



Final Plat Checklist Requirements

Application: Original completed application signed and notarized by the owner of the property. All documents on this checklist must be submitted electronically.

Proof of Ownership: Proof of ownership of the property will need to be provided. This could be closing documentation from purchasing the property or a copy of the deed to the property.

Purposed Plat: An electronic copy of the purposed plat is required with submittal of the application. The city requires 1 mylar and 2 copies to file with the Kaufman County Clerk's Office after the final plat has been approved. ***18 X 24 per Kaufman County requirements***

Survey: A copy of the property survey will be required.

Legal Description of the property: Documentation stating the legal metes and bounds of the property is required.

Current Tax Certificate: A current original tax certificate obtained from the Kaufman County Clerk's office will be required as proof that all taxes are current on the property.

Application Fee: The application fee for a final plat review is **\$350 + \$10 per acre**. The application fee shall be paid before the application is considered complete, which will include fees for filing the final plat at the Kaufman County Clerk's Office.

See below for additional fees.

\$100 – City Administrative Processing Fee

\$25 - Per Tax Certificate filed with Kaufman County

\$75 - Per page of a plat filed with Kaufman County

Please refer to the Development Fee Schedule included in this packet.

If you have any questions, please call 972-427-3771 and speak to the Planning & Zoning Department.



City of Crandall Development Application

- | | |
|---|--|
| <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Specific Use Permit |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Site Plan |
| <input type="checkbox"/> Replat | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Amending Plat | <input type="checkbox"/> Zoning Change |
| <input type="checkbox"/> Minor Plat | |

Project Information:

Project Name: _____

Project Address: _____

Existing Zoning: _____ Proposed Zoning: _____

Existing Use: _____ Proposed Use: _____

Gross Acres: _____

Applicant Information:

Applicant: _____

Company: _____ Email: _____

Address: _____

Property Owner: _____

Company: _____ Email: _____

Address: _____

SIGNATURE OF PROPERTY OWNER OR APPLICANT:

Signature: _____
(Letter of Authorization is required if signature is other than property owner)

Print Name: _____
Known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that they executed the same for the purpose and consideration expressed and in the capacity therein stated.

Departmental Use Only:

Project#: _____

Payment Date: _____

Total Fee(s): _____

Receipt#: _____

Date sent to
City Planner/City Engineer: _____

Accepted By: _____

Given under my hand and seal of office on this _____ day of _____ 2025.

Notary Public

facilities, including without limitation the water facilities, wastewater facilities, transportation, drainage and other master facilities plans;

- (d) The proposed provision and configuration of roads, water, wastewater, drainage and park facilities, and easements and rights-of-way are adequate to serve the subdivision; and
- (e) No application made under these provisions will receive final approval until all taxes owed to the City of Crandall on the subject property have been paid in full.

(5) Expiration and Extension

(a) Expiration

The approval of a preliminary plat shall remain in effect for a period of two (2) years from the date the application was approved or conditionally recommended by the Commission and approved by the City Council, during which period the applicant shall submit and receive approval for a final plat for any portion of the land subject to the preliminary plat. If a final plat has not been approved within the two (2)-year period, the preliminary plat approval, unless extended, shall expire and the plat shall be null and void.

(b) Extension

At the request of the property owners or their representative, the expiration date for approval of a preliminary plat may be extended by the Commission for a period not to exceed six (6) months. A preliminary plat is not subject to reinstatement following expiration.

(6) Revisions Following Approval of Preliminary Plat

(a) Minor Changes

Minor changes in the design of the subdivision subject to a preliminary plat may be incorporated in an application for approval of a final plat without the necessity of filing a new application for approval of a preliminary plat. Minor changes shall include adjustment in street or alley alignments, lengths, and paving details, and adjustment of lot lines that do not result in creation of additional lots, provided that such changes are consistent with any approved prior applications.

(b) Amendments

All other proposed changes to the design of the subdivision subject to an approved preliminary plat shall be deemed major amendments that require submittal and approval of a new application for approval of a preliminary plat before approval of a final plat. Approval of major revisions to an approved preliminary plat shall occur prior to the date any approved subdivision master plan would have expired for the same land.

I. FINAL PLAT

(1) General

Where required by SECTION 8J, a final plat shall be prepared and submitted in accordance with this SECTION 8I.

