

**COMAL COUNTY, TEXAS
MISCELLANEOUS INFORMATION**

HISTORY

Comal County was created by the First Legislature of Texas, in March of 1846. Comal County was the first of 128 counties created from the original Bexar County. The Act by the first Legislature to create the county was approved on March 24, 1846. Comal County gets its name from the Comal Springs and the Comal River that flow through New Braunfels, the County seat.

GENERAL DESCRIPTION

Comal County has an area of 567 square miles and a population of 116,559 with the City of New Braunfels, the county seat, having a total population of 60,590. There are five other cities within Comal County, the City of Garden Ridge, the City of Schertz, the City of Selma, the City of Fair Oaks Ranch and the City of Bulverde. The City of Schertz, the City of Selma and the City of Fair Oaks Ranch are primarily located in other counties. Comal County varies in altitude from 650 to 1,700 feet above sea level and receives an annual rainfall of approximately 33.19 inches. The county enjoys a growing season of 265 days, with an average minimum temperature in January of 40 degrees and an average maximum temperature in July of 96 degrees.

GOVERNMENT

Comal County is divided into a number of different departments, each with its own legally constituted duties as prescribed by the Constitution of 1876 and/or legislative acts and each headed by either an elected or appointed official. The State court system is intertwined in the operation of Comal County as an entity.

CONSTITUTIONAL OFFICES

COMMISSIONERS' COURT (Article 5, Section 18 of the State Constitution) -- Comal County is a corporate and political body. The general governing body of the County is the County Commissioners' Court, which has none of the functions of a court but has powers and duties clearly set forth and defined in the constitution and statutes. Commissioners' Court was created to carry out a policy common to the whole State, and whereas, it was not created to advance the interest of the particular locality in which it is located, the election of the various County officials insures, in most cases, the application of State laws and regulations in the light of local conditions. The functions of the Commissioners' Court are to establish a courthouse and jail, appoint numerous minor officials, fill vacancies in certain county offices, let contracts in the County, build roads and bridges, administer the County's welfare services, perform numerous duties in regard to elections, set the County tax rate, issue bonds, adopt the County budget and serve as a board of equalization for tax assessments. The Commissioners' Court of Comal County is a plural legislative body. It is comprised of a county judge elected at large and four commissioners who are elected by the precincts in which they reside.

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DISTRICT COURTS (Article 5, Section 8 of the State Constitution) -- There are three District Courts in Comal County; the 22nd, 207th, 274th, and 433rd District Courts. The District Courts have original criminal jurisdiction over all felonies. They have concurrent jurisdiction with the Comal County Court-at-Law over civil matters involving amounts from \$500.00 to \$5,000.00. The District Courts have appellate jurisdiction over probate cases originating in the County Court. They also hear appeals from statutory County Courts (Comal County Court-at-Law) in cases involving mental illness and alcoholic hospitalization proceedings. The District Courts in Comal County also handle juvenile matters. The County Juvenile Board, comprised of the District Judges and Comal County Judge, administers the matters of juveniles, and appoints the Juvenile Probation Officer. In addition, the District Judges have the statutory authority of appointing the Adult Probation Officer, the County Auditor, Court Reporters for the District Courts, Bailiffs, and the Court Administrator.

COUNTY COURT (Article 5, Section 16 of the State Constitution) -- The Comal County Court is a constitutional court of record. The Comal County Court has transferred the burden of civil and criminal cases to the Comal County Court-at-Law as well as the 22nd and 207th District Courts, and now retains only probate jurisdiction. In designating the County Court as a Probate Court, the Constitution specifies that they shall probate wills, appoint guardians of minors, lunatics, idiots, persons non compos mentis and common drunkards, grant letters testamentary and of administration, settle accounts of executive, transact all business pertaining to deceased persons, minors, lunatics, persons non compos mentis, idiots and common drunkards, including the settlement, partition, and distribution of estates of deceased persons and to apprentice minors, as provided by law.

COUNTY COURT-AT-LAW -- The Comal County Courts-at-Law are legislative courts. They were created by special acts of the Legislature. The County Courts-at-Law exercise jurisdiction over all Class A and B misdemeanors. Class A misdemeanors are punishable by fines up to \$2,000.00 and/or one year confinement in the county jail. Class B misdemeanors are punishable by fines up to \$1,000.00 and/or confinement in the county jail for up to 180 days. The Comal County Courts-at-Law have exclusive civil jurisdiction over controversies involving amounts between \$200.00 and \$500.00. It has concurrent jurisdiction with the 22nd, 207th, 274th and 433rd District Courts over civil matters involving amounts from \$500.00 to \$5,000.00.

