



**Department of Planning,
Zoning & Building**

2300 North Jog Road
West Palm Beach, FL 33411-2741
(561) 233-5000

Planning Division 233-5300
Zoning Division 233-5200
Building Division 233-5100
Code Enforcement 233-5500
Contractors Certification 233-5525
Administration Office 233-5005
Executive Office 233-5228
www.pbcgov.com/pzb



**Palm Beach County
Board of County
Commissioners**

Melissa McKinlay, Mayor

Mack Bernard, Vice Mayor

Hal R. Valeche

Paulette Burdick

Dave Kerner

Steven L. Abrams

Mary Lou Berger

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
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News Release

FOR IMMEDIATE RELEASE ON:
FOR MORE INFORMATION:

Date: April 12, 2018
See Below

Board of County Commissioners Adopted New Fee Schedule for Planning, Zoning & Building Department

On March 22, 2018 the Board of County Commissioners adopted a revised Fee Schedule for the Administration, Planning, Zoning and Code Enforcement Divisions. The revised Fee Schedule became effective on April 2, 2018.

A PDF version of the adopted Fee Schedule is now available on the website, please click on the links below to view:

- [Resolution 2018-0345 \(Administration, Planning & Zoning\)](#)
- [Resolution 2018-0346 \(Code Enforcement\)](#)

If you have any questions regarding the newly adopted fees, please contact the following Staff:

Administration: Brenda Conner, Bconner@pbcgov.org
Denise Perez, Dperez@pbcgov.org

Code Enforcement: Robert Santos-Alborna, RSantosAlborna@pbcgov.org

Planning: Patricia Behn, Pbehn@pbcgov.org

Zoning: Maryann Kwok: Mkwok@pbcgov.org

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RESOLUTION No. R-2018-0345

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, CONSOLIDATING AND AMENDING RESOLUTIONS R-2008-1754, R-2009-1049, R-2010-0311, R-2012-0941 R-2013-1255, R-2014-0112 AND R-2014-1409, THE OFFICIAL SCHEDULE OF FEES TO BE CHARGED FOR PLANNING, ZONING AND ADMINISTRATION APPLICATIONS, LEGAL ADVERTISING, DOCUMENTS AND REPRODUCTION OF RECORDS, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Palm Beach County Unified Land Development Code (ULDC), Article 2, provides that the Planning and Zoning fees shall be adopted by the Board of County Commissioners; and,

WHEREAS, Resolution R-2008-1754 and subsequent Fee Resolutions, amending the Official Schedules of Fees to be charged by Planning, Zoning and Administration Divisions of the Planning, Zoning and Building Department; and,

WHEREAS, it is desirable to recover the costs of Planning services resulting from amendments to the Comprehensive Plan; and,

WHEREAS, it is desirable to recover the costs of Zoning services resulting from amendments to the Unified Land Development Code; and,

WHEREAS, the Fee Schedule approved by Resolution R-2008-1754, as amended, provides the adjustment of fees each year according to Consumer Price Index (CPI) commencing 2012, so that fees do not lag far behind the cost of the services provided; and,

WHEREAS, the decimal of each fee, which includes the annual CPI adjustment, shall be rounded off as follows: where the decimal of a fee is greater or equal to \$0.50 (fifty) cents, the fee shall be rounded up to the next higher dollar, and where the decimal of a fee is less than or equal to \$0.49 (forty nine) cents, the fee shall be rounded down to the next lower dollar. This Clause and the annual CPI adjustments shall not apply to the fees related to Zoning Division Fee for Building Permit Review for a Project with an Improvement Value utilizing a Percentage; and,

WHEREAS, the Fee Code and the ePZB Account numbers in the Department Fee Schedule shall be replaced with the most current ePZB Fee Code numbers, and the numbers may be re-assigned to a Fee Description administratively, where needed; and,

WHEREAS, as a result of the amended Zoning processes in the ULDC, the applicable new process fees shall apply; and,

WHEREAS, it is desirable to recover the costs of Postage related to Domestic-Certified and First Class mail for Zoning applications. These fees are established by the United States Postal Service and the PZ&B mail service contractor for mailing of Courtesy Notices. These fees shall be adjusted administratively, where applicable; and,

WHEREAS, it is necessary for Planning, Zoning & Building Department to establish fees and changes in the cost of providing services as shown in Attachments A, B and C.