(2) Submittal Requirements for Final Plat

An application for a final plat shall include the following information and documents:

(a) Completeness Requirements

- 1) Appropriate fees;
- 2) Application signed and notarized by owner;
- 3) Agent authorization letter;
- 4) Letter of approval from the City Engineer approving all public infrastructure construction plans;
- 5) Legal metes-and-bounds description;
- 6) Final plat checklist;
- 7) Traffic Impact Analysis Determination form;
- 8) Tree survey;
- 9) 15 folded black-line or blue-line copies at 18"X24" or 24"X36";
- 10) One (1) folded 11"X17" reduction of each exhibit;
- 11) One (1) CD containing a digital copies of the plat in CAD .dxf or dwg and .pdf format;
- 12) Completed application for street name approval; and
- 13) Certified copy of a tax certificate for the subject property.

(b) Technical Requirements

- 1) Location/Vicinity map with north arrow;
- 2) Title block located in lower right corner including subdivision name, acreage, complete legal description including survey name and abstract number, City, county and preparation date;
- 3) County recording block;
- 4) Legend, if abbreviations or symbols are used;
- 5) Name, address and phone number of owner, developer, applicant, and surveyor;
- 6) North arrow;
- 7) Graphic and written scale (minimum 1"=100');
- 8) Surveyed property boundaries with bearings and distances;
- 9) Legal metes-and-bounds description with calls matching boundary bearings and distances;
- 10) Lot dimensions including bearing and distances;

- 11) Provide lot and block numbers for every lot (numbers only);
- 12) List the total number of buildable lots;
- 13) Front building setback lines along roadways (provide typical detail of setbacks, including corner lots);
- 14) Show proposed street names;
- 15) Location of significant natural features, including floodplains, water courses and wooded areas;
- 16) Provide recording information for any existing easements (water, sanitary sewer, storm drainage, electric, telephone, gas, cable television, fire lanes, etc.) and rights-of-way. Provide all bearing and distance information on proposed easements including easements filed by separate instrument;
- 17) For residential subdivisions, a minimum of two (2) points of public access to existing public streets;
- 18) Areas to be dedicated or reserved for right-of-way including dimensions, area and providing bearings and distances of centerline;
- 19) Location of existing and proposed FEMA 100-year floodplain limits with elevations;
- 20) Identify all boundary survey monumentation on the plat. Tie proposed tract to the parent tract monumentation with bearings and distances;
- 21) Boundary lines and acreage of the land to be dedicated to the City for public park land;
- 22) Boundary lines and acreage of land proposed for private park including note indicating ownership and maintenance responsibility;
- 23) Subdivision name, owner name and address, and recording information for all adjacent properties;
- 24) For residential subdivisions, a one-foot (1') non-access easement where the rear, front, or side of the property abuts a major or minor arterial;
- 25) Location of City limits boundary and/or County boundary if they traverse the subdivision, form part of the boundary of the subdivision or are contiguous to such boundary;
- 26) Provide letter from TxDOT regarding drainage and access adjacent to TxDOT right-of-way;
- 27) Any additional information as requested to clarify the proposed development;
- 28) Provide the following notes:
 - a) Notice: Selling a portion of this addition by metes and bounds is a violation of City ordinances and State law and is subject to fines and withholding of utilities and permits;

- b) According to Flood Insurance Rate Map, Panel _____, dated _____, a 100-year floodplain {does or does not} exists on this site;
- c) If floodplain exists on the property, provide a note stating that the finished floor elevation (FFE) of any structures shall be one foot (1') above the 100-year flood elevation;
- d) All private open space, common areas, greenbelts, drainage easement, etc., are the responsibility of the developer or its successors and/or assigns;
- e) Utility note (where applicable);
- f) Any applicable notes required by TxDOT;
- g) Note stating that proposed park land to be dedicated to the City will be dedicated by a general warranty deed upon acceptance of the subdivision by the City;
- h) State any and all waivers requested for the plat; and
- i) State any and all approved or requested waivers; and

29) Provide the following acknowledgements and certificates:

- a) Owner's Acknowledgement

State of Texas

County of _____

I (we) the undersigned, owner(s) of the land shown on this plat, _____ and _____ designated herein as the _____ subdivision to the City of Crandall, Texas and whose name is subscribed hereto, hereby dedicate for the use of the public forever all streets, alleys, parks, water courses, drains, easements and public places thereon shown for the purpose and consideration therein expressed.

State of Texas

County of _____

Before me, the undersigned authority, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for purposes and considerations therein stated.

Given under my hand and seal of office this _____ day of _____ 20__

(seal) _____

Notary Public,

_____ County, Texas

b) Certification by City Engineer

I, the undersigned, City Engineer of the City of Crandall, Texas hereby certify that this subdivision plat conforms to all requirements of the subdivision regulations of the City as to which this approval is required.