JUSTICE OF THE PEACE COURTS (Article 5, Section 18 and 19 of the State Constitution) -- The Commissioners' Court of each county is required to create from 4 to 8 Justice of the Peace precincts. Whenever a precinct contains a city with a population of 8,000 or more, 2 Justices may be elected. Justice of the Peace Courts have both civil and criminal jurisdiction. The latter extends to all criminal matters where the possible penalty of fine does not exceed \$2,000.00. The former includes all cases not otherwise delegated to higher courts, where the amount in controversy is \$2,000.00 or less. Civil cases may be appealed to the County Court-at-Law if the amount in controversy exceeds \$200.00. Comal County Justices of the Peace also function as judges of the precincts' Small Claims Court, perform civil marriages, and act as coroners.

TAX ASSESSOR-COLLECTOR (Article 8, Section 13 of the State Constitution) -- The County Tax Assessor-Collector is elected by the voters of the County at large. The Tax Assessor-Collector is responsible for assessing State and County ad valorem property taxes and making collections. Another important responsibility of the County Tax Assessor-Collector is the administration of the motor vehicle sales and use taxes (automobile license plates, title registration, and sales taxes) for the State. The County Tax Assessor-Collector prepares the tax rolls, assesses their values in accordance with the guidelines of the State, testifies before the County Board of Equalization and receives payments due.

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COUNTY TREASURER (Article 16, Section 44 of the State Constitution) -- The County Treasurer is elected by the voters of the County at large and the duties are prescribed by the Legislature. The Treasurer's chief functions are to receive and disburse County funds. However, the funds can be withdrawn only upon the Treasurer's signature and the countersignature of the County Auditor. The function of the office is essential as a feature of internal control in the custody of the bank.

COUNTY AUDITOR (Article 1645, V.A.C.S.) -- The County Auditor is appointed by the District Judges. The Auditor serves as the chief accounting officer of the County and assists the County Judge in all areas of County finance. The County Auditor has general oversight of all financial records of the County. The County Auditor countersigns all warrants written and checks written by the County Treasurer.

CRIMINAL DISTRICT ATTORNEY (Article 5, Section 21 of the State Constitution) -- The office of Criminal District Attorney has been created by the Legislature for duties in judicial districts. The voters of the County elect the Criminal District Attorney. The Criminal District Attorney's duties, in general, are to be in attendance of each term and all sessions of the District, County, and Justice Courts of Comal County. The Criminal District Attorney's responsibilities also include representing the County in all legal matters, advising County officials, representing the State in District Court matters or proceedings involving juveniles and the protection of children. Other responsibilities include the Hot Check Division, Victim Assistance, Child Support prosecution, protective orders, mental commitments and Environmental Enforcement issues.

DISTRICT CLERK (Article 5, Section 9 of the State Constitution) -- The District Clerk of the District Courts is elected by the voters of the County at large. In general, the functions of this office are to serve in an administrative capacity for the courts, to perform judicial or quasi-judicial duties in connection therewith, to act as the custodian of the court records, to receive money in official capacity, and to perform general assessed duties as are enjoined by statute or imposed by the lawful authority of the court.

COUNTY CLERK (Articles 5, Section 20 of the State Constitution) -- The County Clerk is elected by the voters of the County at large. The Constitution has described the County Clerk as County Court Clerk, Commissioners' Court Clerk, and County Recorder. As a judicial clerk the County Clerk is required to attend court sessions, maintain a docket, record court proceedings or minutes, and file records as needed. As the guardian of the public record, the County Clerk is responsible for the filing and maintaining of written instruments of public record. The documents being filed may be categorized as follows:

- a. Proof of ownership or interest in real or personal property and documents that ease or restrict property transfers,
- b. Identity of commercial activities,
- c. Identity of persons.

The County Clerk has three responsibilities in maintaining these records: accepting instruments for filing, recording instruments in a safe and permanent manner, and providing an index for the retrieval of all recorded instruments. The County Clerk serves on the County Election Board, which in general elections is comprised of the County Judge, County Clerk, County Sheriff, and County Chairman of each political party and in all other elections is composed of the County Judge, County Clerk, and County Sheriff. This Board is responsible for providing the supplies necessary to hold and conduct every election.

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COUNTY SHERIFF (Article 5, Section 23 of the State Constitution) -- The County Sheriff is elected by the voters of the County at large and the duties are prescribed by the legislature. The Sheriff is the chief law enforcement officer of the county, both inside and out of incorporated or municipal areas. The Sheriff is the officer of the County Court, County Court-at-Law, and the District Courts. The Sheriff and his deputies are responsible for serving writs, processes, and warrants of these courts. The Sheriff is also custodian of prisoners and responsible for the maintenance of the County jail facility. The Sheriff is also a member of the County Election Board.

