

ORIGINAL

RESOLUTION NO: R-88-1604

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING THE OFFICIAL SCHEDULE OF FEES TO BE CHARGED FOR PLANNING AND ZONING APPLICATIONS, ADMINISTRATIVE REVIEWS, SPECIAL PERMITS, LEGAL ADVERTISING, DOCUMENTS, AND REPRODUCTION OF RECORDS, AS PROVIDED FOR BY SECTION 402.5.A, PALM BEACH COUNTY ZONING CODE, ORDINANCE 73-2, AS AMENDED; PROVIDING FOR AN EFFECTIVE DATE, FOR ANNUAL REVIEW, AND FOR OTHER PURPOSES.

WHEREAS, the Palm Beach County Zoning Code, Ordinance 73-2, provides that the official schedule of fees for planning and zoning applications, administrative reviews, permits, legal advertising, documents, and reproduction of records shall be adopted by the Board of County Commissioners on an annual basis; and

WHEREAS, the Board of County Commissioners does not fund these activities and services from general revenues; and

WHEREAS, it is desirable to recover the cost of Planning, Zoning and Publication services; and

WHEREAS, these activities and services are independently and totally funded through fees charged to those receiving benefit from these activities and services; and

WHEREAS, an analysis of the actual costs of performing these activities and for providing these services has been performed in order to determine realistic levels for these fees,

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA:

SECTION 1. That the official schedule of fees for publications, documents, applications and reviews, is hereby established for the fiscal year 1988-89 as shown in attachments A and B.

SECTION 2. All resolutions or proceedings or part thereof in conflict with the provision of this resolution are hereby repealed.

SECTION 3. This resolution shall take effect upon its passage in the manner provided by law.

The foregoing resolution was declared duly passed and adopted this 4th day of October, 1988. Offered by Commissioner Wilken who moved its adoption. The motion was seconded by Commissioner Marcus.

And upon being put to vote, the vote was as follows:

- Chair Carol A. Roberts -- ABSENT
- Vice-Chairman Carol E. Elmquist -- AYE
- Commissioner James Watt -- ABSENT
- Commissioner Karen T. Marcus -- AYE
- Commissioner Dorothy Wilken -- AYE

The chairman thereupon declared the resolution duly passed and adopted this 4th day of October, 1988.

PALM BEACH COUNTY, FLORIDA BY ITS BOARD OF COUNTY COMMISSIONERS

JOHN B. DUNKLE, CLERK

BY: [Signature] Deputy Clerk

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[Handwritten signature]

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Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

[Signature]
County Attorney

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PALM BEACH COUNTY
DEPARTMENT OF PLANNING, ZONING AND BUILDING
ZONING DIVISION

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PROPOSED FY 1988-89 FEE SCHEDULE

A. Brief:

The Zoning Division generates approximately 27 percent of its revenue fees collected. It is likely that the proposed fee schedule will not increase the percentage of revenue generated by fees. Although fees will increase, the division budget will also increase.

B. Proposed Changes:

1. All fees under \$50 are increased by 10%. To my knowledge, there has never been an across-the-board increase to help offset increased staff and material costs attributable to inflation.
2. Certain language is added. The proposal:
 - a. 11.c. - specifies the other fees included in the special exception fee;
 - b. 11.d. - adds that interagency distribution of application is the point when the fee is assessed for document substitution;
 - c. 11.e. and f. levies fees for review of Developments of Regional Impact and reconsideration of zoning petitions.
 - d. 17. - includes denial of certification by prehearing conference as charge under appeal of administrative decision;
 - e. 39.b. - establishes in writing current practice of crediting conceptual review fee to application fee, if application is submitted within 30 days of review; and,
 - f. 39.d. and 11.d.2 - adds that the charge for plan revision is to be assessed based on effected acreage only.
 - g. 39.e. - levies a reduced fee for resubmission of plans which do not require a detailed re-review.
3. Based on staff time spent researching requests and processing paperwork for certain activities, the following fees were increased:
 - a. 12. - Will increase fee significantly for requests to modify 2-5 conditions and by a minor amount for requests to modify 6+ conditions;
 - b. II.23.(a)(2) - increases fee for non-residential mobile home permit;
 - c. IV.b.(1)(a-b) - Doubles fee to process time extension requests pursuant to code sections 402.6 and 402.9;
 - d. IV.b.(3) - establishes fee for time extension requests for special and administrative permits;
 - e. IV.c.(2)(b) - increases fee for release of unity of title by 50% to \$150; and,
 - f. IV.e.(2) - establishes fee for release of surety bonds.