(seal) _____

City Engineer

c) Approval of City Planning and Zoning Commission

This plat of the _____ subdivision has been submitted to and considered by the City Planning and Zoning Commission of the City of Crandall, Texas and is hereby approved by such Commission.

Dated this ____ day of _____, 20__

By: Chairperson _____

Secretary _____

d) Certificate of Platting Surveyor

State of Texas

County of _____

I, the undersigned, a registered professional land surveyor in the State of Texas, hereby certify that this plat is true and correct and was prepared from an actual survey of the property made under my supervision on the ground.

(Surveyor's Seal) _____

Registered Professional Land Surveyor

e) Certificate of Platting Engineer

State of Texas

County of _____

I, the undersigned, a licensed professional engineer in the State of Texas, hereby certify that proper engineering consideration has been given to this plat.

(Engineer's Seal) _____

Licensed Professional Engineer

f) County Recording Block

State of Texas

County of _____

I, _____, County Clerk of Kaufman County, do hereby certify that this plat was filed for record in my office on the ____ day of _____

AD _____ at _____ M, and duly recorded the _____ day of _____ AD _____ at _____ M, in the records of _____ county, in book volume _____ page _____ in testimony whereof, witness my hand and official seal of office, this _____ day of _____ AD, 20____.

County Clerk, Kaufman County, Texas

By: _____

g) Utility Provider Certification

This _____ subdivision _____ plat _____ of _____ the _____ subdivision _____ has _____ been submitted to and approved by _____ for sewer service availability.

Agent for _____

This subdivision plat of the _____ subdivision has been submitted to and approved by ONCOR for easements.

Agent for Utility Provider

J. FINAL PLAT PROCESS

(1) Applicability

(a) The provisions of this section are authorized under LGC Chapter 212 and shall be applicable to all areas within the City's limits and throughout the City's ETJ. A final plat is required to assure that the division or development of the land subject to the plat is consistent with all standards of this UDC pertaining to the adequacy of public facilities, that public improvements to serve the subdivision or development have been installed and accepted by the City or that provision for such installation has been made, that all other requirements and conditions have been satisfied or provided for to allow the plat to be recorded, and to assure that the subdivision or development meets all other standards of this UDC to enable initiation of site preparation activities for any lot or tract subject to the plat. Approval of a final plat shall be required prior to any non-exempt division of land and prior to any site preparation activities for a lot or tract of land that requires installation of public improvements on or adjacent thereto.

(b) A final plat may be submitted for any phase of development consistent with an approved preliminary plat.

(2) Application Requirements

(a) Application Required

Any request for a final plat shall be accompanied by an application prepared in accordance with the Development Standards.

(b) Accompanying Applications

An application for a final plat shall be accompanied by a letter of approval from the City Engineer and/or the City Manager approving the public infrastructure improvement construction plans showing details of streets, alleys, culverts, bridges, storm sewers, water mains, sanitary sewers and other engineering details of the proposed subdivision. Such plans shall be prepared by a licensed professional engineer and shall conform to the standard specifications established by the City. Approval of any public infrastructure improvement plans is required prior to final plat application.

(3) Processing of Application and Decision

(a) Submittal

An application for a final plat shall be submitted to the City Manager. The City Manager shall review the application for completeness in accordance with SECTION 4B(2) of this UDC. The City Manager shall forward a copy of the plat to other appropriate City employees or consultants for review and recommendation. The City Manager shall notify the applicant of items requiring correction or attention before providing a recommendation on the application. After appropriate review, the City Manager shall forward a written recommendation to the Commission for consideration.

(b) Decision by the Planning and Zoning Commission

The Commission shall receive the written recommendation of the City Manager and shall consider the proposed final plat. The Commission shall act on the plat within thirty (30) days after the date a complete application is filed. The Commission must approve a final plat that is required to be prepared in accordance with this section and that satisfies all applicable regulations of this UDC. The Commission may vote to approve with conditions or deny a final plat that does not satisfy all applicable regulations of this UDC. The applicant may appeal the decision of the Commission to the City Council for consideration. The City Council shall act on an appeal within thirty (30) days after the date of the Commission's action.