CONSTABLES (Article 5, Section 19 of the State Constitution) -- Comal County Constables are County peace officers, elected by the precincts in which they reside. Comal County Constables play an important part in the maintenance of order in unincorporated rural areas of the county. They are not full-time law officers, but are on call 24 hours a day. Like the Sheriff and his deputies, the primary interest of the Constable is in enforcing the laws of the State. The Constable is the officer of the Justice of the Peace Court and assists in serving writs, processes, and warrants. While the Constable is elected by precinct, his jurisdiction extends throughout the County as whole.

ADULT PROBATION OFFICER (Article 41,12, V.A.C.C.P.) -- The County Probation Officer is appointed by the District Judges. The Probation Officer's duties are to supervise all persons placed on probation for felony or misdemeanor actions. When directed by the Court, the Probation Officer shall fully investigate and report to the Court in writing the circumstances of the offense, criminal record, social history, and present condition of the defendant. The Probation Officer is also charged with enforcing the conditions of probation and attempting to rehabilitate each probationer.

JUVENILE PROBATION OFFICER (Article 5142c-2, V.A.C.S.) -- The County Juvenile Board appoints the Juvenile Probation Officer. Her duties are to investigate, process and handle all cases referred to that office by the Court, law enforcement agencies, parents, and other agencies. The Juvenile Probation Department compiles and prepares detailed social histories on all offenders referred to it and recommends to the Juvenile Court what action should be taken. The Department provides professional casework services and supervision to delinquent children who are placed on probation by the Juvenile Court.



STATE OF TEXAS § IN THE COMMISSIONERS COURT
COUNTY OF COMAL §

A RESOLUTION ADOPTING VARIOUS COUNTY OFFICE FEES FOR 2017

WHEREAS, Section 118.131, Local Government Code, authorizes the Commissioners Court of each county to set reasonable fees to be charged for certain services by the office of Sheriff and Constable; and

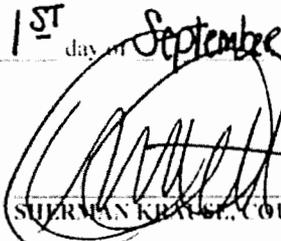
WHEREAS, the Comal County Commissioners Court has determined the fees listed below are required to recoup the costs to Comal County for these services.

NOW, THEREFORE BE IT RESOLVED THAT, the Commissioners Court is of the opinion that the following fees are reasonable and should be established for these services in Comal County effective January 1, 2017 and to remain in effect until further order of the County.

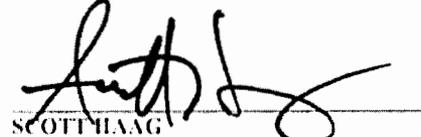
IT IS THEREFORE ORDERED, ADJUDGED AND DECREED THAT the fees as prescribed above are hereby set by the Comal County Commissioners Court in open session effective January 1, 2017 and to remain in effect until further orders of this Court.

BE IT FURTHER ORDERED that the Commissioners Court of Comal County does hereby accept and approve the Constable/Sheriff's Office fees as submitted and various county office fees as submitted.

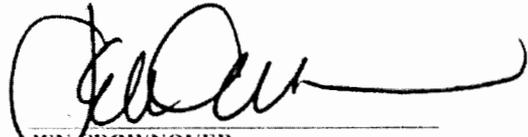
ADOPTED IN COURT this 1ST day of September, 2016.