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

SECTION 1.

The official schedule of fees for planning, zoning applications, legal advertising, documents and reproduction of records is hereby amended as shown in Attachments A, B and C.

SECTION 2.

The Planning, Zoning and Building Department has the authority to publish and update as necessary a consolidated Planning, Zoning and Administration Divisions Fee Schedule, reflecting fees approved by the Board of County Commissioners by Resolution.

SECTION 3.

All resolutions or proceedings or parts thereof in conflict with the provisions of this resolution are hereby repealed.

SECTION 4.

Should any section, paragraph, sentence clause or word of this resolution be held to be unconstitutional, inoperative, or void, such holding shall not affect the validity of the remainder of the resolution.

The foregoing Resolution was offered by Vice Mayor Bernard, who moved its adoption. The motion was seconded by Commissioner Kerner, and upon being put to a vote, the vote was as follows:

Commissioner Melissa McKinlay, Mayor	Nay
Commissioner Mack Bernard Vice Mayor	Aye
Commissioner Hal R. Valeche	Aye
Commissioner Paulette Burdick	Absent
Commissioner Dave Kerner	Aye
Commissioner Steven L. Abrams	Aye
Commissioner Mary Lou Berger	Aye

The Mayor thereupon declared the resolution was duly passed and adopted on 22nd of March, 2018.

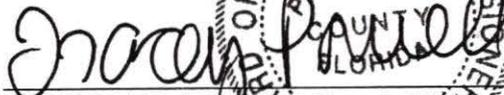
Filed with the Clerk of the Board of County Commissioners on 3rd of April, 2018.

This resolution is effective on April 2, 2018.

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

PALM BEACH COUNTY, FLORIDA
BY ITS BOARD OF COUNTY
COMMISSIONERS

BY: 
COUNTY ATTORNEY

BY: 
SHARON R. BOOK Deputy Clerk



ATTACHMENT A
Planning Division Proposed Fee Schedule

Reso	Fee Code	Fee Description	Amount
2008-1754	05401	Amendment FLUA Advertising/Administration	\$1,126.00
2008-1754	05451	Amendment FLUA Tier Change (includes staff time for Tier Change Study)	\$16,032.00
2008-1754	05471	Amendment FLUA Large Scale Acreage Fee (+\$ per acre > 100 acres)	\$14,963.00
R-2008-1754	Tied to 05471	Amendment FLUA Large Scale Acreage Fee (+\$ per acre > 100 acres)	\$34.00
R-2018-XXX	05475	Amendment FLUA Large Scale Admin/Public Hearing Continuances	\$4,551.00
R-2018-XXX	05485	Amendment FLUA Small Scale Admin/Public Hearing Continuances	\$1,138.00
2012-0941	05481	Amendment FLUA Small Scale Base Fee (up to 10 acres)	\$9,338.00
R-2018-XXX	05490	Comprehensive Plan Appeal to LPA and/or BCC	\$1,658.00
2008-1754	05601	Comprehensive Plan Letters of Determination	\$107.00
2008-1754	05611	Comprehensive Plan Letters of Determination for single family lot of record	\$40.00
2008-1754	05501	DRI Advertising/Administration	\$2,249.00
2008-1754	05511	DRI FLUA Acres = > 3001	\$ 158,160.00
2008-1754	05521	DRI FLUA Acres = 1,001 - 3,000	\$104,740.00
2008-1754	05531	DRI FLUA Fees by Acres: < 1000	\$51,301.00
2009-1049	05309	Historic Application/Certificate to Dig	\$2,137.00
2009-1049	05314	Historic Initial Review Co Arch (Minor)	\$320.00
2009-1049	05315	Historic Initial Review Co Arch (Major)	\$2,137.00
2010-0311	05316	Historic Tax Exemption Review: Co Arch	\$563.00
2014-1409	03591	Monitoring Administrative Time Extension: Original	\$289.00
2014-1409	03593	Monitoring Administrative Time Extension: Reapplication	\$86.00
2014-1409	04260	Monitoring Permit Review for Conditions of Approval	\$52.00
2014-1409	04270	Monitoring Status Report	\$1,102.00
2014-1409	03596	Monitoring Variance Time Extension	\$366.00
2012-0941	04101	Phase 1 Initiation of Text Amendment	\$4,229.00
2012-0941	04121	Phase 2 Text Amendment	\$10,101.00
2008-1754	05445	Planning Confirmation Letter	\$40.00
2008-1754	05460	Planning CRALLS, TIM, 2020 Map	\$5,345.00
2008-1754	05465	Planning TCEA, MMTD	\$16,032.00
2008-1754	05550	Planning DRO Review	\$320.00