(4) Criteria for Approval

The Commission, in considering final action on a final plat, should consider the following criteria:

- (a) The final plat conforms to the approved preliminary plat, except for minor changes that may be approved without the necessity of revising the approved preliminary plat;

- (b) The plat is consistent with the phasing plan approved with the preliminary plat (where applicable); and
 - (c) The final layout of the subdivision or development meets all standards for adequacy of public facilities contained in this UDC.
- (5) Expiration and Extension
- (a) Expiration

The approval of a final plat shall remain in effect for a period of two (2) years from the date the application was approved or conditionally recommended by the Commission and approved by the City Council, during which period the applicant shall submit any required revisions for approval and recordation of the plat. If the final plat has not been recorded within the two (2) year period, the final plat approval, unless extended, shall expire and the final plat shall be null and void.
 - (b) Extension

At the request of the property owners or their representative, the expiration date for approval of a final plat may be extended by the Commission for a period not to exceed six (6) months. A final plat is not subject to reinstatement following expiration.
- (6) Revisions to Final Plat
- (a) Approved Final Plat

An applicant may make minor changes to an approved final plat to reflect changes arising from installation of public improvements thereafter, provided that the approved final plat has not been recorded and that approval of the revised final plat occurs prior to expiration of approval of the initial final plat application. The City Manager is authorized to approve minor changes to an approved final plat. If the approved final plat has been recorded, an amending plat or replat must be approved and recorded.
 - (b) Conditionally Approved or Denied Plat

Following conditional approval or denial of a final plat application, the applicant may submit a revised final plat application, together with any revised public infrastructure improvement construction plans, for approval. The City Manager is authorized to approve revisions required for conditional approval of the final plat. Revisions to a plat which was denied by the City Manager shall be reviewed by the Commission. Approval of a revised plat is required prior to the original expiration date of any approved preliminary plat for the same land.

 - 1) Filing of security in lieu of completing construction shall be in accordance with this UDC. Where public infrastructure improvements have been installed prior to recording of the plat, the property owner shall submit a maintenance bond from each contractor, three (3) sealed sets of "as built" plans or record drawings, and one (1) CD

containing a digital copy of all plans (in a format as determined by the Department of Public Works), together with a letter stating the contractors' compliance with this UDC, and bearing sealed certification by the design engineer that all public improvements have been constructed in compliance with all City construction standards. The property owner also shall submit copies of the approved final plat with any required revisions on mylars and in the format and number required by the Building Official. Where public improvements have yet to be completed in connection with an approved final plat, the property owner shall submit in the format and number required by the City Manager, copies of the approved final plat with any required revisions on mylars and in the format and number required by the City Manager for signing and recording.

- (c) Upon notification of acceptance of required public improvements or filing of security in lieu of infrastructure construction, the City Manager shall procure the signature of the chair of the Commission on the plat and shall promptly cause the plat to be recorded.

K. MINOR PLAT PROCESS

(1) Applicability

The provisions of this section are authorized under LGC Chapter 212 and shall be applicable to all areas within the City's limits and throughout the City's ETJ. A minor plat may be submitted for approval where the proposed division of land involves four (4) or fewer lots fronting onto an existing street and not requiring the creation of any new street or the extension of municipal facilities.

(2) Application Requirements

Any request for a minor plat shall be accompanied by an application prepared in accordance with the Development Standards.

(3) Processing of Application and Decision

(a) Submittal

An application for a minor plat shall be submitted to the City Manager. The City Manager shall review the application for completeness in accordance with SECTION 4B(2) of this UDC. The City Manager may, at his/her option, forward a copy of the plat to other appropriate departments for review and recommendation. The City Manager shall notify the applicant of items requiring correction or attention before providing a recommendation on the application.

(b) Minor Plat Approval

In accordance with LGC Section 212.0065, the City Manager may approve a minor plat. The City Manager may, for any reason, elect to present the plat for approval to the Commission. The City Manager shall not disapprove a minor plat and shall be required to refer any plat for

