

**Town of Trophy Club**  
**Community Development and Planning**  
**Fee Schedule**  
(as of 1.14.20)

**Sec. A1.003 Community development department**

(a) Animal run permit: \$75.00

(b) Apartment complex license:

(1) Annual permit (for first unit): \$120.00

(2) Reinstatement license (for first unit): \$120.00

(3) Each additional dwelling unit: \$25.00

(4) Reinspection: \$75.00

(c) Building:

(1) The building permit fee charged to build a new building, to add onto an existing building, to remodel or to alter an existing building shall be based on the declared valuation of the proposed work. 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 permit fee shall be calculated based upon figures from table 1 for commercial projects and table 2 for residential projects.

(2) 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. The ICC table is available on the ICC website at [www.iccsafe.org](http://www.iccsafe.org).

(3) For any permit required by the construction codes but not specified in the town's fee structure, an appropriate fee shall be charged based on the scope of work and which allows the Town to recover the cost of review and inspection.

(4) Plan review fees: A nonrefundable plan review fee shall be assessed to all commercial and multifamily building (three or more dwelling units in a building) permit applications at the time of submittal. A building permit application is not considered received until the plan review fee has been paid. The plan review fee shall be assessed at 35% of the building permit fee. The plan review fee shall be credited toward the building permit fee when issued.

**TABLE 1 - COMMERCIAL BUILDING PERMIT FEES**

Total Valuation of Project	Fee
\$1.00 to \$500.00	\$100.00 Minimum Fee
\$500.01 to \$2,000.00	\$50.00 for the first \$500 plus \$6.60 for each additional \$100.00 or fraction thereof, but not less than \$100.00
\$2,000.01 to 25,000.00	\$150.00 for the first \$2,000 plus \$30.60 for each additional \$1,000.00 or fraction thereof,
\$25,000.01 to 50,000.00	\$840.00 for the first \$25,000 plus \$21.60 for each additional \$1,000.00 or fraction thereof,
\$50,000.01 to 100,000.00	\$1,380.00 for the first \$50,000 plus \$15.00 for each additional \$1,000.00 or fraction thereof,
\$100,000.01 to 500,000.00	\$2,130.00 for the first \$100,000 plus \$12.00 for each additional \$1,000.00 or fraction thereof,
\$500,000.01 to \$1,000,000.00	\$6,930.00 for the first \$500,000 plus \$10.20 for each additional \$1,000.00 or fraction thereof,
\$1,000,000.01 and up	\$12,030.00 for the first \$1,000,000 plus \$3.30 for each additional \$1,000.00 or fraction thereof

**TABLE 2 – SINGLE-FAMILY AND MISCELLANEOUS RESIDENTIAL BUILDING PERMIT FEES**

IBC/ICC Class	IBC/ICC Occupancy Type	Project Size Threshold in Square Feet	Construction Types: IA, IB		Construction Types: IIA, IIIA, VA		Construction Types: IIB, IIIB, IV, VB		
			Base Cost @ Threshold Size	Cost for Each Additional 100s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100s.f.*	
U1	Accessory Building - Residential	50	\$565	\$99.90	\$471	\$83.25	\$377	\$66.60	
	-	250	\$765	\$135.86	\$637	\$113.21	\$510	\$90.57	
	-	500	\$1,104	\$69.74	\$920	\$58.11	\$736	\$46.49	
	Storage, etc.	1,000	\$1,453	\$67.29	\$1,211	\$56.08	\$969	\$44.86	
	Typically with SFR	2,500	\$2,462	\$52.44	\$2,052	\$43.70	\$1642	\$34.96	
U1	Open Air Structure	220				\$200	\$10.00		
IRC SFD	Single Family – TI (remodel)	300					\$250	\$19.50	
	Single Family – Standard Plan	1,000	\$3,194	\$10.58	\$2,661	\$8.81	\$2,129	\$7.05	
	-	1,500	\$3,247	\$35.71	\$2,705	\$29.76	\$2,164	\$23.81	
	-	(includes townhouses, duplexes)	2,000	\$3,425	\$5.30	\$2,854	\$4.41	\$2,283	\$3.53
	-	(attached residences, etc.)	3,000	\$3,478	\$22.49	\$2,898	\$18.74	\$2,319	\$14.99
-	-	5,000	\$3,928	\$19.58	\$3,273	\$16.31	\$2,619	\$13.05	
		10,000	\$4,907	\$49.07	\$4,089	\$40.89	\$3,271	\$32.71	
IRC SFD	Single-Family Custom	1,000	\$3,293	\$3.98	\$2,744	\$3.31	\$2,195	\$2.65	