ATTACHMENT B
Zoning Division Proposed Fee Schedule

Reso	Fee Code	Fee Description	Amount
A			
R-2008-1754	03144	Administrative Inquiry to BCC	\$1,568.00
R-2008-1754	03122	Annual Report Review	\$305.00
R-2008-1754	03142	Appeal to BCC	\$1,693.00
R-2008-1754	03143	Appeal to DRAB	\$1,693.00
R-2008-1754	03140	Appeal to Hearing Officer	\$3,417.00
R-2010-0311	03481	Appeal to ZC	\$1,658.00
R-2010-0311	03861	Arch Review project <= 10,000 sq ft (+\$ per page)	\$371.00
R-2010-0311	03866	Arch Review project > 10,000 square feet sq ft (+\$ per page)	\$742.00
B			
R-2008-1754	04631	Billboard Demo/Relo	\$346.00
R-2010-0311	00962	Billboard Registration Renewal	\$56.00
R-2018 -XXX	04635	Billboard Repl/Maint	\$339.00
R-2008-1754	03711	Buildable Lot Review	\$299.00
R-2010-0311			
R-2008-1754	03704	Business Tax Receipt Zoning Verification	\$99.00
C			
R-2008-1754	03059	Class A Conditional Use (+\$ per acre)	\$4,902.00
R-2008-1754	03831	Class B Conditional Use (+\$ per acre)	\$4,525.00
R-2013-1255	03351	Congregate Living Facility Type 1 and Type 2 in RM	\$2,763.00
R-2008-1754	04040	Concurrency Equivalency Determination	\$179.00
R-2008-1754	04021	Concurrency Reservation	\$299.00
R-2008-1754	03121	Corrective Resolutions (Applicant error)	\$214.00
D-H			
R-2008-1754	03580	Development Order Abandonment	\$274.00
R-2008-1754	03840	Development Order Amendment (+\$ per acre)	\$6,225.00
R-2008-1754	03100	DRI Determination of Substantial Dev	\$3,566.00
R-2008-1754	03090	DRI Rezoning (+\$ per acre)	\$10,940.00
R-2008-1754	03839	Full DRO Review	\$3,099.00
R-2008-1754	03190	Grass Parking	\$558.00
R-2008-1754	03780	Hearing /Meeting Continuance / Postponement	\$86.00
L			
R-2008-1754	03410	Landscape or Alternative Landscape Plan (+\$per page)	\$389.00
R-2018-XXX	03401	Landscape Annual Inspection	\$170.00
R-2018-XXX	03403	Landscape Final Inspection	\$170.00
R-2008-1754	03381	Landscape Inspection for Tree Removal/Replacement	\$372.00
R-2018-XXX	03404	Landscape Monitoring Inspection	\$170.00
R-2010-0311	03395	Landscape Permit	\$168.00
R-2008-1754	03400	Landscape Plan: Initial Review (+\$ per page)	\$103.00
R-2008-1754	03390	Landscape Plan, Revisions (+\$per page)	\$183.00
R-2008-1754	03402	Landscape Preliminary Inspection	\$170.00
R-2010-0311			
R-2008-1754	03770	Legal Advertisements	\$300.00
R-2010-0311	03710	Legal Lot Review	\$299.00
M-R			
R-2008-1754	03551	Modification to Zoning Plan	\$1,407.00
R-2010-0311	03720	Name Change	\$197.00
R-2008-1754	03751	PAC, All Agencies	\$848.00
R-2010-0311	03065	Per Acre Fee	\$21.00

