

An Ordinance of the City of Plano, Texas, repealing in its entirety Section 16-18, Board of Adjustment Filing Fee, of Article II, Fees Generally, of Chapter 16, Planning and Development, of the Code of Ordinances of the City of Plano, Texas; repealing and replacing in their entirety Sections 16-19, 16-21, and 16-22, of Article II, Fees Generally, of Chapter 16, Planning and Development, of the Code of Ordinances of the City of Plano, Texas; and providing a repealer clause, a severability clause, a savings clause, and an effective date.

WHEREAS, the City Council recognizes the Cost Recovery Policy, a framework established to recoup the appropriate level of costs associated with providing programs and services; and

WHEREAS, the City of Plano has determined that the cost to the City to provide each of the services in the fee schedule either equals or is more than the amount of fees currently assessed; and

WHEREAS, the City Council recognizes that certain adjustments to fees are necessary to cover administrative costs for providing specific services; and

WHEREAS, the City Council, after consideration of the recommendations of staff and all related matters, has determined that it is in the best interest of the City to establish an updated fee schedule.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PLANO, TEXAS, THAT:

Section I. Section 16-18, Board of Adjustment Filing Fee, of Article II, Fees Generally, of Chapter 16, Planning and Development, of the Code of Ordinances of the City of Plano, Texas, is hereby repealed in its entirety.

Section II. Section 16-19, Fees for Zoning, Rezoning, and other Miscellaneous Fees, of Article II, Fees Generally, of Chapter 16, Planning and Development, of the Code of Ordinances of the City of Plano is hereby repealed and replaced in its entirety to read as follows:

“Sec. 16-19. – Fees for zoning, land development, and other miscellaneous fees.

Any person, firm or corporation desiring to submit for approval or inspection of a zoning case, plan, plat, study, or other item listed in the fee schedule shall, at the time of filing or at the time deemed appropriate by the City of Plano, pay to the City of Plano a fee in accordance with the following fee schedule. Fees are non-refundable except as noted:

Service Name	Fee
Pre-Application Meeting for Zoning or Development	\$350
Zoning Fees	
Zoning Petition to a Listed Zoning District*	\$3,000 plus \$50/acre (max: \$20,000)
Zoning Petition for a Planned Development*	\$5,000 plus \$50/acre (max: \$20,000)
Zoning Petition for a Specific Use Permit*	\$3,000 for requests greater than 1 acre \$1,000 for requests 1 acre or less
Zoning Petition for a Heritage Resource Designation or Neighborhood Conservation District	\$350
Appeal of Denied Zoning Petition to City Council*	\$1,500
Withdrawal of Zoning Request	50% of zoning fee, if notices have not been mailed or published
Initial Development Phase Fees	
Concept Plan / Revised Concept Plan	\$1,050
Preliminary Site Plan / Revised Preliminary Site Plan	\$200 per acre
Conveyance Plat / Revised Conveyance Plat	\$750
Pre-Construction Phase Fees	
Engineering Plan Review	\$1,000 per original submission
Engineering Review (Resubmittals)	\$500 per resubmittal
Facade Plan / Revised Façade Plan	\$100
Flood Study	\$3,500
Landscape Plan / Revised Landscape Plan	\$750
Preliminary Plat / Revised Preliminary Plat / Preliminary Replat* / Revised Preliminary Replat*	\$150 per acre
Site Plan / Revised Site Plan	\$200 per acre
Site Plan – Substantially Conforming, or Landscape Plan – Substantially Conforming	\$250
Traffic Impact Analysis (Other than Regional)	\$850
Traffic Impact Analysis (Regional)	\$3,250
Water & Sewer Study	\$10,000
Construction Phase Fees	
Engineering Inspection (Each for Grading, Paving, and Sidewalk Improvements)	\$0.65 per square foot or \$5.85 per square yard
Engineering Inspection (Each for Drainage, Water and Wastewater Improvements)	\$2.00 per linear foot
Engineering Inspection (Traffic Signal Improvements)	\$100
Final Plat/Replat*	\$800
Minor Plat	\$500
Site Plan Inspection	\$200

