

From: [Danielle Quintanilla](#)
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Cc: [Shane Pace](#); [Kelly Dillard](#); [Makai Marshall](#)
Subject: Approval of PC19-043 - Park West Addition
Date: Monday, September 30, 2019 12:20:00 PM

Good Morning,

The amending plat for Park West Addition (PC19-043) has been approved by the Community Development Department on September 30, 2019. You may proceed with submitting the final filing documents:

Filing Documents Required:

Please provide the City with the following items:

- 1) Three 24"x36" mylar copies of the plat with original and notarized signatures.
- 2) Original tax certificates from Johnson County (if not already submitted) showing a zero balance.
- 3) Effective October 1, 2019, the Community Development Department will begin collecting filing fees prior to filing a plat with the Johnson County Clerk's Office. The Johnson County Clerk's Plat Filing Fees are as follows:

18" x 24" Mylar Copies - \$46.00 + \$25.00 for each additional page

24" x 36" Mylar Copies - \$71.00 + \$25.00 for each additional page

Filing fees will be collected from the "applicant" prior to filing the plat with Johnson County. Staff will provide the "applicant" with the total filing fees and payment will be made to the City of Cleburne. Acceptable forms of payment are cash, check, Visa or MasterCard.

After receipt of the above documents we will then obtain the necessary City signatures for filing.

Filing Information:

City Staff can file the plat for you. We currently file plats with Johnson County as needed.

If you have any questions, please let me know.

Thank you,



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