R-2010-0311	04070	Per Page Fee	\$9.00
R-2008-1754	03120	Reconsideration of Zoning Application	\$412.00
R-2008-1754	03850	Resubmittal (apply at 3 rd resubmittal)	\$364.00
R-2008-1754	03800	Rezoning to PDD or TDD (+\$ per acre)	\$4,902.00
R-2008-1754	03790	Rezoning to Standard District (+\$ per acre)	\$3,227.00
R-2018-XXX	03810	Rezoning – Voluntary for SE/Conditional to PDD	\$2,450.00
S-V			
R-2008-1754	03901	Subdivision	\$1,815.00
R-2008-1754	04171	Temporary Sign	\$558.00
R-2008-1754	03163	Type 1 Waiver for NEO/Vegetation/Setback/Parking	\$380.00
R-2008-1754	03171	Type 1 Variance	\$1,272.00
R-2008-1754	05441	Type 2 Variance – Concurrent	\$2,524.00
R-2011-1243			
R-2008-1754	03820	Type 2 Variance - Standalone	\$4,525.00
R-2011-1243	05390	Type 1 Waiver (<= 5 Waivers)	\$1,272.00
R-2011-1243	05390	Type 1 Waiver (> 5 Waivers + \$ per addl Waiver)	\$112.00
R-2011-1243	05393	Type 2 Waiver (<= 5 Waivers)	\$2,712.00
R-2011-1243	05393	Type 2 Waiver (if > 5 Waivers, + \$ per addl Waiver)	\$112.00
R-2008-1754	03308	Unity of Title (release)	\$176.00
R-2008-1754	03124	Violations of Code or DO	\$1,391.00
Z			
R-2008-1754	03531	Zoning Agency Review	\$1,378.00
2010-0311 2014-1409	04584	ZAR Late Submittal (Temp Use)	1,562.00
R-2014-0112	03116	ZAR Resubmittal apply at 3 rd Resubmittal	\$150.00
R-2018-XXX	04570	ZAR (Temporary Use and Limited Contractor Storage Yard and Home Occ Landscape Svc)	\$781.00
R-2018-XXX	03844	Zoning Certification of Documents (per page)	\$1.00
R-2008-1754 R-2010-0311	03705	Zoning Confirmation Letter Informal	\$97.00
R-2008-1754 R-2010-0311	03706	Zoning Confirmation Formal and Non-Site Specific	\$976.00
R-2018-XXX	03012	ULDC: Copy in CD/DVD	\$50.00
R-2018-XXX	03017	ULDC: Hardcopy + Latest Supplement	\$76.00
R-2018-XXX	03030	Zoning CD/DVD: Copy of document	\$20.00
R-2008-1754 Exempt from CPI Increase	03845	Zoning Copies of Plan(s) (per page)	\$2.50
R-2008-1754	03846	Zoning: Expedited Consideration Application (+ \$ per addl cond)	\$900.00
R-2008-1754	Tied to 03846	Zoning: Expedited Consideration Application (+\$ per addl cond)	\$408.00
R-2010-0311	03080	Zoning: PAC for DRO Type II or Type III (Concurrent Review)	\$295.00
R-2018-XXX	04760	Zoning Postage Domestic-Certified per mail	\$4.97
R-2018-XXX	04761	Zoning Postage Domestic-First Class per mail	\$1.25
R-2010-0311	03630	Zoning Permit Review Expedited Process (+\$per page)	\$168.00
R-2014-1409	03650	Zoning Permit Review: Off-Duty Hours – workday,(<=2 hours)	\$209.00
R-2014-1409	03650	Zoning Permit Review: Off-Duty Hours – workday (> 2 hours, + \$ addl hr)	\$105.00