SHERMAN KRAVITZ, COUNTY JUDGE

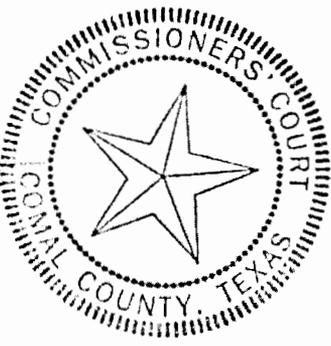

DONNA ECCLESTON
COUNTY COMMISSIONER, PCT. #1


SCOTT HAAG
COUNTY COMMISSIONER, PCT. #2


KEVIN WEBB
COUNTY COMMISSIONER, PCT. #3


JEN CROWNOVER
COUNTY COMMISSIONER, PCT. #4

ATTEST: 
BOBBIE KOEPP, COUNTY CLERK



2017 SHERIFF'S OFFICE FEES

TYPE OF WRIT	Sheriff/Constable Fees
Citation	\$ 75.00
Citation by Publication	65.00
Notice of Trustee Sale	65.00
Precept to Serve/Notice	65.00
Injunction	65.00
Mental Commitment	75.00
Subpoena Civil	75.00
Order of Sale	250.00
Temporary Restraining Order	85.00
Temporary Protective Order	75.00
Writ of Attachment	250.00
Writ of Execution	250.00
Writ of Garnishment	250.00
Writ of Restitution	250.00
Writ of Sequestration	250.00
Writ of Retrieval	250.00
Forcible Detainer	85.00
Writ of Possession (4 Hours Maximum) * see below	200.00

Other Service Fees (Sheriff's Office Continued):

* Writ of Possession exceeding 4 hours, will be charged/billed at a rate of \$30 per additional hour.

Posting of written notices in public places as may be required by law/per location - \$20.00

Mileage fee if applicable will be calculated at - \$0.555 per mile

Executing a Deed to each purchaser of real estate under execution or order of sale - \$55.00

Executing a Bill of Sale to each purchaser of personal property under execution or order of sale when demanded by purchaser - \$55.00

Vehicles stored by the Sheriff for more than 10 days will be charged/billed at a rate of \$30.00 per day thereafter.

Executing fee for each case tried in District or County Court, a Sheriff's venire jury fee - \$15.00

Copies of Offense Reports requested by insurance companies - \$0.00

Fingerprint cards, required for private employment, etc. - \$10.00 per card

Collecting money on an execution or an order of sale, when the same is made by a sale:

The first \$200.00 or less - 10%

All sums over \$200.00 and not exceeding \$1,000.00 - 6%

All sums over \$1,000.00 and not exceeding \$5,000.00 - 3%

All sums over \$5,000.00 - 2%

Court may adjust the fee.

When the money is collected by the Sheriff or Constable without a sale, one-half of the above rates shall be allowed him.

Other Service Fees (Sheriff's Office Continued):

Livestock Estray - Sheriff's Fee - \$25.00 each

Livestock Estray Hauling/Call Out (each) - \$100.00 single load

Feed for Cattle - \$15.00 per day/per head

Feed for horses/mules - \$20.00 per day/per head

Feed for goats/sheep - \$10.00 per day/per head

Feed for hogs - \$8.00 per day/per head

Catch fee - \$25.00 for contained area/per head

Additional fee if horse is required to catch estray - \$100.00

County fee/per head - \$25.00

2017 JAIL OFFICE FEES

Fingerprints - \$10.00

Open Records - \$0.10 per page

2017 INMATE CHARGES

Doctor Appointment - \$10.00

Lab Work - \$10.00

Prescriptions - \$10.00

Over Counter Medication - \$1.00

Damaged property will be the cost of the property.

Defendant Confinement Fee - \$25.00 per day (excluding indigents)

2017 ANIMAL CONTROL FEES

LICENSING:

Altered (one-time fee) - \$5.00

Non- Altered (annually) - \$5.00

IMPOUND CHARGES:

Licensed and Altered: 1st - \$25.00 / 2nd - \$40.00

Licensed and Non-Altered: 1st - \$50.00 / 2nd - \$65.00

Unlicensed and Altered: 1st - \$50.00 / 2nd - \$65.00

Unlicensed and Non-Altered: 1st - \$75.00 / 2nd - \$95.00

Prisoner Dog Pick Up - \$50.00

Trap Rental Deposit*: Cats - \$50.00 / Dogs - \$250.00

Daily Charge: Cats - \$2.00 / Dogs - \$4.00

*Trap Rental Deposit to cover purchasing new trap if it would be stolen, lost or damaged and not repairable

2017 TAX OFFICE FEES

Tax Certificates - \$10.00

Copies of Documents - \$.025/pg

Delinquent Attorney File (CD) - \$40.00

Return Check Fee - \$30.00

2017 ROAD DEPARTMENT FEES

Dark Skies Zone Outdoor Lighting Permit Application Fee - \$25

Floodplain Permit Application Fee - \$40

Public Notices - \$125

Public Improvement in Public ROW (PIPROW) Permit Application Fee - \$25

Road Crossing Permit - \$4 per foot for asphalt

Road Crossing Permit -\$2 per foot for gravel

Subdivision Regulations - \$5 per set

Subdivision Platting Fees:

Plat Application Fee* - \$100 per resultant Lot/Tract

Additional Fee for Plats with Road Construction - \$3,000 per plat

Map Plotting/Printing Fees**:

Size of Map	Plain Paper	Photo Quality Paper
8½x11	\$1	\$2
18x24	\$2	\$4
24x36	\$4	\$8
36x48	\$8	\$16

County reserves the right to limit quantity of plots/prints.

