



City of Topeka
Governing Body Action Form
City Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
July 14, 2026

DATE:	July 14, 2026
CONTACT PERSON:	Leigha Boling, Economic Development Director
SECOND PARTY/SUBJECT:	Chapter 14 Building CodePROJECT #: Section 14.20.060(i) Sub- Section 109 Fees
CIP PROJECT:	No
ACTION OF COUNCIL:	JOURNAL #: PAGE #:

DOCUMENT DESCRIPTION:

ORDINANCE introduced by Dr. Robert M. Perez, concerning the waiver of permit fees, amending section 14.20.060(i) of the Topeka Municipal Code and repealing original section. *(Policy and Finance Committee recommended approval June 3, 2026)*

Voting Requirement: Action requires at least five (5) votes of the City Council. The Mayor does not vote. The proposed ordinance involves a matter of home rule on which the Mayor has veto authority.

(Approval will amend section 14.20.060(i), Section 109 (Fees) of the Topeka Municipal Code, by repealing and replacing the existing provisions related to permit fee waivers. The amendment modifies eligibility requirements to allow applicants receiving tax incentives from other political or taxing subdivisions to be considered for permit fee waivers.)

VOTING REQUIREMENTS:

Action requires at least five (5) votes of the City Council. The Mayor does not vote. The proposed ordinance involves a matter of home rule on which the Mayor has veto authority.

POLICY ISSUE:

Whether to approve the proposed language amendment.

STAFF RECOMMENDATION:

Staff recommends the Governing Body move to adopt the Ordinance.

BACKGROUND:

Currently the Code does not permit the approval of a fee waiver if the applicant is pursuing any form of economic development incentive. The proposed amendment would allow applicants to receive a City fee waiver while also pursuing incentives offered by other entities, such as the State of Kansas or Shawnee

County.

The amended language also modifies the form of approval for fee waivers by allowing the Governing Body to approve fee waivers through the adoption of a resolution. Existing code requires fee waiver requests to be approved by home rule ordinance.

Key Policy Updates:

- Lines 68–71 clarify that an applicant is not eligible for a fee waiver if they are receiving or pursuing any City incentive, tax abatement, or economic development program that reduces or rebates ad valorem property tax revenue payable to the City.
- Lines 72–73 expressly allow an applicant to pursue incentives offered by other political or taxing subdivisions, including Shawnee County, while remaining eligible for a City fee waiver.
- Lines 78–84 establish an exception whereby an applicant may receive both a City fee waiver and a City economic development incentive if the Joint Economic Development Organization (JEDO) provides full reimbursement to the City for the value of the fee waiver. This provision eliminates the financial impact to the City associated with granting the fee waiver.

BUDGETARY IMPACT:

No Budgetary Impact

SOURCE OF FUNDING:

No Budgetary Impact

ATTACHMENTS:

[Ordinance](#)

[Policy and Finance Committee Report \(June 3, 2026\)](#)

[Policy and Finance Committee Meeting Minutes Excerpt \(June 3, 2026\)](#)