R-2014-1409	03651	Zoning Permit Review: Off-Duty Hrs - non-workday(<= 4 hours)	\$420.00
R-2014-1409	03651	Zoning Permit Review: Off-Duty Hours – non-workday (> 4 hours, + \$ addl hr)	\$105.00
R-2014-1409	03661	Zoning Permit Review: Design Features <=\$75,000 (+ \$ per page)	\$312.00
R-2014-1409	03661	Zoning Permit Review: Design Features >\$75,000 to \$200,000 (+\$ per page)	\$484.00
R-2014-1409	03661	Zoning Permit Review: Design Features >\$200,000 to \$400,000 (+\$ per page)	\$843.00
R-2014-1409	03661	Zoning Permit Review: Design Features >\$400,000 to \$750,000 (+\$ per page)	\$1,276.00
R-2014-1409	03661	Zoning Permit Review: Design Features (>\$750,000) (+per page)	\$1,550.00
R-2014-1409 Exempt from CPI increase	03640	Zoning Permit Review: Project with Improved Value > \$75,000 (<=\$2,000) (+\$ per page)	\$50.00
R-2014-1409 Exempt from CPI increase	03640	Zoning Permit Review: Project with Improved Value > \$75,000 (next \$8,000) (+\$ per page)	\$50.00 +0.50%
R-2014-1409 Exempt from CPI increase	03640	Zoning Permit Review: Project with Improved Value > \$75,000 (next \$90,000) (+\$ per page)	\$50.00 +0.35%
R-2014-1409 Exempt from CPI increase	03640	Zoning Permit Review: Project with Improved Value > \$75,000 (next \$400,000) (+\$ per page)	\$50.00 +0.20%
R-2014-1409 Exempt from CPI increase	03640	Zoning Permit Review: Project with Improved Value > \$75,000 (next \$500,000) (+\$ per page)	\$50.00+0.15%
R-2014-1409 Exempt from CPI increase	03640	Zoning Permit Review: Project with Improved Value > \$75,000 (next \$1m)	\$50.00+0.10%
R-2014-1409 Exempt from CPI increase	03640	Zoning Permit Review: Project with Improved Value > \$75,000 (All Remainder) (+\$ per page)	\$50.00+0.05%
R-2010-0311 R-2014-1409	03610	Zoning Permit Review: Project with Improved Value <= \$75,000.00 (+\$ per page)	\$314.00
R-2010-0311	03621	Zoning Permit Review: Revisions, or 3 or more Reviews (+\$ per page)	\$168.00
R-2018-XXX	03760	Zoning ULDC Amendment Legal Advertisement (BCC)	\$700.00
R-2018-XXX	03765	Zoning ULDC Amendment Legal Advertisement (LDRC)	\$300.00
R-2012-0941	03150	Zoning ULDC Amendment Phase 1 Initiation	\$1,666.00
R-2012-0941 R-2014-1409	03151	Zoning ULDC Amendment: Phase 1, <= 5 Code provisions	\$4,198.00
R-2014-1409	03151	Zoning ULDC Amendment Phase 1, >5 Code provisions (+ \$ per addl provision)	\$846.00
R-2012-0941 R-2014-1409	03153	Zoning ULDC Amendment Phase 2 with Subcommittee, <= 5 Code provisions	\$5,305.00
R-2014-1409	03153	Zoning ULDC Amendment Phase 2 with Subcommittee, >5 Code provisions (+ \$ per addl provision)	\$1,058.00

