

**2.24 Platting Fees (CURRENT)**

A. The following Platting Fee Schedule is applicable to all subdivision plats approved by Fort Bend County Commissioners Court and is payable to the County Clerk at the time the plat is presented for recordation. The effective date of the Subdivision Platting Fee shall be May 1, 2016. Refer to *(Appendix V)* for Fee Calculation Form).

<b>New Plats</b> <b>Lots</b> <b>Reserves</b>	<b>\$50.00 for each lot</b> <b>\$50.00 for each area platted as a reserve</b>
<b>Replats</b> <b>Lots</b> <b>Reserves</b>	<b>\$50.00 for each new lot</b> <b>\$50.00 for each new reserve</b>
<b>Amending Plats</b>	<b>No Fee</b>
<b>Vacating Plats</b>	<b>No Fee</b>
<b>Street Dedication Plats</b>	<b>No Fee</b>

**2.24 Platting Fees (PROPOSED)**

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**2.23 Plat Recordation Fees (CURRENT)**

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<b>Plat</b>	<b>\$150.00 first page, \$144.00 per page thereafter</b>
<b>Bond Letter of Credit Lienholder Subordination Owners Ratification to Plat</b>	<b>First page \$11.00 Each page thereafter \$4.00</b>

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## PROPOSED

### 3.2 Submitting Requirements

- A. To comply with state statutes and/or ensure archival quality plat records the following items are required to file a plat:
1. Plat size is 24" x 36".
  2. All drawings, printing and signatures must be in permanent black ink camera positive.
  3. Ink may be on Mylar or bond paper with image on top.
  4. 3 mil or greater matte finish Mylar material or bond paper that does not exceed 24 lb.
  5. An engineering or surveying firm must prepare the plat. We will not accept architectural plans.
  6. The engineering or surveying firms' name and address and the engineer's or surveyor's signature and seal.
  7. Owner's printed name and notarized signature.
  8. Key Map reference.
  9. •Provide one (1) or more originals of each plat page. The clerk will retain one (1) original and return it to the filer within five business days after recording and scanning.
  10. Provide adequate space for the Clerk's certificate information including: "Filed in Plat No. \_\_\_\_\_ of the Plat Records of Fort Bend County, Texas". This must be preprinted on the plat:

I, LAURA RICHARD, COUNTY CLERK IN AND FOR FORT BEND COUNTY, HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORDATION IN MY OFFICE ON _____, 201__, AT _____ O'CLOCK ___M. IN PLAT NUMBER _____ OF FORT BEND COUNTY
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11. Provide adequate space for the Clerk's recording labels which is 3 ½" by 4".
12. Municipal approved plats must include the following or similar wording: "All of the property subdivided in the foregoing plat is within the incorporated boundaries of the City of \_\_\_\_\_, Texas".
13. Current original tax certificates from all the property's taxing entities. A letter on letterhead from the person or company filing that lists all taxing entities and states it is a complete list. The signer must print their name and title under their signature.
14. Per Property Code 12.002(e) plats filed after September 1 of a year must be submitted with a current year tax receipt issued by each taxing unit with jurisdiction, or a statement indicating taxes have not been calculated. If tax certificate does not cover the preceding year, a tax receipt indicating the previous year's tax has been paid must be attached
- ~~15. Filing fee is \$150 for the first page and \$144 per plat page thereafter.~~

*Note: A plat will be rejected for filing if any of the above requirements are not met.*

**FEE CALCULATION FORM**  
**301 JACKSON, ROOM 144 • RICHMOND, TX 77469**  
**281-341-8652 INFORMATION CENTER**

Name of Plat:

(Check payable to Fort Bend County Clerk. Attach this form to check and submit at time of recordation)

**Plat Recordation Fees:**

<b>Plat</b>	First page.....	<input style="width: 40px; height: 15px;" type="text"/>	x \$152.00 =	\$	0.00
	Each page thereafter.....	<input style="width: 40px; height: 15px;" type="text"/>	x \$144.00 =	\$	0.00
<b>Bond</b>	First page.....	<input style="width: 40px; height: 15px;" type="text"/>	x \$13.00 =	\$	0.00
	Each page thereafter .....	<input style="width: 40px; height: 15px;" type="text"/>	x \$4.00 =	\$	0.00
<b>Lienholder Subordination:</b>					
	First page.....	<input style="width: 40px; height: 15px;" type="text"/>	x \$13.00 =	\$	0.00
	Each page thereafter.....	<input style="width: 40px; height: 15px;" type="text"/>	x \$4.00 =	\$	0.00
<b>Owners Ratification to Plat:</b>					
	First page.....	<input style="width: 40px; height: 15px;" type="text"/>	x \$13.00 =	\$	0.00
	Each page thereafter .....	<input style="width: 40px; height: 15px;" type="text"/>	x \$4.00 =	\$	0.00
<b>TOTAL RECORDATION FEE</b>					<b>\$ 0.00</b>

**Platting Fees:**

<b>Single Family</b>					
	Number of lots/reserves:	<input style="width: 40px; height: 15px;" type="text"/>	x \$60.00 =	\$	0.00
<b>Replats, Vacation Plats, Minor Plats:</b>					
	# of new lots or reserves:	<input style="width: 40px; height: 15px;" type="text"/>	x \$60.00 =	\$	0.00
<b>Lot/Reserve Subtotal</b>					<b>\$ 0.00</b>
	<b>Street Dedication Plat:</b>	<input style="width: 40px; height: 15px;" type="text"/>	x \$250.00 =	\$	0.00
	<b>Base Fee (all types except</b>	<input style="width: 40px; height: 15px;" type="text"/>	x \$250.00 =	\$	0.00
	<b>Street Dedication Plat):</b>	<input style="width: 40px; height: 15px;" type="text"/>	x \$250.00 =	\$	0.00
	<b>Additional Review Fee*:</b>	<input style="width: 40px; height: 15px;" type="text"/>	x \$250.00 =	\$	0.00
<b>Non Single Family**</b>					
	Acres:	<input style="width: 40px; height: 15px;" type="text"/>	x \$100.00 =	\$	0.00
<b>Replats, Vacation Plats, Minor Plats:</b>					
	Per acre change:	<input style="width: 40px; height: 15px;" type="text"/>	x \$100.00 =	\$	0.00
<b>Inspection Fees Construction Completion and Final Acceptance:</b>					
	0-5.99 acres:	<input style="width: 40px; height: 15px;" type="text"/>	x \$400.00 =	\$	0.00
	6.00-15.99 acres:	<input style="width: 40px; height: 15px;" type="text"/>	x \$500.00 =	\$	0.00
	16.00-99.99 acres:	<input style="width: 40px; height: 15px;" type="text"/>	x \$700.00 =	\$	0.00
	Greater than 100 acres:	<input style="width: 40px; height: 15px;" type="text"/>	x \$1000.00 =	\$	0.00
<b>New Fee Subtotal</b>					<b>\$ 0.00</b>
<b>TOTAL PLATTING FEE</b>					<b>\$ 0.00</b>

**TOTAL FEES \$ 0.00**

Form of payment:

**Check** (payable to Fort Bend County Clerk)

Receipt number: \_\_\_\_\_

**Credit Card**

Platting fees revised and approved by Commissioners Court on 9/25/2018, effective 10/3/2018

Plat recordation fees revised by County Clerk effective 11/1/2018

\* If a submission has not addressed all review comments or has been substantially changed, an additional fee will be required for the additional review and review letter

\*\* Non-Single Family - Commercial, apartments, industrial, institutional, etc. Include acreage only, not the number of reserves.