

MASTER FEE SCHEDULE
PLANNING / BUILDING INSPECTIONS

	DEPARTMENT	BASIS/COMMENTS	Fee Effective 2/2/21
	PUBLIC WORKS		
1	ZONING & RELATED FEES		
2	Preliminary plat	Per plat.	\$ 250.00
3	Final plat - residential	Base Fee + \$5.00 per lot.	\$ 500.00
4	Final plat - apartment	Base Fee + \$10.00 per unit.	\$ 500.00
5	Final plat - other	Base Fee + \$50.00 per acre.	\$ 500.00
6	Replat	Per plat.	\$ 500.00
7	Filing Plat at Dallas County	Per plat. This fee is applied in the event the property owner has not filed the plat with Dallas County within 60 days of approval by Planning & Zoning Commission.	Actual Cost +10% Courier Fee
8	Planned Development Site Plan Review	To ensure site plan meets City Zoning Ordinance & Subdivision Regulations	\$ 250.00
9	Zoning change - planned development	Per development.	\$ 1,050.00
10	Zoning change - single residential lot		\$ 500.00
11	Zoning change - Special Use Permit (SUP)		\$ 1,150.00
12	Zoning change - all others		\$ 1,050.00
13	Comprehensive Plan	Per book	\$ 50.00
14	Maps (black/white copy)	Per sheet	\$ 5.00
15	Street signs (2 signs, 1 pole)	Per assembly; installed	\$ 75.00
16	Blue fire buttons	Each	\$ 10.00
17	Zoning Verification Letter	Each	\$ 50.00
18	Right-of-Way Abandonment	Each application	\$ 250.00
19	Pre-Development Meeting	To review City requirements prior to starting their business	\$ -
20	CERTIFICATES OF OCCUPANCY		
21	New building		\$ 25.00
22	Existing building	For each new occupant or change in occupancy or ownership.	\$ 125.00
23	Clean & Show Permit	For landlord to get power turned on prior to tenant occupancy	\$ 50.00
24	Utility Verification Permit	For when a Commercial company changes electric providers or needs to get re-connected following a shut-off. This requires a City inspection.	\$ 50.00
25	Changes	Certificate replacement	\$ 10.00
26	Group Home	One-time fee. Housing occupied by groups of unrelated individuals with disabilities, which may or may not be provided by organizations that also offer various services for individuals with disabilities living in the homes and are licensed by the state, in which a reasonable accommodation and certificate of occupancy has been issued prior to operating if such home has four or more persons occupying the dwelling unit.	\$ 500.00
27	Annual Group Home Inspection Fee	Annual group home inspection fee per Ordinance Section 12C-12	\$ 150.00
28	PLAN REVIEW	RESIDENTIAL PLAN REVIEW - NEW CONSTRUCTION	
29	Total Square Feet		
30	1001 - 1500		\$ 75.00
31	1501 - 2000		\$ 100.00
32	2001 - 2500		\$ 125.00
33	2501 - 3000		\$ 150.00
34	3001 - 3500		\$ 200.00
35	3501 - 4000		\$ 225.00
36	4001 or more	\$225 plus 0.05 per each additional square foot	See Comments
37	BUILDING PERMITS	RESIDENTIAL NEW CONSTRUCTION	
38	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated permit fee	
39	Total Square Feet		
40	1001 - 1500		\$ 1,400.00
41	1501 - 2000		\$ 1,504.00
42	2001 - 2500		\$ 1,731.55

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43	2501 - 3000		\$ 1,959.10
44	3001 - 3500		\$ 2,186.65
45	3501 - 4000		\$ 2,414.20
46	4001 or more	\$2,414.50 plus 0.50 per each additional square foot	See Comments
