



Dear Applicant,

Thank you for choosing the City of Watauga as the future location for your massage establishment! The City Secretary's Office welcomes you and hopes to make the application process clear and expedient.

Attached you will find the following: Article VI of the Code of Ordinances, fee schedule, and the Massage Therapist Application. The information provided will give you an insight to the application, licensing and registration process.

In following with the requirements set forth per Section 22-252 (b) in the Code of Ordinances, your application to operate a massage establishment in the City of Watauga will need to be placed on a city council agenda for consideration and approval by the City Council. After initial approval, the application will need to be renewed every year in December.

If your application is not approved by the City Council, then no application may be filed by the same person, firm or corporation for a period of six (6) months from the date of rejection by the City Council.

As outlined per Section 22-253 in the Code of Ordinances, the annual license fee shall be an amount as set forth in the fee schedule in section 12-22(i)(1). If said license is obtained between January 1 and June 30 of any year, the full amount of said fee shall be paid. If said license is obtained between July 1 and December 31 of any year, the fee shall be one-half of said amount. No refund shall ever be made of any such license fee.

As specified per Section 12-22(i)(1) in the Code of Ordinances, the annual license fee shall be \$125.00. If said license is obtained between January 1 and June 30 of any year, the full amount of said fee shall be paid. If said license is obtained between July 1 and December 31 of any year, the fee shall be one-half of said amount. No refund shall ever be made of any such license fee. It is further stipulated that said license fee is for a period of 12 months from January 1 to December 31, and it shall be necessary to renew said license each year at the fee established of \$125.00 per year.

Please note that City Council meetings are held once per month, therefore, your application should be submitted to the City Secretary's Office two (2) weeks before the council meeting at which you wish to have your application considered. Please review the checklist provided prior to submitting your application and fee.

If you have any questions, please contact the City Secretary's Office via email cs0@wataugatx.org or phone 817-514-5812.

Once again, thank you for your interest in being part of the City of Watauga!



MESSAGE ESTABLISHMENT APPLICATION CHECKLIST

- Written application in letter form per Section 22-252
- Fee of \$125 per Section 12-22 (i) (1)
(Check, cash, money order or credit/debit card is accepted)
- Massage Therapist Application with:
 - fingerprint on file for each applicant
 - *Fingerprints- <https://uenroll.identogo.com/workflows/11GF85>
 - copy of valid Texas Identification Card for each applicant
 - copy of State Massage License for each applicant
- Proof of Zoning approval



Massage Therapist Application

7105 Whitley Road
Watauga, Texas 76148
(817) 514-5800

Name: _____

Assumed Name: _____

Address: _____

Phone Number: _____

Place of Birth: _____

Places of Former Residence:

From	To	Address
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

() Driver's License State/Number _____

() Health Certificate State/Number _____

() Employee License State/Number _____

() Fingerprint Results

Sec. 12-22. - Chapter 22, Licenses, permits and business regulations.

- (a) *Fee for release of sealed coin-operated machine.* A fee of \$15.00 is hereby levied for the release of any machine or table sealed as provided in chapter 22, article VIII for the nonpayment of tax.
- (b) *Occasional, estate and garage sales.*
 - (1) *Permit.* The occasional and garage sale permit fee shall be \$8.00 per application.
 - (2) *Permit.* The estate sale permit fee shall be \$20.00 per application.
 - (3) *Additional city issues signs.* Two dollars per sign. Estate sales may use their own signs at no additional cost or purchase up to five signs from city.
- (c) *Permit for home child care facility.*
 - (1) Each permit granted pursuant to chapter 22, article III shall expire on December 31 of the year in which the permit is issued. A permit fee of \$75.00 shall be charged for each full year or a prorated fee shall be charged if less than a full year is applicable when the permit is first issued. An additional charge will be payable to cover costs of notification of propertyowners.
 - (2) An existing permit may be renewed by payment of the \$50.00 annual fee on or before January 15 of each succeeding year unless the permit has been otherwise cancelled by city council. Failure to pay the annual renewal fee on or before January 15 shall act as an automatic cancellation of the permit and the permit holder shall immediately cease its operation.
- (d) *Permit for child care facility in commercial zone.* Said business shall be required to pay a permit fee of \$100.00 for each calendar year ending December 31 of each year or a proration thereof. Said sum is due and payable by January 15 of each year.
- (e) *Itinerant vendor permit.* \$100.00 itinerant vendor's filing fee for the company or individual making the request and an additional \$15.00 per employee licensed under the company name. Valid for a period of 90 days.
- (f) *Door-to-door solicitor permit.* For itinerant vendors limiting their operations to door-to-door solicitation of sales or orders of merchandise and services: \$100.00 filing fee for the company or individual making the request and an additional \$15.00 per solicitor licensed under the company name. Valid for a period of 30 days.
- (g) *Junk dealer, secondhand dealer license.* \$100.00 per application.
- (h) *Flea market license.* The annual license fee for license under chapter 22, article V shall be \$100.00 paid in advance.
- (i) ***Massage establishment license and health certificate.***
 - (1) The annual license fee shall be \$125.00 for each such establishment. If said license is obtained between January 1 and June 30 of any year, the full amount of said fee shall be

