



ATTENTION



May 15th 2011

COMMERCIAL DEVELOPMENT WILL BEGIN COLLECTING PHASE ONE PERMIT FEES

On May 3, 2011 Harris County Commissioner's Court approved a new fee schedule for Permits including a "Phase one" permit fee for Commercial Development

What does this mean to you?

1. **New Commercial Development** - New submittals will be invoiced for a Phase One Permit Fee which must be paid before preliminary comments are returned. Fee is a \$200 onetime payment plus \$200 if dedicating streets. \$50 for revisions to previously approved plans.
2. **Phase Two Permit** - Commercial sites will receive one permit for all site development within the approved plan set.
(Driveways and Buildings are not included)
3. **Residential Subdivisions** site development permit will be a single flat permit fee plus a per lot fee.

For more information and the new fee schedule visit "*LATEST NEWS*" at:

<http://hcpid.org/permits/>

HCPID PHASE 1 PERMIT FEE

Effective May 15, 2011

- Required on First Submittal ONLY
- Paid to The HCPID Cashier in Suite 120 ONLY (map on reverse side)
- Receipt for payment will be REQUIRED BEFORE Commercial Receiving Personnel may release reviewed plans

Applicable Fee Amounts:

- Base Phase 1 Permit Fee: \$200.00
- Projects Proposing Publicly Dedicated Streets: \$400.00. (\$ 200.00 Base Permit Fee + \$200.00 Inspection Fee for Public Streets)
- Revision Submittals: Projects that have a change, revision or update to the original signed plans: \$50.00

Plan Submittal Process:

- Submit Civil Plans for review, with Commercial Receiving (Suite 170) (map on reverse side)
- The Harris County Permits Office will assess the proper fee of \$50.00, \$200.00 or \$400.00 (see descriptions above) and Commercial Receiving Personnel will provide the amount owed, to the contact person that you have listed on your Routing Form, at the time that the plans are ready to be picked up.
- Fee is to be paid after Development review has verified how much is required(\$50, \$200 or \$400). So the fee can be paid after Development has reviewed the plans and sent them to Commercial Receiving.
- Anyone may pick up plans, but the receipt MUST BE PRESENTED before Commercial Receiving (Suite 170) will be allowed to release any plans to anyone.

Questions? Please contact, Mr. Shawn Sturhan at 713-316-3520