

## REVIEW PROCESS FOR SUBDIVISION PLATS TO BE FILED IN BROWN COUNTY PLAT RECORDS

Preliminary Plat to be submitted to County Clerks office Includes the filing fee( to be paid by the Developer and or Land Owner or assigned Representative), of plat or property to be platted, (plat only not including supporting documents to be brought in at later date), and electronic files,(AUTOCAD FILES, ASCII POINTS, PDF OF PLAT, and Hard copy of Plat to Scale)

County Surveyor to be notified Plat and fees have been paid to Clerk and to start the review process.

Review process begins on Plat and the First and Last Check is included in the Filing Fee of Plat, additional review(s) will be subject to Normal Survey fees, and time will be dependant upon the plat.

Any man hours of time over the First and Last Check will be subject to standard Surveyor Fee's per the Natural Resource Code and The Texas Constitution Art XVI, Sec 61, of the State of Texas

After approval of County Surveyor, and appropriate Government entities approval (City of Brownwood, is Exempt from Preliminary Plat Process they have their own OC, QA) the Final filing, the Fees are to be paid to County Clerk for Filing (includes supporting documents, additional County Surveyor Fees)

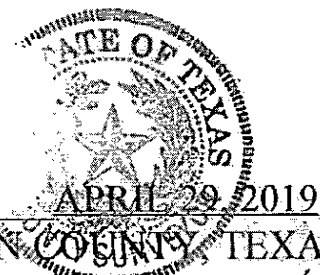
County Surveyor notified Final Fees have been paid and in receipt of Plat for Filing to approve the Filing of the Plat.



DON KING ELECTED COUNTY SURVEYOR OF BROWN COUNTY, TEXAS

April 29, 2019

(Exhibit #14)



PAGE TWO PRICE INCREASES

**FILING FEES OF PLATS \$ 350 PER PAGE 18" X 24" OR HALF SLIDE of which:**

\$ 100 will go to the County Clerk for Cabinets, materials, and storage,  
\$ 250 to go to the County Surveyor (filing fees Local Government Code Art 5282c, Sec 28(b)), for First and Last Review of Plat (anything other hours to be charged Normal Survey Fees per the Natural Resource Code, Texas Constitution Art XVI, Sec 61, of the State of Texas for County Surveyor office) for QC & QA of the Subdivision Rules and Regulations of Brown County, Texas

The above two pages Approved by the Commissioners Court of Brown County, Texas

This 29<sup>th</sup> day of Apr., 2019

  
\_\_\_\_\_  
County Judge of Brown County, Texas

SHARON FERGUSON  
BROWN COUNTY CLERK  
200 SOUTH BROADWAY STE 101  
BROWNWOOD, TEXAS 76801  
1-325-643-2594

**FEES AND REQUIREMENTS FOR FILING PLATS**

**STEP 1**

WHEN THE INITIAL PLAT IS PRESENTED TO THE COUNTY CLERK, THE REVIEW FEE OF THE PLAT MUST BE PAID AT THAT TIME.

THE PLAT REVIEW WILL REQUIRE ONE WHITE COPY OF THE PLAT (FULL SIZE) AND ONE FLASHDIVE WITH THE COORDINATES.

**FEE depends on the size of plat presented for review:**

36 x 24 per plat.....\$700.00 Full Jacket  
18 x 24.....\$350.00 Half Jacket

THE CLERK WILL ISSUE A PAYMENT RECEIPT AT TIME OF ACCEPTING THE PLAT FOR IT'S INITIAL REVIEW AND NOTIFY THE BROWN COUNTY SURVEYOR.

ALL PLATS MUST BE APPROVED BY THE BROWN COUNTY SURVEYOR AFTER THE COUNTY SURVEYOR HAS REVIEWED THE PLAT, YOU WILL BE NOTIFIED, BY THE COUNTY SURVEYOR, OF ANY REVISIONS AND/OR ACCEPTANCE. BROWN COUNTY SURVEYOR DON KING 325-646-3036

**STEP 2**

**AFTER ACCEPTANCE OF THE PLAT, BY SURVEYOR, THE REQUIREMENTS NEEDED FOR THE FINAL REVIEW ARE:**

**\*PAYMENT FOR THE RECORDING OF PLAT IN OFFICIAL PUBLIC RECORDS**

**1 - 8 ½ X 14 PAPER COPY OF PLAT**

**3 MYLAR'S PLASTIC WITH BLACK PRINT WITH ORIGINAL SIGNATURES, NO LARGER THAN 24 x 36**

**4 BLUE LINE PAPER COPIES MADE FROM THE ORIGINAL MYLAR WITH SIGNATURES**

**3 X 5 COMPUTER DISK or FLASH DRIVES**

**A PRINTED LIST OF ALL COORDINATES**

**TAX CERTIFICATES FROM APPRAISAL DISTRICT**

**4 COPIES OF LEGAL AND/OR RESTRICTIONS (OPTIONAL)**

**\*RECORDING FEE FOR THE PLAT TO BE FILED IN  
OFFICIAL PUBLIC RECORDS, WILL CONSIST OF THE  
FOLLOWING DOCUMENTS AND THE FEE DEPENDS ON  
THE NUMBER OF PAGES EACH DOCUMENT HAS:**

**8 ½ X 14 PAPER COPY OF PLAT  
LEGAL AND /OR RESTRICTIONS  
COPY OF TAX CERTIFICATES  
PRINTED COPY OF COORDINATES**

**OFFICIAL PUBLIC RECORDING.....\$25.00 1<sup>ST</sup> PAGE  
ADDITIONAL PAGES.....\$ 4.00 PER PAGE**