-	-	1,500	\$3,313	\$35.68	\$2,761	\$29.74	\$2,208	\$23.79
-	-	2,000	\$3,491	\$5.31	\$2,909	\$4.43	\$2,327	\$3.54
-	-	3,000	\$3,544	\$22.48	\$2,954	\$18.73	\$2,363	\$14.99
-	-	5,000	\$3,994	\$18.92	\$3,328	\$15.76	\$2,663	\$12.61
		10,000	\$4,940	\$49.40	\$4,116	\$41.16	\$3,293	\$32.93
IRC SFD	Guest House Custom	100	\$1,498	\$135.00	\$1,248	\$112.50	\$998	\$90.00
-	-	500	\$2,038	\$178.31	\$1,698	\$148.59	\$1,358	\$118.87
-	-	1,000	\$2,929	\$93.11	\$2,441	\$77.59	\$1,953	\$62.07
		2,000	See Single	Family				
U	Residential Garage	50	\$565	\$99.90	\$471	\$83.25	\$377	\$66.60
-	-	250	\$765	\$135.86	\$637	\$113.21	\$510	\$90.57
-	-	500	\$1,104	\$69.74	\$920	\$58.11	\$736	\$46.49
-	-	1,000	\$1,453	\$67.29	\$1,211	\$56.08	\$969	\$44.86
-	-	2,500	\$2,462	\$52.44	\$2,052	\$43.70	\$1,642	\$34.96
		5,000	\$3,773	\$75.47	\$3,144	\$62.89	\$2,516	\$50.31
Single Fam	Single-Family Residential Addition	50	\$768	\$135.22	\$640	\$112.68	\$512	\$90.15
-	-	250	\$1,038	\$185.07	\$865	\$154.23	\$692	\$123.38
-	-	500	\$1,501	\$94.68	\$1,251	\$78.90	\$1,001	\$63.12
-	-	1,000	\$1,974	\$91.33	\$1,645	\$76.11	\$1,316	\$60.89
-	-	2,500	\$3,344	\$71.04	\$2,787	\$59.20	\$2,230	\$47.36
		5,000	\$5,120	\$102.41	\$4,267	\$85.34	\$3,414	\$68.27

\*Each additional 100 square feet, or portion thereof, up to the next highest project size threshold

- (d) Certificate of occupancy (commercial): \$100.00
- (e) Construction in a right-of-way: \$50.00
- (f) Demolition permit: \$85.00
- (g) Erosion control deposit account:
  - (1) Single-family residential subdivisions: \$100.00 per lot
  - (2) Multifamily residential and nonresidential subdivisions: \$200.00 per lot
  - (3) Refund of erosion control deposit: Deposit refunds shall comply with Section 109 of the 2015 International Building Code.
- (h) Electrical permit (small job single trade): No fee
- (i) Fence permit: \$85.00

(j) Grading permit:

- (1) Single residential lot: \$45.00
- (2) ½ – 1 acre: \$55.00
- (3) >1 – 3 acres: \$85.00
- (4) >3 – 5 acres: \$115.00
- (5) >5 – 10 acres: \$165.00
- (6) > 10 acres: \$165.00 + \$7.50 for each additional acre over 10

(k) Health permit:

- (1) Food establishment: \$275.00
- (2) Retail food store: \$625.00
- (3) Mobile food unit: \$160.00
- (4) Roadside food vendor: \$100.00
- (5) Childcare centers: \$225.00
- (6) Temporary food establishment: \$35.00
- (7) Complaints (per occurrence): \$150.00

(l) Incidental permit: \$85.00

(m) Inspections:

- (1) Inspections outside of normal business hours (minimum charge - 2 hours): \$85.00 per hour
- (2) Reinspection fee: \$85.00 first reinspection; \$150.00 each additional reinspection
- (3) For use of outside consultants for inspections: Actual cost

(n) Irrigation permit: \$85.00

(o) Mechanical permit (small job single trade): \$75.00

(p) Noise permit: \$25.00

- (q) Plan review:
  - (1) Additional plan review required for significant changes, additions, or revisions to plans: \$75.00 per hour
  - (2) For use of outside consultants for plan review: Actual cost
- (r) Plumbing permit (small job single trade): \$85.00
- (s) Retaining wall permit:
  - (1) Residential: \$150.00
  - (2) Commercial: See Table 1
- (t) Re-roofing permit: \$85.00
- (u) Sign permit: \$125.00
- (v) Single-family license (non-owner occupied):
  - (1) Annual permit (for first single unit): \$120.00
  - (2) Reinstatement license (for first single unit): \$120.00
  - (3) Each additional dwelling unit: \$25.00
  - (4) Reinspection: \$75.00
- (w) Stormwater drainage utility:

<u>Structure</u>	<u>Monthly Fee</u>
Single-family:	\$6.00
Multifamily, duplexes, and nonresidential properties:	
Calculated by square footage of impervious area	\$6.00 per ERU (each ERU = 3,500 sq. ft.)