**CITY OF CRANDALL
MASTER FEE SCHEDULE - FY 2024-2025**

RESIDENTIAL BUILDING PERMIT FEE SCHEDULE	
New Residential Construction:	\$1.20 per square foot
Residential alteration/addition/remodel:	\$1.20 per square foot
Plan Review Fees:	65% of permit fees
COMMERCIAL BUILDING PERMIT FEES	
\$1 to \$2,000	\$50.00
\$2,001 to \$10,000	\$100
\$10,001 to \$25,000	\$100 for the first \$10,000 plus \$14 for each additional \$1,000, or fraction thereof, two and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, two and including \$50,000
\$50,001 to 100,000	\$643.75 for the first \$50,000 plus \$7 for each additional 1,000, or fraction thereof, two and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, two and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000, or fraction thereof
Plan Review Fees:	65% of permit fees
FLAT PERMIT FEES	
Chicken coop:	\$50.00 (max 2 inspections)
Fences (new, replacement)/retain wall:	\$75.00 (max 2 inspections)
All flat work:	\$150.00 (max 2 inspections)
Reinspection:	\$100.00
Additional inspections:	\$100.00
Culverts:	\$100.00
Roof replacement/repair:	\$100.00
Demolition:	\$100.00
*Itinerant merchants:	\$100.00
**Certificate of occupancy:	\$200.00
***Rental property registration and inspection:	\$150.00
****Contractor registration:	\$50.00
First Responder Fee (Residential)	\$375 Per Dwelling Unit
First Responder Fee (Non-Residential)	\$0.30 Per Square Foot
*Food merchants are required to have a food establishment permit.	
**Required on all new commercial and any change of occupancy.	
***Reinspection due upon occupancy change or minimum of every 2 years.	
****Annual renewal required.	
SPECIAL EVENT FEES	
Registration Fee (3 days max.)	\$100.00 (Non Refundable)
Food Truck:	\$75.00
All Other Vendors:	\$25.00
VALUATION PERMITS	
Swimming pools:	See Valuation Schedule below
Accessory Buildings:	See Valuation Schedule below
Sign:	See Valuation Schedule below
Landscape/Irrigation:	See Valuation Schedule below
Solar Panels:	See Valuation Schedule below
Electrical:	See Valuation Schedule below
Mechanical:	See Valuation Schedule below
Plumbing:	See Valuation Schedule below
Accessory Structure (ex: carport, pergola, deck)	See Valuation Schedule below

**CITY OF CRANDALL
MASTER FEE SCHEDULE - FY 2024-2025**

RESIDENTIAL VALUATION PERMIT FEE SCHEDULE	
Valuation Project Cost Range	
\$1 to \$10,000	\$100
\$10,001 to \$25,000	\$100 for the first \$10,000 plus \$14 for each additional \$1,000, or fraction thereof, two and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, two and including \$50,000
\$50,001 to 100,000	\$643.75 for the first \$50,000 plus \$7 for each additional 1,000, or fraction thereof, two and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, two and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000, or fraction thereof
<i>Plan review fees are 65% of permit fee costs</i>	
COMMERCIAL VALUATION PERMIT FEE SCHEDULE	
\$1.00 to \$10,000.00	\$100.00
\$10,001.00 to \$25,000.00	\$100.00 for the first \$10,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional 1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,000.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof
<i>Plan review fees are 65% of permit fee costs</i>	
FIRE CODE ANNUAL INSPECTION EXISTING COMMERCIAL PROPERTIES	
Initial Inspection:	\$150.00
Re-inspection:	\$75.00
Annual Renewal:	\$100.00
FIRE CODE PLAN REVIEW	
\$1,000 and less	\$50.00
\$1,001 to \$25,000	\$200.00
\$25,001 to \$50,000	\$325
\$50,001 to \$100,000	\$525.00
\$100,001 to \$500,000	\$850.00
\$500,001 to \$1,000,000	\$1,200.00
\$1,000,000 to \$3,000,000	\$1,600.00
\$3,000,001 to \$6,000,000	\$2,400.00
\$6,000,001 and up	\$2,400 plus \$0.25 for each additional \$1,000.00

**CITY OF CRANDALL
MASTER FEE SCHEDULE - FY 2024-2025**

FIRE CODE INSPECTION SERVICES NEW CONSTRUCTION	
\$1,000 and less	\$50.00
\$1,001 to \$25,000	\$300.00
\$25,001 to \$50,000	\$400.00
\$50,001 to \$100,000	\$800.00
\$100,001 to \$500,000	\$1,000.00
\$500,001 to \$1,000,000	\$1,100.00
\$1,000,000 to \$3,000,000	\$1,600.00
\$3,000,000 to \$6,000,000	2,500.00
\$6,000,001 and up	\$2,850.00 plus \$0.25 for each additional \$1,000.
FIRE UNDERGROUND	
Fire Code Plan Review:	\$300.00
Fire Code Plan Inspection:	\$300.00
FIRE EXTINGUISHER SUPPRESSION SYSTEM	
Per Permit, One Inspection:	\$500.00
Each Re-inspection:	\$150.00
UNDERGROUND / ABOVEGROUND FUEL STORAGE TANKS	
Fire Code Plan Review:	\$400.00
Fire Code Inspection:	\$500.00
FIRE CODE SECTION 105 INSPECTIONS	
Initial inspection (operational, construction or annual permit)	\$150.00
Reinspection (if initial inspection fails)	\$75.00
Annual renewal (if annual permit)	\$100.00
DEVELOPMENT FEES	
Preliminary Plat:	\$400 + \$15 per acre
Final Plat:	\$350 + \$10 per acre + County Filing Fees
Replat:	\$300 + \$15 per lot + County Filing Fees
Property owner notification	\$3.00 per property owner within 200ft
Amended Plat:	\$250 + \$15 per lot + County Filing Fees
Minor Plat:	\$250 + \$15 per lot + County Filing Fees
Specifice Use Permit:	\$400
Property owner notification	\$3.00 per property owner within 200ft
Site Plans:	\$400
Variance Request:	\$300
Property owner notification	\$3.00 per property owner within 200ft
Zoning Change:	\$400
Property owner notification	\$3.00 per property owner within 200ft
Zoning Verification Letter:	\$200
Civil/Construction Reviews:	Actual cost of the review by the city contracted engineering company.
Land Study:	\$300
Traffic Impact Analysis:	Actual cost of the review by the city contracted engineering company.
City Administrative/Processing Fee:	\$100
County Fees:	\$75 per page of a plat + \$25 per Tax Certificate

