pump room.)

****Section 914.3.1.2; change to read as follows:**

914.3.1.2 Water Supply to required Fire Pumps. In all buildings that are more than ~~420~~120 feet (~~12836.6~~ 36.6 m) in building height, and buildings of Type IVA and IVB construction that are more than ~~120~~ feet (~~36.6~~ 36.6 m) in building height, required fire pumps shall be supplied by connections to no fewer than two water mains located in different streets. Separate supply piping shall be provided between each connection to the water main and the pumps. Each connection and the supply piping between the connection and the pumps shall be sized to supply the flow and pressure required for the pumps to operate.

Exception: ~~{No change to exception.}~~

(Reason: The 2009 edition of the IFC added this requirement based on a need for redundancy of the water supply similar to the redundancy of the power supply to the fire pumps required for such tall buildings, partially due to the fact that these buildings are rarely fully evacuated in a fire event. More commonly, the alarm activates on the floor of the event, the floor above and the floor below. Back-up power to the fire pump becomes critical for this reason. Certainly, the power is pointless if the water supply is impaired for any reason, so a similar requirement is provided here for redundant water supplies. The 2015 edition changes the requirement to only apply to very tall buildings over 420 ft. This amendment modifies/lowers the requirement to 120 ft., based on this same height requirement for fire service access elevators. Again, the language from the 2009 and 2012 editions of the code applied to any high-rise building. This compromise at 120 ft. is based on the above technical justification of defend-in-place scenarios in fire incidents in such tall structures.)

*****Section 1006.2.1; change Exception #3 to read as follows:**

1006.2.1 Egress based on occupant load and common path of egress travel distance. Two exits or exit doorways from any space shall be provided where the design occupant load or the common path of egress travel distance exceeds the values listed in Table 1006.2.1. The cumulative occupant load from adjacent rooms, areas or space shall be determined in accordance with Section 1004.2.

Exceptions:

1. ~~— {No change.}~~
2. ~~— {No change.}~~
3. ~~— Unoccupied rooftop mechanical rooms and penthouses are not required to comply with the common path of egress travel distance measurement.~~

(Reason: Add "rooftop" to Exception No. 3 to clarify that only such mechanical rooms located on the roof may be exempted.)

****Section 1009.8; add Exception #7 to read as follows:**

1. through 6. ~~{No change.}~~
7. Buildings regulated under State Law and built in accordance with State registered plans, including variances or waivers granted by the State, shall be deemed to be in compliance with the requirements of Section 1009 and Chapter 11.

(Reason: To accommodate buildings regulated under Texas State Law and to be consistent with amendments in Chapter 11.)

****Section 1010.2.5; change Exceptions #3 and 4 to read as follows:**

1. — {No change.}
2. — {No change.}
3. — Where a pair of doors serves an occupant load of less than 50 persons in a Group B, F, M or S occupancy, (remainder unchanged).
4. — Where a pair of doors serves a Group A, B, F, M or S occupancy (remainder unchanged)
5. — {No change.}

{Reason: It is common in our region to see the 2nd leaf locked, when that leaf is not part of the required egress door clear width, such as in a typical Group M occupancy. Exception No. 4 was expanded to Group A due to it being a similar situation for Group A restaurants.}

****Section 1020.2; add Exception #6 to read as follows:**

1. through 5. {No change.}
6. In unsprinklered group B occupancies, corridor walls and ceilings need not be of fire-resistive construction within a single tenant space when the space is equipped with approved automatic smoke detection within the corridor. The actuation of any detector must activate self-annunciating alarms audible in all areas within the corridor. Smoke detectors must be connected to an approved automatic fire alarm system where such system is provided.

{Reason: Similar concept was previously in UBC – legacy language. This scenario occurs primarily in existing, non-sprinklered buildings, which under current IBC would be required to have a fire resistance rated corridor. This exception provides a cost-effective solution for single tenant space in lieu of the base IBC requirement to retrofit a fire sprinkler system throughout the building.}

*****Section 1030.1.1.1; add Exceptions to read as follows:**

Exceptions:

1. through 3. {No change.}
4. Where alternate means or methods are submitted to and approved by the Building and Fire Officials.

{Reason: This base IBC provision applies to all grandstands and bleachers and does not differentiate between open air grandstands and bleachers, smaller, less complex grandstands and bleachers and or movable/non-fixed grandstands and bleachers. The new exception permits the AHJ to be presented with alternate means or methods that take into consideration these differentiators that are unique to the specific grandstand and/or bleacher.}

****Section 1032.2; change to read as follows:**

1032.2 Reliability. Required exit accesses, exits and exit discharges shall be continuously maintained free from obstructions or impediments to full instant use in the case of fire or other emergency where the building area served by the means of egress is occupied. An exit or exit passageway shall not be used for any purpose that interferes with a means of egress.

{Reason: Maintain legacy levels of protection and longstanding regional practice, and provide firefighter.}

****Section 1103.3; add sentence to end of paragraph as follows:**

Provide emergency signage as required by Section 604.4.

{Reason: This signage to avoid elevators in a fire emergency is critical to life safety justifying the retroactive requirement.}

****Section 1103.5.1; add sentence to read as follows:**

Fire sprinkler system installation shall be completed within 24 months from date of notification by the fire code official.

(Reason: Regional consistency of this retroactive requirement to allow business owners adequate time to budget to accommodate the cost of the fire sprinkler system.)

*****Section 1103.5.6; add to read as follows:***

1103.5.6 Spray Booths and Rooms. Existing spray booths and spray rooms shall be protected by an approved automatic fire-extinguishing system in accordance with Section 2404.

(Reason: Consistent with amendment to IFC 2404, and longstanding regional requirement to protect this hazardous operation.)

*****Section 1103.7.7; add to read as follows:***

1103.7.7 Fire Alarm System Design Standards. Where an existing fire alarm system is upgraded or replaced, the devices shall be addressable. Fire alarm systems utilizing more than 20 smoke and/or heat detectors shall have analog initiating devices.

Exception: Existing systems need not comply unless the total building, or fire alarm system, remodel or expansion exceeds 30% of the building. When cumulative building, or fire alarm system, remodel or expansion initiated after the date of original fire alarm panel installation exceeds 50% of the building, or fire alarm system, the fire alarm system must comply within 18 months of permit application.

1103.7.7.1 Communication requirements. Refer to Section 907.6.6 for applicable requirements.

(Reason: To assist responding personnel in locating the emergency event and provide clarity as to percentages of work that results in a requirement to upgrade the entire fire alarm system.)

******Section 1203; change and add to read as follows:***

1203.1.1 {No change.}

1203.1.2 {No change.}

1203.1.3 Installation. Emergency power systems and standby power systems shall be installed in accordance with the *International Building Code*, NFPA 70, NFPA 110 and NFPA 111. Existing installations shall be maintained in accordance with the original approval, except as specified in Chapter 11.

1203.1.4 {No change.}

1203.1.5 Load Duration. Emergency power systems and standby power systems shall be designed to provide the required power for a minimum duration of 2 hours without being refueled or recharged, unless specified otherwise in this code.

Exception: Where the system is supplied with natural gas from a utility provider and is approved.

1203.1.6 through 1203.1.9 {No changes to these sections.}

1203.1.10 Critical Operations Power Systems (COPS). For Critical Operations Power Systems necessary to maintain continuous power supply to facilities or parts of facilities that require continuous operation for the reasons of public safety, emergency management, national security, or business continuity, see NFPA 70.

1203.2 Where Required. Emergency and standby power systems shall be provided where required by Sections 1203.2.1 through 1203.2.1826 or elsewhere identified in this code or any other referenced code.

1203.2.1 through 1203.2.3 {No change.}

1203.2.4 Emergency Voice/alarm Communications Systems. Emergency power shall be provided for emergency voice/alarm communications systems in the following occupancies, or as specified elsewhere in this code, as

required in Section 907.5.2.2.5. The system shall be capable of powering the required load for a duration of not less than 24 hours, as required in NFPA 72.

Covered and Open Malls, Section 907.2.20 and 914.2

Group A Occupancies, Sections 907.2.1 and 907.5.2.2

Special Amusement Areas, Section 907.2.12 and 914.7

High-rise Buildings, Section 907.2.13 and 914.3

Atriums, Section 907.2.14 and 914.4

Deep Underground Buildings, Section 907.2.19 and 914.5

1203.2.5 through 1203.2.14 {No change.}

1203.2.15 Means of Egress Illumination. Emergency power shall be provided for *means of egress* illumination in accordance with Sections 1008.3 and 1104.5.1 (90 minutes).

1203.2.16 Membrane Structures. Emergency power shall be provided for *exit* signs in temporary tents and membrane structures in accordance with Section 3103.12.6 (90 minutes). Standby power shall be provided for auxiliary inflation systems in permanent membrane structures in accordance with Section 2702 of the *International Building Code* (4 hours). Auxiliary inflation systems shall be provided in temporary air-supported and air-inflated membrane structures in accordance with Section 3103.10.4.

1203.2.17 {No change.}

1203.2.18 Smoke Control Systems. Standby power shall be provided for smoke control systems in the following occupancies, or as specified elsewhere in this code, as required in Section 909.11:

Covered Mall Building, *International Building Code*, Section 402.7

Atriums, *International Building Code*, Section 404.7

Underground Buildings, *International Building Code*, Section 405.8

Group I-3, *International Building Code*, Section 408.4.2

Stages, *International Building Code*, Section 410

Special Amusement Areas (as applicable to Group A's), *International Building Code*, Section 411 Smoke Protected Seating, Section 1030.6.2

1203.2.19 {No change.}

1203.2.20 Covered and Open Mall Buildings. Emergency power shall be provided in accordance with Section 907.2.20 and 914.2.

1203.2.21 Airport Traffic Control Towers. A standby power system shall be provided in airport traffic control towers more than 65 ft. in height. Power shall be provided to the following equipment:

1. Pressurization equipment, mechanical equipment and lighting.

2. Elevator operating equipment.

3. Fire alarm and smoke detection systems.

1203.2.22 Smokeproof Enclosures and Stair Pressurization Alternative. Standby power shall be provided for smokeproof enclosures, stair pressurization alternative and associated automatic fire detection systems as required by the *International Building Code*, Section 909.20.7.2.

~~**1203.2.23 Elevator Pressurization.** Standby power shall be provided for elevator pressurization system as required by the *International Building Code*, Section 909.21.5.~~

~~**1203.2.24 Elimination of Smoke Dampers in Shaft Penetrations.** Standby power shall be provided when eliminating the smoke dampers in ducts penetrating shafts in accordance with the *International Building Code*, Section 717.5.3, exception 2.3.~~

~~**1203.2.25 Common Exhaust Systems for Clothes Dryers.** Standby power shall be provided for common exhaust systems for clothes dryers located in multistory structures in accordance with the *International Mechanical Code*, Section 504.11, Item 7.~~

~~**1203.2.26 Means of Egress Illumination in Existing Buildings.** Emergency power shall be provided for means of egress illumination in accordance with Section 1104.5 when required by the fire code official (90 minutes in I-2, 60 minutes elsewhere).~~

~~**1203.3 through 1203.6** (No change.)~~

(Reason: These amendments were moved from Chapter 6, due to relocation of the published sections to this new Chapter 12 in the past edition of the code and have now been updated for this edition. These provisions provide a list to complete and match that throughout the codes. The only additional requirements are the reference to COPS in NFPA 70, and the specified Energy time duration. Other changes are a reference to a code provision that already exists.)

****Section 2304.1; change to read as follows:**

2304.1 Supervision of Dispensing. The dispensing of fuel at motor fuel-dispensing facilities shall be conducted by a qualified attendant or shall be under the supervision of a qualified attendant at all times or shall be in accordance with Section 2204.3, the following:

1. Conducted by a qualified attendant; and/or,
2. Shall be under the supervision of a qualified attendant; and/or
3. Shall be an unattended self-service facility in accordance with Section 2304.3.

At any time the qualified attendant of item Number 1 or 2 above is not present, such operations shall be considered as an unattended self-service facility and shall also comply with Section 2304.3.

(Reason: Allows a facility to apply the attended and unattended requirements of the code when both are potentially applicable.)

****Section 2401.2; delete this section in its entirety.**

(Reason: This section eliminates such booths from all compliance with Chapter 24 including, but not limited to: size, ventilation, fire protection, construction, etc. If the product utilized is changed to a more flammable substance, the lack of compliance with Chapter 15 could result in significant fire or deflagration and subsequent life safety hazard.)

****Section 3103.3.1; delete this section in its entirety.**

(Reason: This section requires a fire sprinkler system to be installed in temporary tents and membrane structures, which is not a reasonable or enforceable requirement for a temporary use. A fire watch or fire alarm system is a more advisable approach for such occupancies that are only temporary in nature.)

****Table 3206.2, footnote h; change text to read as follows:**

- h. Not required Where storage areas are protected by either early suppression fast response (ESFR) sprinkler systems or control mode special application sprinklers with a response time index of 50 (m • s) ½ or less that are listed to control a fire in the stored commodities with 12 or fewer sprinklers, installed in accordance with NFPA 13, manual smoke and heat vents or manually activated engineered mechanical smoke exhaust systems shall be required within these areas.

(Reason: Allows the fire department to control the smoke and heat during and after a fire event, while ensuring proper operation of the sprinkler protection provided. Also, gives an alternative to smoke and heat vents.)

*****Table 3206.2; add footnote j to row titled 'High Hazard' and 'Greater than 300,000' to read as follows:***

j. High hazard high-piled storage areas shall not exceed 500,000 square feet. A 2-hour fire wall constructed in accordance with Section 706 of the International Building Code shall be used to divide high-piled storage exceeding 500,000 square feet in area.

(Reason: This is a longstanding legacy requirement and provides passive protection for extremely large buildings where it would be otherwise impossible to control the spread of fire without the fire wall in place in an uncontrolled fire event, which is much more likely in high hazard commodities, such as tires, flammable liquids, expanded plastics, etc.)

******Section 3311.1; change to read as follows:***

Section 3311.1 Required access. Approved vehicle access for firefighting and emergency response shall be provided to all construction or demolition sites. Vehicle access shall be provided to within 10050 feet (30 48015 240 mm) of temporary or permanent fire department connections. Vehicle access shall be provided by either temporary or permanent roads, capable of supporting vehicle loading under all weather conditions. Vehicle access shall be maintained until permanent fire apparatus access roads are available. When fire apparatus access roads are required to be installed for any structure or development, access shall be approved prior to the time which construction has progressed beyond completion of the foundation of any structure. Whenever the connection is not visible to approaching fire apparatus, the fire department connection shall be indicated by an approved sign.

(Reason: Improves access to the FDC where required, as well as coordinates with the timing of installation amendment from Section 501.4.)

*****Section 5601.1.3; change to read as follows:***

5601.1.3 Fireworks. The possession, manufacture, storage, sale, handling, and use of fireworks are prohibited.

Exceptions:

1. Only when approved for fireworks displays, the storage and handling of fireworks as allowed in Section 5604 and 5608.
2. Manufacture, assembly and testing of fireworks as allowed in Section 5605.
- 3.2. The use of fireworks for approved fireworks displays as allowed in Section 5608.
4. The possession, storage, sale ... {Delete remainder of text.}

(Reason: Restricts fireworks to approved displays only, which is consistent with regional practice. Such is intended to help protect property owners and individuals from unintentional fireworks fires within the jurisdiction, as well as to help protect individuals from fireworks injuries. It is noted that there has been a change in the State Law to allow possession of unopened fireworks in certain areas of the vehicle, and it is highly recommended that AHJ's familiarize themselves with the applicable State Laws in this regard.)

*****Section 5703.6; add sentence to end of paragraph to read as follows:***

An approved method of secondary containment shall be provided for underground tank and piping systems.

(Reason: Increased protection in response to underground leak problems and remediation difficulty in underground applications. Coordinates with TCEQ requirements.)

*****Section 5704.2.11.4; change to read as follows:***

5704.2.11.4 Leak Prevention. ~~Leak prevention for underground tanks shall comply with Sections 5704.2.11.4.1 and 5704.2.11.4.2 through 5704.2.11.4.3. An approved method of secondary containment shall be provided for underground tank and piping systems.~~

(Reason: Increased protection in response to underground leak problems and remediation difficulty in underground applications. Coordinates with TCEQ requirements.)

****Section 5704.2.11.4.2; change to read as follows:**

5704.2.11.4.2 Leak Detection. ~~Underground storage tank systems shall be provided with an approved method of leak detection from any component of the system that is designed and installed in accordance with NFPA 30 and as specified in Section 5704.2.11.4.3.~~

(Reason: Reference to IFC Section 5704.2.11.4.3 amendment.)

****Section 5704.2.11.4.3; add to read as follows:**

5704.2.11.4.3 Observation Wells. ~~Approved sampling tubes of a minimum 4 inches in diameter shall be installed in the backfill material of each underground flammable or combustible liquid storage tank. The tubes shall extend from a point 12 inches below the average grade of the excavation to ground level and shall be provided with suitable surface access caps. Each tank site shall provide a sampling tube at the corners of the excavation with a minimum of 4 tubes. Sampling tubes shall be placed in the product line excavation within 10 feet of the tank excavation and one every 50 feet routed along product lines towards the dispensers, a minimum of two are required.~~

(Reason: Provides an economical means of checking potential leaks at each tank site. This is longstanding regional practice.)

****Section 5707.4; add paragraph to read as follows:**

~~Mobile fueling sites shall be restricted to commercial, industrial, governmental, or manufacturing, where the parking area having such operations is primarily intended for employee vehicles. Mobile fueling shall be conducted for fleet fueling or employee vehicles only, not the general public. Commercial sites shall be restricted to office-type or similar occupancies that are not primarily intended for use by the public.~~

(Reason: The general public does not expect a hazardous operation to be occurring in a typical parking lot or for a fuel truck to be traversing such parking lot, temporarily fueling a vehicle, and moving on to the next area in the parking lot to fuel the next vehicle. Vehicular accidents occur in parking lots on a regular basis, but the presence of a fuel truck, especially one in the process of fueling a vehicle with gasoline, greatly adds to the potential risk involved in such accidents. By restricting such operations to the occupancies in question, the employees of the business may be adequately notified to expect such operations to occur in the parking lot.)

****Section 6103.2.1.8; add to read as follows:**

6103.2.1.8 Jewelry Repair, Dental Labs and Similar Occupancies. ~~Where natural gas service is not available, portable LP-Gas containers are allowed to be used to supply approved torch assemblies or similar appliances. Such containers shall not exceed 20-pound (9.0 kg) water capacity. Aggregate capacity shall not exceed 60-pound (27.2 kg) water capacity. Each device shall be separated from other containers by a distance of not less than 20 feet.~~

(Reason: To provide a consistent and reasonable means of regulating the use of portable LP-Gas containers in these situations. Reduces the hazard presented by portable containers when natural gas is already available. Please note that current State Law does not allow for the enforcement of any rules more stringent than that adopted by the State, so this amendment is only applicable as to the extent allowed by that State Law.)

****Section 6104.2; add Exception 2. to read as follows:**

Exceptions:

1. ~~(existing text unchanged)~~

2. Except as permitted in Sections 308 and 6104.3.3, LP-gas containers are not permitted in residential areas.

(Reason: To provide a consistent and reasonable means of regulating the use LP-Gas containers. Reduces the hazard presented by such containers when natural gas is already available. References regional amendment to IFC 6104.3.3. Please note that current State Law does not allow for the enforcement of any rules more stringent than that adopted by the State, so this amendment is only applicable as to the extent allowed by that State Law.)

****Section 6104.3.3; add to read as follows:**

6104.3.3 Spas, Pool Heaters, and Other Listed Devices. Where natural gas service is not available, an LP-gas container is allowed to be used to supply spa and pool heaters or other listed devices. Such container shall not exceed 250-gallon water capacity per lot. See Table 6104.3 for location of containers.

Exception: Lots where LP-gas can be off-loaded wholly on the property where the tank is located may install up to 500-gallon above-ground or 1,000-gallon underground approved containers.

(Reason: Allows for an alternate fuel source. Dwelling density must be considered and possibly factored into zoning restrictions. Reduces the hazard presented by over-sized LP-Gas containers. Please note that current State Law does not allow for the enforcement of any rules more stringent than that adopted by the State, so this amendment is only applicable as to the extent allowed by that State Law.)

****Section 6107.4 and 6109.13; change to read as follows:**

6107.4 Protecting Containers from Vehicles. Where exposed to vehicular damage due to proximity to alleys, driveways or parking areas, LP-gas containers, regulators and piping shall be protected in accordance with NFPA 58 Section 312.

6109.13 Protection of Containers. LP-gas containers shall be stored within a suitable enclosure or otherwise protected against tampering. Vehicle impact protection shall be provided as required by Section 6107.4.

Exception: Vehicle impact protection shall not be required for protection of LP-gas containers where the containers are kept in lockable, ventilated cabinets of metal construction.

(Reason: NFPA 58 does not provide substantial physical protection [it allows raised sidewalks, fencing, ditches, parking bumpers as 'vehicle barrier protection'] of the container(s) from vehicular impact as is required and has been required historically, as per Section 312, i.e. bollard protection. Further, the exception to Section 6109.13 would allow for portable containers in ventilated metal cabinets to not require any physical protection whatsoever from vehicular impact, regardless of the location of the containers. Please note that current State Law does not allow for the enforcement of any rules more stringent than that adopted by the State, so this amendment is only applicable as to the extent allowed by that State Law.)

****{Appendix B Fire-Flow Requirements For Buildings amendments}**

****Table B105.2; change footnote a. to read as follows:**

a. — The reduced fire-flow shall be not less than 1,0001,500 gallons per minute.

(Reason: The minimum fire-flow of 1,500 gpm for other than one- and two-family dwellings has existed since the 2000 edition of the IFC, as well as the Uniform Fire Code before that. Little to no technical justification was provided for the proposed code change at the code hearings. The board believes that the already-allowed 75 percent reduction in required fire-flow for the provision of sprinkler protection is already a significant trade-off. The minimum 1,500 gpm is not believed to be overly stringent for the vast majority of public water works systems in this region, especially since it has existed as the requirement for so many years. Further, the continued progression of trading off more and more requirements in the codes for the provision of sprinkler protection has made these systems extremely operation-critical to the safety of the occupants and properties in question. In other words, should the sprinkler system fail for any reason, the fire-flow requirements drastically increase from that anticipated with a sprinkler-controlled fire scenario.)

***~~{Appendix D Fire Apparatus Access Roads amendments}~~

***~~Section D102.1; change to read as follows:~~

D102.1 Access and loading. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an *approved* fire apparatus access road with an asphalt, concrete or other *approved* driving surface capable of supporting the imposed load of fire apparatus weighing up to 75,000~~85,000~~ pounds (34 050~~38 556~~ kg).

(Reason: To address the current size of fire trucks in use—figure derived from DOT requirements for waiver of vehicle exceeding such weight and from current maximum weights of fire trucks being purchased by jurisdictions in North Texas.)

***~~Section D103.4; change to read as follows:~~

D103.4 Dead ends. Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) shall be provided with width and turnaround provisions in accordance with Table D103.4.

TABLE D103.4
REQUIREMENTS FOR DEAD-END FIRE APPARATUS ACCESS ROADS

LENGTH (feet)	WIDTH (feet)	TURNAROUNDS REQUIRED
0—150	<u>2024</u>	None required
151— 500	<u>2024</u>	120-foot Hammerhead, 60-foot "Y" or 96-foot diameter cul-de-sac in accordance with Figure D103.1
501— 750	26	120-foot Hammerhead, 60-foot "Y" or 96-foot diameter cul-de-sac in accordance with Figure D103.1
Over 750	Special approval required	

For SI: 1 foot = 304.8 mm.

(Reason: Reflects current increased apparatus access roadway widths as indicated in the recommended amendment to 503.2.1.)

***~~Section D103.5; change item 1 to read as follows:~~

D103.5 Fire apparatus access road gates. Gates securing the fire apparatus access roads shall comply with all of the following criteria:

1. —Where a single gate is provided, the gate width shall be not less than 2024 feet (60967~~315 2~~ mm).
Where a fire apparatus road consists of a divided roadway, the gate width shall be not less than 12 feet (3658 mm).

(Reason: Reflects current increased apparatus access roadway widths as indicated in the recommended amendment to 503.2.1.)

***~~Section D103.6; change to read as follows:~~

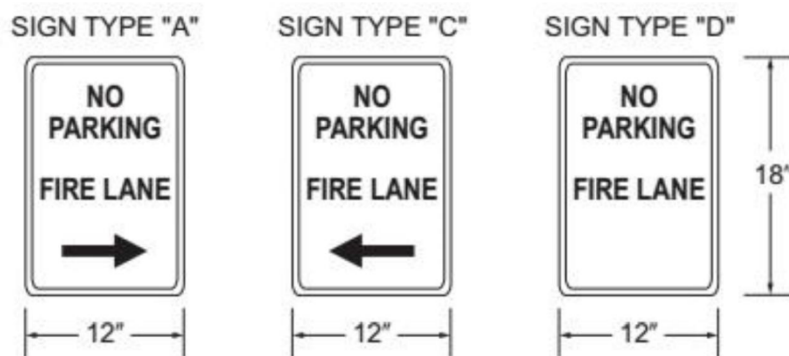
D103.6 Signs, Marking. Striping, signs, or other markings, when approved by the *fire code official*, shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Striping, signs and other markings shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

- (1) Striping** — Fire apparatus access roads shall be continuously marked by painted lines of red traffic paint six inches (6") in width to show the boundaries of the lane. The words "NO PARKING FIRE LANE" or "FIRE

LANE NO PARKING" shall appear in four inch (4") white letters at 25 feet intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.

(2) Signs – Signs shall read "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" and shall be 12" wide and 18" high (See Figure D103.6). Signs shall have red letters on a white reflective background, using not less than 2" lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6'6") above finished grade. Signs shall be spaced not more than fifty feet (50') apart along both sides of the fire lane. Signs may be installed on permanent buildings or walls or as approved by the Fire Chief.

Where required by the *fire code official*, fire apparatus access roads shall be marked with permanent "NO PARKING—FIRE LANE" signs complying with Figure D103.6, or other approved method. Signs shall have a minimum dimension of 12 inches (305 mm) wide by 18 inches (457 mm) high and have red letters on a white reflective background. Signs shall be posted on one or both sides of the fire apparatus road as required by Section D103.6.1 or D103.6.2.



**FIGURE D103.6
FIRE LANE SIGNS**

(Reason: Reflects current markings for apparatus access roadways as indicated in the recommended amendment to Section 503.3.)

*****Section D103.6.1 and D103.6.2; delete sections as follows:**

D103.6.1 Roads 20 to 26 feet in width. *Fire lane signs as specified in Section D103.6 shall be posted on both sides of fire apparatus access roads that are 20 to 26 feet wide (6096 to 7925 mm).*

D103.6.2 Roads more than 26 feet in width. *Fire lane signs as specified in Section D103.6 shall be posted on one side of fire apparatus access roads more than 26 feet wide (7925 mm) and less than 32 feet wide (9754 mm).*

(Reason: Reflects current markings for apparatus access roadways as indicated in the recommended amendment to 503.3 and D103.6, which requires the signage on both sides of the fire apparatus access roads, regardless of width.)

*****Section D104.3; change to read as follows:**

D104.3 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses, or as approved by the fire code official.

(Reason: To provide some additional flexibility to the fire code official on the location of the two fire apparatus access roads.)

*****Section D105.3; change to read as follows:**

~~D105.3 Proximity to building.~~ ~~Unless otherwise approved by the fire code official, one or more of the required access routes meeting this condition shall be located not less than 15 feet (4572 mm) and not greater than 30 feet (9144 mm) from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.~~

(Reason: To provide some additional flexibility to the fire code official on the location of the aerial fire apparatus access roads.)

~~*Section D106.3; change to read as follows:~~**

~~D106.3 Remoteness.~~ ~~Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses, or as approved by the fire code official.~~

(Reason: To provide some additional flexibility to the fire code official on the location of the two fire apparatus access roads.)

~~*Section D107.2; change to read as follows:~~**

~~D107.2 Remoteness.~~ ~~Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses, or as approved by the fire code official.~~

(Reason: To provide some additional flexibility to the fire code official on the location of the two fire apparatus access roads.)

~~*{Appendix L Requirements For Fire Fighter Air Replenishment Systems amendments}~~**

~~*Section L101.1; change to read as follows:~~**

~~Section L101.1 Scope.~~ ~~Fire fighter air replenishment systems (FARS) shall be provided in accordance with this appendix in new buildings when any of the following conditions occur:~~

- ~~1. Any new building 5 or more stories in height.~~
- ~~2. Any new building with 2 or more floors below grade.~~
- ~~3. Any new building 500,000 square feet or more in size.~~

~~Each stairwell shall have a supply riser. SCBA fill panels shall be located on odd-numbered floors commencing at the first level in the primary stairwell and on even-numbered floors commencing at level 2 in the remaining stairwells. Fill panels in buildings over 500,000 square feet shall be located adjacent to each standpipe connection.~~

~~The adopting ordinance shall specify building characteristics or special hazards that establish thresholds triggering a requirement for the installation of a FARS. The requirement shall be based on the fire department's capability of replenishing fire fighter breathing air during sustained emergency operations. Considerations shall include:~~

- ~~1. Building characteristics, such as number of stories above or below grade plane, floor area, type of construction and fire-resistance of the primary structural frame to allow sustained fire-fighting operations based on a rating of not less than 2 hours.~~
- ~~2. Special hazards, other than buildings, that require unique accommodations to allow the fire department to replenish fire fighter breathing air.~~
- ~~3. Fire department staffing level.~~
- ~~4. Availability of a fire department breathing air replenishment vehicle.~~

(Reason: Breathing air is critical for firefighting operations. Historically, fire departments have supplied air bottles by manually transporting air bottles up stairways or across long distances in a building, which is an extraordinarily intensive process and takes firefighters away from their primary mission of rescue and firefighting. The FARS

technology in Appendix L exists to address this issue using in-building air supply systems. Many jurisdictions in North Texas and across the country have already adopted this Appendix and are enforcing and installing these systems to improve the life safety of firefighters and enhance their firefighting capabilities in an emergency incident, which is one of the reasons for recommending this Appendix for adoption—to ensure regional consistency, as well as to improve mutual emergency aid among jurisdictions in North Texas.)

******Section L104.13.1; delete this section in its entirety.***

(Reason: The amendment to Section L101.1 above addresses the location criteria for SCBA fill panels.)

******Section L104.14; add paragraph to read as follows:***

The external mobile air connection shall be located with approved separation from the Fire Department Connection (FDC) to allow functionality of both devices by first responders; shall be visible from and within 50 ft. of a fire apparatus access road along an unobstructed path; and shall be located in an approved signed, secured cabinet.

(Reason: To accommodate the needs of first responders to be able to locate and utilize the required connection to ensure air supply availability to this system, similar to the requirements of FDC's.)

(Ord. No. 814, § 2, 1-23-2017; Ord. No. 885, § 2, 6-17-2019; Ord. No. 977, § 2(Exh. L), 9-11-2023)

Secs. 38-35—38-60. Reserved.

ARTICLE II. CODES¹

Sec. 18-31. Adoption.

The town adopts in their entirety the 2024 Edition of the International Residential Code, the 2024 Edition of the International Building Code; the 2024 Edition of the International Energy Conservation Code; the 2024 Edition of the International Fuel Gas Code; the 2024 Edition of the International Mechanical Code; the 2024 Edition of the International Plumbing Code; the 2024 Edition of the International Swimming Pool and Spa Code; the 2024 Edition of the International Existing Building Code; the 2024 Edition of the International Property Maintenance Code; and the 2026 Edition of the National Electrical Code (collectively, the “Codes”), including the amendments to such Codes as attached to the ordinance from which this article is derived and as approved and recommended by the North Central Texas Council of Governments (NCTCOG). The building official is hereby authorized and directed to enforce all provisions of these Codes as adopted herein and as amended. Copies of the Codes as referenced in this section 18-31 are on file in the office of the town secretary for permanent record and inspection during regular business hours of the town.

(Ord. No. 977, § 2(Exh. B), 9-11-2023)

Sec. 18-32. Permit and registration required; construction hours.