47	BUILDING PERMITS	RESIDENTIAL REMODEL- ADDITIONAL SQFT TO MAIN STRUCTURE	
48	Total Square Feet		
49	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated permit fee	
50	0-250		\$ 175.00
51	251-500		\$ 325.00
52	501-1000		\$ 600.00
53	1001-1500		\$ 875.00
54	1501-2000		\$ 1,075.00
55	2001-2500		\$ 1,375.00
56	2501 -3000		\$ 1,575.00
57	3001 or more	\$1,575 plus 0.40 per each additional square foot	See Comments
58	PLAN REVIEW	COMMERCIAL BUILDING REVIEW	
59	Plan Review	Commercial Review for new construction. Max \$25,000.00	50% permit cost
60	BUILDING PERMITS	NEW COMMERCIAL BUILDING	
61	Total Square Feet		
62	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated permit fee	
63	0-1,500	per square foot	\$ 4.00
64	1,501-2,500	per square foot	\$ 3.60
65	2,501-3,500	per square foot	\$ 2.95
66	3,501-4,500	per square foot	\$ 2.75
67	4,501-5,500	per square foot	\$ 2.55
68	5,501-6,500	per square foot	\$ 2.45
69	6,500 or more	per square foot	
70	6,501-15,000	per square foot	\$ 2.00
71	15,001-35,000	per square foot	\$ 1.15
72	35,001 or more	per square foot. Maximum Fee is \$50,000.00	\$ 0.50
73	BUILDING PERMITS	COMMERCIAL BUILDING REMODEL	
74	Total Square Feet		
75	Work Done Without Permit	Work performed without permit when a permit is required- double the calculated permit fee	
76	0-1,500	per square foot	\$ 0.35
77	1,501-2,500	per square foot	\$ 0.30
78	2,501-3,500	per square foot	\$ 0.28
79	3,501-4,500	per square foot	\$ 0.26
80	4,501-5,500	per square foot	\$ 0.24
81	5,501-6,500	per square foot	\$ 0.23
82	6,500 or more	per square foot	
83	6,501-15,000	per square foot	\$ 0.22
84	15,001-35,000	per square foot	\$ 0.20
85	35,001 or more	per square foot. Maximum Fee is \$50,000.00	\$ 0.15
86	INSPECTIONS / PLAN REVIEW		
87	Commercial Pool/Spa Inspection Fee	Inspected 4 times a year	\$ 200.00
88	Inspections outside normal business hours (2 hour minimum)	All charges per hour or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.	\$ 50.00
89	Reinspection fees	Inspection required after failure to comply with first notice of violation	\$ 50.00
90	Inspections for which no fee is specifically indicated (half-hour minimum)		\$ 50.00

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91	Additional plan review required by changes, additions, or revisions to plans (half-hour minimum)		\$ 50.00
92	Use of outside consultants for plan checking and inspections or both	To include administrative and overhead costs.	Actual Cost
93	CONTRACTOR REGISTRATION		
94	General Contractor Registration - fence, concrete, sign, landscape irrigation installer, solar, backflow inspector (BPAT)	Annual Fee - requires \$100,000 liability insurance	\$ 100.00
95	ELECTRICAL PERMITS	Unrelated to new construction or remodeling.	
96	Electrical work done with no permit	Work performed without permit when a permit is required - double the calculated permit fee	
97	Service change		\$ 75.00
98	Meter change		\$ 75.00
99	PLUMBING PERMITS	Unrelated to new construction or remodeling.	
100	Plumbing work done with no permit	Work performed without permit when a permit is required - double the calculated permit fee	