**CITY OF CRANDALL
MASTER FEE SCHEDULE - FY 2024-2025**

OTHER DEVELOPMENT SERVICES FEES:	
Pre-Development Meeting (Virtual or In-Person)	\$200
Pre-Construction Meeting (Virtual)	\$400
Pre-Construction Meeting (In-Person)	\$600
Consultation Meeting with City Planner (Virtual)	\$150 per hour
Consultation Meeting with City Planner (In-Person)	\$150 per hour
Consultation Meeting with City Engineer (Virtual)	\$250
Consultation Meeting with City Engineer (In-Person)	\$500
INFRASTRUCTURE INSPECTIONS	
Third-party Engineering Inspection actual costs + City Review	
The following Infrastructure Inspection Fees are hereby adopted with City review time charged at \$100 per hour, except overtime requested by the applicant, and agreed to by the City, which shall be charged at \$125 per hour.	
APPLICABLE CITY INSPECTIONS	
Grading Improvements:	\$100 Hourly Rate or \$0.40 per 250 square foot
Paving Improvements:	\$100 Hourly Rate or \$0.40 per 250 square foot
Sidewalk Improvements:	\$100 Hourly Rate or \$0.40 per 250 square foot
Drainage Improvements:	\$100 Hourly Rate or \$0.50 per linear foot
Water and/or Wastewater Improvements:	\$100 Hourly Rate or \$0.50 per linear foot
Per square footage or linear foot charges are billed in advance at time of civil plan review	
Hourly rates are billed as incurred if not billed in advance	
POLICE DEPARTMENT FEE SCHEDULE	
Accident Report:	\$6.00 / Copy
Offense/Incident Report:	\$5.00 / Copy
Clearance Letter:	\$10.00 / Letter
DVD:	\$3.00 / Disc
CD:	\$1.00 / Disc
Body Worn/ Dash Camera:	\$10.00 Base Fee + (\$1.00 fee per additional minute)
Fingerprints:	\$5.00 / Card
MUNICIPAL COURT	
Unpaid Debts & Accounts receivable such as unpaid Fines, Fees, CourtCosts, Forfeited Bonds and Restitution Ordered by the Crandall Municipal Court:	30% additional fees
Special Expense for Issuance & Service of Warrant of Arrest:	\$50.00
Transcript Preparation Fee - Does not include the fee for actual transcript of the proceedings:	\$25.00
Special Expnse for Processing Request for Defensive Driving School:	\$10.00 (non-refundable)
Municipal Court Technology Fund:	\$4.00
Municipal Court Building Security Fund:	\$4.90
Local Youth Diversion Fund:	\$5.00
Municipal Court Jury Fund:	\$0.10