No person shall perform any work or supply any materials falling within the jurisdiction of one of the respective codes adopted under section 18-31 without first having secured a permit in accordance with the applicable code and having registered with the Town of Westlake. No person shall perform any construction outside of the following hours: Monday through Friday from 7:00 a.m. to 7:00 p.m. and Saturday from 8:00 a.m. to 5:00 p.m.

(Ord. No. 977, § 2(Exh. B), 9-11-2023)

Sec. 18-33. Penalty.

Any person, either by himself or agent, and any firm, corporation or other entity who violates any of the provisions of the codes adopted in section 18-31 shall be deemed guilty of a misdemeanor and, upon conviction of any such violation, shall be punished as provided in section 1-9. In any case of a violation of any of the terms and provisions of the codes adopted by this article, by any corporation, the officers and agents actively in charge of the business of such corporation shall be subject to the penalty provided in this section. Each day a violation continues shall constitute a separate offense of section 18-31.

(Ord. No. 977, § 2(Exh. B), 9-11-2023)

¹Editor's note(s)—Ord. No. 977, § 2(Exhs. A—J), amended art. II in its entirety to read as herein set out. Former art. II, §§ 18-31—18-60, pertained to similar subject matter, and derived from Ord. No. 888, § 2, adopted Aug. 26, 2019.

Sec. 18-34. Local amendments.

(a) All buildings are required to be protected by an automatic fire sprinkler system. See the Westlake Fire Code (chapter 38) and amendments for provisions, and exceptions, relating to the requirements for the installation of automatic fire sprinkler systems.

(b) The Town of Westlake is an "Option B" City.

(Ord. No. 977, § 2(Exh. B), 9-11-2023)

Sec. 18-35. Amendments to the 2024 International Building Code.

The 2024 International Building Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1.

Sec. 18-36. Amendments to the 2024 International Residential Code.

The 2024 International Residential Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1.

In 2009, the State Legislature enacted SB 1410 prohibiting cities from enacting fire sprinkler mandates in residential dwellings. However, jurisdictions with ordinances that required sprinklers for residential dwellings prior to and enforced before January 1, 2009, may remain in place. Reference: Section R313 Automatic Fire Sprinkler Systems.

Sec. 18-37. Amendments to the 2024 International Mechanical Code.

The 2024 International Mechanical Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1.

Sec. 18-38. Amendments to the 2021 International Plumbing Code.

The 2024 International Building Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1.

Sec. 18-39. Amendments to the 2021 International Fuel Gas Code.

The 2024 International Fuel Gas Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1.

Sec. 18-40. Amendments to the 2021 International Energy Conservation Code.

The 2024 International Energy Conservation Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1.

Sec. 18-41. Amendments to the 2024 International Swimming Pool and Spa Code.

The 2024 International Swimming Pool and Spa Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1.

Sec. 18-42. Amendments to the 2024 International Existing Building Code.

The 2024 International Existing Building Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1.

Sec. 18-43. Amendments to the 2026 National Electrical Code.

The 2026 National Electrical Code, as adopted herein, is hereby amended as provided in Exhibit A — 1, that is attached hereto and incorporated herein for all purposes of this ordinance. These amendments shall be consolidated as Exhibit A — 1.

Secs. 18-44—18-60. Reserved.

ARTICLE II. CODES²

Sec. 38-31. Adoption of fire code.

The town adopts the entirety of the 2024 Edition of the International Fire Code, including Appendix Chapters A, B, C, D, E, F, G, H, I, K, L, and M published by the International Code Council, Inc., save and except such portions as are deleted or amended by this article, and the same are hereby adopted and incorporated as fully as if set out at length herein. The fire chief, or their designee, is hereby authorized and directed to enforce all provisions of these Codes as adopted herein and as amended. Copies of the Codes as referenced in this section 38-31 are on file in the office of the town secretary for permanent record and inspection during regular business hours of the town.

(Ord. No. 814, § 2, 1-23-2017; Ord. No. 885, § 2, 6-17-2019; Ord. No. 977, § 2(Exh. K), 9-11-2023)

Sec. 38-32. Permit required.

No person shall perform any work or supply any materials falling within the jurisdiction of one of the respective codes adopted under this article without first having secured a permit in accordance with applicable code.

(Ord. No. 814, § 2, 1-23-2017; Ord. No. 885, § 2, 6-17-2019; Ord. No. 977, § 2(Exh. K), 9-11-2023)

²Editor's note(s)—Ord. No. 814, § 2, adopted January 23, 2017, amended art. II, §§ 38-31—38-34, to read as set out herein. Former art. II pertained to "Fire Prevention," and was derived from Ord. No. 461, § 4, adopted June 14, 2004; Ord. No. 482, § 2, adopted June 27, 2005; Ord. No. 603, § 2, adopted October 27, 2008 and Ord. No. 717, § 2, adopted October 28, 2013.

Sec. 38-33. Penalty.

That any person, either by himself or agent, and any firm, corporation or other entity who violates any of the provisions of the codes adopted in section 38-31 shall be deemed guilty of a misdemeanor and, upon conviction of any such violation, shall be punished as provided in section 1-9. In any case of a violation of any of the terms and provisions of the codes adopted by the ordinance, by any corporation, the officers and agents actively in charge of the business of such corporation shall be subject to the penalty provided in this section.

(Ord. No. 814, § 2, 1-23-2017; Ord. No. 885, § 2, 6-17-2019; Ord. No. 977, § 2(Exh. K), 9-11-2023)

Sec. 38-34. Amendments to the 2021 International Fire Code.

That the *2024 International Fire Code*, as adopted herein, is hereby amended and incorporated herein and attached hereto for all purposes of this article. The Town of Westlake, Texas may from time to time determine that additional local modifications to the Fire Code are necessary and appropriate to meet the unique needs of the Town of Westlake, Texas. To effectuate these local modifications, the town council shall enact individual ordinances amending this section, fully setting forth the change to be made in the Fire Code. These amendments shall be consolidated in Exhibit A — 1.

Secs. 38-35—38-60. Reserved.



Amendments to the 2024 International Residential Code (IRC)

The following sections, paragraphs, and sentences of the 2024 *International Residential Code* are hereby amended as follows: Standard type is text from the IRC. Underlined type is text inserted. ~~Lined through type is deleted text from IRC.~~ A double asterisk at the beginning of a section identifies an amendment carried over from the 2021 edition of the code and a triple asterisk identifies a new or revised amendment with the 2024 code.

The energy provisions in IRC Chapter 11 is deleted in its entirety.

Reference the 2024 IECC for energy code provisions and recommended amendments.

****Section R102.4 Referenced codes and standards; change to read as follows:**

R102.4 Referenced codes and standards. The codes, when specifically adopted, and standards referenced in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections R102.4.1 and R102.4.2. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the amendments as well. Any reference made to NFPA 70 or the *Electrical Code* shall mean the *Electrical Code* as adopted.

(Reason: Legal wording to recognize locally adopted codes and amendments adopted with referenced codes.)

****Section R104.2.3.1 Flood Hazard areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the town.)

****Section R104.3.1 & R106.1.4; delete these sections regarding flood hazards.**

(Reason: Floodplain provisions are addressed locally.)

*****Section R104.7 to read as follows:**

R104.7 Official records.

The building official shall keep official records as required in Sections R104.7.1 through R104.7.5. Such official records shall be retained for as long as the building or structure to which such records relate remains in existence, unless otherwise provided by other regulations.

(Reason: Removed for not less than 5 years to comply with state law.)

*****Section R110.1 Use and change of occupancy; Change to read**

A building or structure shall not be used or occupied in whole or in part, and a change of occupancy of a building or structure or portion thereof shall not be made, until the building official has issued ~~a certificate of occupancy~~ an approval therefore as provided herein. Issuance of ~~a certificate of occupancy~~ an approval shall not be construed as an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Certificates presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid.

(Reason: Issuing CO's for residences is not a common practice in the area.)

*****Section R110.2 Certificate issued. delete the entire section.**

(Reason: Issuing CO's for residences is not a common practice in the area.)



***** Section R110.3 Temporary occupancy; Change to read**

The building official is authorized to issue a temporary ~~certificate of occupancy~~ approval before the completion of the entire work covered by the permit, provided that such portion or portions shall be occupied safely. The building official shall set a time period during which the temporary ~~certificate of occupancy~~ approval is valid.

(Reason: Issuing CO's for residences is not a common practice in the area.)

***** Section R110.4 Revocation; Change to read**

The building official is authorized to suspend or revoke a ~~certificate of occupancy~~ approval issued under the provisions of this code, in writing, wherever the ~~certificate~~ approval is issued in error, or on the basis of incorrect information supplied, or where it is determined that the building or structure or portion thereof is in violation of the provisions of this code or other ordinance of the jurisdiction.

(Reason: Issuing CO's for residences is not a common practice in the area.)

****Section R202 Definitions; change definition of "Townhouse Unit" to read as follows:**

TOWNHOUSE UNIT. A single-family dwelling unit separated by property lines in a townhouse that extends from foundation to roof and that has a yard or public way on not less than two sides.

(Reason: To distinguish Townhouse Units within a Townhouse building on separate lots allowing construction regulations using the IRC.)

*****Table R301.2 Climatic and Geographic Design Criteria; fill in as follows:
Delete remainder of table Manual J Design Criteria and footnote N**

GROUND SNOW LOAD ^o	WIND DESIGN				SEISMIC DESIGN CATEGORY ^r	SUBJECT TO DAMAGE FROM			Winter Design Temp	ICE BARRIER UNDER- LAYMENT ^h	FLOOD HAZARDS ^g	AIR FREEZING INDEX ⁱ	MEAN ANNUAL TEMP ^j
	SPEED ^d (MPH)	Topographic Effects ^k	Special wind Region ^L	Windborne Debris Zone ^m		Weathering ^a	Frost Line Depth ^b	Termite ^c					
9 lb/ft ²	105 (3 sec- gust)/ 33 ft.above ground Exposure C	No	No	No	A	Moderate	6"	Very Heavy	22 ^o F	No	Local Code	150	64.9 ^o F

(Reason: To promote regional uniformity. Manual J is utilized by third party and not part of performed plan reviews. This is a reference table only, for Tarrant County in 2A and Denton County 3A [warm/humid].)

****Section R302.1 Exterior walls; add exception #6 to read as follows:**

Exceptions: {previous exceptions unchanged}

6. Open non-combustible carport structures may be constructed when also approved within adopted ordinances.

(Reason: Refers to other ordinances, such as zoning ordinances.)

****Section R302.2.6 Structural independence; delete exception #6:**

Exceptions: {previous exceptions unchanged}

6. Townhouse units protected by an automatic fire sprinkler system complying with Section P2904 or NFPA 13D.

(Reason: To remain consistent with separated townhouse units and property lines.)

****Section R306 Flood Resistant Construction; deleted entire section.**

(Reason: Floodplain hazard ordinances may be administered by other departments within the town.)

****Section R325.2 Bathrooms, Exception; amend to read as follows:**

Exception: {existing text unchanged} Spaces containing only a water closet or water closet and a lavatory may be ventilated with an approved mechanical recirculating fan or similar device designed to remove odors from the air.

(Reason: Consistent with common local practice as recirculating fans are recognized as acceptable air movement.)

*****R327.3 Blocking Locations; add to read as follows:**

R327.3 Blocking locations. Required at one toilet at grade level with blocking installed at rear wall and, if available, one wall adjacent to toilet and at one tub or shower at grade level. Blocking as shown in Figure R327.3.

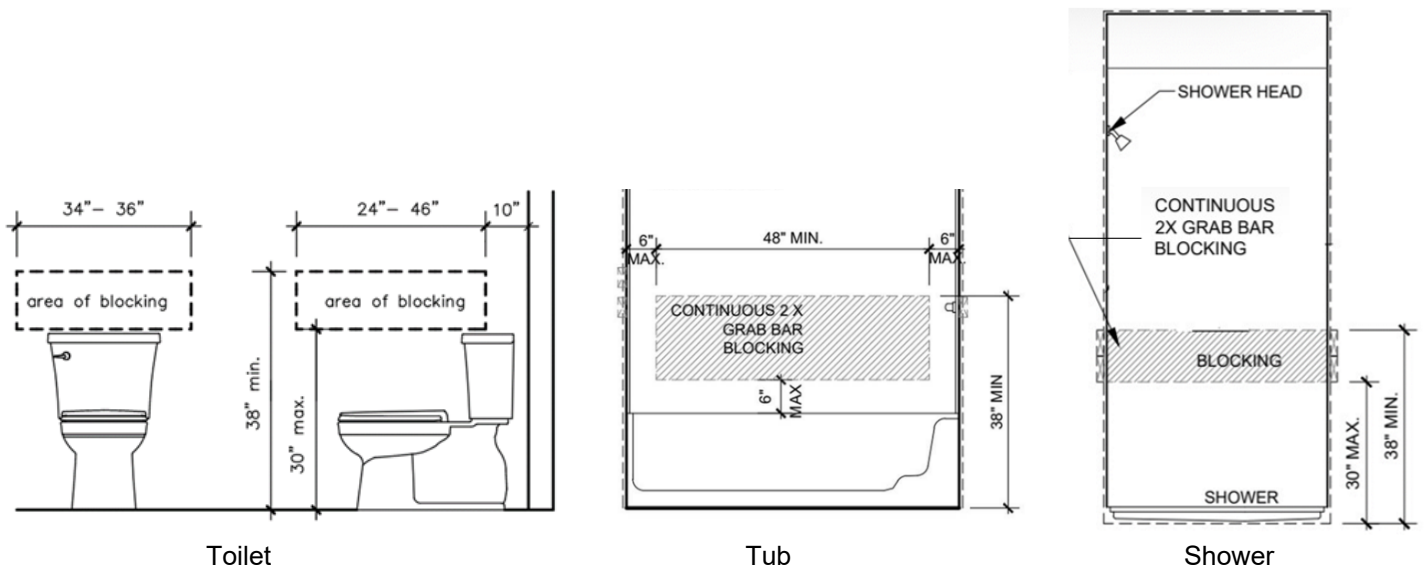


Fig R327.3

(Reason: Blocking at initial construction allows for ease of use for future grab bar installation if desired for homeowners. Ties into Dallas Builders Association of Universal Design Elements concepts for CAPS (Certified Aging in Place Specialists) professionals.)

*****R327.4 Wall Blocking; add to read as follows:**

R327.4 Wall Blocking. Blocking may be 1/2" plywood or 2 x solid wood blocking or equivalent, flush with wall as shown in Figure R327.4.

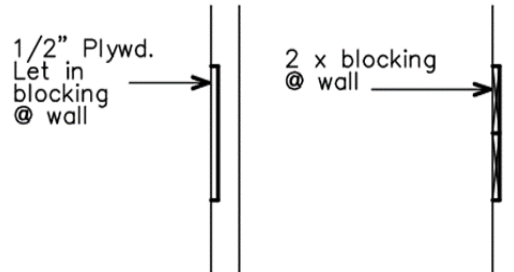


Fig R327.4

(Reason: Blocking at initial construction allows for ease of use for future grab bar installation if desired for homeowners. Ties into Dallas Builders Association of Universal Design Elements concepts for CAPS (Certified Aging in Place Specialists) professionals.)

****Section 328.1.1; add to read as follows:**

Section 328.1.1 Adjacency to Structural Foundation. Depth of the swimming pool and spa shall maintain a ratio of 1:1 from the nearest building foundation or footing of a retaining wall.

Exception: A sealed engineered design drawing of the proposed new structure shall be submitted for approval.

(Reason: To clarify specific distances for pools and spas.)

****Section R401.2; add a new paragraph following the existing paragraph to read as follows.**

Section R401.2. Requirements. {existing text unchanged} ...

Every foundation and/or footing, or any size addition to an existing post-tension foundation, regulated by this code shall be designed and sealed by a Texas-registered engineer.

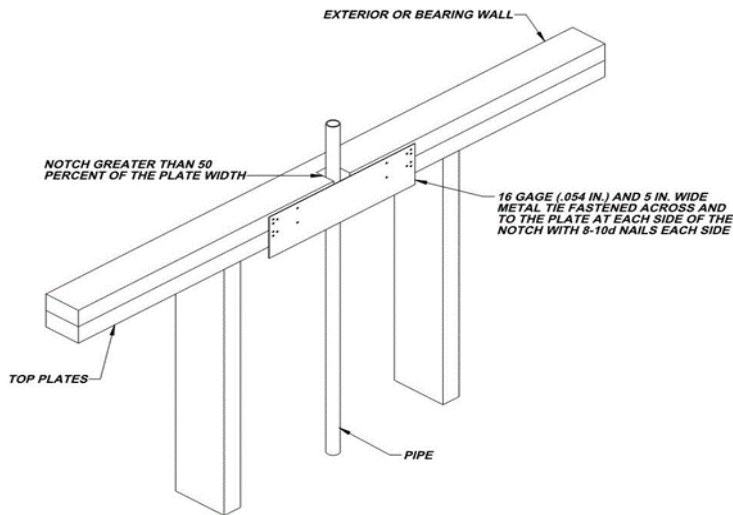
(Amendment to 2021 IRC carried forward to 2024 IRC.)

****Section R602.6.1; amend the following:**

R602.6.1 Drilling and notching of top plate. When piping or ductwork is placed in or partly in an exterior wall or interior load-bearing wall, necessitating cutting, drilling or notching of the top plate by more than 50 percent of its width, a galvanized metal tie not less than 0.054 inch thick (1.37 mm) (16 Ga) and 4 1/2 inches (38 mm) 5 inches (127 mm) wide shall be fastened across and to the plate at each side of the opening with not less than eight 10d (0.148 inch diameter) having a minimum length of 1 1/2 inches (38 mm) at each side or equivalent. Fasteners will be offset to prevent splitting of the top plate material. The metal tie must extend a minimum of 6 inches past the opening. See figure R602.6.1. {remainder unchanged}

(Amendment to 2021 IRC carried forward to 2024 IRC.)

****Figure R602.6.1; delete the figure and insert the following figure:**



(Amendment to 2021 IRC carried forward to 2024 IRC also provides additional assurance of maintaining the integrity of the framing by spreading the nailing pattern.)

*****Table R603.7(2); change footnotes to read as follows:**

- a. All screw sizes shown are minimum size, not to exceed 2 sizes larger.
- b. {delete}
- c. {delete}
- d. {unchanged}

(Clarifies not to allow any larger or number of fasteners. Larger and more fasteners will derogate (tear down) the header material. Eliminating footnotes b and c makes it easier for contractors to follow.)

****Add section R703.8.4.1.2 Veneer Ties for Wall Studs; to read as follows:**

R703.8.4.1.2 Veneer Ties for Wall Studs. In stud framed exterior walls, all ties may be anchored to studs as follows:

1. When studs are 16 in (407 mm) o.c., stud ties shall be spaced no further apart than 24 in (737 mm) vertically starting approximately 12 in (381 mm) from the foundation; or
2. When studs are 24 in (610 mm) o.c., stud ties shall be spaced no further apart than 16 in (483 mm) vertically starting approximately 8 in (254 mm) from the foundation.

(This had been a carryover amendment to provide clear instruction for placement of brick/stone ties. It is now retained with changes to reflect its correct placement and use for clarity when attachment to framing lumber (studs).

*****Section R1005.7 Factory-built chimney offsets; change to read as follows:**

R1005.7 Factory-built chimney offsets.

Where a factory-built chimney assembly incorporates offsets or where a fireplace manufacturer's instructions do not address factory-built chimney offsets, no part of the chimney shall be at an angle of



more than 30 degrees (0.52 rad) from vertical at any point in the assembly and the chimney assembly shall not include more than four elbows.

(Eliminates R1005.9 Factory-built chimney offsets. which has the same requirements for offsets and same title.)

*****Delete Section R1005.9 Factory-built chimney offsets.**

(Eliminate R1005.9 Factory-built chimney offsets. which has same requirements for offsets and same title as R1005.7)

**** Chapter 11 [RE] – Energy Efficiency is deleted in its entirety; Reference the 2024 IECC for energy code provisions and recommended amendments.**

(Reason: The recommended energy code changes from the Energy and Green Advisory Board update the amendments for Chapter 11. The 2024 International Energy Conservation Code should be referenced for residential energy provisions. This approach simply minimizes the number of amendments to the IRC.)

****Section M1305.1.2; change to read as follows:**

M1305.1.2 Appliances in attics. Attics containing appliances shall be provided . . . {bulk of paragraph unchanged} . . . side of the appliance. The clear access opening dimensions shall be a minimum of 20 inches by 30 inches (508 mm by 762 mm), and large enough to allow removal of the largest appliance. As a minimum, for access to the attic space, provide one of the following:

1. A permanent stair.
2. A pull down stair with a minimum 300 lb (136 kg) capacity.
3. An access door from an upper floor level.

Exceptions:

1. The passageway and level service space are not required where the *appliance* is capable of being serviced and removed through the required opening with the approval of the code official.
2. Where the passageway is unobstructed and not less than 6 feet (1829 mm) high and 22 inches (559 mm) wide for its entire length, the passageway shall be not greater than 50 feet (15,250 mm) in length.

(Reason: To provide a safe means of accessibility to appliances in attics and to allow for different types of construction limitations. Consistent with regional amendment to IFGC 306.3 and IMC 306.3.)

*****M1305.1.4; is added to read as follows:**

M1305.1.2 Appliances on top of roofs or elevated structures. Appliances on top of roofs or structures more than 16 feet above grade shall be provided with permanent access. Such access shall not require the use of portable ladders.

*****M1401.1.1; is added to read as follows:**

M1401.1.1 Air conditioning equipment. All residential dwelling units shall be designed and installed with an air conditioning system with the ability to condition and maintain conditioned air 20 degrees below the ambient outside air temperature in all habitable spaces.

(Reason: To provide a safe dwelling unit as the ambient temperature can cause life threatening conditions.)



***Section M1411.9; change to read as follows:

M1411.9 Condensate disposal. Condensate from all cooling coils or evaporators shall be conveyed from the drain pan outlet to an approved place of disposal, including a sanitary sewer through a trap, by means of a direct or indirect drain. {remaining text unchanged}

(Reason: Reflects regional practice and to reduce excessive runoff into storm drains.)

***Section M1411.9.1, Items 3 and 4; add text to read as follows:

M1411.9.1 Auxiliary and secondary drain systems. {bulk of paragraph unchanged}

1. {text unchanged}
2. {text unchanged}
3. An auxiliary drain pan... {bulk of text unchanged}... with Item 1 of this section. A water level detection device may be installed only with prior separate and written approval of the building official.
4. A water level detection device... {bulk of text unchanged}... overflow rim of such pan. A water level detection device may be installed only with prior separate and written approval of the building official.

(Reason: Reflects standard practice in this area.)

***Section M1411.9.1.1; add text to read as follows:

M1411.9.1.1 Water-level monitoring devices. On down-flow units ...{bulk of text unchanged}... installed in the drain line. A water level detection device may be installed only with prior separate and written approval of the building official.

(Reason: Reflects standard practice in this area.)

**M1503.6 Makeup Air Required; amend and add exception as follows:

M1503.6 Makeup air required. Where one or more gas, liquid or solid fuel-burning appliance that is neither direct-vent nor uses a mechanical draft venting system is located within a dwelling unit's air barrier, each exhaust system capable of exhausting in excess of 400 cubic feet per minute (0.19 m³/s) shall be mechanically or passively provided with makeup air at a rate approximately equal to the difference between exhaust air rate and 400 cubic feet per minute. Such makeup air systems shall be equipped with not fewer than one damper complying with Section M1503.6.2.

Exception: Makeup air is not required for exhaust systems installed for the exclusive purpose of space cooling and intended to be operated only when windows or other air inlets are open. Where all appliances in the house are of sealed combustion, power-vent, unvented, or electric, the exhaust hood system shall be permitted to exhaust up to 600 cubic feet per minute (0.28 m³/s) without providing makeup air. Exhaust hood systems capable of exhausting in excess of 600 cubic feet per minute (0.28 m³/s) shall be provided with a makeup air at a rate approximately to the difference between the exhaust air rate and 600 cubic feet per minute.

(Reason: Exception requires makeup air equaling the amount above and beyond 400 cfm for larger fan which will address concerns related to "fresh" air from the outdoors in hot humid climates creating a burden on HVAC equipment and negative efficiency impacts from back-drafting and wasted energy.)



*****M1505.5 Local Exhaust Rates.**

M1505.5 Minimum Required Local Exhaust Rates for One-and-two-family Dwellings

Table M1505.5 amend to add:

Area to be exhausted- Laundry room, and other wet areas

Exhaust rates-Mechanical exhaust capacity of 50 cfm intermittent or 20 cfm continuous

(Reason: To account for areas of moisture and vapor)

****Section M2005.2; change to read as follows:**

M2005.2 Prohibited locations. Fuel-fired water heaters shall not be installed in a room used as a storage closet. Water heaters located in a bedroom or bathroom shall be installed in a sealed enclosure so that combustion air will not be taken from the living space. Access to such enclosure may be from the bedroom or bathroom when through a solid door, weather-stripped in accordance with the exterior door air leakage requirements of the *International Energy Conservation Code* and equipped with an *approved* self-closing device. Installation of direct-vent water heaters within an enclosure is not required.

(Reason: Corresponds with the provisions of IFGC Section 303.3, exception #5.)

****Section G2408.3 (305.5) Private Garages; delete this section in its entirety.**

(Reason: This provision does not reflect standard practice in this area.)

****Section G2415.2 (404.2) CSST; add a second paragraph to read as follows:**

Both ends of each section of medium pressure gas piping shall identify its operating gas pressure with an approved tag. The tags are to be composed of aluminum or stainless steel and the following wording shall be stamped into the tag:

"WARNING: 1/2 to 5 psi gas pressure - Do Not Remove"

(Reason: To protect homeowners and plumbers.)

****Section G2415.12 (404.12) and G2415.12.1 (404.12.1); change to read as follows:**

G2415.12 (404.12) Minimum burial depth. Underground *piping systems* shall be installed a minimum depth of 12 inches (305 mm) 18 inches (457 mm) below grade, ~~except as provided for in Section G2415.12.1.~~

G2415.12.1 (404.12.1) Individual Outdoor Appliances; Delete in its entirety

(Reason: To provide increased protection to piping systems.)

****Section G2417.1 (406.1); change to read as follows:**

G2417.1 (406.1) General. Prior to acceptance and initial operation, all *piping* installations shall be inspected and *pressure tested* to determine that the materials, design, fabrication, and installation practices comply with the requirements of this code. The *permit* holder shall make the applicable tests prescribed in Sections 2417.1.1 through 2417.1.5 to determine compliance with the provisions of this code. The *permit* holder shall give reasonable advance notice to the *building official* when the *piping system* is ready for testing. The *equipment*, material, power and labor necessary for the inspections and test shall be furnished by the *permit* holder and the *permit* holder shall be responsible for determining that the work will withstand the test pressure prescribed in the following tests.



(Reason: To utilize language used in the IPC regarding who is responsible for testing procedures.)

****Section G2417.4; change to read as follows:**

G2417.4 (406.4) Test pressure measurement. Test pressure shall be measured with a monometer or with a pressure-measuring device designed and calibrated to read, record, or indicate a pressure loss caused by leakage during the pressure test period. The source of pressure shall be isolated before the pressure tests are made. ~~Mechanical gauges used to measure test pressures shall have a range such that the highest end of the scale is not greater than five times the test pressure.~~

(Reason: To require the use of more accurate diaphragm gauges.)

****Section G2417.4.1; change to read as follows:**

G2417.4.1 (406.4.1) Test pressure. The test pressure to be used shall be no less than 3 psig (20 kPa gauge), or at the discretion of the Code Official, the piping and valves may be tested at a pressure of at least six (6) inches (152 mm) of mercury, measured with a manometer or slope gauge, irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe. For tests requiring a pressure of 3 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one half inches (3 ½"), a set hand, 1/10 pound incrementation and pressure range not to exceed 6 psi for tests requiring a pressure of 3 psig. For tests requiring a pressure of 10 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one-half inches (3 ½"), a set hand, a minimum of 2/10 pound incrementation and a pressure range not to exceed 20 psi. For welded piping, and for piping carrying gas at pressures in excess of fourteen (14) inches water column pressure (3.48 kPa) (1/2 psi) and less than 200 inches of water column pressure (52.2 kPa) (7.5 psi), the test pressure shall not be less than ten (10) pounds per square inch (69.6 kPa). For piping carrying gas at a pressure that exceeds 200 inches of water column (52.2 kPa) (7.5 psi), the test pressure shall be not less than one and one-half times the proposed maximum working pressure.

Diaphragm gauges used for testing must display a current calibration and be in good working condition. The appropriate test must be applied to the diaphragm gauge used for testing.

(Reason: To provide for lesser pressures to coordinate with the use of more accurate diaphragm gauges.)

****Section G2417.4.2; change to read as follows:**

G2417.4.2 (406.4.2) Test duration. The test duration shall be held for a length of time satisfactory to the Building Official, but in no case for be not less than 10-fifteen (15) minutes. For welded piping, and for piping carrying gas at pressures in excess of fourteen (14) inches water column pressure (3.48 kPa), the test duration shall be held for a length of time satisfactory to the Building Official, but in no case for less than thirty (30) minutes.

(Reason: To comply with accepted regional practices.)

****Section G2420.1 (409.1) add Section G2420.1.4 (409.1.4) to read as follows:**

G2420.1.4 (409.1.4) Valves in CSST installations. Shutoff valves installed with corrugated stainless steel (CSST) piping systems shall be supported with an approved termination fitting, or equivalent support,



suitable for the size of the *valves*, of adequate strength and quality, and located at intervals so as to prevent or damp out excessive vibration but in no case greater than 12-inches from the center of the *valve*. Supports shall be installed so as not to interfere with the free expansion and contraction of the system's *pipng*, fittings, and *valves* between anchors. All *valves* and supports shall be designed and installed so they will not be disengaged by movement of the supporting *pipng*.

(Reason: To provide proper security to CSST valves.)

****Section G2420.5.1 (409.5.1); add text to read as follows:**

G2420.5.1 (409.5.1) Located within the same room. The shutoff valve...*{bulk of paragraph unchanged}*... in accordance with the appliance manufacturer's instructions. A secondary shutoff valve must be installed within 3 feet (914 mm) of the firebox if appliance shutoff is located in the firebox.

(Reason: Reflects regional practice and provides an additional measure of convenience and safety.)

****Section G2421.1 (410.1); add text and Exception to read as follows:**

G2421.1 (410.1) Pressure regulators. A line *pressure regulator* shall be ... *{bulk of paragraph unchanged}*... approved for outdoor installation. Access to *regulators* shall comply with the requirements for access to *appliances* as specified in Section M1305.

Exception: A passageway or level service space is not required when the *regulator* is capable of being serviced and removed through the required *attic* opening.

(Reason: To require adequate access to regulators.)

****Section G2445.2 (621.2); add Exception to read as follows:**

G2445.2 (621.2) Prohibited use. One or more *unvented room heaters* shall not be used as the sole source of comfort heating in a *dwelling unit*.

Exception: Existing *approved unvented room heaters* may continue to be used in *dwelling units*, in accordance with the *code* provisions in effect when installed, when *approved* by the *Building Official* unless an unsafe condition is determined to exist as described in *International Fuel Gas Code* Section 108.7 of the *Fuel Gas Code*.

(Reason: Gives code official discretion.)

****Section P2603.3; add to read as follows:**

P2603.3 Protection against corrosion. Metallic piping, except for cast iron, ductile iron and galvanized steel, shall not be placed in direct contact with steel framing members, concrete or cinder walls and floors or other masonry. Metallic piping shall not be placed in direct contact with corrosive soil. Where sheathing is used to prevent direct contact, the sheathing shall have a thickness of not less than 0.008 inch (8 mil) (0.203 mm) and the sheathing shall be made of approved material plastic. Where sheathing protects piping that penetrates concrete or masonry walls or floors, the sheathing shall be installed in a manner that allows movement of the piping within the sheathing.

(Reason: Allows for other materials to be accepted.)

*****Section P2603.3.1; add to read as follows:**



P2603.3 Protection against sunlight. Non-metallic piping installed that is exposed to sunlight shall be protected from ultraviolet rays by paint or other approved methods allowed by manufacturer's instructions.