Service Name	Fee
Board of Adjustment	
Request for Consideration by Board of Adjustment	\$550
Accommodations Review Board Fee	
Request for Reasonable Accommodation	\$0
Miscellaneous Fees	
Address Change	\$550 per address
Amended Plat	\$300
Director's Interpretation	\$2,400 per interpretation
Director's Interpretation, Appeal of	\$2,400 per appeal
Nonconformity Determination Application	\$250 per use or structure on a lot
Notice Fee (Other fees with * include this additional notice fee)	\$50 per required notice
Open Space Plan / Revised Open Space Plan	\$450
Plan/Plat Extension or Reinstatement	\$400
Request to Call a Public Hearing or Request to Waive Two-Year Waiting Period	\$650
Screening Wall Fee	\$150 per linear foot
Street Name Change (after final plat recording)	\$5,200
Street Name Change (after preliminary plat approval, before final plat recording)	\$1,300
Streetlight (Oncor)	\$100 per pole
Streetlight (Coserv)	\$100 per pole
Street Signs	\$150 per sign
Subdivision Name Change (after preliminary plat approval)	\$350
Subdivision Ordinance Variance	\$150 per variance
Tree Mitigation with Plan Approval	\$300 per caliper inch
Tree Removal Prior to Plan Approval	\$600 per caliper inch
TxDOT ROW Permit	\$500
Zoning Verification Letter	\$50
Vacation of Plat	\$1,250

Fees calculated on a per-acre basis are rounded up to the next whole acre.”

Section III. All provisions of the ordinances or resolutions of the City of Plano in conflict with the provisions of this ordinance are hereby repealed, and all other provisions of previous ordinances and resolutions of the City of Plano not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section IV. It is the intention of the City Council that this Ordinance, and every provision hereof, shall be considered severable, and the invalidity or unconstitutionality of any section, clause, provision, or portion of this Ordinance shall not affect the validity or constitutionality of any other portion of this Ordinance.

Section III. Section 16-21, Highway Permits, of Article II, Fees Generally, of Chapter 16, Planning and Development, of the Code of Ordinances of the City of Plano is hereby repealed and replaced in its entirety to read as follows:

“Section 16-21. – Highway permits.

All persons requesting permission to access a Texas Department of Transportation right-of-way (“TxDOT ROW”) within the city limits shall be required to obtain a TxDOT ROW permit. The fee schedule in Section 16-19 reflects the cost for each access request for a TxDOT ROW permit. The department of engineering shall be responsible for the administration and collection of the fee.”

Section IV. Section 16-22, Traffic and Street Signs, of Article II, Fees Generally, of Chapter 16, Planning and Development, of the Code of Ordinances of the City of Plano is hereby repealed and replaced in its entirety to read as follows:

“Section 16-22. – Traffic and street signs.

All developers shall pay the city for material and installation costs incurred in placing traffic and street signs in private developments. Developers shall pay the total cost, as reflected in the fee schedule in Section 16-19, for each sign prior to acceptance of the subdivision. The department of engineering shall be responsible for the administration and collection of the fee.”

Section V. All provisions of the ordinances or resolutions of the City of Plano in conflict with the provisions of this ordinance are hereby repealed, and all other provisions of previous ordinances and resolutions of the City of Plano not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section VI. It is the intention of the City Council that this Ordinance, and every provision hereof, shall be considered severable, and the invalidity or unconstitutionality of any section, clause, provision, or portion of this Ordinance shall not affect the validity or constitutionality of any other portion of this Ordinance.

Section VII. The repeal of any Ordinance or part of Ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under by virtue of such Ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

Section VIII. This Ordinance shall become effective on January 1, 2026.

PASSED AND APPROVED on the 10th day of November, 2025.

John B. Muns, MAYOR

ATTEST:

Lisa C. Henderson, CITY SECRETARY

APPROVED AS TO FORM:

Paige Mims, CITY ATTORNEY