- (x) Swimming pools:
  - (1) Permit:

<u>Total Valuation of Project</u>	<u>Fee</u>
\$1.00 to \$500.00	\$23.50

\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 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 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 \$3.65 for each additional \$1,000.00 or fraction thereof

- (2) Pool electrical: No fee
- (3) Pool plan review: 35% of permit fee
- (4) Pool plumber: \$50.00
- (5) Propane tank: \$100.00

(y) Trees:

- (1) Removal permit: \$25.00 per tree
- (2) Mitigation fee: \$150.00 per caliper inch

(z) Work done prior to permit approval/issuance: Double the regular permit fee

(aa) Refunding of fees shall comply with Section 109 of the 2015 International Building Code. Otherwise, above fees are not refundable.

(bb) Expired permit reissuance fee:

(1) As per section 105.3.2 of the 2015 International Building Code, a permit for any purposed work shall be deemed to be abandoned after 180 days of permit issuance, unless project completion has been pursued in good faith since permit issuance; except that the building official is authorized to grant one or more extensions of time, additional periods not to exceed 90 (ninety) days each. The extension shall be requested in writing and justifiable cause demonstrated and the building official will approve or deny the request in writing.

(2) A reissuance fee of 50% of the original building permit cost is required to reactivate any expired permit where an extension was not requested and/or approved.

(cc) Hotel license:

(1) Annual permit (for first unit): \$85.00

(2) Reinstatement license (for first unit): \$85.00

(3) Each additional guest room: \$10.00

(4) Reinspection: \$85.00

(dd) Civil plans review: Actual cost

#### **Sec. A1.004 Planning and zoning department**

(a) Prints

(1) Comprehensive zoning ordinance: \$15.00

(2) Subdivision regulations: \$15.00

(3) Comprehensive land use plan: \$15.00

(4) Park plan supplement to comprehensive land use plan: \$5.00

(5) Pathway plan supplement to comprehensive land use plan: \$15.00

(6) Design standards for paving, drainage, and utility improvements: \$25.00

(7) Topography map: \$0.50/sheet

(8) Zoning map (11" x 17"): \$0.50

- (9) Zoning map (24" x 36"): \$5.00
- (10) Street map (11" x 17"): \$0.50
- (b) Engineering review: Actual cost
- (c) Developer's inspection fee:
  - (1) Inspection of utilities, infrastructure: 5% of contract price
- (d) Subdivider's agreement:
  - (1) Revisions/review by staff (including town attorney): \$300.00
  - (2) Initial review: \$75.00 per hour
- (e) Update to official zoning map: Actual cost
- (f) Meritorious exception: \$300.00
- (g) Drilling permit:
  - (1) Specific use permit for new petroleum or gas well: \$2,000.00
  - (2) Transfer of permit if well is sold: \$150.00
  - (3) Exploration permit: \$100.00
  - (4) Gas well permit: \$1,000.00
  - (5) Oil well permit: \$1,000.00
  - (6) Pipeline inspection: 3% of the value of the pipeline
  - (7) Extraction observation: \$300.00
  - (8) Reinspection fee: \$45.00
  - (9) Acceptance inspection of completed well: \$300.00
  - (10) Additional services from third-party consultant: Actual cost
  - (11) Additional services from third-party inspector: Actual cost
- (h) Zoning change request:
  - (1) Straight zoning (residential): \$300.00 + \$10.00/lot



- (2) Straight zoning (nonresidential): \$300.00 + \$15.00/acre
- (3) PD (residential): \$500.00 + \$10.00/lot
- (4) PD (nonresidential): \$500.00 + \$15.00/acre
- (5) Amendment to planned development ordinance: \$500.00
  
- (i) Conditional use permit: \$300.00 + \$15.00/acre
- (j) Temporary use permit: \$100.00
- (k) Specific use permit: \$300.00 + \$15.00/acre
- (l) Specific use permit for sale alcoholic beverages: \$300.00
- (m) Annual alcohol permit: Half of one-year state fee (TABC regulated)
- (n) Concept plan: \$200.00
- (o) Site plan: \$500.00 + \$15.00/acre
- (p) Amendment to site plan: \$500.00
- (q) Zoning verification letter: \$50.00
- (r) Amended plat:
  - (1) Residential: \$250.00 + \$10.00/lot
  - (2) Nonresidential: \$250.00 + \$15.00/acre
- (s) Replat:
  - (1) Residential: \$300.00 + \$10.00/lot
  - (2) Nonresidential: \$300.00 + \$15.00/acre
- (t) Preliminary plat:
  - (1) Residential: \$400.00 + \$10.00/lot
  - (2) Nonresidential: \$400.00 + \$15.00/acre
- (u) Final plat:
  - (1) Residential: \$400.00 + \$10.00/lot

- (2) Nonresidential: \$400.00 + \$15.00/acre
- (v) Plat vacation: \$200.00
- (w) Rush plat filing: \$300.00
- (x) Denton and Tarrant County filing costs: Actual cost

**Sec. A1.005 Zoning board of adjustment**

- (a) Variance request: \$300.00
- (b) Fence/retaining wall waiver or special exception: \$200.00
- (c) Filing fee for appeal to zoning board of adjustment: \$300.00