paid. If said license is obtained between July 1 and December 31 of any year, the fee shall be one-half of the said amount. No refund shall ever be made of any such license fee. It is further stipulated that said license fee is for a period of 12 months from January 1 to December 31, and it shall be necessary to renew said license each year at the fee established of \$125.00 per year.

- (2) Every person who operates a massage establishment and who is required to have a certificate of health, when issued by the city health officer, shall pay the sum of \$2.00 for the issuance of such certificate of health.
- (j) *Sexually oriented business license.* Each initial application for a license or a license renewal shall be accompanied by a cashier's check or money order, payable to the city, in the amount of \$2,000.00, which shall be commensurate with the cost associated with the administration and processing of the permit application. Renewal application fees are set at \$150.00. Such fees shall be nonrefundable.
- (k) *Taxicab street rental fee.* As compensation or a rental or license fee for the privilege of operating upon and using the public streets and thoroughfares of the city, and conducting and carrying on the business of transporting passengers for compensation on and over the streets and thoroughfares in taxicabs, each holder of a franchise granted under the terms of Chapter 22, article XII shall pay to the city at the office of the city secretary an amount equivalent to two percent of the gross revenues derived from the operation of the taxicabs operated by him. Such amount shall be paid monthly for each calendar month on or before the 15th of each succeeding calendar month. Such compensation shall be in lieu of all other fees to be paid by taxicab operators imposed by any other ordinance now in force, but shall not be construed to be in lieu of any validity assessed ad valorem taxes.
- (l) *Taxicab driver permit.* If the chief of police of the city deems it advisable, he shall make such additional investigations of the applicant as he deems necessary to ascertain whether or not he is a fit and proper person to drive a taxicab in the city. If, after examining such applicant and obtaining such information as he deems advisable, the chief of police is satisfied that the applicant is a fit and proper person to drive a taxicab in the city, then, upon the payment of a fee of \$5.00 by the applicant, the chief of police of the city shall cause to be issued to such applicant a permit to drive taxicabs in the city. Each permit issued shall expire on December 31 following the date of issuance.
- (m) *Single-family dwelling rental units.*
 - (1) *Reinspection fees.* If a reinspection is necessary and the reinspection reveals that violations have not been corrected, subsequent inspection shall result in a reinspection fee of \$50.00 for the initial reinspection, \$75.00 for the next reinspection, if so needed, and \$100.00 for each reinspection thereafter.
 - (2) *Annual permit fee.* Applications for permit shall include an annual permit fee of \$100.00.

- (3) *Early move-in fee.* A fee of \$100.00 will be due from the owner of the single-family dwelling rental unit if a tenant moves in to the dwelling before inspection or application for permit has been made.
- (n) *Mobile food vendor unit certificate of occupancy permits.* The fees for certificates of occupancy permits for mobile food vendor units shall be:
 - (1) *Annual permit.* The fee for an annual permit shall be \$300.00 for the initial issuance of the permit. The fee for a renewal of an annual permit shall be \$150.00. If an annual permit is not renewed within six months of the expiration of the previous annual permit issued for a mobile food vending unit, the applicant must pay the initial issuance fee of \$300.00 to apply for a new annual permit.
 - (2) *Seasonal permit.* The fee for a seasonal permit shall be \$200.00 for the initial issuance of the permit. The fee for a renewal of a seasonal permit shall be \$100.00. If a seasonal permit is not renewed within six months of the expiration of the previous seasonal permit issued for a mobile food vending unit, the applicant must pay the initial issuance fee of \$200.00 to apply for a new seasonal permit.
 - (3) *Temporary permit.* The fee for a temporary permit shall be \$75.00 for each permit, but may be waived if the permit is issued in connection with a city sponsored event.
 - (4) *Amended permit.* The fee to change authorized operating locations or add additional authorized operating locations to a mobile food vendor unit certificate of occupancy permit shall be \$25.00 for each amendment of the permit.

(Code 2001, § 4.503; Code 2010, §§ 4.04.006(7), A3.012, A6.002—A6.011, A6.013, A6.014; Ord. No. 1568, § II, 7-28-2014; Ord. No. 1640, § I, 3-27-2017; Ord. No. 1652, § II, 2-26-2018)