*Amendments to Plat are not assessed this fee.

**These plotting/printing fees do not apply to municipalities, public utilities, school districts, and political subdivision located within Comal County.

2017 ENVIRONMENTAL HEALTH DEPARTMENT FEES

Sewerage Facility Permit (<500 gallons per day) - \$150.00

Sewerage Facility Permit (>500 gallons per day) - \$180.00

Permit Renewal within 12 months - \$80.00

Permit Renewal after 12 months - \$150.00

Remodel Permit - \$100.00

Re-Inspection Fee - \$40.00

Holding Tank Permit - \$150.00

Subdivision Review (5 lots/tracts or less) - \$20.00/lot

Subdivision Review (6 lots/tracts or more) - \$100.00 plus charge per lot/tract - \$5.00

State Research Council Fee - \$10.00

TCEQ O.S.S.F. Rules & Regulations - \$6.50

2017 RURAL RECYCLING DEPARTMENT FEES

BRUSH DUMPING FEES

(Commercial & Residential)

Pickup Load \$ 10.00

Trailers (equal to or less than 14') 20.00

Trailers (greater than 14' long) 30.00

Dump Truck (equal to less than 10 yards) 40.00

Dump Truck (greater than 10 yards) 50.00

Pick up loads and trailers (Equal to or less than 14') can drop off brush for free on Saturdays

TIRES

Car or light truck tires - \$2.00

The County reserves the right to refuse tires.

2017 COMAL COUNTY TREASURER FEES

Returned Check Fee - \$ 30.00

2017 JUSTICE OF THE PEACE FEES

Abstract of Judgment - \$5.00

Autopsy Copies - \$100.00

Civil Case Filing Fees - \$47.50

Civil Jury Fee - \$22.00

Clerk Fee for Writs - \$5.00

Criminal Jury Fee - \$3.00

Occupational Driver's License - \$42.50

Returned Check Fee - \$30.00

See Sheriff's Office Fee Schedule for Service Fees

2017 PUBLIC HEALTH DEPARTMENT FEES

IMMUNIZATIONS PER SHOT

Birth to 18 years (Vaccine for Children-Must qualify per State Guidelines) - \$10.00

19 years + (Vaccine for Adults-Must qualify per State Guidelines) - \$20.00

Adult Vaccine (Those who do not qualify for Vaccine for Adults) - Cost + \$20.00

Adult Vaccine Clinic with Business (min. of 10, quantity discounts available) - Cost + \$20.00

Flu Vaccine - Cost + \$15.00

TB Screening Questionnaire - \$10.00

TB Skin Testing - Cost + \$15.00

Health and Safety Code § 12.032 No individual will be denied essential public health services because of the inability to pay. The Health Department will make provisions for a reduction or waiver of fees for individuals unable to pay for services in part or in full.

IMMUNIZATION RECORD REPLACEMENT

First Record (C102 & C104) Department of State Health Services Official Vaccine Documentation Form - Free with Immunizations

All other Replacements (C102 & C104), TWICES, & Foreign Records - \$5.00 ea

Flu Record (from previous flu season) - \$1.00 ea

Flu Record (older than previous flu season) - \$2.00 ea

ImmTrac Record - Free

ImmTrac Record Additional Copies - \$1.00 ea

Documentation of Immunization for Trade School/College - \$5.00

Certified Mail Cost for Immunizations or Health Records - USPS current rates

MISCELLANEOUS – (PUBLIC HEALTH CONTINUED)

Blood Pressure - \$1.00

Lab Tests - Cost + \$25.00

Titers - Cost + \$25.00

Sexually Transmitted Disease Services (Consultation/Education) - \$20.00

Pregnancy Test Only - \$10.00

Pregnancy Test and Medicaid Documentation - \$15.00

Vision Screening for Children - \$15.00

Hearing Screening for Children - \$15.00

2017 AGRILIFE EXTENSION SERVICE FEES

4-H ANIMAL HOUSING FEES

Large animals (horses and cattle) - Due 1st of the Month Monthly - \$70.00

Paddocks for outdoor time for horses - Due 1st of the Month Monthly per animal - \$30.00

Small animals (goats, lambs, swine) *A one-time non-refundable fee per project animal for the life of the project* - \$75.00