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4. Based on the past experience of absorbing the cost of readvertising a petition and the increasing frequency of readvertising petitions, the proposed fee schedule requires applicant to pay entire cost of readvertising.
 5. Provides an application fee credit if a petitioner submits the legal description of the property on an IBM compatible floppy disk.

C. Summary of Fees of Other Urban Governments:

Approximately fifty fee schedules of other urban governments were reviewed to help prepare this proposal. This review, and a review of the increases in fees over the past few years, leads me to make the following observations:

1. Overall, the fees levied by the zoning fee schedule are average to slightly lower than fees charged by other urban counties in Florida and the nation.
2. Fees for planned developments are especially low. For example, Dallas, Tx., charges \$2,000 to apply for a planned development, and Hillsborough and Manatee Counties charge \$1,500 and \$1,590, respectively.
3. Palm Beach County charges slightly above average for variances among Florida Counties, but not compared to other locales around the nation.
4. The current and proposed zoning fee schedule is higher than average for special permits. I would not recommend lowering this fee. About five Palm Beach County employees are involved in every permit. Plus, an inspector must visit the site of each permit.
5. The apparent trend is to establish a sliding scale fee schedule which is tied to the amount of acreage proposed for development.
6. Another apparent trend is to base the variance fee on the code relevant code provision. For example, a variance for a pool typically costs less than a variance for parking. Our schedule distinguishes between residential and non-residential variances and may accomplish the same intent.

The locales surveyed included:

Florida Co.	PUD Fee Reviewed	Other Locales
Orange Co.	New York, NY	Fremont, Ca.
Broward Co.	Denver, Co.	Phoenix, Az.
Metro-Dade	Seattle, Wa.	Douglas Co., Co.
Pinellas Co.	Boston, Mass.	Lake Co., Il.
Hillsborough Co.	LA, Ca.	
Lake, Co.	Dallas, Tx.	

Also consulted was an APA publication, "Zoning and Subdivision Fees: Current Fees," 1977. A table comparing fees of other jurisdictions is available at your request.

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k. Corrected Resolutions
(Petitioner's error).....\$100 \$110 each

V. PLANNING FEES

56. COMPREHENSIVE PLAN AMENDMENTS

(Private Applications for
Map Amendments).....\$750 \$825 plus \$10
per acre to a
maximum of \$1,500
Per application

NOTES AND COMMENTS:

1. Rezoning and Special Exception application fees include all staff costs incurred from acceptance through certification, Planning Commission public hearing, Board of County Commissioners public hearing, initial master or site plan certification, ~~vegetation removal permits~~ and preparation of the resolution. Also included is preparation of verbatim transcripts.
2. Application fees do not include fees or charges by other governments (such as filing fees or postage); amendments to initial applications at the request of the applicant; readvertisement of changed applications; or certification of the initial site plan for developments subject to master plans.
3. Application fees may be waived by the Zoning Director for:
(a) applications by other government agencies; or (b) persons who qualify as indigent under Zoning Code Section 404.1.H.
4. Refunds of fees shall be permitted as follows:
 - a. After acceptance of application but prior to certification interagency distribution: 70%
 - b. After certification: 0%
 - c. No refund of fees of less than \$100
5. All checks shall be made payable to "Board of County Commissioners."
6. All fees based upon acreage or hourly rates shall be interpreted to add the phrase "or fractions thereof."
7. An hourly service charge shall be applied to extraordinary work performed at the request of the public taking more than one hour. No hourly charge for services rendered shall be assessed without the approval of the Zoning Director or Principal Planner. If an hourly charge is justified, the petitioner shall be informed of that fact and provided with a reasonable estimate of the number of hours.
8. Fees for document substitution or revision are not charged if the application meets requirements for submission and the revision was requested the Zoning Division. Each document changed or substituted is to be charged separately. The Principal Planner, or Principal or Senior Site Planner will determine the fee for submission of revised plans or documents.