****Section P2603.5.1 Sewer Depth; change to read as follows:**

P2603.5.1 Sewer depth. Building sewers that connect to private sewage disposal systems shall be a minimum of 12 inches (304 mm) below finished grade at the point of septic tank connection. Building sewers shall be a minimum of 12 inches (304 mm) below grade.

(Reason: Provides sewer depth that is common in this region. Deleted reference to private sewage disposal because a private sewage disposal code is not typically adopted in this region.)

****Section P2604; P2604.1.1 add to read as follows:**

P2604.1.1 Plastic sewer and DWV piping installation. Plastic sewer and DWV piping installed underground shall be installed in accordance with the manufacturer's installation instructions. Trench width shall be controlled to not exceed the outside the pipe diameter plus 16 inches or in a trench which has a controlled width equal to the nominal diameter of the piping multiplied by 1.25 plus 12 inches. The piping shall be bedded in 4 inches of granular fill and then backfilled compacting the side fill in 6-inch layers on each side of the piping. The compaction shall be to minimum of 85 percent standard proctor density and extend to a minimum of 6 inches above the top of the pipe.

(Reason: To follow manufacturer backfill requirements and clarity.)

****Section P2801.5.1; change to read as follows:**

Section P2801.5.1 Pan size and drain. The pan shall be not less than 11/2 inches (38 mm) in depth and shall be of sufficient size and shape to receive all dripping or condensate from the tank or water heater. The pan shall be drained by an indirect waste pipe having a diameter of not less than 3/4 inch (19 mm). Piping for safety pan drains shall be of those materials listed in Table P2906.5. Multiple pan drains may terminate to a single discharge piping system when approved by the administrative authority and permitted by the manufacturers installation instructions and installed with those instructions. {existing text unchanged}

(Reason: Regionally accepted practice.)

**** Section P2804.6.1; change to read as follows:**

Section P2804.6.1 Requirements for discharge piping. The discharge piping serving a pressure relief valve, temperature relief valve or combination thereof shall:

1. Not be directly connected to the drainage system.
2. Discharge through an air gap ~~located in the same room as the water heater.~~
3. Not be smaller than the diameter of the outlet of the valve served and shall discharge full size to the air gap.



4. Serve a single relief device and shall not connect to piping serving any other relief device or equipment.

Exception: Multiple relief devices may be installed to a single T & P discharge piping system when approved by the administrative authority and permitted by the manufactures installation instructions and installed with those instructions.

5. Discharge to the floor, to the pan serving the water heater or storage tank, to a waste receptor an approved location or to the outdoors.

[remainder unchanged]

(Reason: To ensure the T&P is piped to the exterior.)

****Section P2902.5.3; change to read as follows:**

P2902.5.3 Lawn irrigation systems. The potable water supply to lawn irrigation systems shall be protected against backflow by an atmospheric-type vacuum breaker, a pressure-type vacuum breaker, or a reduced pressure principle backflow preventer. A valve shall not be installed downstream from an atmospheric vacuum breaker. Where chemicals are introduced into the system, the potable water supply shall be protected against backflow by a reduced pressure principle backflow preventer.

(Reason: To provide clarity.)

****Section P3003.9; change to read as follows:**

P3003.9.2 Solvent cementing. Joint surfaces shall be clean and free from moisture. A purple primer, or other approved primer, that conforms to ASTM F 656 shall be applied. Solvent cement not purple in color and conforming to ASTM D 2564, CSA B137.3, CSA B181.2 or CSA B182.1 shall be applied to all joint surfaces. The joint shall be made while the cement is wet and shall be in accordance with ASTM D 2855. Solvent cement joints shall be permitted above or below ground.

~~Exception: A primer is not required where all of the following conditions apply:~~

- ~~1. The solvent cement used is third-party certified as conforming to ASTM D 2564~~
- ~~2. The solvent cement is used only for joining PVC drain, waste, and vent pipe and fittings in not pressure applications in sizes up to and including 4 inches (102mm) in diameter.~~
- ~~3. The joint is made in accordance with ASTM F3328~~

(Reason: to keep the "process of joining PVC pipe".)

****Section P3111 Combination waste and vent systems; delete this section in its entirety.**

(Reason: A combination waste and vent system is not approved for use in residential construction.)

****Section P3112.2 Vent Connection; delete and replace with the following:**

P3112.2 Installation. Traps for island sinks and similar equipment shall be roughed in above the floor and may be vented by extending the vent as high as possible, but not less than the drainboard height and then returning it downward and connecting it to the horizontal sink drain immediately downstream from the vertical fixture drain. The return vent shall be connected to the horizontal drain through a wye-branch fitting and shall, in addition, be provided with a foot vent taken off the vertical fixture vent by means of a wye-branch immediately below the floor and extending to the nearest partition and then through the roof to the open air or may be connected to other vents at a point not less than six (6) inches (152 mm) above the flood level rim of the fixtures served. Drainage fittings shall be used on all parts of the vent below the floor



level and a minimum slope of one-quarter (1/4) inch per foot (20.9 mm/m) back to the drain shall be maintained. The return bend used under the drain-board shall be a one (1) piece fitting or an assembly of a forty-five (45) degree (0.79 radius), a ninety (90) degree (1.6 radius) and a forty-five (45) degree (0.79 radius) elbow in the order named. Pipe sizing shall be as elsewhere required in this Code. The island sink drain, upstream of the return vent, shall serve no other fixtures. An accessible cleanout shall be installed in the vertical portion of the foot/loop vent.

(Reason: To clarify the installation of island venting and to provide a regional guideline on a standard installation method for this region.)

END



**Amendments to the
2024 International Building Code**
North Central Texas Council of Governments Region

The following sections, paragraphs, and sentences of the *2024 International Building Code (IBC)* are hereby amended as follows: Standard type is text from the IBC. Underlined type is text inserted. ~~Lined through type is deleted text from IBC.~~ A double asterisk (**) at the beginning of a section identifies an amendment carried over from the 2021 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2024 code.

Explanation of Options A and B:

Please note that as there is a wide range in firefighting philosophies/ capabilities of cities across the region, and as a result, OPTIONS “A” and “B” are provided in the Fire and Building Code amendments. Jurisdictions should choose one of the options in each section based on their firefighting philosophies/ capabilities when adopting these code amendments.

****Section 101.4; change to read as follows:**

101.4 Referenced codes. The other codes listed in Sections 101.4.1 through 101.4.8 and referenced elsewhere in this code, when specifically adopted, shall be considered part of the requirements of this code to the prescribed extent of each such reference. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the amendments as well. Any reference to NFPA 70 or the National Electrical Code shall mean the National Electrical Code as adopted.

****Section 101.4.8; add the following:**

101.4.8 Electrical. The provisions of the local adopted National Electrical Code shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.

****Sections 103.1; amend to insert the Department Name**

103.1 Creation of enforcement agency. The **Building Department** is hereby created and the official in charge thereof shall be known as the building official.
[Remainder Unchanged]

The Town’s flood hazard ordinances are administered by other departments within the city.

****Section 104.2.4.1; Flood hazard areas. Delete this section.**

****Section 104.3.1; Determination of substantially improved or substantially damaged existing buildings and structures in flood hazard areas. Delete this section.**

****Section 1603.1.7 Flood design data. Delete this section.**



****Section 1612 ; Flood loads. Delete this section.**

(Note: Sections 104.2.4.1, 104.3.1, 110.3.12.1, 1612, and 1603.1.7 are all inter-connected related to flood hazard areas, and amendments or deletions should be considered as a whole.)

****Section 105.2 Work exempt from permit; under sub-title entitled “Building” delete items 1, 2, and 10:**

Building:

1. ~~One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet (11 m²).~~
2. ~~Fences not over 7 feet (1829 mm) high.~~
10. ~~Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.~~

****Section 109; add Section 109.7 to read as follows:**

109.7 Re-inspection Fee. A fee as established by city council resolution may be charged when:

1. The inspection called for is not ready when the inspector arrives.
2. The building address is not clearly posted.
3. City approved plans are not on the job site to be available to the inspector.
4. The building is locked or work otherwise not accessible for inspection.
5. The job site has failed twice for the same item.
6. Failure to maintain erosion control, trash control or tree protection.

Any re-inspection fees assessed shall be paid before any more inspections are made on that job site.

****Section 202; amend definition of Ambulatory Care Facility as follows:**

AMBULATORY CARE FACILITY. Buildings or portions thereof used to provide medical, surgical, psychiatric, nursing or similar care on a less than 24-hour basis to persons who are rendered incapable of self-preservation by the services provided or staff has accepted responsibility for care recipients already incapable. This group may include but not be limited to the following:

- Dialysis centers
- Sedation dentistry
- Surgery centers
- Colonic centers
- Psychiatric centers

(Reason: To clarify the range of uses included in the definition.)



****Section 202; add or amend definitions to read as follows.**

ASSISTED LIVING FACILITIES. A building or part thereof housing persons, on a 24-hour basis, who because of age, mental disability or other reasons, live in a supervised residential environment which provides personal care services. The occupants are capable of responding to an emergency situation without physical assistance from staff.

(Reason: The code references Assisted Living facilities and definition was deleted.)

Option B

Section 202; amend definition to read as follows:

*****HIGH-PILED COMBUSTIBLE STORAGE:** add a second paragraph to read as follows:

Any building classified as a group S Occupancy or Speculative Building exceeding 6,000 sq. ft. that has a clear height in excess of 14 feet, making it possible to be used for storage in excess of 12 feet, shall be considered to be high-piled storage. When a specific product cannot be identified (speculative warehouse), a fire protection system and life safety features shall be installed for Class IV commodities, to the maximum pile height.

HIGH-RISE BUILDING. A building with an occupied floor or occupied roof located more than 75 55 feet (22 860 mm) (16 764 mm) above the lowest level of fire department vehicle access.

(Reason: To define high-rise, as it influences sprinkler requirement thresholds based on the firefighting capabilities of a jurisdiction.)

****Section 202; add/amend definition of “Repair Garage” as follows:**

REPAIR GARAGE. A building, structure or portion thereof used for servicing or repairing motor vehicles. This occupancy shall also include garages involved in minor repair, modification and servicing of motor vehicles for items such as lube changes, inspections, windshield repair or replacement, shocks, minor part replacement and other such minor repairs.

(Reason: The code references aligns with fire code.)

Any building classified as a group S Occupancy or Speculative Building exceeding 6,000 sq. ft. that has a clear height in excess of 14 feet, making it possible to be used for storage in excess of 12 feet, shall be considered to be high-piled storage. When a specific product cannot be identified (speculative warehouse), a fire protection system and life safety features shall be installed for Class IV commodities, to the maximum pile height.

(Reason: To protect worst-case scenarios in flexible or unknown situations.)

SPECIAL INSPECTOR. A qualified person employed or retained by an approved agency who shall prove to the satisfaction of the registered design professional in responsible charge and approved by the Building Official as having the competence necessary to inspect a particular type of construction requiring special inspection.



****Section 303.1.3; add a sentence to read as follows:**

303.1.3 Associated with Group E occupancies. A room or space used for assembly purposes that is associated with a Group E occupancy is not considered a separate occupancy, except when applying the assembly requirements of Chapters 10 and 11.

(Reason: To clarify that egress and accessibility requirements are applicable for assembly areas, i.e. cafeteria, auditoriums, etc.)

****Section 304.1; add the following to the list of occupancies:**

Fire stations

Police stations with detention facilities for 5 or less

****Table 307.1.1; add the following sentence to Cleaning establishments with combustible liquid solvents**

Cleaning establishments with combustible liquid solvents... {Text unchanged} ...with Section 707 or 1-hour horizontal assemblies constructed in accordance with Section 711 or both. See IFC Chapter 21, Dry Cleaning Plant provisions.

****Section 403.1, Exception 3; change to read as follows:**

3. The open-air portion of a building [remainder unchanged]

****Section 403.3, Automatic Sprinkler System. Delete exception.**

(Reason: To provide adequate fire protection to enclosed areas.)

****Section 403.3.2; change to read as follows:**

403.3.2 Water Supply to required Fire Pumps. In all buildings that are more than 420 120 feet (128 36.6 m) in building height, and buildings of Type IVA and IVB construction that are more than 120 feet (36.6 m) in building height, required fire pumps shall be supplied by connections to no fewer than two water mains located in different streets. Separate supply piping shall be provided between each connection to the water main and the pumps. Each connection and the supply piping between the connection and the pumps shall be sized to supply the flow and pressure required for the pumps to operate.

Exception: {No change to exception.}

****Section 406.3.3.1 Carport separation; add sentence to read as follows:**

A fire separation is not required between a Group R-2 and U carport provided that the carport is entirely open on all sides and that the distance between the two is at least 10 feet (3048 mm).



Exceptions: {No change.}

****Section 503.1.; add sentence to read as follows:**

503.1. General. [Existing Text to remain]

Where a building contains more than one distinct type of construction, the building shall comply with the most restrictive area, height, and stories, for the lesser type of construction or be separated by fire walls, except as allowed in Section 510.

****Section 506.3.1; add sentence to read as follows:**

506.3.1 Minimum percentage of perimeter. [Existing Text remains]

In order to be considered as accessible, if not in direct contact with a street or fire lane, a minimum 10-foot-wide pathway meeting fire department access from the street or approved fire lane shall be provided.

****Section 708.4.3; change sentence to read as follows:**

708.4.3 Fireblocks and draftstops in combustible construction. [Body of text unchanged]

Exceptions:

1. Buildings equipped with an automatic sprinkler system installed throughout in accordance with Section 903.3.1.1, or in accordance with Section 903.3.1.2 provided that sprinkler protection is provided in the space between the top of the fire partition and the underside of the floor or roof sheathing, deck or slab above as required for systems complying with Section 903.3.1.1. Portions of buildings containing concealed spaces filled with noncombustible insulation as permitted for sprinkler omission shall not apply to this exception for draftstopping. [Remainder unchanged]

****Section 718.3; change sentence to read as follows:**

718.3 Draftstops in floors. [Body of text unchanged]

Exceptions: Buildings equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1. and provided that in combustible construction, sprinkler protection is provided in the floor space.



****Section 718.4; change sentence to read as follows:**

718.4 Draftstops in attics. [Body of text unchanged]

Exceptions: Buildings equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1 and provided that in combustible construction, sprinkler protection is provided in the attic space.

****Section 901.6.1.1; add to read as follows:**

901.6.1.1 Standpipe Testing. Building owners/managers must maintain and test standpipe systems as per NFPA 25 requirements. The following additional requirements shall be applied to the testing that is required every 5 years:

- 1. The piping between the Fire Department Connection (FDC) and the standpipe shall be backflushed or inspected by approved camera when foreign material is present or when caps are missing, and also hydrostatically tested for all FDC's on any type of standpipe system. Hydrostatic testing shall also be conducted in accordance with NFPA 25 requirements for the different types of standpipe systems.**
- 2. For any manual (dry or wet) standpipe system not having an automatic water supply capable of flowing water through the standpipe, the tester shall connect hose from a fire hydrant or portable pumping system (as approved by the fire code official) to each FDC, and flow water through the standpipe system to the roof outlet to verify that each inlet connection functions properly. Confirm that there are no open hose valves prior to introducing water into a dry standpipe. There are no required pressure criteria at the outlet. Verify that check valves function properly and that there are no closed control valves on the system.**
- 3. Any pressure relief, reducing, or control valves shall be tested in accordance with the requirements of NFPA 25. All hose valves shall be exercised.**
- 4. If the FDC is not already provided with approved caps, the contractor shall install such caps for all FDC's as required by the fire code official.**
- 5. Upon successful completion of standpipe test, place a blue tag (as per Texas Administrative Code, Fire Sprinkler Rules for Inspection, Test and Maintenance Service (ITM) Tag) at the bottom of each standpipe riser in the building. The tag shall be check-marked as "Fifth Year" for Type of ITM, and the note on the back of the tag shall read "5 Year Standpipe Test" at a minimum.**
- 6. The procedures required by Texas Administrative Code Fire Sprinkler Rules with regard to Yellow Tags and Red Tags or any deficiencies noted during the testing, including the required notification of the local Authority Having Jurisdiction (fire code official) shall be followed.**
- 7. Additionally, records of the testing shall be maintained by the owner and contractor, if applicable, as required by the State Rules mentioned above and NFPA 25.**
- 8. Standpipe system tests where water will be flowed external to the building shall not be conducted during freezing conditions or during the day prior to expected nighttime freezing conditions.**



- 9. Contact the fire code official for requests to remove existing fire hose from Class II and III standpipe systems where employees are not trained in the utilization of this firefighting equipment. All standpipe hose valves must remain in place and be provided with an approved cap and chain when approval is given to remove hose by the fire code official.**

****Section 901.6.4; add to read as follows:**

901.6.4 False Alarms and Nuisance Alarms. False alarms and nuisance alarms shall not be given, signaled or transmitted or caused or permitted to be given, signaled or transmitted in any manner.

(Reason: Places the responsibility on the business or property owner to maintain their fire alarm systems in approved condition.)

****Section 901.7; change to read as follows:**

901.7 Systems Out of Service. Where a required fire protection system is out of service or in the event of an excessive number of activations, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall either be evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shut down until the fire protection system has been returned to service. ... {Remainder of section unchanged}}

****Section 903.1.1; change to read as follows:**

903.1.1 Alternative Protection. Alternative automatic fire-extinguishing systems complying with Section 904 shall be permitted instead of in addition to automatic sprinkler protection where recognized by the applicable standard and, or as approved by the fire code official.

****Section 903.2; add paragraph to read as follows and delete the Exception:**

903.2 Where required. Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in Sections 903.2.1 through 903.2.12. Automatic Sprinklers shall not be installed in elevator machine rooms, elevator machine spaces, and elevator hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances.

~~Exception: Spaces or areas in telecommunications buildings used exclusively for telecommunications equipment, associated electrical power distribution equipment, batteries not required to have an automatic sprinkler system by Section 1207 for energy storage systems and standby engines, provided that those spaces or areas are equipped throughout with an automatic smoke detection system in accordance with Section 907.2 and are separated from the remainder of the building by not less than 1-hour fire barriers constructed in accordance with Section 707 of the International Building Code or not less than 2-hour horizontal assemblies constructed in accordance with Section 711 of the International Building Code, or both.~~



*****Section 903.2.2.1; change exception to read as follows:**

903.2.2.1 Ambulatory care facilities. An automatic sprinkler system shall be installed throughout the entire floor containing an ambulatory care facility where either of the following conditions exist at any time:

1. Four or more care recipients are incapable of self-preservation.
2. One or more care recipients that are incapable of self-preservation are located at other than the level of exit discharge serving such a facility.

In buildings where ambulatory care is provided on levels other than the level of exit discharge, an automatic sprinkler system shall be installed throughout the entire floor as well as all floors below where such care is provided, and all floors between the level of ambulatory care and the nearest level of exit discharge, the level of exit discharge, and all floors below the level of exit discharge.

Exception: Unless otherwise required by this code, floors classified as an open parking garage are not required to be sprinklered.

*****Section 903.2.9.5; add to read as follows:**

903.2.9.5 Self-Service Storage Facility. An automatic sprinkler system shall be installed throughout all self-service storage facilities. The minimum sprinkler system design shall be based on an Ordinary Hazard Group II classification, in accordance with NFPA 13 requirements. Physical construction in compliance with open-grid ceilings as per NFPA 13, such as an open metal grid ceiling or chicken wire that does not obstruct the overhead sprinkler protection, shall be installed to prevent storage from exceeding the lower of either 12 feet above finished floor or 18 inches beneath standard sprinkler head deflectors. At least one sprinkler head shall be provided in each storage unit/room (additional sprinklers may be necessary for compliance with NFPA 13 spacing requirements), regardless of wall height or construction type separating such units.

*****Section 903.3.1.1.1; change to read as follows:**

903.3.1.1.1 Exempt Locations. When approved by the fire code official, automatic sprinklers shall not be required in the following rooms or areas where such ... *{text unchanged}*... because it is damp, of fire-resistance-rated construction or contains electrical equipment.

1. A room or space where sprinklers constitute a serious life or fire hazard because of the nature of the contents, where approved by the fire code official.
2. Generator and transformer rooms, under the direct control of a public utility, separated from the remainder of the building by walls and floor/ceiling or roof/ceiling assemblies having a fire-resistance rating of not less than 2 hours.
3. ~~Rooms or areas that are of noncombustible construction with wholly noncombustible contents.~~
4. ~~Fire service access~~ Elevator machine rooms, and machinery spaces, and hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances.
5. ~~Machine rooms, machinery spaces, control rooms and control spaces associated with occupant evacuation elevators designed in accordance with Section 3008 of the International Building Code.~~

(Reason: Gives more direction to code official. Exception 3 deleted to provide protection where fire risks are poorly addressed. Amendment 903.2 addresses Exception 5 above relative to the elimination of sprinkler protection in these areas to avoid the shunt trip requirement.)



*****Section 903.3.1.1.4; add the following Section:**

903.3.1.1.4 Dry pipe sprinkler systems. Dry pipe sprinkler systems protecting fire areas of Type V construction shall be required to meet the 60 second water delivery time, per NFPA 13, to the system test connection regardless of the system size, unless more stringent criteria are applicable in NFPA 13, and all dry pipe sprinkler systems shall be trip tested to flow/discharge water to verify compliance with this requirement, unless otherwise approved by the fire code official.

(Reason: This provision is limited to Type V construction due to the unique need discharge water on to light weight wood construction members for rapid fire control.)

****Section 903.3.1.2.2; change to read as follows:**

903.3.1.2.2 Corridors and balconies in the means of egress. Sprinkler protection shall be provided in all corridors and for all balconies. ~~in the means of egress where any of the following conditions apply:~~

- ~~1. Corridors with combustible floor or walls.~~
- ~~2. Corridors with an interior change of direction exceeding 45 degrees (0.79 rad).~~
- ~~3. Corridors that are less than 50 percent open to the outside atmosphere at the ends.~~
- ~~4. Open ended corridors and associated exterior stairways and ramps as specified in Section 1027.6, Exception 3.~~
- ~~5. Egress balconies not complying with Sections 1021.2 and 1021.3.~~

(Reason: Corridor protection is critical to the means of egress, and corridors are regularly utilized for miscellaneous storage, fixtures, artwork, food kiosks and beverage dispensers, and furnishings. Balcony protection is required due to issues with fire exposure via soffit vents and the potential for significant combustible loading.)

****Section 903.3.1.2.3; delete section and replace as follows:**

Section 903.3.1.2.3 Attached Garages and Attics. Sprinkler protection is required in attached garages, and in the following attic spaces:

1. Attics that are used or intended for living purposes or storage shall be protected by an automatic sprinkler system.
2. Attic spaces of buildings that are two or more stories in height above grade plane or above the lowest level of fire department vehicle access.

****Section 903.3.1.3; change to read as follows:**

903.3.1.3 NFPA 13D Sprinkler Systems. Automatic sprinkler systems installed in one- and two-family dwellings; Group R-3; Group R-4, Condition 1; and townhouses shall be permitted to be installed throughout in accordance with NFPA 13D or in accordance with state law.

(Reason: To allow the use of the Plumbing section of the International Residential Code (IRC) and recognize current state stipulations in this regard.)

*****Section 903.3.1.4; add to read as follows:**

903.3.1.4 Freeze protection. Freeze protection systems for automatic fire sprinkler systems shall be in accordance with the requirements of the applicable referenced NFPA standard and this section.



903.3.1.4.1 Attics. Only dry-pipe, preaction, or listed antifreeze automatic fire sprinkler systems shall be allowed to protect unheated attic spaces.

Exception: Wet-pipe fire sprinkler systems shall be allowed to protect non-ventilated attic spaces where:

1. The attic sprinklers are supplied by a separate floor control valve assembly to allow ease of draining the attic system without impairing sprinklers throughout the rest of the building, and
2. Adequate heat shall be provided for freeze protection as per the applicable referenced NFPA standard, and
3. The attic space is a part of the building's thermal, or heat, envelope, such that insulation is provided at the roof deck, rather than at the ceiling level.

903.3.1.4.2 Heat trace/insulation. Heat trace/insulation shall only be allowed where approved by the fire code official for small sections of large diameter water-filled pipe.

(Reason: In the last few years, severe winters brought to light several issues with current practices for sprinklering attics, not the least of which was wet-pipe sprinklers in ventilated attics provided with space heaters, etc. for freeze protection of such piping.)

****Section 903.3.5; add a second paragraph to read as follows:**

Water supply as required for such systems shall be provided in conformance with the supply requirements of the respective NFPA standards; however, every water-based fire protection system shall be designed with a 10-psi safety factor. Reference Section 507.4 for additional design requirements.

*****Section 903.3.9; change to read as follows:**

903.3.9 High-rise Building floor control valves. Approved supervised indicating control valves shall be provided at the point of connection to the riser as indicated below: ~~in high-rise buildings~~

1. In High Rise Buildings, floor control assemblies shall be located in protected stairwells, or as otherwise approved by the fire code official.
2. In all other buildings, floor control assemblies shall be located as approved by the fire code official.

(Reason: Intent is to allow the ability to drain each floor's sprinkler system without draining the entire system, as well as to isolate each floor in the event of an impairment, such that only one floor is impaired at a time.)

*****Section 903.4.1; add a second paragraph after the Exceptions to read as follows:**

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. Reference Section 903.3.9 for required floor control assemblies. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

(Reason: To avoid significant water losses, reduce false alarms, and eliminate undetected tampering of water supplies. Consistent with amendment to IFC 905.9.)

****Section 903.4.3; add second paragraph to read as follows:**



The alarm device required on the exterior of the building shall be a weatherproof horn/strobe notification appliance with a minimum 75 candela strobe rating, installed as close as practicable to the fire department connection.

(Reason: Fire department connections are not always located at the riser; this allows the fire department faster access and ease of recognition of the FDC location, especially at night.)

*****Section 905.3.8; add to read as follows:**

905.3.8 Buildings Exceeding 10,000 sq. ft. In buildings exceeding 10,000 square feet in area per story and where any portion of the building's interior area is more than 200 feet (60960 mm) of travel, vertically and horizontally, from the nearest point of fire department vehicle access, Class I standpipes shall be provided.

(Reason: Allows for the rapid deployment of hose lines to the body of the fire in larger structures.)

*****Section 905.4; change Item 5, and add Item 7 to read as follows:**

5. Where the roof has a slope less than 4 units vertical in 12 units horizontal (33.3-percent slope), each standpipe shall be provided with a two-way a-hose connection shall be located to serve the roof or at the highest landing of an interior exit stairway with stair access to the roof provided in accordance with Section 1011.12.
6. {No change.}
7. When required by this Chapter, standpipe connections shall be placed adjacent to all required exits to the structure and at two hundred feet (200') intervals along major corridors thereafter, or as otherwise approved by the fire code official.

(Reason: Item 5 reduces the amount of pressure required to facilitate the required testing of NFPA 14 and 25, and provides backup protection for fire fighter safety. Item 7 allows for the rapid deployment of hose lines to the body of the fire.)

****Section 905.8; change to read as follows:**

905.8 Dry standpipes. Dry standpipes shall not be installed.

Exception: Where subject to freezing and in accordance with NFPA 14. Additionally, manual dry standpipe systems shall be supervised with a minimum of 10 psig and a maximum of 40 psig air pressure with a high/low Supervisory alarm.

(Reason: To define manual dry standpipe supervision requirements. Helps ensure the integrity of the standpipe system via supervision, such that open hose valves will result in a supervisory low air alarm. NFPA 14 requires supervisory air for such, but does not provide pressure criteria for what that means.)

****Section 905.9; add a second paragraph after the exceptions to read as follows:**

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. Reference Section 903.3.9 for required floor control assemblies. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

(Reason: To avoid significant water losses. Consistent with amendment to IFC 903.4.1)



****Section 906.1(1); delete Exception 3 as follows:**

~~3. In storage areas of Group S occupancies where forklift, powered industrial truck or powered cart operators are the primary occupants, fixed extinguishers, as specified in NFPA 10, shall not be required where in accordance with all of the following:~~

- ~~3.1. Use of vehicle-mounted extinguishers shall be approved by the fire code official.~~
- ~~3.2. Each vehicle shall be equipped with a 10-pound, 40A:80B:C extinguisher affixed to the vehicle using a mounting bracket approved by the extinguisher manufacturer or the fire code official for vehicular use.~~
- ~~3.3. Not less than two spare extinguishers of equal or greater rating shall be available on-site to replace a discharged extinguisher.~~
- ~~3.4. Vehicle operators shall be trained in the proper operation, use and inspection of extinguishers.~~
- ~~3.5. Inspections of vehicle-mounted extinguishers shall be performed daily.~~

(Reason: This provision of only having vehicle-mounted fire extinguishers is not at all consistent with the practice of requiring extinguishers throughout based on travel distance.)

*****Section 907.1.4; add to read as follows:**

907.1.4 Design Standards. Where a new fire alarm system is installed, the devices shall be addressable.

*****Section 907.2.1; change to read as follows:**

907.2.1 Group A. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group A occupancies ~~where the~~ having an occupant load ~~due to the assembly occupancy is of~~ 300 or more persons, or where the Group A occupant load is more than 100 persons above or below the lowest level of exit discharge. Group A occupancies not separated from one another in accordance with Section 707.3.10 of the *International Building Code* shall be considered as a single occupancy for the purposes of applying this section. Portions of Group E occupancies occupied for assembly purposes shall be provided with a fire alarm system as required for the Group E occupancy.

Exceptions: {No change.}

****Section 907.2.3; change to read as follows:**

907.2.3 Group E. A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E educational occupancies. When automatic sprinkler systems or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system. An approved smoke detection system shall be installed in Group E day care occupancies. Unless separated by a minimum of 100' open space, all buildings, whether portable buildings or the main building, will be considered one building for alarm occupant load consideration and interconnection of alarm systems.

Exceptions:

- 1. {No change.}
- 1.1. Residential In-Home day care with not more than 12 children may use interconnected single station detectors in all habitable rooms. (For care of more than five children 2 1/2 or



less years of age, see Section 907.2.6.)

{No change to remainder of exceptions.}

(Reason: Exceptions provide consistency with State law concerning such occupancies.)

*****Section 907.2.10.1; change to read as follows:**

907.2.10.1 Public- and Self-Storage Occupancies. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group S public- and self-storage occupancies ~~three stories or greater in height~~ for interior corridors and interior common areas. Visible notification appliances are not required within storage units.

Exception: {No change.}

(Reason: Because of the potential unknown fire load and hazards in self-storage type facilities, which could prompt evacuation in the event of fire alarm is needed; therefore, notification in the corridors/common areas is critical to all such occupancies.)

****Section 907.2.13, Exception #3; change to read as follows:**

3. Open air portions of buildings with an occupancy in Group A-5 in accordance with Section 303.1 of the International Building Code; however, this exception does not apply to accessory uses including but not limited to sky boxes, restaurants, and similarly enclosed areas.

****Section 907.4.2.7; add to read as follows:**

907.4.2.7 Type. Manual alarm initiating devices shall be an approved double action type.

(Reason: Helps to reduce false alarms.)

****Section 907.6.1.1; add to read as follows:**

907.6.1.1 Wiring Installation. All fire alarm systems shall be installed in such a manner that a failure of any single initiating device or single open in an initiating circuit conductor will not interfere with the normal operation of other such devices. All signaling line circuits (SLC) shall be installed in such a way that a single open will not interfere with the operation of any addressable devices (Class A). Outgoing and return SLC conductors shall be installed in accordance with NFPA 72 requirements for Class A circuits and shall have a minimum of four feet separation horizontal and one foot vertical between supply and return circuit conductors. The initiating device circuit (IDC) from a signaling line circuit interface device may be wired Class B, provided the distance from the interface device to the initiating device is ten feet or less.

(Reason: To provide uniformity in system specifications and guidance to design engineers. Improves reliability of fire alarm devices and systems.)

****Section 907.6.3; delete all four Exceptions.**

907.6.3 Initiating device identification. The fire alarm system shall identify the specific initiating device address, location, device type, floor level where applicable and status including indication of normal, alarm, trouble and supervisory status, as appropriate.