**CITY OF CRANDALL
MASTER FEE SCHEDULE - FY 2024-2025**

UTILITY FEE SCHEDULE	
Utility Billing -Deposits	
Refundable Water Deposit for a homeowner:	\$125.00
Refundable Water Deposit for a renter:	\$200.00
Refundable Water Deposit for Commercial:	\$250.00
Refundable Water Deposit for Construction:	\$500.00
Utility Billing -Other Fees	
Water Connection Fee:	\$30.00
After Hour Reconnect:	\$75.00
NSF:	\$30.00
Meter Re-Read:	\$15.00
Late Fee:	\$15.00
Disconnection Fee:	\$30.00
Data Verification Fee:	\$2.50
Credit Card Fee:	\$5.00
Utility Billing Billing -Water Rates	
Residential Inside City Limits	
3/4" Meter Base Rate	\$41.29
8,500 Gallons or Less:	\$5.46
More than 8,500 up to 13,500 gallons or less:	\$6.01
More than 13,500 up to 18,500 gallons or less:	\$6.28
More than 18,500 gallons:	\$6.55
1" Meter Base Rate	\$67.79
8,500 Gallons or Less:	\$5.46
More than 8,500 up to 13,500 gallons or less:	\$6.01
More than 13,500 up to 18,500 gallons or less:	\$6.28
More than 18,500 gallons:	\$6.55
Usage Charge per 1,000 gallons or portion thereof for residential non-irrigation meters:	\$5.46
Commercial Inside City Limits	
3/4" Meter Base Rate	\$63.73
8,500 Gallons or Less:	\$6.01
More than 8,500 up to 13,500 gallons or less:	\$6.61
More than 13,500 up to 18,500 gallons or less:	\$6.91
More than 18,500 gallons:	\$7.21
1" Meter Base Rate	\$71.02
8,500 Gallons or Less:	\$6.01
More than 8,500 up to 13,500 gallons or less:	\$6.61
More than 13,500 up to 18,500 gallons or less:	\$6.91
More than 18,500 gallons:	\$7.21
2" Meter Base Rate	\$81.93
8,500 Gallons or Less:	\$6.01
More than 8,500 up to 13,500 gallons or less:	\$6.61
More than 13,500 up to 18,500 gallons or less:	\$6.91
More than 18,500 gallons:	\$7.21
3" Meter Base Rate	\$100.12
8,500 Gallons or Less:	\$6.01
More than 8,500 up to 13,500 gallons or less:	\$6.61
More than 13,500 up to 18,500 gallons or less:	\$6.91
More than 18,500 gallons:	\$7.21
4" Meter Base Rate	\$118.32
8,500 Gallons or Less:	\$6.01
More than 8,500 up to 13,500 gallons or less:	\$6.61
More than 13,500 up to 18,500 gallons or less:	\$6.91
More than 18,500 gallons:	\$7.21
6" Meter Base Rate	\$154.69
8,500 Gallons or Less:	\$6.01
More than 8,500 up to 13,500 gallons or less:	\$6.61
More than 13,500 up to 18,500 gallons or less:	\$6.91

**CITY OF CRANDALL
MASTER FEE SCHEDULE - FY 2024-2025**

More than 18,500 gallons:	\$7.21
Usage charge per 1,000 gallons or portion thereof for commercial non-irrigation meters:	\$6.01
Residential Inside City Limits -Irrigation	
3/4" Irrigation Base Rate	
8,500 Gallons or Less:	\$6.20
More than 8,500 up to 13,500 gallons or less:	\$6.82
More than 13,500 up to 18,500 gallons or less:	\$7.13
More than 18,500 gallons:	\$7.44
Usage Charge per 1,000 gallons or portion thereof for residential irrigation meters:	\$5.46
Commercial Inside City Limits -Irrigation	
3/4" Irrigation Base Rate	
8,500 Gallons or Less:	\$6.20
More than 8,500 up to 13,500 gallons or less:	\$6.82
More than 13,500 up to 18,500 gallons or less:	\$7.13
More than 18,500 gallons:	\$7.44
1" Irrigation Base Rate	
8,500 Gallons or Less:	\$6.82
More than 8,500 up to 13,500 gallons or less:	\$7.50
More than 13,500 up to 18,500 gallons or less:	\$7.84
More than 13,500 up to 18,500 gallons or less:	\$8.18
2" Meter Irrigation Base Rate	
8,500 Gallons or Less:	\$6.82
More than 8,500 up to 13,500 gallons or less:	\$7.50
More than 13,500 up to 18,500 gallons or less:	\$7.84
More than 18,500 gallons:	\$8.18
Usage charge per 1,000 gallons or portion thereof for commercial irrigation meters:	\$6.01
Construction Meters	
2" Construction Meter Base Rate	
8,500 Gallons or Less:	\$6.01
More than 8,500 up to 13,500 gallons or less:	\$6.61
More than 13,500 up to 18,500 gallons or less:	\$6.91
More than 18,500 gallons:	\$7.21
3" Construction Meter Base Rate	
8,500 Gallons or Less:	\$6.01
More than 8,500 up to 13,500 gallons or less:	\$6.61
More than 13,500 up to 18,500 gallons or less:	\$6.91
More than 18,500 gallons:	\$7.21
Residential Out-of-City Limits	
3/4" Meter Base Rate	
8,500 Gallons or Less:	\$5.46
More than 8,500 up to 13,500 gallons or less:	\$6.01
More than 13,500 up to 18,500 gallons or less:	\$6.28
More than 18,500 gallons:	\$6.55
1" Meter Base Rate	
8,500 Gallons or Less:	\$5.46
More than 8,500 up to 13,500 gallons or less:	\$6.01
More than 13,500 up to 18,500 gallons or less:	\$6.28
More than 18,500 gallons:	\$6.55
Usage charge per 1,000 gallons or portion thereof for residential meters:	\$5.46