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2. Rezoning, special exception and Board of Adjustment application fees are eligible for a \$75.00 credit if the legal description of the property is: (1) greater than one-half of a letter size page long; (2) provided on a IBM compatible floppy disk in Wordperfect 4.2 or other language acceptable to the Zoning Division; and, (3) provided typed as a hard-copy.

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PALM BEACH COUNTY
DEPARTMENT OF PLANNING, ZONING AND BUILDING

SCHEDULE OF PLANNING AND ZONING FEES, 1988-1989

I. APPLICATIONS

11. REZONINGS OR SPECIAL EXCEPTIONS:

a. Rezoning to Standard Districts..... \$250 ~~\$275~~ plus \$10 per acre

b. Rezoning to Planned Industrial Park District (PIPD)..... 750 ~~\$875~~ plus \$10 per acre

c. Special Exceptions (including concurrent rezoning Includes fees for rezoning, vegetation protection permits and first plan review subsequent to approval):

(1) Planned Unit Developments

(a) 100 acres or more..... \$750 ~~\$825~~ plus \$10 per acre

(b) 3 - 99 acres..... \$500 ~~\$550~~ plus \$10 per acre

(2) Other Planned Developments..... \$500 ~~\$550~~ plus \$10 per acre

(3) Specific Permissible Land Uses..... \$250 ~~\$275~~ plus \$10 per acre

d. Amendment to Applications After Prehearing Certification or Interagency Distribution:

(1) Text or Document Change..... \$25 each/\$150 maximum

(2) Site or Master Plan Changes..... 50% of the basic application fee applied to the affected acreage.

e. Development of Regional Impact..... \$1,000 plus \$15 per acre.

f. Reconsideration of Zoning Petitions.. \$275

12. MODIFICATION OF COMMISSION REQUIREMENTS.....

\$250 for 1st three conditions plus \$100 \$75 for each additional condition

17. APPEALS OF ADMINISTRATIVE DECISIONS (Including denial of Certification by Prehearing Conference):

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a. To Board of Adjustment..... \$150 \$165

b. To Board of County Commissioners..... \$250 \$275

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18. VARIANCE FROM BOARD OF ADJUSTMENT

- a. Residential (individual Single-Family and Duplex only).....\$150 ~~165~~ each
- b. Multi-Family and Non-Residential.....\$500 ~~550~~

II. PERMIT FEES

23. SPECIAL AND ADMINISTRATIVE PERMIT FEES

- a. Mobile Homes
 - (1) Residential Use.....\$100 ~~110~~
 - (2) Non-Residential Use.....\$250 ~~350~~
- b. Other Special Permits.....\$250 ~~275~~
- c. Other Administrative Permits.....\$250 ~~275~~

24. VEGETATION PROTECTION PERMITS

- a. Residential:
 - (1) No Vegetation (verified).....\$10
 - (2) Vegetation.....\$25
- b. Non-Residential:
 - (1) No Vegetation (verified).....\$25
 - (2) Vegetation.....\$50 ~~55~~ plus \$1.00 per acre

25. LANDSCAPE FIELD REINSPCTIONS

- a. First 1-2 and Second Field Inspections.....No Charge
- b. Third Field Inspection
 - (1) Multifamily.....\$25
 - (2) Non-Residential Use.....\$50 ~~55~~
- c. Fourth and Subsequent Field Inspections.....\$50 ~~55~~ each