2017 HUMAN RESOURCES FEES

ID Replacement Cards (Lost or damaged) - \$10.00

Open Records Fee - \$ 0.10/pg

2017 COUNTY CLERK FEES

CATEGORY		FEE	STATUTE
Regular Recording			
First Page of Document Recording Fee		\$26.00	First Page Fee Breakdown:
a)	<i>Deeds, Deeds of Trust, Affidavits, Releases, etc.,</i>	\$5.00	§ 52.004 Texas Property Code
	<i>Abstract of Judgment,</i>		
	<i>Public Weigher's Bond (§ 13.256 Agricultural Code),</i>		
	<i>Hospital Liens,</i>		
	<i>UCC's</i>		
b)	<i>Security Fee</i>	\$1.00	§ 291.008 Local Government Code
c)	<i>Records Management & Preservation</i>	\$10.00	§ 118.0216 Local Government Code
d)	<i>Records Archive Fee (§ 118.025 Local Government Code)</i>	\$10.00	§ 118.011(f) Local Government Code
Additional Fees			
Each Additional Page Recording Fee		\$4.00	§ 118.011(a)(1) Local Government Code
e)	Each indexed name in excess of five (5) names	\$0.25	§ 118.011(a)(2) Local Government Code
Penalty Fees			
g)	Grantee mailing address omitted	\$25.00	§ 11.003(2) Texas Property Code
h)	Nonconforming document first page, additional fee	\$5.00	§ 191.007(h) Local Government Code
i)	Nonconforming document second page, additional fee	\$4.00	§ 191.007(h) Local Government Code

State Abstract of Judgment			
State Abstract of Judgment Recording Fee		\$16.00	State Abstract of Judgment Fee Breakdown:
h)	<i>First Page: Recording (§52.004 Texas Property Code)</i>	\$5.00	§ 118.011(a)(1) Local Government Code
i)	<i>Security Fee</i>	\$1.00	§ 291.008 Local Government Code
j)	<i>Records Management & Preservation</i>	\$10.00	§ 118.0216 Local Government Code
k)	Each additional page (if required)	\$4.00	§ 118.011(a)(1) Local Government Code

CATEGORY	FEE	STATUTE
State/Federal Tax Lien or Release		
a) State Tax Lien or State Tax Lien Release	\$26.00	§ 113.005 Texas Tax Code
b) Federal Tax Lien or Federal Tax Lien Release	\$31.00	§ 14.002 Texas Property Code
c) Each additional page	\$4.00	§ 118.011(a)(1) Local Government Code

Assumed Name Certificate (DBA)		
DBA RECORDING FEE	\$23.00	DBA Fee Breakdown:
a) <i>Assumed Name Recording /Abandonment</i>	\$2.00	§ 71.054 Business & Commerce
b) <i>Security Fee</i>	\$1.00	§ 291.008 Local Government Code
c) <i>Records Management & Preservation</i>	\$10.00	§ 118.0216 Local Government Code
d) <i>Records Archive Fee (§ 118.025 Local Government Code)</i>	\$10.00	§ 118.011(f) Local Government Code
e) Each additional name	\$0.50	§ 71.155 Business & Commerce
f) Acknowledgment by County Clerk	\$5.00	§ 118.011(c) Local Government Code
g) Each additional page (if required)	\$4.00	§ 118.011(a)(1) Local Government Code

Brands		
a) Location on animal, per location	\$26.00	§ 118.020 Texas Local Government Code
Additional Fees		
b) Brand specifically by tatoo (§ 144.042 Agriculture Code)	\$16.25	§ 118.011(c) Local Government Code

Copies		
a) Copies per page	\$1.00	§ 118.011(c) Local Government Code
b) Certification, additional fee per document	\$5.00	§ 118.011(c) Local Government Code
c) Federal Tax Lien or Federal Tax Lien Release Copy	\$1.50	§ 14.004 Texas Property Code

Military Personnel		
a) Military Discharge - DD214, Recording	\$0.00	§ 192.002(b) Local Government Code
b) DD214 Certified Copies	\$0.00	§ 118.011(c) Local Government Code
c) Property Tax Records deployment pending	\$0.00	§ 431.039 Texas Government Annotated
d) Marriage License deployment pending	\$0.00	§ 431.039 Texas Government Annotated

