



**DEVELOPMENT SERVICES
FEE SCHEDULE**

Preliminary Plat	\$400 + \$25 per lot + Filing Fee
Replat/Final Plat (includes 911 addressing)	\$400 + \$35 per lot + Filing Fee
Easement Modification/Vacation	\$150
Zoning Board of Adjustment Application	(R) \$350 (C) \$450
Rezoning Application	\$450
Annexation Petition	\$175
Planned Development Application	\$1,000
Special Use Permit Application	\$450
Site Development Plan Application - Review/Permit Fee	\$200 per hour (paid at time of SDP Permit issuance)
Site Development Inspection Fees*	\$260 per Contract Schedule Days (paid at time of SDP Permit issuance)
Parkland Dedication Fee	\$625 per dwelling unit
Flood Plain Development Permit Review Fee	\$200
Community Facilities Agreement Fee	\$250 + Legal Review, as applicable
Zoning Verification Letter	\$50

*Additional Infrastructure Inspection Fees may apply

Building Permits & Inspections

Residential Building Permits Fees: Single Family Dwellings, Duplexes, Townhouses and any associated habitable or conditioned accessory structures shall be calculated per unit. One permit is issued for all new construction, remodels and manufactured homes per building or address. This includes mechanical, electrical, and plumbing fees. All fees to be determined by the Building Official.

- (1) New construction: \$1.09 per square foot
(Includes mechanical, electrical, plumbing fees)
- (2) Remodels, Alterations and Repairs requiring inspection: \$0.66 per square foot
(Includes mechanical, electrical, plumbing fees)
- (3) Detached Garages \$0.43 per square foot, includes electrical
- (4) Carports, Sheds, or other Non-habitable Accessory Buildings \$0.30 per square foot, includes electrical
- (5) Residential Plan Review Fee 30% of building permit fee
(Not refundable if review completed)
- (6) Residential Electrical
 - Permit Issuance Fee \$25.00
 - New Construction (If Separate permit) \$0.08 per square foot + Permit Issuance Fee
 - Remodel, Alteration or Repair \$100.00 (includes issuance fee)
 - Temporary Electric Pole \$100.00
 - Unlisted Permits (Repairs, etc.) \$100.00

(7) Residential Mechanical	
Permit Issuance Fee	\$25.00
New Construction (If Separate permit)	\$0.07 per square foot of AC area + Permit Issuance Fee
Remodel, Alteration, or Repair	\$100.00 (includes issuance fee)
Unlisted Permits (Repairs, etc.)	\$100.00
(8) Residential Plumbing	
Permit Issuance Fee	\$25.00
New Construction (If Separate permit)	\$0.09 per square foot + Permit Issuance Fee
Remodel, Alteration or Repair	\$100.00 (includes issuance fee)
Unlisted Permits (Repairs, etc.)	\$100.00

Commercial Building Permit Fees:

(1) **Commercial Buildings** - Valuations to be determined by Building Official based upon 2021 Edition of Table 1-Square Foot Construction Costs, in the permit fee process as published by the International Code Council along with the current City adopted Table 3 Valuation Chart and any local Willow Park fee modifiers. *Note:* One permit is issued for all new construction, additions and remodels per building or address. This includes mechanical, electrical, and plumbing fees.

(2) **Non-residential Plan Review Fee** 65% of building permit fee

(3) Commercial Electrical	
Permit Issuance Fee	\$25.00
New Construction (if separate permit)	\$0.10 per square foot + Permit Issuance Fee.
Remodel, Alteration or Repair	(Based upon project valuation/contract amount)
Temporary Electric Pole	\$75.00

(4) Commercial Mechanical	
Permit Issuance Fee	\$25.00
New Construction (if separate permit)	\$0.10 per square foot of AC area + Permit Issuance Fee
Remodel, Alteration or Repair	(Based upon project valuation/contract amount)

(5) Commercial Plumbing	
Permit Issuance Fee	\$25.00
New Construction (if separate permit)	\$0.10 per square foot + Permit Issuance Fee
Remodel, Alteration or Repair	(Based upon project valuation/contract amount)

(6) Commercial Local Willow Park Fee Modifiers applied to Table 1
 New Commercial = As per Table 1 no modification
 Commercial Interior Remodel of Existing Business = 0.73

Willow Park Table 3 Valuation Chart – Commercial Construction Fees

<u>Total Sq. Ft. Valuation</u>	<u>Fee</u>
\$0.00 to \$500.00	\$100.00
\$501.00 to \$2,000.00	\$100.00 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	\$100.00 for the \$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	\$391.75 for the \$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 \$99,999.99 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
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000.00 or fraction thereof.