III. PLAN REVIEW FEES

39. MASTER AND SITE PLAN REVIEW FEES

- a. Initial Mandatory Review (Accompanying a Pending Special Exception or PIPD Application).....No Charge
- b. Conceptual Review (Not Accompanying a Pending Special Exception or PIPD Application. Fee is credited toward application if submitted within 30 days of conceptual review).....\$100 ~~110~~ each
- c. Initial Townhouse Cluster Site Plan Review.....\$100 ~~110~~ plus \$10 per unit

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(Prices do not include tax or postage)

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PALM BEACH COUNTY
I. PUBLICATIONS

	PRICE
Agricultural Preservation District	5.00
Blue Printing of Documents (per square ft.)	.30
Building Code (County Amendments to)	9.00
Building Code (Standard)	45.00
Child Care Facilities	5.00
Coastal Construction Code	4.00
Comprehensive Plan	11.00
Congregate Living Facility	6.00
Economic Base Study (Part 1)	15.00
Economic Base Study (Part 2)	13.00
Economic Base Study Impact Analysis & Fiscal Impact Analysis (Part III) (set)	25.00
Electrical Code (County Amendments to)	5.00
Electrical Code (National) "87"	24.50
Energy Efficiency Code Instructions (Residential)	16.25
Instructions (Commercial)	5.00
Fairshare Road Impact Fee Ordinance	5.00
Family Day Care Facilities	4.00
Fire Code (County Amendments to)	7.00
Fire Prevention Code (Standard)	35.00
Flood Prevention Ord.	1.00
Gas Code (County Amendments to)	5.50
Gas Code (Standard)	35.00
Handicapped Ordinance	4.50
Housing Ordinance	5.00
Illustrated Code Requirements for 1 and 2 Family Dwellings	7.00
Landscape Code	5.50
Landscape Manual (When available)	20.00
Life Safety Code	16.25
Life Safety Handbook	40.00
Maps, Graphs, and Data Book	20.00

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Mechanical Code (County Amendments to)	5.50
Mechanical Code (Standard)	35.00
Microfilm Copies 11" x 8 1/2"	1.00
11" x 11"	1.50
11" x 14"	2.00
11" x 17"	2.50
Mini Warehouse Ordinance	5.50
Mobile Home Inspection Code	3.00
Photo copies (per page)	.25
Plats	2.00
Plumbing Code (County Amendments to)	7.50
Plumbing Code (Standard)	35.00
Security Code	5.00
Sign Code	7.00
Standard for the Installation of Roof Coverings	5.50
Structural Requirements for 1 & 2 Family Dwellings w/ Illustrated Code Requirements for 1 and 2 Family Dwellings	(set) 12.00
Subdivisions and Platting Regulations	5.50
Swimming Pool Code	5.50
Vegetation Ordinance	4.50
Zoning Code	15.00

II. Maps	Price
Agriculture Preservation District	5.00
Census Tract Map	5.00
Commission District Map	4.25
Land Use Plan Map (One Map of Entire County - 28" x 36 1/2")	3.00
Land Use Plan Quad Map	2.70
Plats	2.00
Residential Study Area Map	5.50
Residential Study Area Booklet to Map	6.00
Site Plan/Master Plan Map	2.50

Street Map (County/indexed/in full color/1985)	2.00
Thoroughfare Right-of-Way Protection Map	5.50
Water Control & Drainage District Map	2.00
Zoning Indicator Map for Quad Sheet (Small 24" x 36")	2.50
Zoning Indicator Map for Quad Sheet (Large 36" x 48")	5.00
Zoning Map Atlas	25.00
Zoning Map Atlas Supplement Per Page (When available)	.25
* Zoning Map (Official Quad Sheet) (each sheet)	2.70

* When ordering Quad Sheets be sure to include the Quad Sheet
Number or the Section, Township and Range.

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