101	First fixture		\$ 30.00
102	Sewer relay		\$ 75.00
103	Gas line relay		\$ 75.00
104	Water heater installation		\$ 75.00
105	Water treatment system installation		\$ 75.00
106	Backflow device inspection		\$ 75.00
107	Landscape Irrigation Installation		\$ 100.00
108	Gas Test & minor repair		\$ 75.00
109	Grease Trap		\$ 100.00
110	Sand Trap		\$ 100.00
111	Steam boiler installation		\$ 30.00
112	AIR CONDITIONING PERMITS	Unrelated to new construction or remodeling.	
113	HVAC Done Without Permit	Double the calculated project fee	
114	Mechanical - Repair or Alteration		\$ 75.00
115	Residential New HVAC system	per system	\$ 75.00
116	Commercial New HVAC system		\$ 150.00
117	Walk-In Cooler Installation		\$ 75.00
118	MISC. PERMITS / FEES	Including all trades, if applicable.	
119	Work Done Without Permit	Double the calculated permit fee	
120	Residential Remodel, repair, or alteration to existing house (excludes an increase in sq ft)		\$ 125.00
121	Solar		\$ 150.00
122	Foundation		\$ 150.00
123	Swimming pool, >5,000 gal.		\$ 75.00
124	Spa / hot tub / Pool (above ground, 24" deep or greater)		\$ 75.00
125	Type B Accessory building 0-400 sqft	no MEP included, separate permit required	\$ 75.00
126	Type A Accessory building >400 sqft	no MEP included, separate permit required	\$ 150.00
127	Roof Shingle Replacement - Residential	Greater than 1 bundle of shingles replaced (33 SF)	\$ 75.00
128	Roof Decking Replacement - Residential		\$ 150.00
129	Roof Shingles/ Composition Replacement - Commercial	Greater than 1 bundle of shingles replaced (33 SF)	\$ 150.00
130	Roof Decking Replacement - Commercial		\$ 300.00
131	Thermoplastic Olefin (TPO)	New Roof	\$ 450.00
132	All concrete: sidewalk, driveway approach and non residential parking lot	per square foot, Maximum \$250 on Residential, and \$1000.00 on Commercial	\$ 0.50
133	Asphalt Street tie-in to concrete drive approach	Per linear foot	\$ 6.00
134	Structure moving, within City limits	Code of Ordinances Section 5-58	\$ 100.00
135	Structure moving, into City	Code of Ordinances Section 5-58	\$ 100.00

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136	Construction Trailer	To set a construction trailer on a job site	\$ 100.00
137	Building demolition		\$ 100.00
138	Gasoline fuel tanks		\$ 150.00
139	Tent or canopy	Four permits per year, 14 days each	\$ 25.00
140	Residential Fence		\$ 75.00
141	Commercial Fence	3 inspections required	\$ 225.00
142	Storage Containers	Annual Fee - two permits per year, 15 days each	\$ 25.00
143	Occasional sale / residential garage sale	Four permits per year, two each six-month period	No charge
144	Parking lot and/or tent sale	Four permits per year, 14 days each	\$ 50.00
145	Seasonal sale		\$ 50.00
146	Seasonal garden center		\$ 50.00
147	Handbill registration application	Per year.	\$ 50.00
148	Handbill permit, one day		\$ 15.00
149	Handbill permit, one week		\$ 40.00
150	Handbill permit, one year		\$ 400.00
151	Administrative Fee	Contracting for abatement of Code Violation per Occurrence; minimum charge of \$100	\$100 or 10% of cost, whichever is higher
152	Vacant building registration	Annual Fee	\$ 125.00
153	Vacant building inspection	Annual Fee- \$50.00, plus an additional \$0.01 per square foot over 5,000 ft. Late fee—additional \$50.00 for every 30th day the registration is late.	\$50 or \$0.01/sf whichever is higher
154	Vacant building registration late fee	Additional \$50.00 for every 30th day the registration is late.	See Comments
155	Residential Rental Property Registration	Registration, Inspection, and RCO	\$ 75.00
156	Residential Rental Property Registration	Annual fee per single-family, duplex, or townhouse rental unit	\$ 25.00
157	Residential Ownership Change Fee	Upon change of ownership with a registration year	\$ 10.00
158	Residential Rental Property Certificate of Occupancy	Per occupancy, once every two years or with every new tenant, whichever occurs first	\$ -
159	Rental Certificate of Occupancy Replacement Fee	Replacement of lost, destroyed or mutilated Rental Certificate of Occupancy	\$ 10.00
