

Memorandum



CITY OF DALLAS

DATE October 1, 2002

TO THE DEVELOPMENT COMMUNITY

SUBJECT **Private Development Plan Review Rate Change and Inspection Fee**

On September 30, 2002, the Dallas City Council amended various sections of Chapters 51 and 51A of the "Dallas City Code". By this action, the rates for the development plan review fees have changed as follows:

- \$1,050 the first two (2) design reviews of engineering plans
- \$300 for any subsequent reviews required after the first two design reviews of engineering plans; and
- \$300 for any design reviews needed after the plans are approved.

Furthermore, by this action an inspection fee has been added for the inspection of the paving and drainage improvements in public right-of-way and/or easements. The amount of this fee is based on amount of the private development contract for these improvements, and is due prior to the execution of the private development contract.

This inspection fee will fund the City inspection of private development related work. In the past, there have been instances where at the time of the final inspection of these projects by the City, the work was found to be deficient. These problems have proved to be both costly and time consuming for the developers to correct. In an attempt to avoid similar situations, the City will perform periodic field inspection of these private development related projects during the construction.

Please note that the developers are still responsible for having all these improvements inspected during the construction and furthermore responsible to have a licensed professional engineer who is registered to practice in the State of Texas, certify that all work has been done in accordance with the approved plans and contract documents. (See Dallas City Code, Section 51A-8.612(f)).

For the rates of the inspection fees, please see the attachment.

These new rates as well as the inspection fees are effective for all submissions as of October 1, 2002. If you have any questions, please call the Engineering Division of the Development Services Department at (214) 948-4205.

A handwritten signature in black ink, appearing to read 'Elias K. Sassoon'.

Elias K. Sassoon, P.E.
Chief Engineer
Department of Development Services

ES/1/pdf.wpd

Attachment

Inspection Fee

<u>Amount of Private Development Contract</u> <i>(Paving & Drainage)</i>	<u>\$ Fee Amount</u>
<u>The value of the proposed improvement is \$12,500 or less</u>	<u>\$600.00</u>
<u>The value of the proposed improvement is from \$12,501 to \$25,000</u>	<u>\$1,000.00</u>
<u>The value of the proposed improvement is from \$25,001 to \$100,000</u>	<u>\$1,000.00, plus \$0.035 multiplied by the value of the improvement in excess of \$25,001</u>
<u>The value of the proposed improvement is from \$100,001 to \$500,000</u>	<u>\$3,625.00, plus \$0.03 multiplied by the value of the improvements in excess of \$100,001</u>
<u>The value of the proposed improvement is \$500,001 to \$1,000,000</u>	<u>\$15,625.00, plus \$0.025 multiplied by the value of the improvements in excess of \$500,001</u>
<u>The value of the proposed improvement is \$1,000,001 or more</u>	<u>\$28,125.00, plus \$0.02 multiplied by the value of the improvements in excess of \$1,000,001</u>



CITY OF DALLAS

October 1, 2002

**Re: New Subdivision Plan Review Procedure
for Paving and Drainage Plans**

Dear Sir/Madam:

The following review procedure should be followed for the submission of drainage and paving plans in the Engineering Division of the Department of Development Services.

All first plan submittals should be accompanied by a fee receipt and a check list completed by the professional engineer in charge. The engineer must complete the fee receipt along with a receipt of \$1,050.00 fee and engineer's check list form, to the Engineering Division in Room 200 to have plans recorded and processed and receipt issued. The \$1,050.00 must be paid at the "One Stop Permit Center" in Room 118.

All additional revised plan submittals after the second submittal should be accompanied by the \$300.00 fee receipt submitted to Room 200

Failure to present the required fee and completed forms will result in the review of your plans being delayed.

The Engineering Division of the Department of Development Services will hold incomplete submittals for three (3) working days to allow you time to either submit the lacking information or to pick up the plans.

Please pass this information on to the engineers in your company and your associates.

Sincerely,

A handwritten signature in cursive script that reads "Elias K. Sasson".

Elias K. Sasson, P.E.
Chief Engineer
Department of Development Services

ES/ll/nsprp.wpd-Rev.10/02

Attachment

Department of Development Services
Engineering Division

**

Fee Receipt

PROJECT NAME: _____ *311T- _____

ENGINEER: _____ BUS PHONE: _____ FAX #: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

DEVELOPER: _____ BUS PHONE: _____ FAX #: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

CITY PLAN FILE NO.: _____

<u>SUBMITTAL</u>	<u>DATE RECEIVED</u>	<u>CHECK LIST</u>	<u>FEE AMOUNT</u>	<u>PAID</u>	<u>RECEIPT NO.</u>
#1	_____	_____	\$1,050.00	_____	_____
#2	_____	_____	No Charge	_____	_____
#3	_____	_____	\$300.00	_____	_____
#4	_____	_____	\$300.00	_____	_____
#5	_____	_____	\$300.00	_____	_____
#6	_____	_____	\$300.00	_____	_____
#7	_____	_____	\$300.00	_____	_____
#8	_____	_____	\$300.00	_____	_____
#9	_____	_____	\$300.00	_____	_____
#10	_____	_____	\$300.00	_____	_____

REMARKS: _____

** Area within heavy lines must be filled in before new projects are accepted.
* The 311T number is assigned by the City upon receipt of fee payment.