Exceptions:

- ~~1. Fire alarm systems in single-story buildings less than 22,500 square feet (2090 m²) in area.~~



2. ~~Fire alarm systems that only include manual fire alarm boxes, waterflow initiating devices and not more than 10 additional alarm-initiating devices.~~
3. ~~Special initiating devices that do not support individual device identification.~~
4. ~~Fire alarm systems or devices that are replacing existing equipment.~~

(Reason: To assist responding personnel in locating the emergency event for all fire alarm systems.)

****Section 907.6.6; add sentence at end of paragraph to read as follows:**

See 907.6.3 for the required information transmitted to the supervising station.

****Section 910.2.3; add to read as follows:**

910.2.3 Group H. Buildings and portions thereof used as a Group H occupancy as follows:

1. In occupancies classified as Group H-2 or H-3, any of which are more than 15,000 square feet (1394 m²) in single floor area.

Exception: Buildings of noncombustible construction containing only noncombustible materials.

2. In areas of buildings in Group H used for storing Class 2, 3, and 4 liquid and solid oxidizers, Class 1 and unclassified detonable organic peroxides, Class 3 and 4 unstable (reactive) materials, or Class 2 or 3 water-reactive materials as required for a high-hazard commodity classification.

Exception: Buildings of noncombustible construction containing only noncombustible materials.

(Reason: Maintains a fire protection device utilized in such occupancies where it is sometimes necessary to allow chemicals to burn out, rather than extinguish.)

****Section 910.4.3.1; change to read as follows:**

910.4.3.1 Makeup Air. Makeup air openings shall be provided within 6 feet (1829 mm) of the floor level. Operation of makeup air openings shall be ~~manual or~~ automatic. The minimum gross area of makeup air inlets shall be 8 square feet per 1,000 cubic feet per minute (0.74 m² per 0.4719 m³/s) of smoke exhaust.

****Section 912.2.3; add to read as follows:**

912.2.3 Hydrant Distance. An approved fire hydrant shall be located within 100 feet of the fire department connection as the fire hose lays along an unobstructed path.

(Reason: To accommodate limited hose lengths, improve response times where the FDC is needed to achieve fire control, improve ease of locating a fire hydrant in those situations, and is consistent with NFPA 14 criteria.)

****Section 913.2.1; add second paragraph and exception to read as follows:**

When located on the ground level at an exterior wall, the fire pump room shall be provided with an exterior fire department access door that is not less than 3 ft. in width and 6 ft. – 8 in. in height, regardless of any interior doors that are provided. A key box shall be provided at this door, as required by Section 506.1.



Exception: When it is necessary to locate the fire pump room on other levels or not at an exterior wall, the corridor leading to the fire pump room access from the exterior of the building shall be provided with equivalent fire resistance as that required for the pump room, or as approved by the *fire code official*. Access keys shall be provided in the key box as required by Section 506.1.

(Reason: This requirement allows firefighters safer access to the fire pump room.)

****Section 914.3.1.2; change to read as follows:**

914.3.1.2 Water Supply to required Fire Pumps. In all buildings that are more than 420 ~~120~~ feet (128 ~~36.6~~ m) in *building height*, and buildings of Type IVA and IVB construction that are more than 120 feet (36.6 m) in *building height*, required fire pumps shall be supplied by connections to no fewer than two water mains located in different streets. Separate supply piping shall be provided between each connection to the water main and the pumps. Each connection and the supply piping between the connection and the pumps shall be sized to supply the flow and pressure required for the pumps to operate.

Exception: {No change to exception.}

*****Section 915; Carbon Monoxide (CO) Detection delete and replace to read as follows:**

915.1 General. New and existing buildings shall be provided with carbon monoxide (CO) detection in accordance with Sections 915.2 through 915.5.

915.2 Where required. Carbon monoxide detection shall be provided in interior spaces, other than dwelling units or sleeping units, that are exposed to a carbon monoxide source in accordance with Sections 915.2.1 through 915.2.3. Carbon monoxide detection for dwelling units or sleeping units that are exposed to a carbon monoxide source shall be in accordance with Section 915.2.4.

915.2.1 Interior spaces with direct carbon monoxide sources. In all occupancies, interior spaces with a direct carbon monoxide source shall be provided with carbon monoxide detection located in close proximity to the direct carbon monoxide source and in accordance with Section 915.3.

Exception: Where environmental conditions in an enclosed space are incompatible with carbon monoxide detection devices, carbon monoxide detection shall be provided in an approved adjacent location.

915.2.2 Interior spaces adjacent to a space containing a carbon monoxide source. In Groups A, B, E, I, M and R Occupancies, interior spaces that are separated from and adjacent to an enclosed parking garage or an interior space that contains a direct carbon monoxide source shall be provided with carbon monoxide detection if there are communicating openings between the spaces. Detection devices shall be located in close proximity to communicating openings on the side that is furthest from the carbon monoxide source and in accordance with Section 915.3

Exceptions:

1. Where communicating openings between the space containing a direct carbon monoxide source and the adjacent space are permanently sealed airtight, carbon monoxide detection is not required for the adjacent space.
2. Where the fire code official determines that the volume or configuration of the adjacent interior space is such that dilution or geometry would diminish the effectiveness of carbon monoxide detection devices located in such spaces, detection devices additional to those required by Section 915.2.1 shall be located on the side of communicating openings that is closest to the carbon monoxide source.

915.2.3 Interior spaces with forced-indirect carbon monoxide sources. In all occupancies, interior spaces with a forced-indirect carbon monoxide source shall be provided with carbon monoxide detection in accordance with either of the following:



1. Detection in each space with a forced-indirect carbon monoxide source, located in accordance with Section 915.3.
2. Detection only in the first space served by the main duct leaving the forced-indirect carbon monoxide source, located in accordance with Section 915.3, with an audible and visual alarm signal provided at an approved location.

915.2.4 Dwelling units and sleeping units. Carbon monoxide detection for dwelling units and sleeping units shall comply with Sections 915.2.4.1 and 915.2.4.2.

915.2.4.1 Direct carbon monoxide sources. Where a direct carbon monoxide source is located in a bedroom or sleeping room, or a bathroom attached to either, carbon monoxide detection shall be installed in the bedroom or sleeping room. Where carbon monoxide detection is not installed in bedrooms or sleeping rooms, carbon monoxide detection shall be installed outside of each separate sleeping area in close proximity to bedrooms or sleeping rooms for either of the following conditions:

1. The dwelling unit or sleeping unit has a communicating opening to an attached, enclosed garage.
2. A direct carbon monoxide source is located in the dwelling unit or sleeping unit outside of bedrooms or sleeping rooms.

915.2.4.2 Forced-indirect carbon monoxide sources. Bedrooms or sleeping rooms in dwelling units or sleeping units that are exposed to a forced-indirect carbon monoxide source shall be provided with carbon monoxide detection in accordance with Section 915.2.4.1 or Section 915.2.3.

915.3 Location of detection devices. Carbon monoxide detection devices shall be installed in accordance with manufacturer's instructions in a location that avoids dead air spaces, turbulent air spaces, fresh air returns, open windows, and obstructions that would inhibit accumulation of carbon monoxide at the detection location. Carbon monoxide detection in air ducts or plenums shall not be permitted as an alternative to required detection locations.

915.4 Permissible detection devices. Carbon monoxide detection shall be provided by a carbon monoxide detection system complying with Section 915.4.2 unless carbon monoxide alarms are permitted by Sections 915.4.1.

915.4.1 Carbon monoxide alarms. Carbon monoxide alarms complying with Sections 915.4.1.1 through 915.4.1.3 shall be permitted in lieu of a carbon monoxide detection system in both of the following:

1. Dwelling units and sleeping units.
2. Locations other than dwelling units or sleeping units, where approved, provided that the manufacturer's instructions do not prohibit installation in locations other than dwelling units or sleeping units and that the alarm signal for any carbon monoxide alarm installed in a normally unoccupied location is annunciated by an audible and visual signal in an approved location.

915.4.1.1 Power source. In buildings with a wired power source, carbon monoxide alarms shall receive their primary power from a permanent connection to building wiring, with no disconnecting means other than for overcurrent protection, and shall be provided with a battery backup. In buildings without a wired power source, carbon monoxide alarms shall be battery powered.

Exception: For existing buildings not previously required to have carbon monoxide alarms permanently connected to a wired power source, existing battery-powered and plug-in with battery backup carbon monoxide alarms shall be permitted to remain in service. When replaced, replacement with battery-powered and plug-in with battery backup carbon monoxide alarms shall be permitted.

915.4.1.2 Listings. Carbon monoxide alarms shall be listed in accordance with UL 2034. Combination carbon monoxide/smoke alarms shall also be listed in accordance with UL 217.



915.4.1.3 Interconnection. Where more than one carbon monoxide alarm is installed, actuation of any alarm shall cause all of the alarms to signal an alarm condition.

915.4.2 Carbon monoxide detection systems. Carbon monoxide detection systems shall be installed in accordance with NFPA 72.

915.4.2.1 Fire alarm system integration. Where a building fire alarm system or combination fire alarm system, as defined in NFPA 72, is installed, carbon monoxide detection shall be provided by connecting carbon monoxide detectors to the fire alarm system. Where a building fire alarm system or a combination fire alarm system is not installed, carbon monoxide detection shall be provided by connecting carbon monoxide detectors to a carbon monoxide detection system complying with NFPA 72.

915.4.2.2 Listings. Carbon monoxide detectors shall be listed in accordance with UL 2075. Combination carbon monoxide/smoke detectors shall be listed in accordance with UL 268 and UL 2075.

915.4.2.3 Alarm notification. For other than Group E Occupancies, activation of a carbon monoxide detector shall initiate alarm notification in accordance with any of the following:

1. An audible and visible alarm notification throughout the building and at the control unit.
2. Where specified in an approved fire safety plan, an audible and visible alarm in the signaling zone where the carbon monoxide has been detected and other signaling zones specified in the fire safety plan, and at the control unit.
3. Where a sounder base is provided for each detector, an audible alarm at the activated carbon monoxide detector and an audible and visible alarm at the control unit.

For Group E Occupancies having an occupant load of 30 or less, alarm notification shall be provided in an on-site location staffed by school personnel or in accordance with the notification requirements for other occupancies. For Group E occupancies having an occupant load of more than 30, an audible and visible alarm shall be provided in an on-site location staffed by school personnel.

915.5 Maintenance. Carbon monoxide alarms and carbon monoxide detection systems shall be maintained in accordance with NFPA 72 and the manufacturer's instructions. Carbon monoxide alarms and carbon monoxide detectors that become inoperable or begin producing end-of-life signals shall be replaced.

****Section 1006.2.1 change exception 3 to read as follows:**

Section 1006.2.1 Egress based on occupant load and common path of egress travel distance.

3. Unoccupied rooftop mechanical rooms and penthouses are not required to comply with the common path of egress travel distance measurement.

*****Table 1010.2.4; amend Table - Manual Bolts, Automatic Flush Bolts and Constant Latching Bolts on the Inactive Leaf of A pair of Doors; to add Group M and A occupancies as follows:**

Add Group M to Line item #1 in Table 1010.2.4: Group B, F, M or S occupancies with occupant load less than 50. [Remainder unchanged]

Add Group A and M to Line item #2 in Table 1010.2.4: Group A, B, F, M or S occupancies where the building is equipped... [Remainder unchanged]



****Section 1020.2 Construction; add new exception 6 as follows:**

6. In unsprinklered group B occupancies, corridor walls and ceilings need not be of fire-resistive construction within a single tenant space when the space is equipped with approved automatic smoke-detection within the corridor. The actuation of any detector must activate self-annunciating alarms audible in all areas within the corridor. Smoke detectors must be connected to an approved automatic fire alarm system where such system is provided.

****Section 1030.1.1.1 Spaces under grandstands and bleachers; delete this section.**

****Section 1101.1 Scope; add exception to Section 1101.1 as follows:**

Exception: Components of projects regulated by and registered with Architectural Barriers Division of Texas Department of Licensing and Regulation shall be deemed to be in compliance with the requirements of this chapter.

****Section 2702.5; added to read as follows:**

Section 2702.5 Designated Critical Operations Areas (DCOA): In areas within a facility or site requiring continuous operation for the purpose of public safety, emergency management, national security or business continuity, the power systems shall comply with NFPA 70 Article 708.

(Reason: Identifying these areas of critical operations in the building code ensures designers are advised of the requirements outlined in the National Electrical Code which defines specific Critical Operations Power System (COPS) requirements.)

****Section 2901.1; add a sentence to read as follows:**

[P] 2901.1 Scope. *{existing text to remain}* The provisions of this Chapter are meant to work in coordination with the provisions of Chapter 4 of the International Plumbing Code. Should any conflicts arise between the two chapters, the Building Official shall determine which provision applies.

****Section 2902.1; add a second paragraph to read as follows:**

In other than E Occupancies, the minimum number of fixtures in Table 2902.1 may be lowered, if requested in writing, by the applicant stating reasons for a reduced number and approved by the Building Official.

****Table 2902.1; add footnote g to read as follows:**

g. Drinking fountains are not required in M Occupancies with an occupant load of 100 or less, B Occupancies with an occupant load of 25 or less, and for dining and/or drinking establishments.



****Add Section 2902.1.4 to read as follows:**

2902.1.4 Additional fixtures for food preparation facilities. In addition to the fixtures required in this Chapter, all food service facilities shall be provided with additional fixtures set out in this section.

2902.1.4.1 Hand washing lavatory. At least one hand washing lavatory shall be provided for use by employees that is accessible from food preparation, food dispensing and ware washing areas. Additional hand washing lavatories may be required based on convenience of use by employees.

2902.1.4.2 Service sink. In new or remodeled food service establishments, at least one service sink or one floor sink shall be provided so that it is conveniently located for the cleaning of mops or similar wet floor cleaning tool and for the disposal of mop water and similar liquid waste. The location of the service sink(s) and/or mop sink(s) shall be approved by the Building Official.

*****Section 3002.1 Hoistway Enclosure Protection required. Add pointer and exception as follows:**

A hoistway for elevators, dumbwaiters and other vertical-access devices shall comply with Sections 712 and 713. Where the hoistway is required to be enclosed, it shall be constructed as a shaft enclosure in accordance with 713. Refer to 712.1.10 for elevators in parking garages.

Exception:

1. Elevators completely located within atriums shall not require hoistway enclosure protection.

*****3004.2.1 Enclosure. Add text to read as follows:**

Escalator floor openings shall be enclosed with shaft enclosures complying with Section 712 and 713.

*****Section 3005.4 Machine rooms, control rooms, machinery spaces and control spaces; Delete existing IBC exceptions and replace with two new NCTCOG exceptions as follows:**

Exceptions:

1. For other than FSAE and occupant evacuation elevators, elevator machine rooms, control rooms, machinery spaces and control spaces completely located within atriums shall not require enclosure protection.
2. For other than FSAE and occupant evacuation elevators, elevator machine rooms, control rooms, machinery spaces and control spaces in open or enclosed parking garages that serve only the parking garage, shall not require enclosure protection.

*****Section 3005.5: Add a new subsection to Section 3005.5.1 as follows:**

3005.5.1 Fire Protection in Machine rooms, control rooms, machinery spaces and control spaces.

3005.5.1.1 Automatic sprinkler system. The building shall be equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1, except as otherwise permitted by Section 903.3.1.1.1 and as prohibited by Section 3005.5.1.1.1.

3005.5.1.1.1 Prohibited locations. Automatic sprinklers shall not be installed in machine rooms, elevator machinery spaces, control rooms, control spaces and elevator hoistways.



3005.5.1.1.2 Automatic Sprinkler system monitoring. The automatic sprinkler system shall have a sprinkler control valve supervisory switch and water-flow initiating device provided for each floor that is monitored by the building's fire alarm system.

3005.5.1.2 Water protection. An approved method to prevent water from infiltrating into the hoistway enclosure from the operation of the automatic sprinkler system outside the elevator lobby shall be provided.

3005.5.1.3 Omission of Shunt trip. Means for elevator shutdown in accordance with Section 3005.5 shall not be installed.

(Reason: Firefighter and public safety.)

****Section 3005; add Section 3005.7 as follows:**

3005.7 Storage. Storage shall not be allowed within the elevator machine room, control room, machinery spaces and or control spaces. Provide approved signage at each entry to the above listed locations stating: "No Storage Allowed".

Option B

****Section 3006.2, Hoistway opening protection required; Revise text in item 5 as follows:**

5. The building is a high rise and the elevator hoistway is more than 75 feet (22 860 mm) 55 feet (16 764 mm) in height. The height of the hoistway shall be measured from the lowest floor at or above grade to the highest floors served by the hoistway.

****Section 3007.3 and Section 3008.3: Revise text by deleting "enclosed" as follows:**

3007.3 Water Protection. Water from the operation of an automatic sprinkler system outside the elevator enclosed lobby shall be prevented from infiltrating into the hoistway enclosure in accordance with an approved method.

3008.3 Water Protection. Water from the operation of an automatic sprinkler system outside the elevator enclosed lobby shall be prevented from infiltrating into the hoistway enclosure in accordance with an approved method.



**Amendments to the
2024 International Plumbing Code**
North Central Texas Council of Governments Region

The following sections, paragraphs, and sentences of the *2024 International Plumbing Code* are hereby amended as follows: Standard type is text from the IPC. Underlined type is text inserted. ~~Lined through type is deleted text from the IPC.~~ A double asterisk at the beginning of a section identifies an amendment carried over from the 2021 edition of the code and a triple asterisk identifies a new or revised amendment with the 2024 edition of the code.

****Section 102.8; change to read as follows:**

102.8 Referenced codes and standards. The codes and standards referenced in this code shall be those that are listed in Chapter 15 and such codes, when specifically adopted, and standards shall be considered as part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Section 102.8.1 and 102.8.2. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the adopted amendments. Any reference to NFPA 70 shall mean the National Electrical Code as adopted.

Exception: Where enforcement of a code provision would violate the conditions of the listing of the *equipment* or *appliance*, the conditions of the listing and the manufacturer's installation instruction shall apply.

(Reason: Legal wording to recognize locally adopted amendments with referenced codes.)

****Section 305; change to read as follows:**

305.1 Protection against contact. Metallic piping, except for cast iron, ductile iron and galvanized steel, shall not be placed in direct contact with steel framing members, concrete or cinder walls and floors or other masonry. Metallic piping shall not be placed in direct contact with corrosive soil. Where sheathing is used to prevent direct contact, the sheathing shall have a thickness of not less than 0.008 inch (8 mil) (0.203 mm) and the sheathing shall be made of approved material plastic. Where sheathing protects piping that penetrates concrete or masonry walls or floors, the sheathing shall be installed in a manner that allows movement of the piping within the sheathing.

(Reason: Allows for other materials to be accepted.)

****Section 305.4.1; changed to read as follows:**

305.4.1 Sewer depth. ~~Building sewers that connect to private sewage disposal systems shall be a minimum of [number] inches (mm) below finished grade at the point of septic tank connection. Building sewers shall be a minimum of 12 inches (304 mm) below grade.~~

(Reason: Provides sewer depth that is common in this region. Deleted reference to private sewage disposal because a private sewage disposal code is not typically adopted in this region.)

***Section 305.9; add to read as follows:

305.9 Protection from ultraviolet damage and corrosion. *All exterior piping shall be protected from sun damage and corrosion through approved methods.*

***Section 306.2.5; added to read as follows:

306.2.5 Plastic sewer and DWV piping installation. Plastic sewer and DWV piping installed underground shall be installed in accordance with the manufacturer's installation instructions and ASTM D2321. Trench width shall be controlled to not exceed the outside pipe diameter plus 16 inches or in a trench which has a controlled width equal to the nominal diameter of the diameter of the piping multiplied by 1.25 plus 12 inches. The piping shall be bedded in 4 inches of granular fill and then backfilled compacting the side fill in 6-inch layers on each side of the piping. The compaction shall be to a minimum of 85 percent standard proctor density and extend to a minimum of 6 inches above the top of the pipe.

(Reason: To follow manufacturer backfill requirements and to be clear to Inspectors out in the field.)

***Section 403.1; add a second paragraph to read as follows:

403.1 Minimum number of fixtures. Plumbing fixtures shall be provided in the minimum number as shown in Table 403.1, based on the actual use of the building or space. Uses not shown in Table 403.1 shall be considered individually by the Code Official. The number of occupants shall be determined by the *International Building Code*.

In other than E Occupancies, the minimum number of fixtures in Table 403.1 may be lowered, if requested in writing, by the applicant stating reasons for a reduction number and approved by the Building Official.

(Reason: To allow flexibility for designers to consider specific occupancy needs. To be consistent with the International Building Code.)

*** Table 403.1; add footnote g to read as follows:

g. Drinking fountains are not required in M Occupancies with an occupant load of 100 or less, B Occupancies with an occupant load of 25 or less, and for dining and/or drinking establishments.

(Reason: To allow flexibility for designer to consider specific occupancy needs.)

***Section 413.4; change to read as follows:

413.4 Required location for floor drains ~~Public laundries and central washing facilities.~~ Floor drains shall be installed in the following areas:

1. In public laundries and in the central washing facilities of multiple family dwellings, the rooms containing automatic clothes washers shall be provided with floor drains located to readily drain the entire floor area. Such drains shall have a minimum outlet of not less than 3 inches (76 mm) in diameter.
2. Commercial kitchens.
Exception: In lieu of floor drains in commercial kitchens, the Code Official may accept floor sinks.
3. Public restrooms.

4. Closets containing mop/service sinks.

(Reason: To make it more compatible with local health code practices and protection of facilities.)

***Section 502.3; change to read as follows:

502.3 Water heaters installed in attics. (Remain the same) As a minimum access to the attic space shall be provided by one of the following:

1. A permanent stair.
2. A pull-down stair rated for 300 lb. minimum.
3. An access door from an upper floor level.

(Reason: To recognize regional practices.)

**Section 703.6; Combined sanitary and storm public sewer. Delete

(Reason: not a standard practice in this region)

**Section 704.5; added to read as follows:

704.5 Single stack fittings. Single stack fittings with internal baffle, PVC schedule 40 or cast-iron single stack shall be designed by a registered engineer and comply to a national recognized standard.

(Reason: to allow for ready identification of product markers to determine they meet all required standards.)

**Section 712.4.3; add Section 712.4.3 to read as follows:

712.4.3 Dual Pump System. All sumps shall be automatically discharged and, when in any “public use” occupancy where the sump serves more than 10 fixture units, shall be provided with dual pumps or ejectors arranged to function independently in case of overload or mechanical failure. For storm drainage sumps and pumping systems, see Section 1113.

(Reason: To address dual pump system. To provide reference for storm drainage systems.)

***Section 903.1.1; change to read as follows:

903.1.1 Roof extension unprotected. Open vent pipes that extend through a roof shall terminate not less than six (6) inches (152 mm) above the roof. Any PVC or plastic piping without UV resistance shall be painted.

(Reason: To provide regional guidelines on standard installation methods for this area.)

***Section 1003.3.1; added to read as follows:

1003.3.1 Grease Interceptors and automatic grease removal devices required. A grease interceptor or automatic grease removal device shall be required to receive the drainage from fixtures and equipment with grease-laden waste located in food preparation areas, such as in restaurants, hotel kitchens, hospitals, school kitchens, bars, factory cafeterias and clubs. Fixtures and equipment shall include pot sinks, prerinse sinks; soup kettles or similar devices; wok stations; floor drains or sinks into which kettles are drained; automatic hood wash units and dishwashers without prerinse sinks. Grease interceptors and automatic grease removal devices shall receive waste only from fixtures and equipment that allow fats, oils or grease to be discharged. Where lack of space or other constraints prevent the installation or replacement of a

grease interceptor in an existing building, one or more grease interceptors shall be permitted to be installed on or above the floor and upstream of an existing grease interceptor. All new commercial kitchen installations require an in-ground grease interceptor unless specifically approved by the code official.

(Reason: to provide safe and sanitary practices consistent with health department inspections).

****Section 1109; Combined Sanitary and Storm Public Sewer: delete this section.**

(Reason: not a standard practice in this region)

*****Section 1202.1; delete Exceptions 1 and 2.**

(Reason: State law already specifies that Med Gas systems must comply with NFPA 99.)

*****Chapter 15; ASTM D2321; added to Referenced Standards**

ASTM D2321 - Underground Installation of Thermoplastic Pipe for Sewers and Other Gravity-Flow Applications.

306.2.5

(Reason: To add the reference standard as specified in the amendments.)

END



**Amendments to the
2024 International Mechanical Code**
North Central Texas Council of Governments Region

The following sections, paragraphs, and sentences of the *2024 International Mechanical Code* (IMC) are hereby amended as follows: Standard type is text from the IMC. Underlined type is text inserted. ~~Lined through type~~ is deleted text from the IMC. A double asterisk at the beginning of a section identifies an amendment carried over from the 2021 edition of the code and a triple asterisk identifies a new or revised amendment of the 2024 edition of the code.

****Section 102.8; change to read as follows:**

102.8 Referenced Codes and Standards. The codes and standards referenced herein shall be those that are listed in Chapter 15 and such codes and standards, when specifically adopted, shall be considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.8.1 and 102.8.2.

Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the adopted amendments. Any reference to NFPA 70 shall mean the National Electrical Code as adopted.

Exception: Where enforcement of a code provision would violate the conditions of the listing of the *equipment* or *appliance*, the conditions of the listing and the manufacturer's installation instruction shall apply.

(Reason: Legal wording to recognize locally adopted codes and amendments adopted with referenced codes.)

*****Section 202; add definition of Effective Dispersal Volume Charge as follows:**

Effective Dispersal Volume Charge (EDVC). The maximum refrigerant charge permitted for an effective dispersal volume.

(Reason: These are additional terms used in ASHRAE 15 to determine refrigerant concentrations and methods to mitigate refrigerant concentrations from exceeding the refrigerant concentration limit.)

*****Section 202; add definition of Refrigerant Detection System as follows:**

Refrigerant Detection System - The product safety standard addresses both refrigerant detection systems and leak detection systems. In the product safety standard, a leak detection system is defined as "a sensing system which responds to refrigerant leaking from a refrigerating system." A leak detection system may include gas sensing, ultrasonic, or other such methods that meet the standards UL 60335-2-40/CSA C22.2 No. 60335-2-40 or UL 60335-2-89/CSA C22.2 No. 60335-2-89. [ASHRAE 15-2022: 3.1]

(Reason: These are additional terms used in ASHRAE 15 to determine refrigerant concentrations and methods to mitigate refrigerant concentrations from exceeding the refrigerant concentration limit.)

*****Section 202; add definition of Refrigerant Detector as follows:**

Refrigerant Detector - "Refrigerant sensor" is another term for refrigerant detector. A refrigerant sensor is a sensing element combined with electronic circuitry that provides a digital output or an analog signal output that corresponds to the sensed refrigerant gas concentration. [ASHRAE 15-2022: 3.1]

(Reason: These are additional terms used in ASHRAE 15 to determine refrigerant concentrations and methods to mitigate refrigerant concentrations from exceeding the refrigerant concentration limit.)

****Section 306.3; change to read as follows:**

306.3 Appliances in attics. Attics containing *appliances* shall be provided with an opening and unobstructed passageway large enough to allow removal of the largest *appliance*. The passageway shall be not less than 30 inches (762 mm) high and 22 inches (599 mm) wide and to more than 20 feet (6096 mm) in length measured along the centerline of the passageway from the opening to the *appliance*. The passageway shall have continuous solid flooring not less than 24 inches (610 mm) wide. A level service space not less than 30 inches (762 mm) deep and 30 inches (762 mm) wide shall be present at the front or service side of the *appliance*. The clear access opening dimensions shall be not less than 20 inches by 30 inches (508 mm by 762 mm), and large enough to allow removal of the largest appliance. As a minimum access to the attic space shall be provided by one of the following:

1. A permanent Stair.
2. A pull-down stair with a minimum 300 lb (136 kg) capacity.
3. An access door from an upper floor level.

Exceptions:

1. The passageway and level service space are not required where the *appliance* is capable of being serviced and removed through the required opening with the approval of the code official.
2. Where the passageway is unobstructed and not less than 6 feet (1829 mm) high and 22 inches (559 mm) wide for its entire length, the passageway shall be not greater than 50 feet (15,250 mm) in length.

(Reason: To provide adequate access to appliances for service or replacement with safe access.)

****Section 306.5.1; change to read as follows:**

306.5.1 Sloped Roofs. Where appliances, *equipment*, fans or other components that require service are installed on a roof having a slope of 3 units vertical in 12 units horizontal (25-percent slope) or greater and having an edge more than 30 inches (762 mm) above grade at such edge, a catwalk at least 16 inches in width with substantial cleats spaced not more than 16 inches apart shall be provided from the roof access to a level platform at the appliance. The level platform shall be provided on each side of the *appliance* or *equipment* to which access is required for service, repair or maintenance. The platform shall be not less than 30 inches (762 mm) in any dimension and shall be provided with guards. The guards shall extend not less than 42 inches (1067 mm) above the platform, shall be constructed so as to prevent the passage of a 21-inch-diameter (533 mm) sphere and shall comply with the loading requirements for guards specified in the *International Building Code*...{remainder of text unchanged}.

(Reason: To assure safe access to roof appliances. Consistent with IFGC amendments.)

****Section 501.3; add an exception to read as follows:**

501.3 Exhaust Discharge. The air removed by every mechanical exhaust system shall be discharged outdoors at a point where it will not cause a public nuisance and not less than the distances specified in Section 501.3.1. The air shall be discharged to a location from which it cannot again be readily drawn in by a ventilating system. Air shall not be exhausted into an attic, crawl space, or be directed onto walkways.

Exceptions:

1. Whole-house ventilation-type attic fans shall be permitted to discharge into the attic space of dwelling units having private attics.

2. Commercial cooking recirculating systems.
3. Where installed in accordance with the manufacturer's instructions and where mechanical or natural ventilation is otherwise provided in accordance with Chapter 4, listed and labeled domestic ductless range hoods shall not be required to discharge to the outdoors.
4. Toilet room exhaust ducts may terminate in a warehouse or shop area when infiltration of outside air is present.

(Reason: Provide a reasonable alternative in areas where a large volume of outside air is present.)

****Section 1104.2 Machinery Room ; add an exception to read as follows:**

Exception

3. Machinery Rooms are not required when in compliance with ASHRAE 15 Section 7.4.

(Reason: Using the ASHRAE 15 machinery room requirements, the single and multiple circuit refrigeration systems use release mitigation strategies to safely isolate a section to prevent a full single circuit discharge of a refrigerant with automatic safety shutoff valves. An example of this is in VRF systems where Branch selector boxes/Heat recovery units)

***** Section 1104.3.1.1 Group A2L High-Probability Systems. Add this section to read:**

1104.3.1.1 Group A2L High-Probability Systems. High-probability systems using Group A2L refrigerants shall comply with ASHRAE 15 section 7.6.

(Reason: The 2024 IMC permits the use of Group A2L High-probability systems; however, it does not cover the safe limits and refrigerant detection and mitigation requirements for systems outside of a machinery room.)

*****Section 1109.2.5 Refrigerant pipe shafts. Change to read:**

[Existing text to remain]

Exceptions:

1. [Existing text to remain]
2. Piping in a direct refrigeration system using ~~Group A1~~ where the refrigerant quantity does not exceed the limits of Table 1103.1 for the smallest occupied space through which the piping passes.
3. [Existing text to remain]

(Reason: This will make the IMC consistent with Section 9.12.1.5 of ASHRAE 15-2022. Note that IMC Section 1109.2.2 still requires piping protection, either within building elements or protective enclosures. This is in line with both ASHRAE 15-2019 section 8.10.2 and ASHRAE 15-2022 section 9.12.1.5.1 where the refrigerant safety group is not mentioned, only the refrigerant concentration limit (RCL). The RCL for groups other than A1 is either 25% of the LFL or lower to account for flammability, toxicity, and oxygen deprivation.)

END



**Amendments to the 2024 International
Property Maintenance Code**
North Central Texas Council of Governments Region

The following sections, paragraphs, and sentences of the *2024 International Property Maintenance Code* are hereby amended as follows: Standard type is text from the IPMC. Underlined type is text inserted. ~~Lined through type is deleted text from IPMC.~~ A double asterisk (**) at the beginning of a section identifies an amendment carried over from the 2021 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2024 code.

***** Section 101.1; change to read as follows:**

101.1 Title. These regulations shall be known as the *Property Maintenance Code* of the Town of Westlake hereafter referred to as “this code”.