CATEGORY		FEE	STATUTE
Plats			
a)	Recording, First page 18" x 24"	\$121.00	§ 118.011(c) Local Government Code
b)	Additional page, each	\$100.00	§ 118.011(c) Local Government Code
c)	Tax Certificates, each	\$4.00	§ 12.002 Texas Property Code
d)	Amendment to Plat	\$121.00	§ 118.011(c) Local Government Code
e)	Tax Certificates, each	\$4.00	§ 12.002(e) Texas Property Code
f)	Copy of Plat 18" x 24" or smaller, each	\$5.00	§ 118.011(c) Local Government Code
g)	Color Copy of Plat or Map 18" x 24" or smaller, each	\$10.00	§ 118.011(c) Local Government Code
h)	Copy of Plat, larger than 18" x 24"	\$10.00	§ 118.011(c) Local Government Code
i)	Color Copy of Plat or Map larger than 18" x 24"	\$15.00	§ 118.011(c) Local Government Code

Public Notice			
Public Notice Fee = Posting + Time Stamped Copy		\$6.00	Public Notice Fee Breakdown:
a)	<i>Posting</i>	\$3.00	
	<i>Foreclosure Notice or</i>		§ 51.002(f) Texas Property Code
	<i>Notice of Meeting(s)</i>		§ 551.041 Government Code
b)	<i>Time Stamped Copy</i>	\$3.00	§ 118.011(c) Local Government Code

Searches			
			§ 81.003 Local Government Code
a)	Commissioners Court, written request required	\$10.00	§ 118.011(c) Local Government Code
b)	Printed copies, per page (§ 118.0605 Government Code)	\$1.00	§ 118.011(c) Local Government Code
c)	Certified Copies	\$5.00	§ 118.011(c) Local Government Code
d)	Audio recording	\$30.00	§ 118.011(c) Local Government Code

CATEGORY		FEE	STATUTE
Vital Statistics			
a)	Birth Certificate, certified copy	\$23.00	§ 118.011(a)(5) Local Government Code
b)	Death Certificate, certified copy, first copy	\$21.00	§ 118.011(a)(5) Local Government Code
	each additional copy	\$4.00	§ 118.011(a)(5) Local Government Code
c)	Marriage License without Pre-Marital Certificate	\$82.00	§ 118.018 Local Government Code
d)	Marriage License Pre-Marital Certificate included	\$22.00	§ 118.018(b-1) Local Government Code
e)	Under 18, parental consent per signature	\$1.00	§ 118.011(c) Local Government Code
f)	Informal Marriage	\$47.00	§ 118.019 Local Government Code
g)	Marriage License Verification (Security Paper Only)	\$21.00	§ 118.011(c) Local Government Code
h)	Marriage License Amendment	\$15.00	§ 118.011(c) Local Government Code
i)	Duplicate Marriage License	\$30.00	§ 118.011(c) Local Government Code
j)	Verification of Birth or Death	\$10.00	§ 118.011(c) Local Government Code
k)	Polymer (plastic) protector for Birth or Marriage Lic.	\$1.00	§ 118.011(c) Local Government Code
l)	Genealogy Search, per name (list left with staff)	\$5.00	§ 118.011(c) Local Government Code

Miscellaneous Fees			
	Wills filed for safekeeping	\$11.00	Wills for Safekeeping Fee Breakdown:
a)	<i>Safekeeping of Will</i>	<i>\$5.00</i>	<i>§ 252.001(b) Estates Code</i>
b)	<i>Records Management</i>	<i>\$5.00</i>	<i>§ 118.0216 Local Government Code</i>
c)	<i>Security Fee</i>	<i>\$1.00</i>	<i>§ 291.008 Local Government Code</i>

2017 DISTRICT CLERK FEES

BASE FEES:

Civil.....	\$ 306
Other Family.....	\$ 296

DIVORCE:

Base Fee.....	\$ 313
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ADOPTION:

Base Fee.....	\$ 297
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EXPUNCTION: Waived if acquitted & filed W/I 30 days

Base Fee.....	\$ 306
Cert. postage per agency	\$ 8

NONDISCLOSURE:

Base Fee.....	\$ 334
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OCCUPATIONAL DRIVERS LIC:

Base Fee.....	\$ 307
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TRANSFER INTO COMAL CO:

Civil.....	\$ 306
Family.....	\$ 50

MOTIONS-FAMILY LAW..... \$ 20

Petition or Motion for Modification	
Motion for Enforcement	
Appl. For Judicial Writ of W/H	
Motion to Transfer	
Petition for License Suspension	
Motion to Revoke Stay of License	
Suspension	
Motion for Contempt	

MOTIONS-FAMILY LAW..... \$ 70

Appeal from Inferior Court	
Cross Action	
Counterclaim	
Intervention	
Motion for New Trial	
3 rd party Petition	

MOTIONS-CIVIL, NONFAMILY LAW.....\$ 75

Appeal from Inferior Court	
Cross Action	
Counterclaim	
Intervention	
Contempt	
Motion for New Trial	
3 rd Party Petition	
Motion to Transfer	