CITY OF WILLOW PARK TABLE 1- SQUARE FOOT CONSTRUCTION COSTS

International Building Code Occupancies	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	298.55	288.43	280.93	269.54	253.09	245.77	260.87	235.34	226.84
A-1 Assembly, theaters, without stage	273.51	263.39	255.89	244.51	228.06	220.73	235.84	210.31	201.80
A-2 Assembly, nightclubs	233.39	226.42	220.85	211.80	199.64	194.14	204.26	180.65	174.48
A-2 Assembly, restaurants, bars, banquet halls	232.39	225.42	218.85	210.80	197.64	193.14	203.26	178.65	173.48
A-3 Assembly, churches	276.84	266.72	259.22	247.83	231.83	225.68	239.17	214.08	205.57
A-3 Assembly, general, community halls, libraries, museums	231.62	221.50	213.00	202.61	185.16	178.84	193.94	167.42	159.91
A-4 Assembly, arenas	272.51	262.39	253.89	243.51	226.06	219.73	234.84	208.31	200.80
B Business	240.93	232.14	224.41	213.38	194.94	187.44	204.97	171.50	163.65
E Educational	253.16	244.50	238.07	227.82	212.65	201.92	219.97	185.88	180.09
F-1 Factory and industrial, moderate hazard	142.51	135.81	128.20	123.31	110.60	105.32	118.02	91.13	85.44
F-2 Factory and industrial, low hazard	141.51	134.81	128.20	122.31	110.60	104.32	117.02	91.13	84.44
H-1 High Hazard, explosives	133.05	126.35	119.74	113.85	102.42	96.14	108.56	82.95	N.P.
H234 High Hazard	133.05	126.35	119.74	113.85	102.42	96.14	108.56	82.95	76.26
H-5 HPM	240.93	232.14	224.41	213.38	194.94	187.44	204.97	171.50	163.65
I-1 Institutional, supervised environment	240.35	232.11	225.21	216.12	198.77	193.28	216.40	178.22	172.87
I-2 Institutional, hospitals	403.60	394.81	387.08	376.05	356.54	N.P.	367.65	333.11	N.P.
I-2 Institutional, nursing homes	280.29	271.50	263.77	252.74	235.00	N.P.	244.34	211.57	N.P.
I-3 Institutional, restrained	273.98	265.19	257.46	246.43	229.58	221.08	238.03	206.14	196.29
I-4 Institutional, day care facilities	240.35	232.11	225.21	216.12	198.77	193.28	216.40	178.22	172.87
M Mercantile	174.08	167.12	160.55	152.50	140.10	135.60	144.96	121.12	115.94
R-1 Residential, hotels	242.77	234.53	227.63	218.55	200.90	195.42	218.82	180.35	175.00
R-2 Residential, multiple family	203.34	195.11	188.20	179.12	162.64	157.15	179.40	142.08	136.73
R-3 Residential, one- and two-family ^d	1.09								
R-4 Residential, care/assisted living facilities	240.35	232.11	225.21	216.12	198.77	193.28	216.40	178.22	172.87
S-1 Storage, moderate hazard	132.05	125.35	117.74	112.85	100.42	95.14	107.56	80.95	75.26
S-2 Storage, low hazard	131.05	124.35	117.74	111.85	100.42	94.14	106.56	80.95	74.26
U Utility, miscellaneous	104.03	98.14	92.46	88.40	79.71	73.77	84.55	62.84	59.88

Miscellaneous Permit Fees: All miscellaneous permits include Issuance Fee.

General/Misc. Permits	\$100.00
Minimum Construction Permit Fee	\$100.00
Residential Fence Permit	\$100.00
Residential Retaining Wall > 4' or Taller	\$100.00
Temporary Portable /Moving Storage Building Permit	\$25.00 per unit
Drive Approach Permit	\$100.00
Grading Permit (Commercial or Residential > than 50 cu. yds)	\$100.00
Propane Tanks & Piping	\$125.00
New/Reconnect Natural Gas Meter/Testing	\$75.00
Structure Moving Permit	\$300.00
In Ground Swimming pools	\$550.00 + 30% Plan Review
Hot Tubs and Above Ground Pools	\$75.00
Commercial Construction Trailers	\$100.00 + Plan Review + MEP's
Commercial Industrialized Buildings	Based Upon Contract Amount

Other Inspection or Plan Review Fees:

Additional plan review required by changes, or revisions	\$75.00 per hour
Use of outside consultants for plan checking or inspections	Actual Consultation Cost + \$75 per hour City Cost
Replacing damaged, lost, or stolen permit documents	\$50.00 plus copy costs
Certificate of Occupancy (Not associated with bldg. permit)	\$150.00
All Re-Inspections	\$100.00 after 2 nd
All Outside Business Hour Inspections	\$125.00 per hour (minimum 2 hr. callout)

Irrigation Permits:

Residential Irrigation system	\$125
Commercial Irrigation system	\$250
Irrigation Well	\$1,500

*All irrigation systems and wells must provide backflow inspection

**All wells must provide Upper Trinity Groundwater Conservation District approval documentation prior to permit issuance

On-Site Sewage Facility

New OSFF Permit (Includes application, permit, inspections, and notice of approval)

Conventional (non-aerobic)	\$400
Professional (aerobic)	\$600

OSSF System Repair Permit (Includes application, permit, inspections, and notice of approval)

Minor Repair - Increasing, lengthening, or expanding the treatment (tanks) or disposal system (drain field/disposal area), spray area relocation, a single tank replacement (such as a collapsed pump tank)	\$150
Major Repair - System replacement, drain field or disposal area replacement, or any replacements to a previously un-permitted system	\$400

Oil & Gas Well Permits

Gas/Oil Well Permit	\$5,000.00 + S.U.P. Permit
Gas/Oil Application	\$1,000.00

Demolition Permits

Residential Building	\$125.00
Residential Accessory Building	\$ 75.00
Commercial Building or Accessory	\$300.00

Signs**Permanent Signs:**

(1-50 s.f.)	\$100.00
(51-100 s.f.)	\$150.00
(101-150 s.f.)	\$200.00
(151-200 s.f.)	\$225.00
(201 s.f. and above)	\$275.00
Electronic Message Center	\$1,000 + (S.U.P. Permit)
Off-site Sign	\$3,000 + (S.U.P. Permit)

Temporary Signs:

Development Sign	\$75.00
Weekend Directional Signs	\$75.00 per 6-month duration
Vertical or Horizontal Banners	\$75.00

Health Permits

Food Establishment Health Permit (annual)	\$240
Health Permit Re-Inspection Fee	\$75
Swimming Pool Annual Inspection (public/commercial)	\$240
Mobile Food Vendor (annual)	\$240
Health Permit Plan Review Fee (Commercial Kitchen)	\$100

Fire Permits & Services

Fire Alarm Fire Code Plan Review including Inspection Services:

Building Valuation*	Fee
Up to \$250,000	\$500
\$251,000 to \$500,000	\$850
\$501,000 to \$1,000,000	\$1,100
\$1,001,000 to \$3,000,000	\$1,600
\$3,001,000 to \$6,000,000	\$2,400
\$6,000,000 and up	\$2,400 plus \$0.25 for each additional \$1,000

*Valuation is based upon building permit square footage calculation for construction value of project

Fire Sprinkler Fire Code Plan Review including Inspection Services:

Building Valuation*	Fee
Up to \$250,000	\$500
\$251,000 to \$500,000	\$850
\$501,000 to \$1,000,000	\$1,100
\$1,001,000 to \$3,000,000	\$1,600
\$3,001,000 to \$6,000,000	\$2,400
\$6,000,000 and up	\$2,400 plus \$0.25 for each additional \$1,000

*Valuation is based upon building permit square footage calculation for construction value of project

Additional Fire Code Review and Inspection Fees:

Fire Code Re-Inspection Fee (Each Inspection after the 2nd Inspection)	\$125 after 2 nd
Residential Subdivision Fire Code Plan Review & Inspection Fee	\$250
Emergency Response Plan Review	\$50
Fire Watch	\$50 per hour Off-Duty Detail Charge

Special Event Permits

Special Event Permit	\$100
Special Event Permit (Local Non-Profit w/proof)	\$50

Code Enforcement

Working without construction permits approved and issued
Occupying commercial or residential space without

Double building permit fee to a maximum of \$500.00
Each offense \$2,000.00 maximum prior City approval
or Certificate of Occupancy

**Failure to obtain a permit may result in a doubling of the Permit Fee plus any penalties permitted by law.

Administrative Services

Credit/Debit Card Processing Fee	3% of Transaction
Photocopy (black and white)	\$0.10 per page
Photocopy (color)	\$0.25 per page
Digital File – Thumb Drive	\$30
Open Records Labor Charge (over 50 pages)	\$15 per hour
Open Records Programming Labor Charge	\$28.50 per hour
Notary Service (per documented signature)	\$1 each
Non-Sufficient Funds Fee	\$35