*****Section 102.3; delete second sentence to read as follows:**

[A] 102.3 Application of other codes. Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the International Building Code, International Existing Building Code, International Energy Conservation Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Residential Code, International Plumbing Code and NFPA 70. Nothing in this code shall be construed to cancel, modify or set aside any provisions of any other code, including any zoning codes.

*****Section 102.8; change to read as follows:**

[A] 102.3 Referenced codes and standards. The codes, when specifically adopted, and standards referenced in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.8.1 and 102.8.2. {No change to rest of section.}

Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the amendments as well. Any reference made to NFPA 70 or the Electrical Code shall mean the Electrical Code as adopted.

***** Section 103.1; change to read as follows:**

103.1 Creation of Agency. The Building Department is hereby created and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration, and enforcement of the provisions of this code.

***** Section 108.4; change to read as follows:**

[A] 108.4 Failure to comply. Any person who shall continue any work having been served with a stop work order, except such work that person is directed to perform to remove a violation or unsafe condition, shall be subject to a fine of not less than five hundred (\$500) dollars or mor than two thousand (\$2000) dollars.

*****Section 302.4; change to read as follows:**

302.4 Weeds. Premises and exterior property shall be maintained free from weeds or plant growth in excess of 12 inches. Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

*****304.14; change to read as follows:**

304.14 Insect screens. During the period from January 1 to December 31, every door, window and other outside ...{remainder of section unchanged}



*****602.3; change to read as follows:**

602.3 Heat supply. Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the *occupants* thereof shall supply heat during the period from October 1 to June 1 to maintain a minimum temperature of 68 degrees F (20 degrees C) in all habitable rooms, bathrooms, and toilet rooms.

Exceptions:

1. {Text unchanged}
2. {Text unchanged}

*****602.4; change to read as follows:**

602.4 Occupiable work spaces. Indoor occupiable work spaces shall be supplied with heat during the period from October 1 to June 1 to maintain a minimum temperature of 68 degrees F (18 degrees C) during the period the spaces are occupied.

Exceptions:

3. {Text unchanged}
4. {Text unchanged}

END



**Amendments to the
2024 International Fuel Gas Code**
North Central Texas Council of Governments Region

The following sections, paragraphs, and sentences of the *2024 International Fuel Gas Code* are hereby amended as follows: Standard type is text from the IFGC. Underlined type is text inserted. ~~Lined through type is deleted text from IFGC.~~ A double asterisk at the beginning of a section identifies an amendment carried over from the 2021 edition of the code and a triple asterisk identifies a new or revised amendment with the 2024 code.

****Section 102.2; add an exception to read as follows:**

Exception: Existing dwelling units shall comply with Section 621.2.

(Reason: Previous code provisions made unvented heater provisions retroactive except as provided for in local amendment. This amendment and amendment to IFGC 621.2 better clarify what the code already states: existing systems may stay unless considered unsafe.)

****Section 102.8; change to read as follows:**

102.8 Referenced codes and standards. The codes and standards referenced in this code shall be those that are listed in Chapter 8 and such codes, when specifically adopted, and standards shall be considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.8.1 and 102.8.2. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the amendments as well. Any reference to NFPA 70 or the National Electrical Code shall mean the National Electrical Code as adopted.

Exception: Where enforcement of a code provision would violate the conditions of the listing of the *equipment* or *appliance*, the conditions of the listing and the manufacturer's installation instructions shall apply.

(Reason: Legal wording to recognize locally adopted amendments adopted with referenced codes.)

*****Section 306.3; change to read as follows:**

306.3 Appliances in attics. Attics containing *appliances* shall be provided with an opening and unobstructed passageway large enough to allow removal of the largest *appliance*. The passageway shall be not less than 30 inches (762 mm) high and 22 inches (599 mm) wide and to more than 20 feet (6096 mm) in length measured along the centerline of the passageway from the opening to the *appliance*. The passageway shall have continuous solid flooring not less than 24 inches (610 mm) wide. A level service space not less than 30 inches (762 mm) deep and 30 inches (762 mm) wide shall be present at the front or service side of the *appliance*. The clear access opening dimensions shall be not less than 20 inches by 30 inches (508 mm by 762 mm), and large enough to allow removal of the largest appliance. As a minimum access to the attic space shall be provided by one of the following:

1. A permanent Stair.
2. A pull-down stair with a minimum 300 lb (136 kg) capacity.
3. An access door from an upper floor level.

Exceptions:

1. The passageway and level service space are not required where the *appliance* is capable of being serviced and removed through the required opening with the approval

- of the code official.
2. Where the passageway is unobstructed and not less than 6 feet (1829 mm) high and 22 inches (559 mm) wide for its entire length, the passageway shall be not greater than 50 feet (15,250 mm) in length.

(Reason: To provide adequate access to appliances for service or replacement with safe access.)

*****Section 306.5; change to read as follows:**

[M] 306.5 Equipment and appliances on roofs or elevated structures. *Remove Exception: This section shall not apply to Group R-3 Occupancies.*

(Safe access for owners and service personnel with high elevation roofs)

****Section 306.5.1; change to read as follows:**

[M] 306.5.1 Sloped roofs. Where appliances, *equipment*, fans or other components that require service are installed on a roof having a slope of 3 units vertical in 12 units horizontal (25-percent slope) or greater and having an edge more than 30 inches (762 mm) above grade at such edge, a catwalk at least 16 inches in width with substantial cleats spaced not more than 16 inches apart shall be provided from the roof access to a level platform at the appliance. The level platform shall be provided on each side of the appliance to which access is required for service, repair or maintenance. The platform shall be not less than 30 inches (762 mm) in any dimension and shall be provided with guards. The guards shall extend not less than 42 inches (1067 mm) above the platform, shall be constructed so as to prevent the passage of a 21-inch-diameter (533 mm) sphere and shall comply with the loading requirements for guards specified in the *International Building Code.* *(remainder of text unchanged).*

(Reason: To assure safe access to roof appliances. Consistent with IMC amendments.)

****Section 401.5; add a second paragraph to read as follows:**

Both ends of each section of medium pressure gas piping shall identify its operating gas pressure with an approved tag. The tags are to be composed of aluminum or stainless steel and the following wording shall be stamped into the tag:

"WARNING
1/2 to 5 psi gas pressure
Do Not Remove"

(Reason: To protect owners and plumbers.)

****Section 404.12; change to read as follows:**

404.12 Minimum burial depth. Underground piping systems shall be installed a minimum depth of 42 18 inches (305 458 mm) top of pipe below grade, ~~except as provided for in Section 404.12.4.~~

(Reason: To provide increased protection to piping systems and address reference number change.)

****Section 406.4; change to read as follows:**

406.4 Test pressure measurement. Test pressure shall be measured with a monometer or with a pressure-measuring device designed and calibrated to read, record, or indicate a pressure loss caused by leakage during the pressure test period. The source of pressure shall be isolated before the pressure tests are made. Mechanical gauges used to measure test pressures shall have a range such that the highest end of the scale is not greater than five times the test pressure. Spring type gauges do not meet the requirement of a calibrated gauge.

(Reason: To require the use of more accurate diaphragm gauges. Spring gauges do not provide accurate measurement below approximately 17 psig.)

****Section 406.4.1; change to read as follows:**

406.4.1 Test pressure. The test pressure to be used shall be no less than 1 1/2 times the proposed maximum working pressure, but no less than 3 psig (20 kPa gauge), or at the discretion of the Code Official, the piping and valves may be tested at a pressure of at least six (6) inches (152 mm) of mercury, measured with a manometer or slope gauge, irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe. For tests requiring a pressure of 3 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one half inches (3 1/2"), a set hand, 1/10 pound incrementation and pressure range not to exceed 15 psi for tests requiring a pressure of 3 psig. For tests requiring a pressure of 10 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one-half inches (3 1/2"), a set hand, a minimum of 2/10 pound incrementation and a pressure range not to exceed 50 psi. For welded piping, and for piping carrying gas at pressures in excess of fourteen (14) inches water column pressure (3.48 kPa) (1/2 psi) and less than 200 inches of water column pressure (52.2 kPa) (7.5 psi), the test pressure shall not be less than ten (10) pounds per square inch (69.6 kPa). For piping carrying gas at a pressure that exceeds 200 inches of water column (52.2 kPa) (7.5 psi), the test pressure shall be not less than one and one-half times the proposed maximum working pressure.

Diaphragm gauges used for testing must display a current calibration and be in good working condition. The appropriate test must be applied to the diaphragm gauge used for testing.

(Reason: To provide for lesser pressures to coordinate with the use of more accurate diaphragm gauges.)

****Section 409.1; add Section 409.1.4 to read as follows:**

409.1.4 Valves in CSST installations. Shutoff valves installed with corrugated stainless steel (CSST) piping systems shall be supported with an approved termination fitting, or equivalent support, suitable for the size of the valves, of adequate strength and quality, and located at intervals so as to prevent or damp out excessive vibration but in no case greater than 12-inches from the center of the valve. Supports shall be installed so as not to interfere with the free expansion and contraction of the system's piping, fittings, and valves between anchors. All valves and supports shall be designed and installed so they will not be disengaged by movement of the supporting piping.

(Reason: To provide proper security to CSST valves. These standards were established in this region in 1999 when CSST was an emerging technology.)

****Section 410.1; add a second paragraph and exception to read as follows:**

Access to regulators shall comply with the requirements for access to appliances as specified in Section 306.

Exception: A passageway or level service space is not required when the regulator is capable of being serviced and removed through the required attic opening.

(Reason: To require adequate access to regulators.)

****Section 621.2; add exception as follows:**

621.2 Prohibited use. One or more unvented room heaters shall not be used as the sole source of comfort heating in a dwelling unit.

Exception: Existing approved unvented heaters may continue to be used in dwelling units, in accordance with the code provisions in effect when installed, when approved by the Code Official unless an unsafe condition is determined to exist as described in Section 108.7.

(Reason: Gives code official discretion.)

END



**Regional Amendments to the
2024 International Swimming Pool and Spa Code**
North Central Texas Council of Governments Region

The following sections, paragraphs, and sentences of the *2024 International Swimming Pool and Spa Code* are hereby amended as follows: Standard type is text from the ISPSC. Underlined type is text inserted. ~~Lined through type is deleted text from ISPSC.~~ A double asterisk at the beginning of a section identifies an amendment carried over from the 2021 edition of the code. A triple asterisk (***) identifies a new or revised amendment with the 2024 ISPSC code.

*****Section 102.9; Change to read as follows:**

Section 102.9 Other laws. The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law, to include but not limited to:

1. Texas Department of State Health Services (TDSHS); *Standards for Public Pools and Spas*; §265.181 through §265.198, (TDSHS rules do not apply to pools serving one- and two-family dwellings or townhouses).
2. Texas Department of Licensing and Regulation (TDLR); *2012 Texas Accessibility Standards (TAS)*, TAS provide the scoping and technical requirements for accessibility for Swimming Pool, wading pools and spas and shall comply with *2012 TAS, Section 242.* (TAS rules do not apply to pools serving one- and two-family dwellings or townhouses).

Exception: Elements regulated under Texas Department of Licensing and Regulation (TDLR) and built in accordance with TDLR approved plans, including any variances or waivers granted by the TDLR, shall be deemed to be in compliance with the requirements of this Chapter.

(Reason: To clarify specific Texas statutes which regulate public pools and spas.)

****Section 113.4 Violation penalties; Changed to read as follows:**

113.4 Violation penalties. Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair a pool or spa in violation of the *approved* construction documents or directive of the *code official*, or of a permit or certificate issued under the provisions of this code may be punishable for each day of the violation set forth by the *authority having jurisdiction*. ~~shall be guilty of a [SPECIFY OFFENSE], punishable by a fine of not more than [AMOUNT] dollars or by imprisonment not exceeding [NUMBER OF DAYS], or both such a fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.~~

(Reason: Covered by general provisions of the Code of Ordinances.)

****Section 305; Change to read as follows:**

305.1 General.

The provisions of this section shall apply to the design of barriers for restricting entry into areas having pools and spas. In only one-and two-family dwellings and townhouses, where spas or hot tubs are equipped with a lockable safety cover complying with ASTM F1346 and swimming pools are equipped with a powered safety cover that complies with ASTM F1346, the areas where those spas, hot tubs or pools are located shall not be required to comply with Sections 305.2 through 305.7.



(Reason: To clarify requirements for dwellings and commercial properties and specific Texas statutes which regulate public pools and spas.)

**** Add subsection 305.2.8.1; to read as follows:**

305.2.8.1 Chain link fencing prohibited. Chain link fencing is not permitted as a barrier in public pools built after January 1, 1994.

(Reason: To clarify specific Texas Health and Safety Code Chapter 757.003 (f).)

****Section 305.4 structure wall as a barrier; Changes as follows:**

305.4 Structure wall as a barrier. Where a wall of a dwelling or structure of a one- and two-family dwelling or townhouse or its accessory structure serves as part of a barrier and where doors or windows provide direct access to the pool or spa through that wall, one of the following shall be required:

1. Remainder Unchanged
2. Remainder Unchanged
3. Remainder Unchanged
4. Remainder unchanged
5. Remainder unchanged
6. Remainder unchanged

(Reason: To clarify specific Texas Health and Safety Code Chapter 757.007.)

****Section 305.6; Change to read as follows:**

305.6 Natural barriers used in a one- and two-family dwelling or townhouse. In the case where the pool or spa area abuts the edge of a lake or other natural body of water, public access is not permitted or allowed along the shoreline, and required barriers extend to and beyond the water's edge a minimum of eighteen (18) inches, a barrier is not required between the natural body of water shoreline and the pool or spa.

(Reason: Specific Texas statutes do not allow the use of natural barriers in lieu of fencing for public pools per Chapter 757.003).

****Section 307.1.5 Accessibility; Add exception to Section to 307.1.5 as follows:**

Exception: Components of projects regulated by and registered with Architectural Barriers Division of Texas Department of Licensing and Regulation shall be deemed to be in compliance with the requirements of this chapter.

(Reason: To accommodate buildings regulated under state law. Further clarified to mean Components that are specifically addressed by TDLR shall be exempt.)

*****Section 307.2.2.2; add to read as follows:**

Section 307.2.2.2. Adjacency to Structural Foundation. Depth of the swimming pool and spa shall maintain a ratio of 1:1 from the nearest building foundation or footing of a retaining wall.

Exception:



A sealed engineered design drawing of the proposed new structure shall be submitted for approval with a letter addressing the proximity to other structures.

(Reason: To clarify specific distances for pools and spas, correlates with IRC 327.1.)

****Section 310; Change to read as follows:**

310.1 General. Suction entrapment avoidance for pools and spas shall be provided in accordance with APSP 7 (ANSI/PHTA/ICC 7) or for public swimming pools in accordance with State of Texas Rules for Public Swimming Pools and Spas, Title 25 TAC Chapter 265 Subchapter L, Rule §265.190.

[Remainder unchanged]

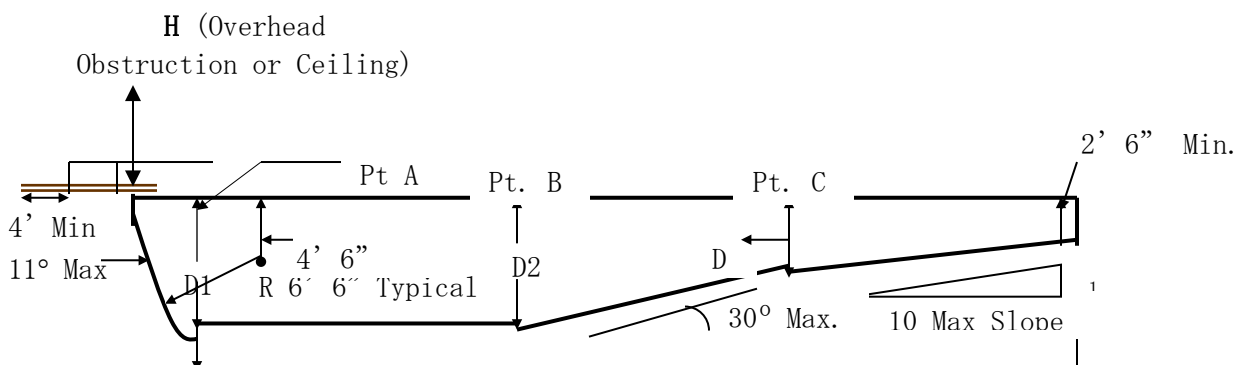
(Reason: To clarify specific Texas statutes which regulate public pools and spas.)

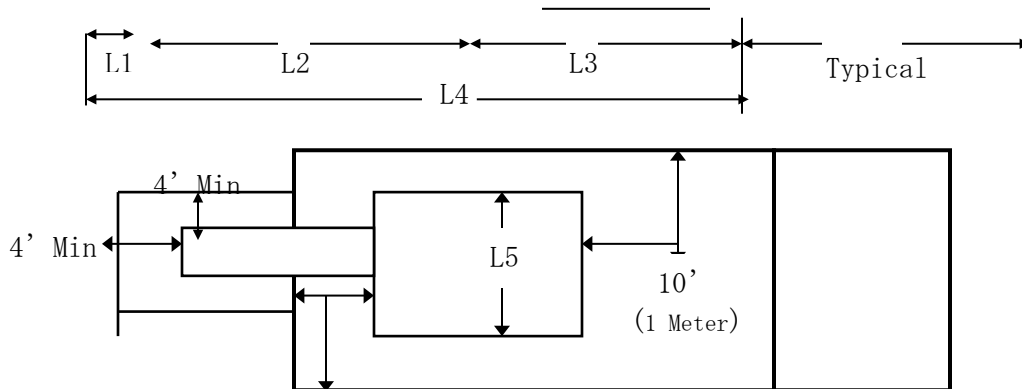
**** Section 402.12; Change to read as follows:**

402.12 Water envelopes. The minimum diving water envelopes shall be in accordance with Table 402.12—Texas department of State Health services, Administrative Code Title 25, Chapter 265, Section 186 (e) and Figure: 25 TAC 256.186 (e) (6). (Delete Table 402.12 and Figure 402.12)

ADD: Figure: 25 TAC §265.186 (e) (6)

Maximum Diving Board Height Over Water	¾ Meter	1 Meter	3 Meters
Max. Diving Board Length	12 ft.	16 ft.	16 ft.
Minimum Diving Board Overhang	2 ft. 6 in.	5 ft.	5 ft.
D1 Minimum	8 ft. 6 in.	11 ft. 2 in.	12 ft. 2 in.
D2 Minimum	9 ft.	10 ft. 10 in.	11 ft. 10 in.
D3 Minimum	4 ft.	6 ft.	6 ft.
L1 Minimum	4 ft.	5 ft.	5 ft.
L2 Minimum	12 ft.	16 ft. 5 in.	19 ft. 9 in.
L3 Minimum	14 ft. 10 in.	13 ft. 2 in.	13 ft. 11 in.
L4 Minimum	30 ft. 10 in.	34 ft. 7 in.	38 ft. 8 in.
L5 Minimum	8 ft.	10 ft.	13 ft.
H Minimum	16 ft.	16 ft.	16 ft.
From Plumbet to Pool Wall at Side	9 ft.	10 ft.	11 ft. 6 in.
From Plumbet to Adjacent Plumbet	10 ft.	10 ft.	10 ft.





(Reason: To be consistent with state requirements.)

****Section 411.2.1 & 411.2.2; Change to read as follows:**

411.2.1 Tread dimensions and area. Treads shall have a minimum unobstructed horizontal depth (i.e., horizontal run) of 12 inches and a minimum width of 20 inches. ~~not be less than 24 inches (607mm) at the leading edge. Treads shall have an unobstructed surface area of not less than 240 square inches (154838mm²) and an unobstructed horizontal depth of not less than 10 inches (254 mm) at the center line.~~

411.2.2 Risers. Risers for steps shall have a maximum uniform height of 10 inches, with the bottom riser height allowed to taper to zero except for the bottom riser, shall have a uniform height of not greater than 12 inches (305 mm) measured at the center line. The bottom riser height is allowed to vary to the floor.

(Reason: To avoid conflict with state requirements.)

****Section 411.5.1 & 411.5.2; Change to read as follows:**

411.5.1 Swimouts. Swimouts, located in either the deep or shallow area of a pool, shall comply with all of the following:

1. Unchanged
2. Unchanged
3. Unchanged
4. The leading edge shall be visibly set apart and provided with a horizontal solid or broken stripe at least 1 inch wide on the top surface along the front leading edge of each step. This stripe shall be plainly visible to persons on the pool deck. The stripe shall be a contrasting color to the background on which it is applied, and the color shall be permanent in nature and shall be a slip-resistant surface.

411.5.2 Underwater seats and benches. Underwater seats and benches, whether used alone or in conjunction with pool stairs, shall comply with all of the following:

1. Unchanged
2. Unchanged
3. Unchanged
4. Unchanged
5. The leading edge shall be visually set apart and provided with a horizontal solid or broken stripe at least 1 inch wide on the top surface along the front leading edge of each step. This stripe shall be plainly



visible to persons on the pool deck. The stripe shall be a contrasting color to the background on which it is applied, and the color shall be permanent in nature and shall be a slip-resistant surface.

6. Unchanged

7. Unchanged

(Reason: To be consistent with state requirements.)

****Section 610.5.1; Change to read:**

610.5.1 Uniform height of 9-10 inches. Except for the bottom riser, risers at the centerline shall have a maximum uniform height of 9-10 inches (229-254 mm). The bottom riser height shall be permitted to vary from the other risers.

(Reason: To be consistent with state requirements.)

****Section 804 Diving Water Envelopes; Change to read as follows:**

Section 804.1 General. The minimum diving water envelopes shall be in accordance with Table 804.1 and Figure 804.1, or the manufacturer's specifications, whichever is greater. Negative construction tolerances shall not be applied to the dimensions of the minimum diving water envelopes given in Table 804.1.

(Reason: To provide minimum standards and to clarify specific manufacturers' specifications of the diving equipment.)

END



Amendments to the 2026 National Electrical Code

The following articles, paragraphs, and sentences of the *2026 National Electrical Code (NEC)* are hereby amended as follows: Standard type is text from the NEC. Underlined type is text inserted. Lined through type is deleted text from NEC. A double asterisk (**) at the beginning of an article identifies an amendment carried over from the 2023 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2026 code.

***Article 100; add the following to definitions:

Engineering Supervision. Supervision by a Qualified State of Texas Licensed Professional Engineer engaged primarily in the design or maintenance of electrical installations as referenced by 22 Texas Administrative Code Sections 137.59 (a) and (b) as acceptable by the AHJ.

(REASON FOR CHANGE: To better define the qualifications for engineering supervision. This term is used 169 times in the 2026 National Electrical Code.)

***Article 110.2; change to read as follows:

110.2 Approval. The conductors and equipment required or permitted by this Code shall be acceptable only if approved. Approval of equipment may be evident by listing and labeling of equipment by a Nationally Recognized Testing Laboratory (NRTL) with a certification mark of that laboratory or a qualified third-party inspection agency or a field evaluation by a field evaluation body accredited by either the International Code Council, International Accreditation Service AC354 or ANSI National Accreditation Board programs and approved by the AHJ.

Exception: Unlisted equipment that is relocated to another location within a jurisdiction or is field modified is subject to the approval by the AHJ. This approval may be by a field evaluation by a NRTL or qualified third-party inspection agency or a field evaluation by a Field Evaluation Body accredited by either the ICC IAS AC354 or ANAB programs and approved by the AHJ.

Informational Note No. 1: See 90.7, Examination of Equipment for Safety, and 110.3, Examination, Identification, Installation, Use, and listing (Product Certification) of Equipment.

Informational Note No. 2: See Article 100 for the definition of Approved, Identified, Labeled, and Listed.

Informational Note No. 3: Manufacturer's self-certification of equipment may not necessarily comply with U.S. product safety standards as certified by an NRTL.

Informational Note No. 4: National Fire Protection Association (NFPA) 790 and 791 provide an example of an approved method for qualifying a third-party inspection agency.

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement and approval of unlisted equipment.)

*****Article 110.12; change to read as follows:**

110.12 Mechanical Execution of Work. The installation and servicing of electrical equipment and all associated wiring shall be installed performed by qualified persons in a professional and skillful manner.

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement.)

*****Article 110.12(B); add the following to:**

(B) Integrity of Electrical Equipment and Connections. Internal parts of electrical equipment, including busbars, wiring terminals, insulators, and other surfaces, shall not be damaged or contaminated by foreign materials such as paint, plaster, cleaners, abrasives, corrosive residues or influences, fire, products of combustion, or water. There shall be no damaged parts that may adversely affect safe operation or mechanical strength of the equipment such as parts that are broken; bent; cut; or deteriorated by corrosion, chemical action, or overheating. Except where prohibited elsewhere in this Code, equipment shall be specifically evaluated by its manufacturer or a qualified testing laboratory prior to being returned to service.

Informational Note No. 1: See NEMA GD 1-2019, Evaluating Water-Damaged Electrical Equipment, for information on electrical equipment and wiring methods damaged by water.

Informational Note No. 2: See NEMA GD 2-2021, Evaluating Fire- and Heat-Damaged Electrical Equipment, for information on electrical equipment and wiring methods damaged by fire or heat.

(REASON FOR CHANGE: To better define a Plan of Action for equipment that is compromised prior to restoring to service)

*****110.26(C)(1); change the following to read as follows:**

(1) Minimum Required. At least one entrance of sufficient area shall be provided to give access to and egress from working space about electrical equipment. The pathway shall be continuous and unobstructed from the required working space for a minimum of 7.6 m (25 ft).

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement)

***Article 120.8; add the following:

120.8 Load Calculation. A load calculation shall be provided to the AHJ upon request when modifications to the electrical installation occurs.

(REASON FOR CHANGE: To provide a positive option to verify compliance with this code.)

**Article 210.52(C)(1) Exception; change to read as follows:

(C) Countertops and Work Surfaces. In kitchens, pantries, breakfast rooms, dining rooms, and similar areas of dwelling units, receptacle outlets for countertop and work surfaces that are 300 mm (12 in.) or wider shall be installed in accordance with 210.52(C)(1) with through (C)(3) and shall not be considered as the receptacle outlets required by **210.52(A)**.

For the purposes of this section, where using multioutlet assemblies, each 300 mm (12 in.) of multioutlet assembly containing two or more receptacles installed in individual or continuous lengths shall be considered to be one receptacle outlet.

(1) Wall Spaces. Receptacle outlets shall be installed so that no point along the wall line is more than 600 mm (24 in.) measured horizontally from a receptacle outlet in that space. The location of the receptacles shall be in accordance with 210.52(C)(3).

Exception No. 1: Receptacle outlets shall not be required directly behind a range, counter-mounted cooking unit, or sink in the installation described in Figure 210.52(C)(1).

Exception No. 2: Where a required receptacle outlet cannot be installed in the wall areas shown in Figure 210.52(C)(1), the receptacle outlet shall be permitted to be installed as close as practicable to the countertop area to be served. The total number of receptacle outlets serving the countertop shall not be less than the number needed to satisfy 210.52(C)(1). These outlets shall be located in accordance with 210.52(C)(3).

(REASON FOR CHANGE: Elimination of receptacles in an area with a concept window wall configuration over the countertop is not the only option as there are devices available for a compliant installation)

***Article 210.52(C)(2): change to read as follows:

(2) Island and Peninsular Countertops and Work Surfaces. If provided to serve an island or peninsular countertop or work surface, receptacle outlets shall be installed in accordance with 210.52(C)(3) and 210.52(C)(4). If a receptacle outlet is not provided to serve an island or peninsular countertop or work surface, a small appliance branch circuit in an approved wiring

method shall be installed to a listed outlet box in the peninsular or island cabinet at an accessible location ~~electrical provisions shall be provided at the island or peninsula for future addition of a receptacle outlet to serve the island or peninsular countertop or work surface.~~

(REASON FOR CHANGE: To clarify what the provisions are for positive options for enforcement and approval)

*****Article 230.70(E) Exception; change to read as follows:**

Exception: If existing service equipment, installed in compliance with previous editions of this Code, and only meter sockets, service entrance conductors, or related raceways and fittings are replaced, the requirements of 230.70(A)(1) and 230.70(A)(2) shall not apply.

(REASON FOR CHANGE: The language that exists was amended in the 2023 NEC. It was moved to its new section in the 2026 NEC.)

*****Article 250.50; change to read as follows:**

Grounding Electrode System. All grounding electrodes as described in 250.52(A)(1) through 250.52(A)(7) that are present at each building or structure served shall be bonded together to form the grounding electrode system. If none of these grounding electrodes exist, one or more of the grounding electrodes specified in 250.52(A)(4) through 250.52(A)(8) shall be installed and used. If the concrete encased electrode as required by 250.52(A)(3) is covered during construction prior to an inspection, one of the following shall be required:

- (1) A ground ring installed in accordance with 250.52(A)(4).
- (2) Under engineering supervision, a point of connection to the concrete encased electrode shall be detailed.

(REASON FOR CHANGE: To provide uniform enforcement across North Texas for the ease of the contractor in the event an electrode is covered.)

****Article 408.4; change to read as follows:**

(A) Circuit Directory or Circuit Description. Every circuit and circuit modification shall be provided with a legible and permanent description that complies with all of the following conditions as applicable:

- (1) Located at each switch or circuit breaker in a switchboard or switchgear
- (2) Included in a circuit directory that is located on the face of, inside of, or in an approved location and permanently affixed to the panel door in the case of a panelboard
- (3) Clear, evident, and specific to the purpose or use of each circuit including spare positions with an unused overcurrent device
- (4) Described with a degree of detail and clarity that is unlikely to result in confusion between circuits
- (5) Not dependent on transient conditions of occupancy
- (6) Clear in explaining abbreviations and symbols when used

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement and approval)

****Article 410.118; change to read as follows:**

410.118 Access to other boxes. Luminaires recessed in the ceilings, floors, or walls shall not be used to access outlet, pull, or junction boxes or conduit bodies, unless the box or conduit body is an integral part of the listed luminaire.

Exception: removable luminaires with a minimum measurement of 22 in. X 22 in. shall be permitted to be used as access to outlet, pull, junction boxes or conduit bodies.

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement and approval. This will allow access to boxes not integral with the luminaire. This measurement aligns with the limited access above a lay-in ceiling measurement in 110.26(A)(4).

~~Article 422.31(B); change to read as follows~~**

~~(B) Appliances Rated Over 300 Volt-Amperes.~~ For permanently connected appliances rated over 300 volt-amperes, the branch-circuit switch or circuit breaker shall be permitted to serve as the disconnecting means where the switch or circuit breaker is within sight from and is readily accessible to the appliance it serves or is capable of being locked in the open position in accordance with 110.25 and is readily accessible to the appliance it serves.

~~Informational Note No. 1: For appliances employing unit switches, see 422.34.~~

~~Informational Note No. 2: The following means of access are considered to constitute readily accessible for this code change when conforming to the additional access requirement of the I-Codes:~~

- ~~(1) A permanent stair.~~
- ~~(2) A pull-down stair with a minimum 300 lb. (136kg) capacity.~~
- ~~(3) An access door from an upper floor level.~~

(REASON FOR CHANGE: The language of this article was revised in the 2026 NEC. Enforcement of its requirements may be handled through other sections. It can be deleted.)

*****Article 500.8(A)(3); change to read as follows:**

(A) Suitability. Suitability of identified equipment tested and investigated for use as defined in this article shall be determined by one of the following:

- (1) Equipment listing or labeling
- (2) Evidence of equipment evaluation from a qualified laboratory or inspection agency concerned with product evaluation
- ~~(3) Evidence acceptable to the authority having jurisdiction such as a manufacturer's self-evaluation~~

(REASON FOR CHANGE: Recommend for added clarity and to provide more positive options for enforcement..)

***Article 505.7 (A); change to read as follows:

(A) Implementation of Zone Classification System. Classification of areas, engineering and design, selection of equipment and wiring methods, and an onsite assessment of the installation, and inspection shall be performed by qualified licensed professional engineer in the State of Texas engaged primarily in the design or maintenance of electrical installations as referenced in 22 Texas Administrative Code Sections 137.59(a) and (b) as acceptable by the AHJ persons.