160	Rental Registration Late Fee	If any registration renewal or owner change is over 30 days after the due date or if an inspection date is not scheduled within 30 days of registration or last failed inspection.	\$ 50.00
161	Street name change Request	Cost to file application and to bring case to Council for approval	\$ 125.00
162	Street Name Change - Sign Fabricate & Install	Cost varies based on size of signs and number of signs needed.	Reimburse City Actual Cost
163	SMALL CELL AND NETWORK NODES		
164	Small Cell/Network node application fee	1-5 network nodes	\$ 500.00
165	Small Cell/Network node application fee	Additional network nodes beyond 5, each	\$ 250.00
166	Small Cell/Network node application fee	Each pole to be erected	\$ 1,000.00
167	Small Cell/Network node annual user fee	Each network node	\$ 250.00
168	Transport Facility monthly user fee	Each network node in right-of-way providing backhaul	\$ 28.00
169	Collocation on city poles annual user fee	Each pole	\$ 20.00
170	FOOD ESTABLISHMENT FEES		
171	Health permit		
172	Class 1A (full service restaurants with dining area, and supermarkets without a deli/bakery in the store)	Per fiscal year.	\$ 425.00
173	Class 2A (ex. Supermarkets with deli/bakery, fast food establishments, convenience stores, variety stores, mobile vendors, day care and schools)	Per fiscal year.	\$ 250.00
174	Class 3A (Seasonal Establishments)	Per fiscal year.	\$ 175.00
175	Retail	Per fiscal year.	\$ 250.00
176	All large retail stores will be assessed separate permit fees for each operational function		\$ -

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	DEPARTMENT	BASIS/COMMENTS	Fee Effective 2/2/21
177	Meat Market	Per fiscal year.	\$ 250.00
178	Deli	Per fiscal year.	\$ 250.00
179	Seafood	Per fiscal year.	\$ 250.00
180	Restaurant	Per fiscal year.	\$ 250.00
181	Bakery	Per fiscal year.	\$ 250.00
182	School cafeteria	Per school cafeteria per fiscal year.	\$ 250.00
183	Temporary food permit, first day		\$ 25.00
184	Temporary food permit, additional day	Not to exceed 10 days.	\$ 5.00
185	Re-check fee, all classifications		\$ 100.00
186	Health Permit Late fees		
187	After October 10 of fiscal year	First late fee	\$ 50.00
188	Every 10 days thereafter	in addition to the First \$50.00 late fee	\$ 50.00
189	Not received by November 1st	Will result in establishment closure.	\$ 100.00
190	New Establishment or change of ownership administrative fee in addition to Health Permit		\$ 35.00
191	APARTMENT COMPLEX LICENSING		
192	License fee	Per dwelling unit. Due on or before last working day of preceding year.	\$ 15.00
193	License replacement fee	Fees for licenses issued during year pro-rated.	\$ 10.00
194	Late fee	For each month or part of the month that a license fee has not been received.	\$ 100.00
195	Reinspection fee	Per reinspection of noted violation	\$ 20.00
196	SIGN PERMITS		
197	Reface		\$ 75.00
198	Pole signs		\$ 150.00
199	Monument		\$ 150.00
200	Wall signs		\$ 75.00
201	Lighted sign, electrical fee		\$ 150.00
202	Flags	3 flags per lot - insignia, decorative, governmental.	No charge
203	Pennant	14 day limit; within first 90 days of certificate of occupancy.	No charge
204	BANNER FEES		
205	Erect banner	Each 30 day period; not to exceed 90 days per year.	\$ 25.00
206	Grand Opening banner	14 day limit; within first 90 days of certificate of occupancy.	No charge
207	TREE PRESERVATION FEES		
208	Removal of dead, diseased, or damaged tree		No charge
209	Removal of protected trees and/or review of tree preservation plan in conjunction with building permit. (Applicable mitigation charges still apply)		No charge
210	Application for tree removal (Applicable mitigation charges still apply)		\$ 100.00
211	Review of tree preservation plan		\$ 100.00
212	All others		\$ 100.00
213	VARIANCE REQUESTS		
214	Board of Adjustment	Per request. Cost to bring a case to ZBA.	\$ 125.00
215	Sign Control Board	Per request. Cost to bring a case to Sign Control Board	\$ 100.00
216	Letter preparation		\$ 7.50