ISSUANCE FEES:..... \$ 8

Citation, Citation by Certified Mail, Citation	
By Publication, Subpoena, Show Cause, Notice,	
Precept, TRO, Injunction Abstract, Execution,	
Order of Sale, Writ of Possession, Writ of	
Attachment, Habeas Corpus (Family Law Only),	
Commitment	

SERVICE THRU SECRETARY IF STATE OR INSURANCE COMMISSION..... \$ 55

COMAL CO. SHERIFF SERVICE FEES:

Citation.....	\$ 75
Citation by Certified Mail.....	\$ 75
Citation by Publication.....	\$ 65
Citation by Posting.....	\$ 65
TRO.....	\$ 85
Protective Order.....	\$ 75
Writs.....	\$ 250
Order of Sales.....	\$ 250

MISCELLANEOUS FEES:

Jury Fee.....	\$ 40
Bond Approval.....	\$ 4
Name Change Cert.....	\$ 10
Search Fee.....	\$ 5
Insufficient Check.....	\$ 30
Order or Writ W/O.....	\$ 15

REGISTRY ADM. FEES:

No Interest	5% Not to Exceed \$50
Interest Bearing	10% of the Interest

COPIES: Not Certified 1 page.....	\$ 1
Each Additional page.....	\$.25
Certified per page.....	\$ 1

2017 FIRE MARSHAL FEES

- (a) Building permit.
 This fee is for processing building plans submitted for approval, and will be paid at the time of submission of the plans.
 The base fee for all submitted plans and specifications is \$20.00.
 Projects with a valuation over \$1,000.00 will use the following table:

Project Valuation	Fee
\$1,000.00 and less	\$20.00
\$1,000.00 up to \$50,000.00	\$20.00 for the first \$1,000.00 plus \$5.00 for each additional thousand or fraction thereof, to and including \$50,000.00.
\$50,000.00 to \$100,000.00	\$265.00 for the first \$50,000.00 plus \$4.00 for each additional thousand or fraction thereof, to and including \$100,000.00
\$100,000.00 to \$500,000.00	\$465.00 for the first \$100,000.00 plus \$3.00 for each additional thousand or fraction thereof, to and including \$500,000.00.
\$500,000.00 and up	\$1,665.00 for the first \$500,000.00 plus \$2.00 for each additional thousand or fraction thereof.

- (b) Tent permits.
 Any enclosed tent (enclosed on one side or more) over 400 square feet: \$50.00 fee
 Any open tent (open on all sides) over 700 square feet: \$50.00 fee
- (c) System permits.
- a. Fixed pipe suppression system permit: \$50.00
 Modification to fixed pipe suppression system: \$50.00
 - b. Fire sprinkler system permit:
 \$150.00 for systems with up to 200 heads
 \$0.50 for each additional head
 \$1,500.00 maximum fee

- c. Fire alarm system permit:
 - \$150.00 for systems with up to 200 initiating and/or signaling devices
 - \$0.50 for each additional initiating and/or signaling device
 - \$1,500.00 maximum fee
 - d. Standpipe/water supply permit: \$100.00 per system when not installed in conjunction with new building construction.
 - e. Smoke control system permit: \$75.00 for each system.
 - f. Flammable or combustible liquid tanks permit: \$120.00 for each system.
 - g. Preliminary plan review: \$60.00 per hour may be charged for the preliminary review of plans, which have not been submitted for approval for which no permit has been issued.
 - h. Re-inspection / retest: \$30.00 per hour or fraction of an hour may be charged for each re-inspection. This fee shall be paid before any subsequent inspections are made.
 - i. Modification permit: \$75.00
 - Includes: Existing sprinkler systems (up to twenty sprinkler heads)
 - Existing alarm systems (up to ten initiating/signaling devices)
 - j. Triple permit fees. The fire code official may impose a triple permit fee when he finds that a condition, activity or occupancy requiring a permit exist and no permit has been issued by the fire code official.
 - k. Intentionally left blank.
- (d) Taxing Entities Building Permit Fee: The fee for processing building plans submitted for approval by a Taxing Entity authorized to impose taxes within and upon residents of Comal County, Texas, are 50% of the fee schedule. Taxing Entities for purposes of the Comal County Fire Code are defined to include school districts, emergency service districts, municipalities, or other entities authorized by the state or federal statute to levy tax within and upon residents of Comal County, Texas, for the purpose of yielding revenue to serve legitimate public purpose for the benefit of Comal County tax payers.