(REASON FOR CHANGE: Recommend for added clarity, positive enforcement options, and legal corrections.)

***Article 600.4(B); change to read as follows:

(B) Visibility. Listing labels and markings that identify the input voltage and current rating shall be visible after installation and be permanently applied in a location visible prior to servicing. The marking shall be permitted in a location not viewed by the public.

A Class 2 field wired sign shall have the listing label permanently applied on the power supply enclosure.

(REASON FOR CHANGE: To provide a positive option to verify compliance with this code and UL 48, Standard for Electric Signs.)

***Article 695.4; change to read as follows:

Power Sources for Electric Motor Driven Fire Pumps. Electric motor-driven fire pumps shall have a reliable source of power. If an on site power production facility or standby generator is installed, it must provide alternate power to the fire pumps.

(REASON FOR CHANGE: To provide a backup power to the fire pumps if backup power to other building systems are applied.)

***Article 695.7(A)(1); change to read as follows:

(1) Services and On-Site Power Production Facilities. Service conductors and conductors supplied by on-site power production facilities shall be physically routed outside a building(s) and shall be installed as service-entrance conductors in accordance with 230.9 and Article 230 Parts III and IV. Where supply conductors cannot be physically routed outside of buildings, the conductors shall be permitted to be routed through the building(s) where installed in accordance with 695.7(A)(2)(d)(1) or 695.7(A)(2)(d)(2).

Exception: The supply conductors within the fire pump room shall not be required to meet 695.7(A)(2)(d)(2).

(REASON FOR CHANGE: To add clarity and provide more positive options for enforcement and approval. All Fire Pump rooms are not Fire Rated as on all 4 sides. There are Fault Currents that could exceed 150,000-190,000 amps and protection of these Service Conductors is essential and conflict with other codes, specifically 230.70(A)(1).)

*****Article 700.4(A); change to read as follows:**

(A) Commissioning Witness Test. The authority having jurisdiction shall conduct or witness the commissioning in person, remotely or through documentation acceptable to the AHJ of the completed system upon installation and periodically afterward.

(REASON FOR CHANGE: To add additional paths for compliance.

*****Article 701.4(A); change to read as follows:**

(A) Commissioning Witness Test. The authority having jurisdiction shall conduct or witness the commissioning in person, remotely or through documentation acceptable to the AHJ of the completed system upon installation.

(REASON FOR CHANGE: To add additional paths for compliance.

****Article 705.8; change to read as follows:**

705.8 System Installation. Installation of one or more electrical power production sources operating in parallel with a primary source(s) of electricity shall be performed only by qualified persons. During the installation there shall be on site one of the following:

(1) A person holding a Master Electrician License issued by the Texas Department of Licensing and Regulation.

(2) A person holding a Journeyman Electrician License issued by the Texas Department of Licensing and Regulation.

(REASON FOR CHANGE: These are specialized systems as evidenced by the Code, which contain installation requirements from chapter 6, Specific Equipment and chapter 7 Specific Conditions.)

*****Article 705.11(C)(1); change to read as follows:**

Power Source Connections in Buildings. Power source service conductors located within buildings and connected to existing service conductors or equipment shall be terminated in a

disconnect located in accordance with 230.70(A)(1) and protected in accordance with 230.91. one of the following methods:

- ~~(1) In dwelling units, with an OCPD located within 3 m (10 ft) of conductor length from the point of connection~~
- ~~(2) In other than dwelling units, with an OCPD located within 5 m (16.5 ft) of conductor length from the point of connection~~
- ~~(3) Under engineering supervision for services not over 1000 volts ac, nominal, in other than dwelling units in accordance with the following:~~
 - ~~(a) With one cable limiter per ungrounded conductor, located within switchgear or similar enclosures, and within 5 m (16.5) of conductor length from the point of connection~~
 - ~~(b) With an OCPD located within 20 m (66 ft) of conductor length from the point of connection~~

(REASON FOR CHANGE: Code language conflicts with intent.)

****Article 705.80; change to read as follows:**

705.80 Power Source Capacity. For interconnected power production sources that operate in island mode, capacity shall be calculated using the sum of all power source output maximum currents for the connected power production source. Solar photovoltaic (PV) and wind systems shall not be included in the sum capacity.

(REASON FOR CHANGE: To keep unreliable production sources out of the calculation as 705 creates conflicts with all standby systems.)

*****Article 706.7(A); change to read as follows:**

(A) Commissioning. ESS's shall be commissioned upon installation in accordance with manufacturer's instructions. The commissioning report, which shall include the operational controls and safety systems, shall be provided upon request of the AHJ. Unless required elsewhere in this code, the AHJ shall not be required to conduct or witness the commissioning of the ESS.

(REASON FOR CHANGE: To add additional paths for compliance.

*****Article 706.15(B); change to read as follows:**

(B) Location and Control. The disconnecting means shall be readily accessible and comply with one or more of the following:

- (1) Be located within the ESS

- (2) Be located and visible and within 3 m (10 ft) from the ESS

Informational Note: See Article 100 and 90.4(C) for information on special permission

- (3) Be lockable open in accordance with 110.25, or the enclosure providing access to the disconnecting means be capable of being locked closed.

Where controls to activate the disconnecting means of an ESS are used and are not located within sight of the ESS, the disconnecting means shall be lockable in accordance with 110.25, and the location of the controls shall be marked on the disconnecting means.

Where the equipment contains a door assembly, the disconnecting means shall be located outside and within sight of the ESS.

For one- and two-family dwellings, an ESS shall include an emergency shutdown function to cease the export of power from the ESS to premises wiring of other systems. An initiation device(s) shall be located at a readily accessible location outside the building and shall plainly indicate whether in the "off" or "on" position. The "off" position of the device(s) shall perform the ESS emergency shutdown function.

(REASON FOR CHANGE: To provide an appropriate level of protection for pre-assembled walk in ESS units for safety of first responders.)

*****Article 708.6; change to read as follows:**

Conduct or Witness Test. The authority having jurisdiction shall conduct or witness a test in person, remotely or through documentation acceptable to the AHJ of the completed system upon installation and periodically afterward.

(REASON FOR CHANGE: To add additional paths for compliance.

END



Amendments to the 2024 International Existing Building Code North Central Texas Council of Governments Region

The following sections, paragraphs, and sentences of the *2024 International Existing Building Code* are hereby amended as follows: Standard type is text from the IEBC. Underlined type is text inserted. ~~Lined through type is deleted text from IEBC.~~ A double asterisk (**) at the beginning of a section identifies an amendment carried over from the 2021 edition of the code and a triple asterisk (***) identifies a new or revised amendment with the 2024 code.

****Section 102.4; change to read as follows:**

[A] 102.4 Referenced codes and standards. The codes, when specifically adopted, and standards referenced in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.4.1 and 102.4.2. {No change to rest of section.}

(Reason: To not inadvertently adopt other codes (i.e., Wildland Urban Interface Code, etc....) by reference.)

***** Section 102.4.3 add to read as follows:**

102.4.3 Electrical. The provisions of the local adopted Electrical Code shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.

(Reason: Added to IEBC for consistency with IBC. This was dropped when ICC quit publishing the ICC Electrical Code, but the Electrical Code still should be referenced regardless of how it is adopted.)

*****Section 104.2.4.1 Flood hazard areas.** (Jurisdictions may consider the option to **amend** or **delete** depending on local enforcement and flood hazard ordinances.)

(Reason: Added to IEBC for consistency with IBC. Flood hazard ordinances may be administered by other departments within the city.)

****Section 202; amend definition of Existing Building as follows:**

Existing Building - A building, structure, or space with an approved final inspection issued under a code edition which is at least 2 published code editions preceding the currently adopted building code; a building, structure or space that is undergoing a change of occupancy or use. erected prior to the date of adoption of the appropriate code, or one for which a legal building permit has been issued.

(Reason: To prevent potential abuses in new construction and shell buildings.)

***** Section 302.2 Additional Codes; Amend to read as follows:**

302.2: Additional Codes

Alterations, repairs, additions and changes of occupancy to, or relocation of, existing buildings and structures shall comply with the provisions for alterations, repairs, additions and changes of occupancy or relocation, respectively, in this code and the International Energy Conservation Code , International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, International Private Sewage Disposal Code, International Property Maintenance Code, International Residential Code and NFPA 70 and any other Codes or other ordinances adopted by the authority having jurisdiction. Where provisions of the other codes conflict with provisions of this code, the provisions of this code shall take precedence.

(Reason: Some of the codes listed in this 2024 change may not be adopted by all jurisdictions, additionally there may be specific ordinances that take precedent over adopted codes.)



*****Section 306.1 Scope; add exceptions to read as follows:**

Exceptions:

1. Components of projects regulated by and registered with Architectural Barriers Division of Texas Department of Licensing and Regulation shall be deemed to be in compliance with the requirements of this chapter.

(Reason: To coordinate with the IBC and State Law for accessibility.)

***** Section 309.2.1 Automatic sprinkler systems; delete this section**

(Reason: Combustible exterior wall coverings are already addressed in Section 309.2. This proposal is a response to the Grenfell Fire in London. COG amendments in DFW area address high rise buildings aggressively changing the definition to 55 feet, sprinklered and enforcement history of NFPA 285 addressing combustible materials testing.)

****Section 401.3 Flood Hazard Areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

****Section 405.2.6 Flood Hazard Areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

*****Section 502.2 Flood Hazard Areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city)

****Section 503.2 Flood hazard areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city)

*****Section 503.18 Enhanced classroom acoustics; add after paragraph to read as follows:**

Compliance with the Texas Accessibility Standards is not considered equivalent compliance for the purpose of enforcement of this code section.

(Reason: TAS does not address this criteria in their evaluation, and it is required for alterations in existing buildings.)

****Section 504.1.2; change to read as follows:**

504.1.2 Existing fire escapes. Existing fire escapes shall continue to be accepted as a component in the means of egress in existing buildings only. Existing fire escapes shall be permitted to be repaired or replaced.

(Reason: To add clarity associated with the amendment preventing new fire escapes.)

****Section 504.1.3; delete this section:**

504.1.3 New fire escapes. ~~New fire escapes for existing buildings shall be permitted only where exterior stairways cannot be utilized due to lot lines limiting stairway size or due to the sidewalks, alleys, or roads at grade level. New fire escapes shall not incorporate ladders or access by windows.~~

(Reason: To generally require a higher level of egress protection and consistent with regional practice.)

****Section 507.3 Flood Hazard Areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

****Section 701.3 Flood Hazard Areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

****Section 702.7; add a code reference to read as follows:**

702.7 Materials and methods. All new work shall comply with the materials and methods requirements in the International Building Code, International Energy Conservation Code, International Mechanical Code, National Electrical Code, and International Plumbing Code, as applicable, that specify material standards, detail of installation and connection, joints, penetrations, and continuity of any element, component, or system in the building.

(Reason: To provide a more complete list of potentially adopted codes.)

****Section 802.5.1; change to read as follows:**

802.5.1 Minimum requirement. Every portion of a floor, such as a balcony or a loading dock, open-sided walking surfaces, including mezzanines, equipment platforms, aisles, stairs, ramps, and landings that is more than 30 inches (762 mm) above the floor or grade below and is not provided with guards, or those in which the existing guards are judged to be in danger of collapsing, shall be provided with guards.

(Reason: To be consistent with Building Code requirements for guards and unsafe conditions.)

****Section 803.1 Scope; add sentence to read as follows:**

For the purpose of fire sprinkler protection and fire alarm requirements included in this section, the work area shall be extended to include at least the entire tenant space or spaces bounded by walls capable of resisting the passage of smoke containing the subject work area, and if the work area includes a corridor, hallway, or other exit access, then such corridor, hallway, or other exit access shall be protected in its entirety on that particular floor level.

(Reason: The intent is to avoid work area protection that would result in partial sprinkler or fire alarm protection. Partial sprinkler protection not delineated by walls would be a clear violation of NFPA 13 and would not allow the sprinkler to perform or function as intended. Also, partial fire alarm coverage is a clear violation of the Fire Code, NFPA 72, and ADA.)

****Section 803.3; change section to read as follows:**

803.3 Standpipes. Refer to Section 1103.6 of the Fire Code for retroactive standpipe requirements.
{Delete rest of Section 803.3.}

(Reason: The Fire Code already requires standpipes in these buildings (greater than 50 ft.) retroactively in Section 1103.6. This new section would negate/lessen those retroactive provisions already contained in the Fire Code.)

****Section 804.2 General; delete Exception #1 as follows:**

Exceptions: 1. ~~Where the work area and the means of egress serving it complies with NFPA101.~~
2. [Remain unchanged]

(Reason: NFPA 101 is not a commonly adopted code in the region and enforcement would be problematic, especially due to contradictions with the requirements of the IBC.)

*****Section 804.5.1.2.; change to read as follows:**

804.5.1.2 Fire Escapes required. For other than Group I-2, where more than one exit is required, an existing or newly constructed fire escape complying with section 805.3.1.2.1 shall be accepted as providing one of the required means of egress.



(Reason: Higher level of safety by not allowing new fire escapes and consistent with regional practice.)

*****Section 804.5.1.2.1; change to read as follows:**

804.5.1.2.1 Fire Escape access and details - ...

1. *[Remain unchanged]*
2. Access to a new fire escape shall be through a door...*[remainder unchanged]*
3. ~~Newly constructed fire escapes shall be permitted only where exterior stairways cannot be utilized because of lot lines limiting the stairway size or because of the sidewalks, alleys, or roads at grade level.~~
4. *[Remain unchanged]*
5. In all buildings of Group E occupancy up to and including the 12th grade, buildings of Group I occupancy, ~~rooming~~ boarding houses, and childcare centers, ladders of any type are prohibited on fire escapes used as a required means of egress.

(Reason: Higher level of safety by not allowing new fire escapes. Consistency with language and defined term in IBC.)

*****Section 804.7.2 Transoms; amend to read as follows:**

804.7.2 Transoms. In all buildings of Group B, E, I-1, I-2, R-1 and R-2 occupancies,*[Remainder unchanged]*

(Reason: Transom windows were historically a common practice in school buildings and each jurisdiction should evaluate the impact on their stakeholders and their community with regards to this section.)

****Section 904.1 Automatic sprinkler systems; add sentence to read as follows:**

For the purpose of fire sprinkler protection and fire alarm requirements included in this section, the work area shall be extended to include at least the entire tenant space or spaces bounded by walls containing the subject work area, and if the work area includes a corridor, hallway, or other exit access, then such corridor, hallway, or other exit access shall be protected in its entirety on that particular floor level.

(Reason: The intent is to avoid work area protection that would result in partial sprinkler or fire alarm protection. Partial sprinkler protection not delineated by walls would be a clear violation of NFPA 13 and the Fire Code and would not allow the sprinkler system to perform or function as intended. Also, partial fire alarm coverage is a clear violation of the Fire Code, NFPA 72, and ADA.)

****Section 904.1.1; change to read as follows:**

904.1.1 High-rise buildings. An automatic sprinkler system shall be provided in work areas of where the high-rise buildings. ~~has a sufficient municipal water supply for the design and installation of an automatic sprinkler system at the site.~~

(Reason: Level 3 alterations are affecting more than 50% of the existing high-rise building, and as such, sprinkler protection is more than justifiable, even when fire pumps, etc., are necessary. It is noted that the work area method is one of three different methods available to the designer/owner in the IEBC.)

*****Section 1011.2.1: change to read as follows:**

1011.2.1 Automatic Fire sprinkler system. The installation of an automatic sprinkler system shall be required where there is a change of occupancy classification and Chapter 9 of the current International Building Code requires an automatic sprinkler system based on the new occupancy or where there is a change of occupancy within the space where there is a different fire protection system threshold requirement in Chapter 9 of the current International Building Code than exists in the current building or space. The installation of the automatic sprinkler system shall be required within the area of the change of



occupancy and areas of the building not separated horizontally and vertically from the change of occupancy by a nonrated permanent partition and horizontal assemblies, fire partition, smoke partition, smoke barrier, fire barrier or fire wall.

(Reason: 2024 IEBC rearranged text. Section was re-written previous items in #1-6 are now in the main charging language of 1011.2.1. Maintains legacy language requiring at least fire barrier separation between a newly sprinklered more hazardous 'change of occupancy' from non-sprinklered existing occupancies, as is required for fire area separation by the IBC.)

****Section 1103.3 Flood Hazard Areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

****Section 1201.4 Flood Hazard Areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

*****Section 1303.1.3 Compliance with Flood Hazard Provisions; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

****Section 1402.6 Flood Hazard Areas; delete this section.**

(Reason: Flood hazard ordinances may be administered by other departments within the city.)

*****[F] Section 1502.1 Site safety plan; change to read**

[Existing text remains]

The plan shall be submitted and approved by the Fire Department before a building permit is issued,
[Remainder of Existing text remains]

(Reason: Safety plan components require compliance with IFC.)

*****[F] Section 1502.3.1 Violations; change to read**

Failure to properly conduct, document and maintain documentation required by this section shall constitute an unlawful act in accordance with Section 113.1 and shall result in the issuance of a notice of violation, by the Fire code official, to the site safety director. ~~in accordance with Section 113.2.~~ Upon the third offense, the Fire code official, based on their findings, shall request a stop work order enforcement be implemented to the code official in accordance with Section 114, and work shall not resume until satisfactory assurances of future compliance have been presented to and approved by the code official.

(Reason: Safety plan components require compliance with IFC.)

*****Section 1512.1 When Required; delete Section 1512.1 through 1512.5 and change Section 1512.1 to read as follows:**

1512.1 When required. An approved water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material arrives on the site or as determined by the code official. The water supply design and the timing of the water supply installation relative to building construction shall comply with the adopted Fire Code.

(Reason: Maintains legacy language for the water supply and ensures adequate water supply as required by the Fire Code for construction that is already well-established. The changes previously published by IEBC drastically reduce the required water supply of the Fire Code without adequate or reasonable justification.)

END



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026 **AGENDA ITEM NO:** G.1.
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Hold public hearing, discuss, consider and act to adopt Ordinance 1052 approving the Annual Operating and Capital Budget for Fiscal Year 2026-2027, including a taxpayer impact statement.

ATTACHMENTS:

1. Ordinance 1052 Adopt FY2027 Budget
2. Exhibit A-FY2027 Proposed Budget
3. Exhibit B-FY2027 Proposed CIP Schedule
4. 2026 Taxpayer Impact Statement

SUMMARY :

The proposed Fiscal Year 2026-2027 Annual Operating and Capital Budget includes \$42,452,697 in revenue and \$31,641,719 in expenditures, resulting in a \$10,810,978 contribution to fund balance across all funds. This is an increase of approximately 21% in revenues and 2% in expenditures from the FY2026 adopted budget. The Proposed Budget was made available for public inspection online on August 13th and the public hearing was advertised in the Fort Worth Star Telegram on August 30th.

BACKGROUND AND DISCUSSION:

The Town Council is required by Texas Local Government Code §102 to hold a public hearing to receive comments on the proposed Fiscal Year 2026-2027 Annual Operating and Capital Budget and adopt an annual budget prior to the new fiscal year beginning. The Town held budget work sessions as part of each of the two (2) preceding Council meetings to publicly discuss assumptions, projected revenues and expenditures, capital improvement items, service level adjustments, and tax rates. The proposed budget, as published, includes the following:

- Tax rate of \$0.18500 per \$100 of value maintained
- Property tax revenue increasing \$248k
- Sales tax projections increasing \$5.5m
- Interest earnings increasing \$1.2m
- No changes to utility rates
- Utility revenues increasing \$811k
- Full-time equivalent staff of 51.5 a net decrease of 4 positions (reduction of 3 shared services positions, reduction of 2 positions due to attrition, addition of 1 code compliance officer)

- Employee compensation package changes totaling \$346k (implementation of step plan for public safety, results of salary survey)
- Cash-funded capital expenditures & major infrastructure maintenance projects totaling \$1.4m
- No new debt issuance costs

These changes will allow the Town to continue providing high-quality and responsive service, prepare for future capital needs while minimizing reliance on additional debt, and ensure the ability to attract and retain employees that support the strategic vision laid out by Council. The proposed annual operating budget and capital improvement plan for FY2027 includes a full schedule of revenues and expenditures by fund and a summary of all outstanding debt obligations.

Due to the passage of House Bill 1522 during the 89th Legislative Session, this agenda item includes a taxpayer impact statement. The statement includes a metric (median-valued homestead) that is not an industry-standard; taxpayers should refer to their appraisal districts for their taxable values.

FISCAL IMPACT:

The FY2027 Annual Operating and Capital Budget is \$42,452,697, which includes \$31,641,719 in expenditures and \$10,810,978 contribution to fund balance, across all funds.

LEGAL REVIEW:

N/A

RECOMMENDATION:

Hold public hearing, approve and adopt Ordinance 1052, as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

TOWN OF WESTLAKE

ORDINANCE NO. 1052

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, ADOPTING THE BUDGET FOR THE TOWN OF WESTLAKE, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026 AND ENDING SEPTEMBER 30, 2027, INCLUDING CAPITAL EXPENDITURES; PROVIDING THAT THE BUDGET BE KEPT IN TOWN SECRETARY'S OFFICE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, public notice of a public hearing on the proposed annual budget, stating the date, time, and place and subject matter of the public hearing, was given as required by the laws of the State of Texas; and

WHEREAS, a public hearing was duly held, and all interested persons were given an opportunity to be heard for or against any item therein on September 15, 2026; and

WHEREAS, as required by Texas Local Government Code 102.002, the budget officer has prepared a municipal budget to cover the proposed expenditures of the municipal government for the succeeding year; and

WHEREAS, this budget will raise more revenue from property taxes than last year's budget by an amount of \$626,754, which is a 13.34% decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$508,125; and

WHEREAS, the Town Council finds that the passage of this Ordinance is in the best interest of the citizens of Westlake.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: That the Town Council does hereby approve the proposed operating budget, attached in *Exhibit "A"*, adopting the budget for the fiscal year beginning October 1, 2026, and ending September 30, 2027.

SECTION 3: That the Town Council does hereby adopt the presented Capital Improvement Plan, attached in *Exhibit "B"*, and appropriates funds for the fiscal year beginning October 1, 2026, and ending September 30, 2027.

SECTION 4: That a copy of the official adopted 2027 budget document shall be kept on file in the office of the Town Secretary.

SECTION 5: If any portion of this Ordinance shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof

and the Council hereby determines that it would have adopted this Ordinance without the invalid provision.

SECTION 6: This Ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS 15th DAY OF SEPTEMBER, 2026.

ATTEST:

Kim Greaves, Mayor

Dianna Buchannan, Town Secretary

APPROVED AS TO FORM:

Matthew Boyle, Town Attorney

TOWN OF WESTLAKE

PROPOSED BUDGET FISCAL YEAR 2026-2027



T H E T O W N O F
W E S T L A K E

This budget will raise more total property taxes than last year's budget by \$626,754 or 13.34%, and of that amount \$508,125 is tax revenue to be raised from new property added to the tax roll this year.

August 10, 2026

Honorable Mayor and Town Council:

In accordance with the Texas Local Government Code, we are pleased to submit the proposed budget for the Town of Westlake Fiscal Year 2027. The fiscal year begins October 1, 2026, and ends September 30, 2027.

BUDGET OVERVIEW

The Proposed Fiscal Year 2026-2027 Annual Operating Budget and Capital Improvement Plan totals \$42,452,697 in revenue and \$31,641,719 in expenditures. This is an increase of approximately 2% from the FY2026 adopted budget and includes the following changes:

- Tax rate of \$0.185 per \$100 of property value, same as the prior year
- Total full-time equivalent positions of 51.5, which includes a net 4 decrease
- Inclusion of \$679,500 in capital outlay and \$750,000 in infrastructure maintenance
- Plans for a \$10,810,978 contribution to fund balance across all funds to reduce future debt needs

This proposed budget was carefully prepared through the collective efforts of all departments to balance the identified needs of the Town with a sustainable and sound financial plan. The proposed budget is focused on achieving the following goals:

- Continuing high quality services and responsive customer service;
- Scrutinizing departmental operation budgets for efficient use of resources;
- Preparing a balanced budget that creates a surplus for future CIP and equipment replacements;
- Retaining and attracting employees who support the community's vision; and
- Offering transparency into the financial plans and status of the Town.

BUDGET STRATEGIES

The proposed budget is influenced by the following: State of Texas law and policy, Council direction, fiscal & budgetary policies, recommendations from the Town Manager, input from citizens, Government Finance Officers Association guidelines, and general budgeting principles.

TOWN COUNCIL POLICIES & PRIORITIES

The Town Council worked with a third party during FY25 to develop a strategic plan for the Town, including the Academy, which includes a financial sustainability plan, influences future capital spending, and provides guidance on future development, programs, and services. The strategic plan was heavily relied upon for the development of the proposed budget.

VISION

Westlake will preserve its unique charm and natural beauty, promoting a vibrant community, cultivating strategic partnerships with residents and corporate stakeholders.

MISSION

Westlake provides a superior quality of life through excellent municipal service delivery and world-class education.

BUDGET ASSUMPTIONS

The operating budget and capital plan is prepared each year according to updated assumptions that reflect direction from leadership, the financial environment, and the long-term needs of the Town. For FY 2027, the following assumptions have been incorporated:

- Maintain the property tax rate of 18.5-cents
- Adjust the property tax rate distribution between operations & debt to ensure debt obligations are met
- No changes to the utility customer rates
- Update revenue projects to reflect recent historic growth
- Overall expenditure increases below the municipal cost index (4.86% in June 2026)
- Update compensation models for all staff to 70-80th percentile of market (minimum of 3% COLA)
- Include 12% increase for health care
- Capital maintenance and debt payments for campus facilities are included
- No vehicle purchases are scheduled
- No debt issuance is currently scheduled during FY 2027
- Continue contributing cash intended for known infrastructure needs
- Capital projects are approved on a life-to-date basis and amended annually

FISCAL & BUDGETARY POLICIES

The Town's fiscal and budgetary policies address the Town's operating budgets, revenue management, expenditure control, fund balance/retained earnings, debt management, grants, economic development, audits, internal controls, and asset management. These policies are included in our annual budget document for residents to review and staff to use as a guiding set of principles each year.

BUDGET PRINCIPLES

The Town's budget principles for sound fiscal management include:

- Plan, manage, and fund debt service and related service delivery programs;
- Maintain fund balance in accordance with the policy and future obligations;
- Oversee facilities and infrastructure;
- Provide exceptional and responsive public services; and
- Provide competitive employee compensation.

PROPOSED PROPERTY TAX

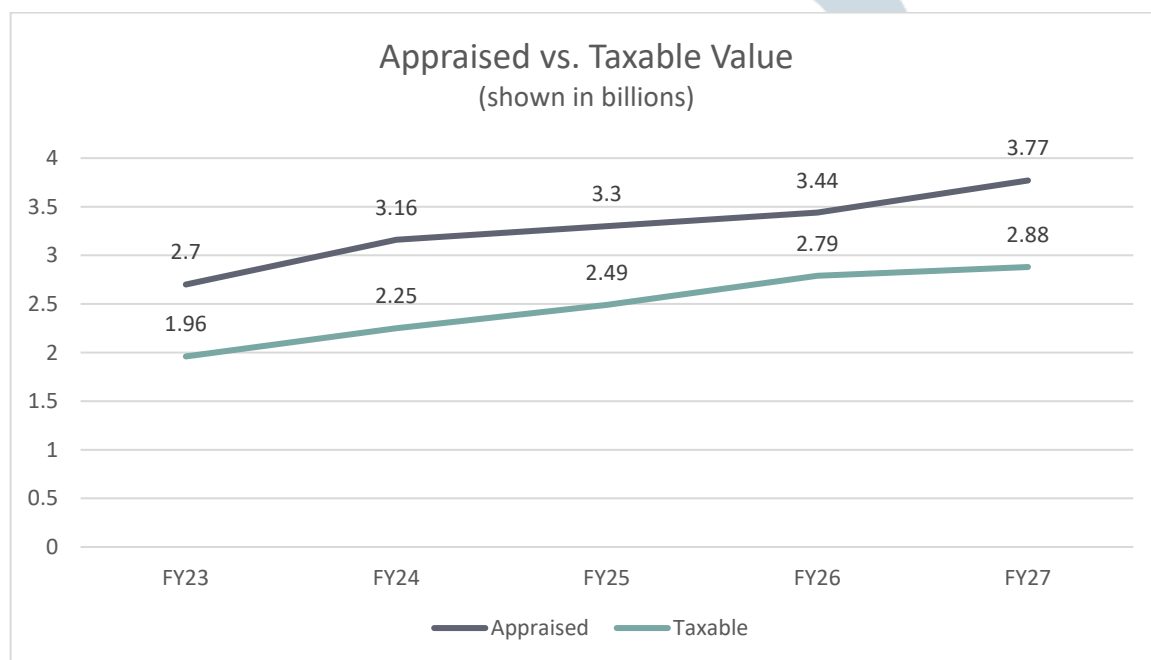
The proposed municipal property tax rate (or ad valorem rate) will not change the current adopted rate of \$0.18500 per \$100 of assessed valuation. This rate is lower (by \$0.021222) than the no-new-revenue rate, which is the total tax rate needed to generate the same amount of property tax revenue for the Town from the same properties between the 2026 tax year and the 2027 tax year.

This budget adheres to direction the Council gave to adjust the tax rate for all outstanding debt obligations, appropriate and adopt an updated capital improvement plan, continue building reserve funds to cash-fund known projects, and focus on best practices. These directives help ensure we plan for the Town's financial stability and are better prepared to meet the service delivery expectations of our community. Our approach to both revenue estimating and expenditure requests continue to proceed in a fiscally conservative manner and still allow Westlake the ability to exceed expectations of our residents.

The ad valorem tax is allocated between Maintenance and Operations (M&O) in the General Fund and Interest and Sinking (I&S) debt service for the Town. The allocation for M&O is \$0.142206 and the projected revenue totals \$3.7M. The allocation for I&S debt service is \$0.042794 and the projected revenue totals \$1.2M. Please see the tax rate change below:

Tax Rate Change	FY26 Adopted	FY27 Proposed	Variance
M&O	\$0.130000	\$0.142206	\$0.012206
I&S	\$0.055000	\$0.042794	-\$0.012206
Total	\$0.185000	\$0.185000	\$ 0.00

Westlake has experienced rising values due to the market conditions over the past few years. For FY26, the appraised valuations continued to rise, but not at the rate previously experienced.



The appraised value of all real property in Westlake is \$3.77B, which is an increase of \$330M or 9.6%. The certified taxable value is \$2.88B, which is an increase of \$90M or 3.2%. The average taxable value of a homestead is \$2.25M, which is a decrease of \$239K or 9.6%. Due to the unchanged property tax rate, market conditions, and protests, the average homeowner would see a decrease of \$442 to their annual bill.

The difference between the appraised value and the taxable value are the Town's homestead and other exemptions. The Town offers the following exemptions and property tax rate reduction programs to our residents:

- Homestead Exemption
- Additional 65+ or Disabled Exemption
- Additional Tax Ceiling, or Tax Freeze, for 65+ or Disabled
- Property Tax Reduction from \$0.05 Additional Sales & Use Tax

PROPOSED BUDGET

In FY27, revenues are budgeted at \$42.5M for all funds. This includes increases of approximately \$5.5M in sales tax receipts than budgeted in FY26 to reflect modest growth over current year projected receipts and \$1.2M in interest earnings due to anticipated rate increases and increased cash balances ahead of planned capital projects. Expenditures are budgeted at \$31.6M for all funds. This is a 2% increase of \$663K from prior year adopted. This increase includes salary adjustments to non-public safety employees to the 70th percentile of market, the implementation of a step plan for firefighters during FY26, reduction of a net 4 full-time equivalent positions, \$1.1M in utility infrastructure and street maintenance, and necessary investment in the Town's capital improvement plan. The ad valorem-backed debt service fund will include a deficit to account for prior year excess collections. There are no planned vehicle purchases, therefore, there is no planned activity in the internal service funds. Capital projects are approved on a life-to-date basis and budgets are amended to reflect actual spending.