**CITY OF CRANDALL
MASTER FEE SCHEDULE - FY 2024-2025**

Commercial Out-of-City Limits	
3/4" Meter Base Rate	\$63.73
8,500 Gallon or less:	\$6.61
More than 8,500 up to 13,500 gallons or less:	\$7.27
More than 13,500 up to 18,500 gallons or less:	\$7.60
More than 18,500 gallons:	\$7.93
1" Meter Base Rate	\$71.02
8,500 Gallons or Less:	\$6.61
More than 8,500 up to 13,500 gallons or less:	\$7.27
More than 13,500 up to 18,500 gallons or less:	\$7.60
More than 18,500 gallons:	\$7.93
2" Meter Base Rate	\$90.12
8,500 Gallons or Less:	\$6.61
More than 8,500 up to 13,500 gallons or less:	\$7.27
More than 13,500 up to 18,500 gallons or less:	\$7.60
More than 18,500 gallons:	\$7.93
3" Meter Base Rate:	\$110.13
8,500 Gallons or Less:	\$6.61
More than 8,500 up to 13,500 gallons or less:	\$7.27
More than 13,500 up to 18,500 gallons or less:	\$7.60
More than 18,500 gallons:	\$7.93
4" Meter Base Rate	\$118.32
8,500 Gallons or Less:	\$6.61
More than 8,500 up to 13,500 gallons or less:	\$7.27
More than 13,500 up to 18,500 gallons or less:	\$7.60
More than 18,500 gallons:	\$7.93
6" Meter Base Rate	\$154.69
8,500 Gallons or Less:	\$6.61
More than 8,500 up to 13,500 gallons or less:	\$7.27
More than 13,500 up to 18,500 gallons or less:	\$7.60
More than 18,500 gallons:	\$7.93
Usage charge per 1,000 gallons or portion thereof for commercial meters:	\$6.61
Sewer Rates	
3/4" Meter Residential:	\$44.37
3/4" Meter Senior:	\$27.54
3/4" Meter Commercial:	\$61.30
1" Meter Residential:	\$65.51
1" Meter Commercial:	\$68.63
2" Meter Commercial:	\$74.28
4" Meter Commercial:	\$83.53
6" Meter Commercial:	\$96.40
Usage charge per 1,000 gallons or portion thereof exceeding 2,000 gallons for all ratepayers outside the summer billing months:	\$3.97
Usage charge per 1,000 gallons thereof exceeding 2,000 gallons for residential ratepayers during the summer billing months:	\$3.63
Usage charge per 1,000 gallons or portion thereof for commercial ratepayers for usage between 2,000 and 75,000 gallons during the summer billing months:	\$4.37
Usage charge per 1,000 gallons or portion thereof for commercial ratepayers for usage exceeding 75,000 gallons during the summer billing months:	\$3.18

**CITY OF CRANDALL
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Meter Change	
5/8" Meter:	\$15.00
1 1/2" Meter -2" Meter:	\$30.00
Larger than 2" Meter:	Actual cost of change & test
Meter Relocation:	\$1,000.00
Meter Tampering:	\$1,000.00
Water & Sewer Taps (Each)	
3/4"	\$1,250.00
1"	\$1,850.00
2"	\$6,650.00
3"	\$16,250.00
4"	\$25,850.00
6"	\$57,850.00
Water Impact Fee	
3/4 Meter:	\$4,700.00
1" Meter:	\$7,849.00
2" Meter:	\$25,051.00
3" Meter:	\$54,849.00
4" Meter:	\$94,000.00
6" Meter:	\$211,500.00
Wastewater Impact Fee	
3/4 Meter:	\$2,200.00
1" Meter:	\$3,674.00
2" Meter:	\$11,726.00
3" Meter:	\$25,674.00
4" Meter:	\$44,000.00
6" Meter:	\$99,000.00
Residential Trash	
1 Cart:	\$19.71
2 Carts:	\$24.32
3 Carts:	\$28.94
Commercial Trash	
1 Cart:	\$37.40
2 Carts:	\$42.46
3 Carts:	\$47.52
Animal Control	
Animals other than dogs	
First Offense:	\$25.00
Second Offense:	\$50.00
Subsequent Offenses:	\$75.00
Dog Impounded	
First Offense:	\$20.00
Second Offense:	\$30.00
Maintenace for each day or portion thereof of impoundment:	\$2.00