FUND	Revenues & Other Sources	Expenditures & Other Uses	Net Change to Fund Balance
General Fund	\$22,669,725	\$14,878,123	\$7,791,602
Enterprise Funds	8,877,000	8,775,621	101,379
Internal Service Funds	0	0	0
Special Revenue Funds	5,937,250	3,238,572	2,698,678
Debt Service Funds	3,162,951	3,393,632	-230,681
Capital Projects Funds	450,000	0	450,000
TOTAL	\$42,452,697	\$31,641,719	\$10,810,978

Of the \$31.6M across all funds, \$4.6M is programmed for Westlake Academy costs, including debt payments, capital maintenance and repairs, and personnel costs allocated within the Town's payroll reflecting workload contributions. As part of the Academy's outsourcing of finance and information technology support, 3 full-time equivalent positions were eliminated. This budget also includes \$1.5M in direct cash transfer to the Academy to cover standard operating expenses. It does not include the continued costs associated with the expansion of the Arts & Sciences building; these costs will be contained in a budget amendment to reflect the actual spending.

The FY27 proposed budget reduces full-time equivalent positions by a net of four (4): cut 2 finance positions and 1 information technology position that previously supported the Academy, cut 1 information technology position whose duties are being outsourced, cut 1 municipal court position due to attrition and workload, and add 1 code enforcement officer. Westlake firefighters were approved to move to a step plan placing them in the 80th percentile of market during FY26. All other personnel will be moved to the 70th percentile of market in FY27, with a minimum of 3% cost-of-living increases. Health benefits are budgeted to increase 12% over FY26. No changes in other benefits are planned.

ALL FUNDS	Adopted FY26	Proposed FY27	Change Amount	Change Percent
Payroll & Related	\$8,251,914	\$8,525,898	\$273,984	3%
Operating Expenditures	22,726,981	23,115,821	365,015	2%
TOTAL	\$31,002,720	\$31,641,719	\$638,999	2%

DEBT SERVICE

Westlake does issue debt to fund capital projects. The Town did not issue any debt for FY26. Depending on the progress of the planning phase of the second water tower, the Town may issue debt towards the end of FY27. As of October 1, 2026, the Town will have \$49.07M outstanding across 11 issuances.

ISSUE	Funding Source	Amount Issued	Amount Outstanding at 10/1/26	FY26 Principal & Interest Requirements
2013 CO	Sales Tax & Utility Fees	\$9,319,820	\$6,605,000	\$505,619
2013 GORB	Sales Tax	2,200,000	320,000	166,000
2014 GORB	Property Tax	1,910,000	1,490,000	68,420
2016 CO	Sales Tax	9,180,000	7,165,000	509,450
2017 GORB	Sales Tax	5,795,000	4,325,000	805,100
2018 CO	Utility Fund	2,100,000	1,445,000	145,932
2021 CO	Property Tax	3,215,000	2,580,000	203,800
2021 GORB	Property Tax	4,430,000	1,135,000	389,850
2022 GORB	Utility Fees	14,920,000	12,490,000	866,800
2023 TTN	Property Tax	3,552,000	2,139,600	573,707
2026 CO	Property Tax & Utility Fees	9,380,000	9,380,000	492,450
TOTAL		\$66,001,820	\$49,074,000	\$4,727,128

T H E T O W N O F
WESTLAKE

CLOSING

In summary, we are proud to present a balanced proposed budget that includes necessary investments to ensure staff is able to continue to deliver services to our residents and visitors. Throughout FY27 Town staff will:

- Review departmental budget expenditures and communicate needs to Council;
- Monitor revenue sources and make appropriate recommendations;
- Report on the financial standing of the Town;
- Implement the additional resources requested timely and effectively; and
- Facilitate the approved capital improvement/replacement plan.

In adherence to our fiscal policies, the budget will continue to be monitored monthly and regular updates will be provided to the Town Council. The budget is intended to be a tool that communicates how revenues will be collected in order to meet service delivery needs that may arise within our community. It is expected that these amounts will need to be adjusted during the year, which will be handled in line with the approved budget transfer policy or presented to Council for amendment.

We are very fortunate to work alongside a team of municipal professionals and to serve with a Town Council who is committed to successful governance. This proposed budget is hereby provided for public inspection in anticipation of the public hearings on the proposed tax rate and annual operating budget, scheduled on Tuesday, September 15, 2026, at 4:00 pm in the Council Chambers located at 1500 Solana Boulevard, Building 7, Suite 7100, Westlake, Texas 76262.

We are truly *Distinctive by Design* and are proud to be a part of creating such a wonderful place.

Respectfully submitted,
Town of Westlake Staff

T H E T O W N O F
WESTLAKE

FISCAL YEAR 2026-2027 PROPOSED BUDGET

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
ALL FUNDS				
Revenue	\$56,137,627	\$34,973,808	\$39,996,367	\$42,452,697
Property Taxes	\$4,357,605	\$4,696,742	\$4,757,622	\$4,945,000
Sales Tax	\$16,048,173	\$14,542,000	\$17,200,000	\$20,075,000
Other Taxes	\$1,628,143	\$1,110,800	\$1,451,000	\$1,401,000
Licenses & Permits	\$2,395,908	\$1,082,600	\$1,165,000	\$1,067,000
Charges for Service	\$10,468,140	\$7,694,300	\$7,794,300	\$8,616,250
Fines & Forfeitures	\$481,648	\$313,625	\$375,000	\$307,625
Miscellaneous Revenue	\$3,713,699	\$1,542,100	\$2,720,000	\$2,752,100
Other Financing Sources	\$17,044,311	\$3,991,641	\$4,533,445	\$3,288,722
Expenditures by Classification	\$38,455,705	\$31,002,720	\$38,357,720	\$31,641,719
Personnel	\$7,087,859	\$8,251,914	\$8,406,914	\$8,525,898
Supplies	\$401,193	\$367,906	\$367,906	\$311,173
Services	\$11,305,848	\$8,228,486	\$8,728,486	\$9,255,368
Repairs & Maintenance	\$1,950,969	\$1,564,703	\$1,564,703	\$2,178,435
Utilities	\$1,170,899	\$1,116,320	\$1,116,320	\$1,148,220
Debt Service	\$4,417,463	\$4,758,850	\$4,758,850	\$4,754,403
Capital Outlay	\$4,135,411	\$1,222,900	\$7,922,900	\$679,500
Transfers Out	\$7,986,062	\$5,491,641	\$5,491,641	\$4,788,722
Expenditures by Department	\$38,455,705	\$31,002,720	\$38,357,720	\$31,641,719
General Services	\$18,373,549	\$11,425,312	\$18,695,137	\$10,709,507
Council	\$17,051	\$15,600	\$15,600	\$23,150
Town Manager	\$665,363	\$720,302	\$720,302	\$925,482
Town Secretary	\$281,985	\$188,773	\$188,773	\$208,868
Human Resources	\$326,042	\$336,400	\$336,400	\$398,884
Finance	\$733,433	\$847,838	\$847,838	\$746,936
Information Technology	\$1,051,681	\$955,802	\$955,802	\$734,955
Communications	\$547,648	\$488,063	\$488,063	\$506,400
Fire	\$4,554,083	\$4,294,798	\$4,449,798	\$4,348,268
Police	\$1,377,090	\$1,315,246	\$1,315,246	\$1,484,161
Municipal Court	\$397,983	\$399,954	\$399,954	\$339,616
Planning & Development	\$692,035	\$981,787	\$981,787	\$892,219
Public Works	\$8,800,145	\$7,767,243	\$7,827,243	\$9,414,723
Facilities	\$261,090	\$357,750	\$357,750	\$306,750
Parks & Recreation	\$376,526	\$778,027	\$778,027	\$601,800
Contribution to (Use of) Fund Balance	\$17,681,922	\$3,971,088	\$1,638,647	\$10,810,978
Ending Fund Balance	\$65,629,699	\$69,600,787	\$66,107,466	\$76,918,445

FISCAL YEAR 2026-2027 PROPOSED BUDGET

General Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$21,065,326	\$16,855,538	\$20,175,413	\$22,669,725
Property Taxes	\$3,067,604	\$3,300,413	\$3,300,413	\$3,715,000
Sales Tax	\$12,055,863	\$10,942,000	\$12,800,000	\$15,075,000
Other Taxes	\$1,146,964	\$509,800	\$850,000	\$800,000
Licenses & Permits	\$2,321,014	\$1,067,600	\$1,150,000	\$1,052,000
Charges for Service	\$188,836	\$100,000	\$200,000	\$208,000
Fines & Forfeitures	\$481,648	\$313,625	\$375,000	\$307,625
Miscellaneous Revenue	\$1,815,273	\$622,100	\$1,500,000	\$1,512,100
Other Financing Sources	-\$11,876	\$0	\$0	\$0
Expenditures by Classification	\$15,865,331	\$14,821,258	\$14,976,258	\$14,878,123
Personnel	\$6,126,526	\$7,049,393	\$7,204,393	\$7,234,477
Supplies	\$346,990	\$335,706	\$335,706	\$278,973
Services	\$3,691,073	\$2,940,161	\$2,940,161	\$3,261,643
Repairs & Maintenance	\$1,114,055	\$1,105,278	\$1,105,278	\$1,139,010
Utilities	\$865,311	\$874,320	\$874,320	\$901,020
Debt Service	\$393,753	\$5,000	\$5,000	\$5,000
Capital Outlay	\$153,344	\$406,400	\$406,400	\$558,000
Transfers Out	\$3,174,280	\$2,105,000	\$2,105,000	\$1,500,000
Expenditures by Department	\$15,865,331	\$14,821,258	\$14,976,258	\$14,878,123
General Services	\$5,341,979	\$3,688,128	\$3,688,128	\$3,034,454
Council	\$17,051	\$15,600	\$15,600	\$23,150
Town Manager	\$553,353	\$518,126	\$518,126	\$705,346
Town Secretary	\$281,985	\$188,773	\$188,773	\$208,868
Human Resources	\$301,843	\$336,400	\$336,400	\$398,884
Finance	\$631,799	\$729,774	\$729,774	\$624,033
Information Technology	\$1,003,262	\$955,802	\$955,802	\$734,955
Communications	\$371,491	\$237,534	\$237,534	\$261,594
Fire	\$3,260,761	\$3,809,798	\$3,964,798	\$4,348,268
Police	\$1,377,090	\$1,315,246	\$1,315,246	\$1,484,161
Municipal Court	\$397,983	\$399,954	\$399,954	\$339,616
Planning & Development	\$692,035	\$911,787	\$911,787	\$892,219
Public Works	\$1,087,884	\$578,559	\$578,559	\$914,025
Facilities	\$170,290	\$357,750	\$357,750	\$306,750
Parks & Recreation	\$376,526	\$778,027	\$778,027	\$601,800
Contribution to (Use of) Fund Balance	\$5,199,995	\$2,034,280	\$5,199,155	\$7,791,602
Ending Fund Balance	\$38,238,616	\$40,272,896	\$43,437,771	\$51,229,373

FISCAL YEAR 2026-2027 PROPOSED BUDGET
General Vehicle/Equipment Replacement Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$1,348,509	\$605,000	\$605,000	\$0
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$62,478	\$0	\$0	\$0
Other Financing Sources	\$1,286,032	\$605,000	\$605,000	\$0
Expenditures by Classification	\$1,398,661	\$605,000	\$605,000	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$6,629	\$0	\$0	\$0
Repairs & Maintenance	\$90,800	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$1,301,231	\$605,000	\$605,000	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$1,398,661	\$605,000	\$605,000	\$0
General Services	\$0	\$50,000	\$50,000	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$14,538	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$1,293,323	\$485,000	\$485,000	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$70,000	\$70,000	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$90,800	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	-\$50,151	\$0	\$0	\$0
Ending Fund Balance	\$649,301	\$649,301	\$649,301	\$649,301

FISCAL YEAR 2026-2027 PROPOSED BUDGET

4B Sales Tax Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$4,272,491	\$3,775,000	\$3,775,000	\$5,240,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$3,992,311	\$3,600,000	\$4,400,000	\$5,000,000
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$280,181	\$175,000	\$175,000	\$240,000
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$1,957,848	\$2,617,778	\$2,617,778	\$2,608,551
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$350	\$350	\$350
Services	\$3,173	\$669,850	\$669,850	\$675,250
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$1,954,675	\$1,947,578	\$1,947,578	\$1,932,951
Expenditures by Department	\$1,957,848	\$2,617,778	\$2,617,778	\$2,608,551
General Services	\$1,957,848	\$2,617,778	\$2,617,778	\$2,608,551
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$2,314,643	\$1,157,222	\$1,157,222	\$2,631,449
Ending Fund Balance	\$4,732,089	\$5,889,311	\$5,889,311	\$8,520,760

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Visitors Association Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$509,760	\$631,000	\$631,000	\$631,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$481,180	\$601,000	\$601,000	\$601,000
Licenses & Permits	-\$5,707	\$0	\$0	\$0
Charges for Service	-\$2,165	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$36,452	\$30,000	\$30,000	\$30,000
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$434,139	\$561,649	\$561,649	\$584,921
Personnel	\$225,916	\$336,149	\$336,149	\$356,821
Supplies	\$5,194	\$0	\$0	\$0
Services	\$94,062	\$149,000	\$149,000	\$149,000
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$108,967	\$76,500	\$76,500	\$79,100
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$434,139	\$561,649	\$561,649	\$584,921
General Services	\$167,030	\$151,000	\$151,000	\$168,600
Council	\$0	\$0	\$0	\$0
Town Manager	\$52,972	\$101,088	\$101,088	\$110,068
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$37,981	\$59,032	\$59,032	\$61,447
Information Technology	\$0	\$0	\$0	\$0
Communications	\$176,156	\$250,529	\$250,529	\$244,806
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$75,621	\$69,351	\$69,351	\$46,079
Ending Fund Balance	\$726,422	\$795,773	\$795,773	\$841,852

FISCAL YEAR 2026-2027 PROPOSED BUDGET
Economic Development Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$406,765	\$0	\$0	\$0
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$406,765	\$0	\$0	\$0
Expenditures by Classification	\$1,513,679	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$1,258,679	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$255,000	\$0	\$0	\$0
Expenditures by Department	\$1,513,679	\$0	\$0	\$0
General Services	\$1,513,679	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	-\$1,106,914	\$0	\$0	\$0
Ending Fund Balance	\$227,651	\$227,651	\$227,651	\$227,651

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Public Improvement District Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$4,457	\$0	\$0	\$0
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$4,457	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$127,879	\$5,000	\$5,000	\$5,000
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$127,879	\$5,000	\$5,000	\$5,000
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$127,879	\$5,000	\$5,000	\$5,000
General Services	\$127,879	\$5,000	\$5,000	\$5,000
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	-\$123,422	-\$5,000	-\$5,000	-\$5,000
Ending Fund Balance	\$277,022	\$272,022	\$272,022	\$267,022

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Cemetery Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$79,012	\$57,800	\$57,800	\$66,250
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$58,800	\$42,800	\$42,800	\$46,250
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$20,212	\$15,000	\$15,000	\$20,000
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$35,172	\$40,100	\$40,100	\$40,100
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$850	\$850	\$850
Services	\$27,480	\$20,125	\$20,125	\$20,125
Repairs & Maintenance	\$6,401	\$17,625	\$17,625	\$17,625
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$1,292	\$0	\$0	\$0
Capital Outlay	\$0	\$1,500	\$1,500	\$1,500
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$35,172	\$40,100	\$40,100	\$40,100
General Services	\$35,172	\$40,100	\$40,100	\$40,100
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$43,839	\$17,700	\$17,700	\$26,150
Ending Fund Balance	\$485,979	\$503,679	\$503,679	\$529,829

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Public Art Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$0	\$0	\$0	\$0
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$0	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$0	\$0	\$0	\$0
General Services	\$0	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$0	\$0	\$0	\$0
Ending Fund Balance	\$646,503	\$646,503	\$646,503	\$646,503

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Lone Star Public Facilities Corporation

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$750	\$0	\$0	\$0
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$750	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$0	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$0	\$0	\$0	\$0
General Services	\$0	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$750	\$0	\$0	\$0
Ending Fund Balance	\$16,328	\$16,328	\$16,328	\$16,328

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Sales Tax Debt Service Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$1,954,675	\$1,947,578	\$1,947,578	\$1,932,951
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$1,954,675	\$1,947,578	\$1,947,578	\$1,932,951
Expenditures by Classification	\$1,954,675	\$1,947,578	\$1,947,578	\$1,932,951
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$1,954,675	\$1,947,578	\$1,947,578	\$1,932,951
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$1,954,675	\$1,947,578	\$1,947,578	\$1,932,951
General Services	\$1,954,675	\$1,947,578	\$1,947,578	\$1,932,951
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$0	\$0	\$0	\$0
Ending Fund Balance	\$9,235	\$9,235	\$9,235	\$9,235

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Property Tax Debt Service Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$1,290,001	\$1,396,329	\$1,396,329	\$1,230,000
Property Taxes	\$1,290,001	\$1,457,209	\$1,457,209	\$1,230,000
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$1,238,694	\$1,457,209	\$1,457,209	\$1,460,681
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$1,238,694	\$1,457,209	\$1,457,209	\$1,460,681
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$1,238,694	\$1,387,384	\$1,457,209	\$1,460,681
General Services	\$1,238,694	\$1,457,209	\$1,457,209	\$1,460,681
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$51,307	-\$60,880	-\$60,880	-\$230,681
Ending Fund Balance	-\$121,564	-\$182,444	-\$182,444	-\$413,125

FISCAL YEAR 2026-2027 PROPOSED BUDGET
Municipal Capital Improvement Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$192,198	\$75,000	\$75,000	\$150,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$192,198	\$75,000	\$125,000	\$150,000
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$33,882	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$33,882	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$33,882	\$0	\$0	\$0
General Services	\$0	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$33,882	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$158,316	\$75,000	\$75,000	\$150,000
Ending Fund Balance	\$4,320,051	\$4,395,051	\$4,395,051	\$4,545,051

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Academy Capital Improvement Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$397,374	\$75,000	\$75,000	\$100,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$142,374	\$75,000	\$125,000	\$100,000
Other Financing Sources	\$255,000	\$0	\$0	\$0
Expenditures by Classification	\$1,775,761	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$1,775,761	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$1,775,761	\$0	\$0	\$0
General Services	\$1,775,761	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	-\$1,378,387	\$75,000	\$75,000	\$100,000
Ending Fund Balance	\$3,082,872	\$3,157,872	\$3,157,872	\$3,257,872

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Arts & Sciences Capital Improvement Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$4,220,501	\$50,000	\$50,000	\$200,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$177,991	\$50,000	\$250,000	\$200,000
Other Financing Sources	\$4,042,510	\$0	\$0	\$0
Expenditures by Classification	\$196,831	\$0	\$7,200,000	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$30,269	\$0	\$500,000	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$49,594	\$0	\$0	\$0
Capital Outlay	\$116,969	\$0	\$6,700,000	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$196,831	\$0	\$7,200,000	\$0
General Services	\$196,831	\$0	\$7,200,000	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$4,023,670	\$50,000	-\$7,150,000	\$200,000
Ending Fund Balance	\$7,284,772	\$7,334,772	\$134,772	\$334,772

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Utility Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$16,624,961	\$8,066,500	\$8,337,402	\$8,877,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$80,600	\$15,000	\$15,000	\$15,000
Charges for Service	\$10,222,669	\$7,551,500	\$7,551,500	\$8,362,000
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$719,703	\$500,000	\$500,000	\$500,000
Other Financing Sources	\$5,601,988	\$0	\$270,902	\$0
Expenditures by Classification	\$9,314,635	\$7,508,085	\$7,508,085	\$8,775,621
Personnel	\$735,417	\$866,372	\$866,372	\$934,600
Supplies	\$49,010	\$31,000	\$31,000	\$31,000
Services	\$6,057,305	\$4,444,350	\$4,444,350	\$5,144,350
Repairs & Maintenance	\$739,714	\$441,800	\$441,800	\$1,021,800
Utilities	\$196,621	\$165,500	\$165,500	\$168,100
Debt Service	-\$271,482	\$0	\$0	\$0
Capital Outlay	\$638,644	\$120,000	\$120,000	\$120,000
Transfers Out	\$1,169,406	\$1,439,063	\$1,439,063	\$1,355,771
Expenditures by Department	\$9,314,635	\$7,508,085	\$7,508,085	\$8,775,621
General Services	\$1,571,063	\$1,538,344	\$1,538,344	\$1,459,170
Council	\$0	\$0	\$0	\$0
Town Manager	\$59,038	\$101,088	\$101,088	\$110,068
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$24,199	\$0	\$0	\$0
Finance	\$63,653	\$59,032	\$59,032	\$61,456
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$7,596,683	\$5,809,621	\$5,809,621	\$7,144,927
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$7,310,325	\$558,415	\$829,317	\$101,379
Ending Fund Balance	\$5,147,088	\$5,705,503	\$5,976,405	\$6,077,784

FISCAL YEAR 2026-2027 PROPOSED BUDGET

Utility Debt Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$1,050,966	\$1,349,063	\$1,619,965	\$1,355,771
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$1,050,966	\$1,349,063	\$1,619,965	\$1,355,771
Expenditures by Classification	\$1,050,937	\$1,349,063	\$1,349,063	\$1,355,771
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$1,050,937	\$1,349,063	\$1,349,063	\$1,355,771
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$1,050,937	\$1,349,063	\$1,349,063	\$1,355,771
General Services	\$1,050,937	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$1,349,063	\$1,349,063	\$1,355,771
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$29	\$0	\$270,902	\$0
Ending Fund Balance	-\$270,902	-\$270,902	\$0	\$0

FISCAL YEAR 2026-2027 PROPOSED BUDGET
Utility Vehicle/Equipment Replacement Fund

	FY2025 Actuals	FY2026 Adopted	FY2026 Projected	FY2027 Proposed
Revenue	\$123,677	\$90,000	\$90,000	\$0
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$5,236	\$0	\$0	\$0
Other Financing Sources	\$118,440	\$90,000	\$90,000	\$0
Expenditures by Classification	\$115,579	\$90,000	\$90,000	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$115,579	\$90,000	\$90,000	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$115,579	\$90,000	\$90,000	\$0
General Services	\$0	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$115,579	\$90,000	\$90,000	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$8,098	\$0	\$0	\$0
Ending Fund Balance	\$178,236	\$178,236	\$178,236	\$178,236



DEBT SERVICE LISTING

Debt Issuance Name	Type	Fund	Funding Source	Purpose	Entity	Rating	Issue Date	Call Date	Term (years)	Maturity	Rate	Original Issue Amount	Current Outstanding Amount	FY2027 P&I Requirement	Agency Fees
SERIES 2013 CO	Certificate of Obligation	510	Utility Fund	UF - Ground Storage Tank	Town	AAA	April 2013	Feb 2023	30	2043	2.00-4.00%	1,025,020	726,550	55,618	300
SERIES 2013 CO	Certificate of Obligation	300	Sales Tax	WA Expansion	Academy	AAA	April 2013	Feb 2023	30	2043	2.00-4.00%	8,294,800	5,878,450	450,001	300
SERIES 2013 GORB	General Obligation-Refunding	300	Sales Tax	WA - Refunding 2008	Academy	AAA	April 2013	Feb 2023	15	2028	2.00-2.50%	2,200,000	320,000	166,000	600
SERIES 2014 GORB	General Obligation-Refunding	310	Property Tax	WA - Refunding 2003 (2nd phase WA)	Academy	AAA	January 2014	Feb 2024	18	2032	2.00-5.00%	1,910,000	1,490,000	68,420	600
SERIES 2016 CO	Certificate of Obligation	300	Sales Tax	Fire Station Complex	Town	AAA	December 2016	Feb 2026	30	2046	3.00-4.00%	9,180,000	7,165,000	509,450	600
SERIES 2017 GORB	General Obligation-Refunding	300	Sales Tax	WA - Refunding 2007 (OG 2002)	Academy	AAA	February 2007	Feb 2027	30	2032	2.00-4.00%	5,795,000	4,325,000	805,100	600
SERIES 2018 CO	Certificate of Obligation (Taxable)	510	Utility Fund	UF - TWDN Water Main Ft Worth	Town	N/A	October, 2018	Aug 2028	20	2038	1.98-3.06%	2,100,000	1,445,000	145,932	600
SERIES 2021 CO	Certificate of Obligation	310	Property Tax	Capital Improvements	Town	AAA	September 2021	Feb 2030	20	2041	2.00-4.00%	3,215,000	2,580,000	203,800	600
SERIES 2021 GORB	General Obligation-Refunding	310	Property Tax	WA 25% Muni 75% - Refunding 2011 CO-GO	WA 25%/Town 75%	AAA	September 2021	Feb 2030	10	2031	2.00-4.00%	4,430,000	1,135,000	389,850	600
SERIES 2022 GORB	General Obligation-Refunding	510	Utility Fund	UF - Refunding Hillwood Debt	Town	AAA	March 2022	Feb 2031	25	2047	3.00-4.00%	14,920,000	12,490,000	866,800	600
SERIES 2023 TX TN	Texas Tax Note	310	Property Tax	WA - Modular Buildings	Academy	N/A	March 2023		7	2030	3.59%	3,552,000	2,139,000	573,707	600
SERIES 2025 CO	Certificate of Obligation	310	Property Tax	WA - Arts & Sciences Expansion	Academy	AAA	August 2025	Feb 2045	30	2055	5.25%	3,939,600	3,939,600	206,829	300
SERIES 2025 CO	Certificate of Obligation	510	Utility Fund	UF - Water Improvements	Town	AAA	August 2025	Feb 2045	30	2055	5.25%	5,440,400	5,440,400	285,621	300
TOTAL												66,001,820	49,074,000	4,727,128	6,600
TOTAL BUDGETED FY2027														4,733,728	

**Capital Improvement Program - PROPOSED
FY2027**

Project Type	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031 Projected	2032 +	Total
Streets	\$350,000	\$100,000	\$750,000	\$750,000	\$2,680,000	\$1,000,000	\$4,630,000
Facilities	\$160,000	\$0	\$0	\$2,241,500	\$11,000,000	\$4,000,000	\$13,401,500
Parks/Trails	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Drainage	\$0	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Water	\$0	\$18,150,000	\$20,000,000	\$300,000	\$300,000	\$0	\$38,750,000
Sewer	\$0	\$0	\$0	\$90,000	\$0	\$0	\$90,000
Vehicles/Equipment	\$0	\$2,475,000	\$230,000	\$200,000	\$3,255,908	\$105,000	\$6,160,908
Information Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$560,000	\$21,025,000	\$20,980,000	\$3,581,500	\$17,235,908	\$5,105,000	\$63,382,408

Funding Source	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031 Projected	2032 +	Total
General Fund	\$560,000	\$7,875,000	\$10,000,000	\$941,500	\$2,735,000	\$105,000	\$22,111,500
Utility Revenues	\$0	\$150,000	\$230,000	\$390,000	\$450,000	\$0	\$1,220,000
General/Utilities	\$0	\$0	\$0	\$0	\$1,370,908	\$4,000,000	\$1,370,908
Certificates of Obligation	\$0	\$13,000,000	\$10,750,000	\$2,250,000	\$12,680,000	\$1,000,000	\$38,680,000
	\$560,000	\$21,025,000	\$20,980,000	\$3,581,500	\$17,235,908	\$5,105,000	\$63,382,408

TAXPAYER IMPACT STATEMENT

The following information is required under Texas Code §551.043(c)(2).

The property tax bill of a median-valued homestead property for the current fiscal year, as provided by Tarrant Appraisal District, is \$4,892.88, calculated as follows:

Median value of a homestead property for Tax Year 2025 (\$2,644,800) x Proposed property tax rate for Tax Year 2025 (\$0.18500) / 100

The property tax bill of a median-valued homestead property for the upcoming fiscal year, as provided by Tarrant Appraisal District, is \$3,784.40, calculated as follows:

Median value of a homestead property for Tax Year 2026 (\$2,045,622) x Proposed property tax rate for Tax Year 2026 (\$0.18500) / 100

The property tax bill of a median-valued homestead property for the upcoming fiscal year, as provided by Tarrant Appraisal District, using the no-new-revenue rate, as calculated by Tax Assessor-Collector for Tarrant County, is \$4,218.52, calculated as follows:

Median value of a homestead property for Tax Year 2026 (\$2,045,622) x No-new-revenue property tax rate for Tax Year 2026 (\$0.206222) / 100



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026 **AGENDA ITEM NO:** G.2.
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Discuss, consider and act to approve Resolution 26-27 ratifying the property tax revenue increase.

ATTACHMENTS:

1. Res 26-27 Ratify Revenue

SUMMARY :

The FY2027 Annual Operating and Capital Budget includes projected property tax revenue that exceeds the amount budgeted in the prior fiscal year. The FY2027 projected total revenue from the proposed ad valorem rate is \$4,945,000, which is more than the \$4,7570,622 in the FY2026 adopted budget.

BACKGROUND AND DISCUSSION:

Texas Local Government Code §102.007(c) requires the Town Council to hold a record vote, separate from the votes to adopt a budget (as provided in LGC 102) or a tax rate (as provided in Texas Tax Code 26), to ratify the revenue increase over the prior year's budgeted revenue. Due to additional value from new construction, the FY2027 budget does include more projected revenue than the amount budgeted in FY2026.

FISCAL IMPACT:

There is no fiscal impact.

LEGAL REVIEW:

N/A

RECOMMENDATION:

Approve Resolution 26-27, as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

TOWN OF WESTLAKE

RESOLUTION NO. 26-27

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS RATIFYING THE PROPERTY TAX INCREASE AS REFLECTED IN THE FISCAL YEAR 2027 ANNUAL BUDGET.

WHEREAS, the Town of Westlake has adopted an annual budget that is projected to raise more revenue from property taxes than budgeted in the previous year; and

WHEREAS, Local Government Code §102.007(c) requires that the governing body ratify the property tax increase reflected in the budget in vote separate from the budget and tax rate adoption votes; and

WHEREAS, the Town Council finds that the passage of this resolution is in the best interest of the citizens of Westlake.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That the findings above are found to be true and correct and are incorporated herein.

SECTION 2: That the Town Council of the Town of Westlake, Texas hereby ratifies the property tax increase reflected in the Town of Westlake Fiscal Year 2027 annual budget.

SECTION 3: If any portion of this resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this resolution without the invalid provision.

SECTION 4: That this resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 15th DAY OF SEPTEMBER 2026.

ATTEST:

Kim Greaves, Mayor

Dianna Buchannan, Town Secretary

APPROVED AS TO FORM:

Matthew Boyle, Town Attorney



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026 **AGENDA ITEM NO:** G.3.
FROM: Cayce Lay Lamas, Finance Director, Town Secretary's Office
SUBJECT: Hold public hearing, discuss, consider and act to adopt Ordinance 1053 to Levy an Ad Valorem Rate for Tax Year 2026.

ATTACHMENTS:

1. Ordinance 1053 - Levy Ad Valorem Tax Rate
2. 2026 Tax Rate Calculation Worksheet

SUMMARY :

The Town of Westlake will hold a public hearing to receive comments on the proposed ad valorem rate of \$0.185000 per \$100 of value on all real property for tax year 2026 prior to considering action. The ad valorem rate consists of two (2) components considered for approval: the maintenance and operations (M&O) rate of \$0.142207 and the interest and sinking (I&S) rate of \$0.042793.

BACKGROUND AND DISCUSSION:

The Town Council voted to advertise a maximum tax rate of \$0.18500 per \$100 of value and hold a public hearing on September 15, 2026 during their last regular meeting. The public hearing was advertised in the Fort Worth Star Telegram on August 30, 2026. The tax year 2026 proposed total tax rate of 18.5 cents is the same rate as the prior year's total adopted rate. The total rate is proposed to be allocated as follows:

- 14.2207 cents to M&O to support General Fund operations
- 4.2793 cents to I&S to support debt service

While the overall rate remains unchanged, 1.2207 cents was reallocated from the I&S portion to the M&O portion. This change was due to additional property value added to the certified roll causing the rate required to meet debt obligations to be calculated lower than the prior year. The increase to M&O will allow the Town to continue its planned contribution to fund balance that will minimize the need for future debt issuances for known infrastructure projects. As presented in the FY2027 proposed budget, the proposed tax rate will yield a projected \$4.9m in property tax revenues, with \$3.7m allocated to general maintenance and operations, and \$1.2m allocated to debt obligations. The Town of Westlake does have additional debt obligations that are funded through sales tax and utility fee revenues; these obligations are not included in the I&S allocation, as certified by the Director of Finance.

As required by Tax Code Chapter 26, the Tarrant County Tax Assessor-Collector calculated the following required property tax rates:

- No-new-revenue rate (rate that would yield the same revenue on existing property year-over-year): \$0.206222
- Voter-approval rate (maximum rate allowed to be levied without an election): \$0.216438
- De minimis rate (rate that would yield \$500k over the prior year's revenue): \$0.207811

The proposed rate is lower than the no-new-revenue rate by roughly 2.1 cents and lower than the voter-approval rate by more than 3.1 cents.

Tarrant and Denton Central appraisal districts certified a total taxable value for tax year 2026 of \$2.9b, an increase of \$90m or 3%. Approximately \$275m of the value is directly attributable to new construction. The average taxable value of a home decreased \$239k from the prior year to \$2,252,035. Under the proposed rate, that average homeowner tax levy would be \$4,166.26, which is a decrease of \$442.19 annually. New construction is projected to contribute \$508k in property tax revenue.

FISCAL IMPACT:

Approval of the proposed tax rate will yield a projected \$4,945,000 in property tax revenue.

LEGAL REVIEW:

N/A

RECOMMENDATION:

Approve, as presented

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

TOWN OF WESTLAKE

ORDINANCE NO. 1053

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS LEVYING TAXES TO BE ASSESSED ON ALL TAXABLE PROPERTIES WITHIN THE TOWN LIMITS OF THE TOWN OF WESTLAKE FOR THE TAX YEAR 2026 (FISCAL YEAR 2027); SETTING OUT EXEMPTIONS AND LIMITATION; PROVIDING FOR THE COLLECTION OF DELINQUENT TAXES AND A COLLECTION PENALTY TO BE ADDED TO DELINQUENT TAXES; PROVIDING FOR A SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, a public hearing on the proposed annual budget for the Town of Westlake, Texas, for the fiscal year beginning October 1, 2026, and ending on September 30, 2027, was duly advertised giving the date, time, place, and subject matter of the public hearing; and

WHEREAS, a public hearing was set by the Town Council in a duly posted Town Council meeting held on August 18, 2026, and all citizens were invited to participate and be heard on September 15, 2026; and

WHEREAS, all requirements of state law were met, including Open Meetings Act, Texas Government Code chapter 551 requirements and the requirement of Texas Local Government Code 102.002 that the budget officer prepare a municipal budget to cover the proposed expenditures of the municipal government for the succeeding year; and

WHEREAS, it is deemed to be in the best interest of the citizens of the Town of Westlake, Texas to levy a tax as set forth below, on all taxable properties within the Town limits of Westlake to provide the necessary funds to provide municipal services to its citizens and to meet all municipal commitments; and

WHEREAS, the Town of Westlake has passed exemptions to certain applicable taxes which were previously adopted by earlier Resolution and recognized and adopted a tax limitation set out in the Town Municipal Code and such exemptions and limitation are included and adopted as part of this Ordinance; and

WHEREAS, the Town Council finds the passage of this Ordinance to be in the best interest for the citizens of Westlake, for the preservation of public health, safety, and welfare of the citizens of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the findings hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: That the Town Council of the Town of Westlake, Texas shall hereby levy the following taxes on each One Hundred Dollars (\$100.00) of taxable valuation on all taxable property within the Town limits of the Town of Westlake, Texas to be assessed and collected by the Tax Assessor/Collector for the tax year 2026 (Fiscal Year 2027) for the purposes stipulated below, to-wit:

- a) \$ 0.18500 total ad valorem rate approved as separate components as follows:

- (1) \$ 0.142207 for General Fund Maintenance and Operations (M&O)
- (2) \$ 0.042793 for Interest and Sinking Fund (I&S or Debt Service)

SECTION 3: Exemptions: That the Town Council authorizes the following exemptions and limitations:

- a) Homestead exemption - That it is the intent of the Town Council of the Town of Westlake to continue to offer the highest possible homestead exemption, which would be a homestead exemption in the amount of twenty percent (20%) of the value of the homestead, and in any event, the exemption shall be at least a minimum of Five Thousand dollars (\$5,000). For purposes of this section "residential homestead" is defined as a structure (including a mobile home) or a separately secured and occupied portion of a structure (together with land, not to exceed ten (10) acres, and improvements used in the residential occupancy of the structure and the land and improvements have identical ownership) that (1) is owned by one or more individuals, either directly or through a beneficial interest is a qualifying trust; (2) is designed or adapted for a human residence; (3) is used as a residence; and (4) is occupied as his or her principal residence by an owner or, for property owned through a beneficial interest in a qualifying trust, by a trustee of the trust who qualifies for the exemption.
- b) Over 65 or Disabled exemption - That an exemption for a resident over 65 or disabled, pursuant to section 11.13(b) of the Texas Tax Code shall be authorized in the amount of \$10, 000. A resident is eligible for an exemption under this section if the resident is over 65 or disabled, but the resident shall not be entitled to two exemptions under this section, as set out in section 11.13(b) of the Texas Tax Code.
- c) The Town of Westlake previously adopted an ad valorem tax limitation in section 86-2 of the Town Code, for elderly and disabled citizens according to Article VIII, Section 1- b of the Texas Constitution and Texas Tax Code §11.261, which provides: "The county, municipality, or junior college district may not increase the total annual amount of ad valorem taxes the county, municipality, or junior college district imposes on the residence homestead of a disabled individual or an individual 65 years of age or older above the amount of the taxes the county, municipality, or junior college district imposed on the residence homestead in the first tax year, other than a tax year preceding the tax year in which the county, municipality, or junior college district established the limitation described by Subsection (a), in which the individual qualified that residence homestead for the exemption provided by Section 11.13(c) for a disabled individual or an individual 65 years of age or older." This provision, commonly referred to as a "tax freeze" means that residents who are already eligible for the provisions of that section will not have any increase in their taxes from the time that they became eligible, as citizens of Westlake; for that section.

SECTION 4: Texas Tax Code §26.05(b) requires the following statement:

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY -3.7 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY -\$5.44.

SECTION 5: The Town of Westlake will pursue collection of delinquent taxes and adopts the provisions of Section 33.07 of the Texas Tax Code so that hereafter an additional penalty of twenty (20) percent of the delinquent tax, penalty and interest on delinquent taxes will be imposed on taxes becoming delinquent as provided by the Texas Tax Code and the Town's collection agreement.

SECTION 6: If any portion of this Ordinance shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Ordinance without the invalid provision.

SECTION 7: That this Ordinance shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 15th DAY OF SEPTEMBER, 2026.

ATTEST:

Kim Greaves, Mayor

Dianna Buchannan, Town Secretary

APPROVED AS TO FORM:

Matthew Boyle, Town Attorney

2026 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Form 50-856

Town of Westlake

Taxing Unit Name

1500 Solana Boulevard, Bldg. 7, Ste 7200, Westlake, TX 76262

Taxing Unit's Address, City, State, ZIP Code

Phone (area code and number)

westlake-tx.org

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 and JETI Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 and JETI Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

Taxing units must include a hyperlink to a document that evidences the accuracy of each entry in the worksheet other than an entry making a mathematical calculation.¹ Source materials must contain data for all worksheets used, including supplemental worksheets.

Insert hyperlink:

<https://www.tarrantcountytx.gov/content/dam/main/tax/TNT/37-town-of-westlake/2026TRCWorksheetDocuments.zip>

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ²	\$ 2,872,185,673
2.	Prior year tax ceilings. Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. ³	\$ 356,155,236
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ 2,516,030,437
4.	Prior year total adopted tax rate.	\$ 0.185000 /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value. A. Original prior year ARB values: \$ 218,736,124 B. Prior year values resulting from final court decisions: - \$ 172,013,305 C. Prior year value loss. Subtract B from A. ⁴	\$ 46,722,819

¹ Tex. Tax Code §§5.07(g)(4) and 26.04(d-1)

² Tex. Tax Code §26.012(14)

³ Tex. Tax Code §26.012(14)

⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25. A. Prior year ARB certified value: \$ 369,678,472 B. Prior year disputed value: - \$ 73,180,870 C. Prior year undisputed value. Subtract B from A. ⁵	\$ 296,497,602
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ 343,220,421
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 2,859,250,858
9.	Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1 of the prior year. Enter the prior year value of property in deannexed territory. ⁶	\$ 0
10.	Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value. A. Absolute exemptions. Use prior year market value: \$ 0 B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: + \$ 21,894,573 C. Value loss. Add A and B. ⁷	\$ 21,894,573
11.	Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. A. Prior year market value: \$ 39,960,153 B. Current year productivity or special appraised value: - \$ 16,856 C. Value loss. Subtract B from A. ⁸	\$ 39,943,297
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ 61,837,870
13.	Prior year captured value of property in a TIF. Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. ⁹ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 0
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ 2,797,412,988
15.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ 5,175,214
16.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. ¹⁰	\$ 192,546
17.	Adjusted prior year levy with refunds. Add Lines 15 and 16. ¹¹	\$ 5,367,760

⁵ Tex. Tax Code §26.012(13)⁶ Tex. Tax Code §26.012(15)⁷ Tex. Tax Code §26.012(15)⁸ Tex. Tax Code §26.012(15)⁹ Tex. Tax Code §26.03(c)¹⁰ Tex. Tax Code §26.012(13)¹¹ Tex. Tax Code §26.012(13) and (15)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
18.	Total current year taxable value on the current year certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.¹² A. Certified values: \$ 3,165,427,671 B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$ 0 C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$ 0 D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment reinvestment zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 24 below.¹³ Adjustments to the taxable value must be calculated separately for each reinvestment zone using Form 50-110.¹⁴ Enter the total from Form 50-110: - \$ 0 E. Total current year value. Add A and B, then subtract C and D.	\$ 3,165,427,671
19.	Total value of properties under protest or not included on certified appraisal roll.¹⁵ A. Current year taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest.¹⁶ \$ 66,185,756 B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll.¹⁷ + \$ 0 C. Total value under protest or not certified. Add A and B.	\$ 66,185,756
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step.¹⁸	\$ 354,047,979
21.	Anticipated contested value. Affected taxing units enter the contested taxable value for all property that is subject to anticipated substantial litigation.¹⁹ An affected taxing unit is wholly or partly located in a county that has a population of less than 500,000 and is located on the Gulf of Mexico.²⁰ If completing this line, the taxing unit must include supporting documentation in Section 9.²¹ Taxing units that are not affected, enter 0.	\$ 0
22.	Current year total taxable value. Add Lines 18E and 19C, then subtract Lines 20 and 21.²²	\$ 2,877,565,448
23.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed.²³	\$ 0
24.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year.²⁴	\$ 274,662,094

¹² Tex. Tax Code §526.012(6) and 26.04(c-2)¹³ Tex. Tax Code §26.03(c)¹⁴ Tex. Tax Code §26.03(e)¹⁵ Tex. Tax Code §26.01(c) and (d)¹⁶ Tex. Tax Code §26.01(c)¹⁷ Tex. Tax Code §26.01(d)¹⁸ Tex. Tax Code §26.012(6)(B)¹⁹ Tex. Tax Code §526.012(6)(C) and 26.012(1-b)²⁰ Tex. Tax Code §26.012(1-a)²¹ Tex. Tax Code §26.04(d-3)²² Tex. Tax Code §26.012(6)²³ Tex. Tax Code §26.012(17)²⁴ Tex. Tax Code §26.012(17)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
25.	Total adjustments to the current year taxable value. Add Lines 23 and 24.	\$ 274,662,094
26.	Adjusted current year taxable value. Subtract Line 25 from Line 22.	\$ 2,602,903,354
27.	Current year NNR tax rate. Divide Line 17 by Line 26 and multiply by \$100. ²⁵	\$ 0.206222 /\$100
28.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. ²⁶	\$ _____ /\$100

Voter Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the tax rate. The type of taxing unit will determine the rate components that apply to a taxing unit's overall voter-approval tax rate.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

SECTION 2: Maintenance and Operations (M&O) and Debt Tax Rate Worksheet

This section calculates two components of the voter-approval tax rate:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the minimum dollar amount required to be paid toward debt service for the current year.²⁷ This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

Line	M&O and Debt Tax Rate Worksheet	Amount/Rate
29.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ 0.130000 /\$100
30.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,859,250,858
31.	Total prior year M&O levy. Multiply Line 29 by Line 30 and divide by \$100.	\$ 3,717,026
32.	Adjusted prior year levy for calculating NNR M&O rate. A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2025. This line applies only to tax years preceding the prior tax year..... + \$ 125,987 B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0..... - \$ 0 C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- \$ 0 D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function..... \$ 125,987 E. Add Line 31 to 32D.	\$ 3,843,013
33.	Adjusted current year taxable value. Enter the amount in Line 26 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,602,903,354
34.	Current year NNR M&O rate (unadjusted). Divide Line 32E by Line 33 and multiply by \$100.	\$ 0.147643 /\$100

²⁵ Tex. Tax Code §26.04(c)

²⁶ Tex. Tax Code §26.04(d)

²⁷ Tex. Tax Code §26.012(3)

Line	M&O and Debt Tax Rate Worksheet	Amount/Rate
35.	Rate adjustment for state criminal justice mandate. ²⁸ A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 0 B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. - \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
36.	Rate adjustment for indigent health care expenditures. ²⁹ A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose..... \$ 0 B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2024 and ending on June 30, 2025, less any state assistance received for the same purpose..... - \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
37.	Rate adjustment for county indigent defense compensation. ³⁰ A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose..... \$ 0 B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2024 and ending on June 30, 2025, less any state grants received by the county for the same purpose. \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 D. Multiply B by 0.05 and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 E. Enter the lesser of C and D. If not applicable, enter 0.	\$ 0.000000 /\$100
38.	Rate adjustment for county hospital expenditures. ³¹ A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year. \$ 0 B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2024 and ending on June 30, 2025. \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 D. Multiply B by 0.08 and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ 0.000000 /\$100

²⁸ Tex. Tax Code §26.044²⁹ Tex. Tax Code §26.0441³⁰ Tex. Tax Code §26.0442³¹ Tex. Tax Code §26.0443

Line	M&O and Debt Tax Rate Worksheet	Amount/Rate
39.	Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information. A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year. \$ <u>0</u> B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year \$ <u>0</u> C. Subtract B from A and divide by Line 33 and multiply by \$100 \$ <u>0.000000</u> /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ <u>0.000000</u> /\$100
40.	Adjusted current year NNR M&O rate. Add Lines 34, 35D, 36D, 37E, and 38E. Subtract Line 39D.	\$ <u>0.147643</u> /\$100
41.	Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero. A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent \$ <u>1,015,279</u> B. Divide Line 41A by Line 33 and multiply by \$100 \$ <u>0.039005</u> /\$100 C. Add Line 41B to Line 40.	\$ <u>0.186648</u> /\$100
42.	Current year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below. Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 41C by 1.08. - or - Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 41C by 1.035.	\$ <u>0.193180</u> /\$100
D42.	Disaster Line 42 (D42): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. ³² If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate a rate equal to the lesser of: A. The voter-approval tax rate calculated in the manner provided for a special taxing unit. Multiply line 41C by 1.08 ³³ \$ <u>0.000000</u> /\$100 - or - B. The voter-approval M&O tax rate calculated in the manner provided for a taxing unit other than a special taxing unit plus the disaster relief rate. ³⁴ Complete Section 5 through Line 68 to complete D42(B). a. Enter the disaster relief cost. \$ <u>0</u> b. Disaster relief rate. Divide Line D42(B)(a) by Line 26 and multiply by 100 \$ <u>0.000000</u> /\$100 c. Add Line D42(B)(b) to Line 42 \$ <u>0.000000</u> /\$100 d. Enter the current year unused increment rate from Line 68 \$ <u>0.000000</u> /\$100 e. Add Line D42(c) to Line D42(d). \$ <u>0.000000</u> /\$100 The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of: 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or 2) the third tax year after the tax year in which the disaster occurred. C. Enter Line D42(A) if less than Line D42(B)(e). If Line D42(B)(e) is less than line D42(A), enter Line D42(B)(c). ³⁵ If the taxing unit does not qualify, do not complete Disaster Line 42 (Line D42).	\$ <u>0.000000</u> /\$100

³² Tex. Tax Code §26.042³³ Tex. Tax Code §26.042(a-2)(1)³⁴ Tex. Tax Code §§26.042(a-1) and 26.042(a-2)(2)³⁵ Tex. Tax Code §26.042(a-2)

Line	M&O and Debt Tax Rate Worksheet	Amount/Rate
43.	Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes; (2) are secured by property taxes; (3) are scheduled for payment over a period longer than one year; and (4) are not classified in the taxing unit's budget as M&O expenses. A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. ³⁶ Enter debt amount \$ 4,727,128 B. Subtract unencumbered fund amount used to reduce total debt. - \$ 0 C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) - \$ 0 D. Subtract amount paid from other resources - \$ 3,284,522 E. Adjusted debt. Subtract B, C and D from A. \$ 1,442,606	
44.	Certified prior year excess debt collections. Enter the amount certified by the collector. ³⁷	\$ 211,186
45.	Adjusted current year debt. Subtract Line 44 from Line 43E.	\$ 1,231,420
46.	Current year anticipated collection rate. A. Enter the current year anticipated collection rate certified by the collector. ³⁸ 100.00 % B. Enter the prior year actual collection rate..... 100.17 % C. Enter the 2024 actual collection rate. 97.53 % D. Enter the 2023 actual collection rate. 99.29 % E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ³⁹ 100.00 %	
47.	Current year debt adjusted for collections. Divide Line 45 by Line 46E.	\$ 1,231,420
48.	Current year total taxable value. Enter the amount on Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,877,565,448
49.	Current year debt rate. Divide Line 47 by Line 48 and multiply by \$100.	\$ 0.042793 /\$100
50.	Current year voter-approval M&O rate plus current year debt rate. Add Lines 42 and 49.	\$ 0.235973 /\$100
D50.	Disaster Line 50 (D50): Current year voter-approval M&O and debt tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval M&O tax rate in the manner provided by Line D42. Add Line D42(C) and 49.	\$ 0.000000 /\$100
51.	COUNTIES ONLY. Add together the voter-approval M&O and debt tax rates for each type of tax the county levies. The total is the current year county voter-approval M&O and debt tax rate.	\$ _____ /\$100

³⁶ Tex. Tax Code §26.012(7)³⁷ Tex. Tax Code §§26.012(10) and 26.04(b)³⁸ Tex. Tax Code §26.04(b))³⁹ Tex. Tax Code §26.04(h), (h-1) and (h-2)

SECTION 3: Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
52.	Taxable Sales. For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. ⁴⁰ Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ 0
53.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ⁴¹ Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 52 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ⁴² - or - Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 1,089,090
54.	Current year total taxable value. Enter the amount from Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,877,565,448
55.	Sales tax adjustment rate. Divide Line 53 by Line 54 and multiply by \$100.	\$ 0.037847 /\$100
56.	Current year NNR tax rate, unadjusted for sales tax. ⁴³ Enter the rate from Line 27 or 28, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.206222 /\$100
57.	Current year NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 55 from Line 56. Skip to Line 58 if you adopted the additional sales tax before November of the prior tax year.	\$ 0.206222 /\$100
58.	Current year voter-approval tax rate, unadjusted for sales tax. ⁴⁴ Enter the rate from Line 50, Line D50 (disaster) or Line 51 (counties) as applicable, of the <i>M&O and Debt Tax Rate Worksheet</i> .	\$ 0.235973 /\$100
59.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 55 from Line 58.	\$ 0.198126 /\$100

SECTION 4: Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
60.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ⁴⁵ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ⁴⁶	\$ 0
61.	Current year total taxable value. Enter the amount from Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,877,565,448
62.	Additional rate for pollution control. Divide Line 60 by Line 61 and multiply by \$100.	\$ 0.000000 /\$100
63.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 62 to one of the following lines (as applicable): Line 50, Line D50 (disaster), Line 51 (counties) or Line 59 (taxing units with the additional sales tax).	\$ 0.198126 /\$100

⁴⁰ Tex. Tax Code §26.041(d)

⁴¹ Tex. Tax Code §26.041(i)

⁴² Tex. Tax Code §26.041(d)

⁴³ Tex. Tax Code §26.04(c)

⁴⁴ Tex. Tax Code §26.04(c)

⁴⁵ Tex. Tax Code §26.045(d)

⁴⁶ Tex. Tax Code §26.045(i)

SECTION 5: Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value.⁴⁷ The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value.⁴⁸

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042;⁴⁹
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);⁵⁰ or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.⁵¹

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.⁵²

Line	Unused Increment Rate Worksheet	Amount/Rate
64.	Year 3 Foregone Revenue Amount. Subtract the 2025 unused increment rate and 2025 actual tax rate from the 2025 voter-approval tax rate. Multiply the result by the 2025 current total value	
	A. Voter-approval tax rate (Line 69)	\$ 0.205756 /\$100
	B. Unused increment rate (Line 68)	\$ 0.018402 /\$100
	C. Subtract B from A	\$ 0.187354 /\$100
	D. Adopted Tax Rate	\$ 0.185000 /\$100
	E. Subtract D from C	\$ 0.002354 /\$100
	F. 2025 Total Taxable Value (Line 61)	\$ 2,538,779,519
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.	\$ 59,762
65.	Year 2 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value	
	A. Voter-approval tax rate (Line 69)	\$ 0.210692 /\$100
	B. Unused increment rate (Line 67)	\$ 0.042031 /\$100
	C. Subtract B from A	\$ 0.168661 /\$100
	D. Adopted Tax Rate	\$ 0.167880 /\$100
	E. Subtract D from C	\$ 0.000781 /\$100
	F. 2024 Total Taxable Value (Line 60)	\$ 2,435,517,403
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.	\$ 19,021
66.	Year 1 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value	
	A. Voter-approval tax rate (Line 67)	\$ 0.187860 /\$100
	B. Unused increment rate (Line 66)	\$ 0.000000 /\$100
	C. Subtract B from A	\$ 0.187860 /\$100
	D. Adopted Tax Rate	\$ 0.167880 /\$100
	E. Subtract D from C	\$ 0.019980 /\$100
	F. 2023 Total Taxable Value (Line 60)	\$ 2,243,124,027
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.	\$ 448,176
67.	Total Foregone Revenue Amount. Add Lines 64G, 65G and 66G	\$ 526,959
68.	2026 Unused Increment Rate. Divide Line 67 by Line 22 of the No-New-Revenue Rate Worksheet. Multiply the result by 100	\$ 0.018312 /\$100
69.	Total 2026 voter-approval tax rate. Add Line 68 to one of the following lines (as applicable): Line 50, Line D50 (only if Line D42(B) was used), Line 51 (counties), Line 59 (taxing units with additional sales tax) or Line 63 (taxing units with pollution)	\$ 0.216438 /\$100

⁴⁷ Tex. Tax Code §26.013(b)

⁴⁸ Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)

⁴⁹ Tex. Tax Code §26.04(c)(2)(A) and 26.042(a)

⁵⁰ Tex. Tax Code §26.0501(a) and (c)

⁵¹ Tex. Local Gov't Code §120.007(d)

⁵² Tex. Local Gov't Code §26.04(c)(2)(B)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.⁵³

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.⁵⁴

Line	De Minimis Rate Worksheet	Amount/Rate
70.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 40 of the <i>M&O and Debt Tax Rate Worksheet</i> .	\$ 0.147643 /\$100
71.	Current year total taxable value. Enter the amount on Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,877,565,448
72.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 71 and multiply by \$100.	\$ 0.017375 /\$100
73.	Current year debt rate. Enter the rate from Line 49 of the <i>M&O and Debt Tax Rate Worksheet</i> .	\$ 0.042793 /\$100
74.	De minimis rate. Add Lines 70, 72 and 73.	\$ 0.207811 /\$100

SECTION 7: Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.⁵⁵

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
75.	2025 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.185000 /\$100
76.	Adjusted 2025 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. ⁵⁶ If a disaster occurred in 2025 and the taxing unit calculated its 2025 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 42 (D42) of the 2025 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2025 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 42 (D42) in 2025, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2025 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. ⁵⁷ Enter the final adjusted 2025 voter-approval tax rate from the worksheet.	\$ 0 /\$100
77.	Increase in 2025 tax rate due to disaster. Subtract Line 76 from Line 75.	\$ 0.000000 /\$100
78.	Adjusted 2025 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,797,412,988
79.	Emergency revenue. Multiply Line 77 by Line 78 and divide by \$100.	\$ 0
80.	Adjusted current year taxable value. Enter the amount in Line 26 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,602,903,354
81.	Emergency revenue rate. Divide Line 79 by Line 80 and multiply by \$100. ⁵⁸	\$ 0.000000 /\$100
82.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 81 from one of the following lines (as applicable): Line 50, Line D50 (disaster), Line 51 (counties), Line 59 (taxing units with the additional sales tax), Line 63 (taxing units with pollution control) or Line 69 (taxing units with the unused increment rate).	\$ 0.216438 /\$100

⁵³ Tex. Tax Code §26.012(8-a)

⁵⁴ Tex. Tax Code §26.063(a)(1)

⁵⁵ Tex. Tax Code §26.042(b)

⁵⁶ Tex. Tax Code §26.042(c)

⁵⁷ Tex. Tax Code §26.042(b)

⁵⁸ Tex. Tax Code §26.042(b)

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ 0.206222 /\$100

As applicable, enter the current year NNR tax rate from: Line 27, Line 28 (counties), or Line 57 (adjusted for sales tax).

Indicate the line number used: 27**Voter-approval tax rate.** \$ 0.216438 /\$100

As applicable, enter the current year voter-approval tax rate from: Line 50, Line D50 (disaster), Line 51 (counties), Line 59 (adjusted for sales tax), Line 63 (adjusted for pollution control), Line 69 (adjusted for unused increment), or Line 82 (adjusted for emergency revenue).

Indicate the line number used: 69**De minimis rate.** \$ 0.207811 /\$100

If applicable, enter the current year de minimis rate from Line 74.

SECTION 9: Addendum

An affected taxing unit that enters an amount described by Tax Code Section 26.012(6)(C) in line 21 must include the following as an addendum:

1. Documentation that supports the exclusion of value under Tax Code Section 26.012(6)(C); and
2. Each statement submitted to the designated officer or employee by the property owner or entity as required by Tax Code Section 41.48(c)(2) for that tax year.

Insert hyperlinks to supporting documentation:

SECTION 10: Taxing Unit Representative Name and SignatureEnter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵⁹**print
here** ➡

Andy Nguyen for Rick Barnes, Tarrant County Tax Assessor-Collector

Printed Name of Taxing Unit Representative

**sign
here** ➡
Andy Nguyen (08/10/2026 13:55:56 CDT)

Taxing Unit Representative

08/10/2026

Date

⁵⁹ Tex. Tax Code §26.04(c-2) and (d-2)



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 15, 2026 **AGENDA ITEM NO:** H.1.
FROM: Cole Davenport, Town Planner, Planning and Development
SUBJECT: Discussion and Possible Action regarding the Selection of a Consultant for the Comprehensive Plan and Authorizing the Town Manager or Designee to Negotiate an Agreement for Professional Services with the Selected Consultant.

ATTACHMENTS:

1. Resolution No. 26-24

SUMMARY :

Adopted in 2015, the current Comprehensive Plan is in need of an update. The update to the Comprehensive Plan will ensure that the land use strategies, policies, and plans are aligned with the community's vision for the future and other documents that guide, influence, and inform the recommendations and decisions made on all matters of land use and development. Towards that end, a consultant must be selected to undertake this task. Selection of the consultant is at the discretion of the Town Council.

BACKGROUND AND DISCUSSION:

The statutes contained within Chapter 213 of the Texas Local Government Code, as amended, provides that "[t]he governing body of a municipality may adopt a comprehensive plan for the long-range development of the municipality" and that a "comprehensive plan may: (1) include but is not limited to provisions on land use, transportation, and public facilities; (2) consist of a single plan or a coordinated set of plans organized by subject and geographic area; and (3) be used to coordinate and guide the establishment of development regulations."

The Comprehensive Plan contains a set of land use policies, principles, and techniques that are intended to guide the recommendations and the decisions for land use, infrastructure, parks, and other community priorities that will deliver an excellent quality of life for its residents and businesses, deliver a robust tax base, and provide a strong foundation for expectations for future development and growth.

Towards that end, the Town of Westlake solicited Requests for Qualifications ("RFQ") from potential consultants experienced in the design and the implementation of the Comprehensive Plan. The

Department of Planning and Development requests that the Town Council select a consultant --- and to authorize the Town Manager or Designee to negotiate an agreement for professional services. If a consultant is selected to undertake this work, the Town Manager or Designee will negotiate an agreement and present the agreement to the Town Council for review, consideration, and possible action at a future Town Council meeting.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

Selection of the consultant to prepare the Comprehensive Plan is at the discretion of the Town Council, however staff recommends LJA be chosen as the vendor that has the best upside value to their proposal.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

TOWN OF WESTLAKE, TEXAS

RESOLUTION NO. 26-24

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, AUTHORIZING THE TOWN MANAGER OR HIS DESIGNEE TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT WITH THE SELECTED CONSULTANT FOR THE PREPARATION OF A COMPREHENSIVE PLAN UPDATE FOR THE TOWN OF WESTLAKE, TEXAS.

WHEREAS, the statutes existing in Chapter 213 of the Texas Local Government Code as amended, and entitled “Municipal Comprehensive Plans”, grants the Town of Westlake, Texas the powers for “promoting sound development” and promoting “public health, safety, and welfare”, by preparing a Comprehensive Plan for the long-range development of the community; and,

WHEREAS, the Town Council of the Town of Westlake, Texas recognizes the importance of maintaining a comprehensive vision for positively guiding and shaping the future growth, development, and community character of the Town; and,

WHEREAS, the Town Council of the Town of Westlake, Texas further recognizes that a Comprehensive Plan provides an important framework for guiding recommendations and decisions on future land use, development, transportation, infrastructure, parks and open space, economic development, and other community priorities; and,

WHEREAS, the Town Council of the Town of Westlake, Texas has found and determined that professional urban planning services are necessary to assist the community in preparing an

updated Comprehensive Plan that is aligned with the statutes found in Chapter 213 of the Texas Local Government Code, as amended, and best reflects the community's vision, addresses current and anticipated development conditions, and establishes policies and recommendations to guide the Town's future growth and development; and,

WHEREAS, the Town of Westlake, Texas solicited proposals from qualified professional planning consultants to provide services for the preparation of a Comprehensive Plan Update; and,

WHEREAS, after reviewing and evaluating the submitted proposals, the Town Council finds that [REDACTED] is the most qualified consultant to provide the professional services necessary for the preparation of a Comprehensive Plan Update for the Town of Westlake; and,

WHEREAS, the Town Council desires to authorize the Town Manager or his designee to negotiate a professional services agreement with [REDACTED] for the preparation of a Comprehensive Plan Update, subject to terms and conditions acceptable to the Town and in accordance with applicable Town purchasing requirements; and,

WHEREAS, the Town Council finds that authorizing the Town Manager or his designee in the negotiation of a professional services agreement with [REDACTED] is in the best interest of the citizens of the Town of Westlake.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: That the Town Council of the Town of Westlake hereby approves the selection of [REDACTED] to provide professional planning services for the preparation of a Comprehensive Plan Update for the Town of Westlake.

SECTION 3: That the Town Manager or his designee is hereby authorized to negotiate a Professional Services Agreement with [REDACTED] for the preparation of a Comprehensive Plan Update, subject to final terms and conditions acceptable to the Town and in accordance with applicable Town purchasing requirements.

SECTION 4: That funding for the professional services agreement shall be provided from funds appropriated for such purpose in the Town of Westlake's adopted budget, subject to the availability of appropriated funds and any applicable authorization requirements.

SECTION 5: That the Town Manager or his designee is hereby authorized to take any actions reasonably necessary to negotiate the professional services agreement authorized herein, provided such actions are consistent with this Resolution and applicable law.

SECTION 6: If any portion of this Resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof, and the Council hereby determines that it would have adopted this Resolution without the invalid provision.

SECTION 7: That this Resolution shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 15TH DAY OF SEPTEMBER 2026.


Kim Greaves, Mayor

ATTEST:


Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:


Matthew C.G. Boyle, Town Attorney