ATTACHMENT C

Administration Division Proposed Fee Schedule

Reso	Fee Code	Fee Description	Amount
2008-1754	01905	Address Assignment 1-50 addresses	\$21.00
2009-1049	Tied to 01905	Address Assignment 51 - 100, per address	\$16.00
2009-1049	Tied to 01905	Address Assignment >100, per address	\$11.00
2008-1754	01910	Address - Street Reservation: 2 yrs	\$112.00
2008-1754	01915	Address Verification	\$29.00
2008-1754	50730	Address Change	\$1,126.00
2008-1754	50840	Address – Street Change	\$1,575.00
R-2018-XXX	01920	Admin CD/DVD	\$20.00
R-2018-XXX	01897	Admin Rush Fee	\$25.00
R-2018-XXX	01935	Building Roll Plans – per page	\$2.50
2008-1754	01880	Administration – Lien Searches: Individual (Non-Refundable)	\$50.00
2008-1754	01895	Administration - Open Permit Searches: Individual (Non-Refundable)	\$50.00
2008-1754	04641	Administration - Liens and Fines Zoning Application Research (per PCN)	\$50.00

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RESOLUTION NO. R- 2018-0346

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING A SCHEDULE OF FEES FOR SERVICES PROVIDED BY THE DIVISION OF CODE ENFORCEMENT.

WHEREAS, Section 125.01, Florida Statutes, authorizes the Palm Beach County Board of County Commissioners (the "Board of County Commissioners") to enforce the Florida Building Code, housing and related technical codes, the zoning codes and other codes necessary for the protection of the public; and

WHEREAS, Section 125.01, Florida Statutes, authorizes the Board of County Commissioners to adopt resolutions necessary for the exercise of its powers and to perform all acts not prohibited by law; and

WHEREAS, in the course of its duties, the Palm Beach County Division of Code Enforcement (the "Division") imposes certain fees for services provided by the Division; and

WHEREAS, the Board of County Commissioners hereby approves a schedule of fees to be charged by the Division for services rendered.

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

SECTION 1.

The Schedule of Fees attached hereto as **Attachment "A,"** is hereby adopted and shall be effective April 2, 2018.

The foregoing Resolution was offered by Mayor/Vice Mayor/Commissioner, « Abrams », who moved its adoption. The motion was seconded by Mayor/Vice Mayor/Commissioner, « Kerner », and upon being put to a vote, the vote was as follows:

- Commissioner, Melissa McKinlay, Mayor - Aye
- Commissioner, Mack Bernard Vice-Mayor - Aye
- Commissioner Hal R. Valeche - Aye
- Commissioner Paulette Burdick - Absent
- Commissioner Dave Kerner - Aye
- Commissioner Steven L. Abrams - Aye
- Commissioner Mary Lou Berger - Aye

The Mayor thereupon declared the resolution was duly passed and adopted on
22nd of March, 2018.

Filed with the Clerk of the Board of County Commissioners on 3rd of April, 2018.

This resolution is effective on April 2, 2018.

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

PALM BEACH COUNTY, FLORIDA
BY ITS BOARD OF COUNTY
COMMISSIONERS

SHARON R. BOCK,
CLERK & COMPTROLLER

BY: 
COUNTY ATTORNEY

BY: 
DEPUTY CLERK



ATTACHMENT A
Code Enforcement Division Proposed Fee Schedule

<u>Description of Fee</u>	<u>Amount of Fee</u>
Code Violation Search	\$50
Rush Violation Search	\$75
Special Magistrate Hearing	\$25
Modification Application Fee	\$67
Mortgage Foreclosure Registration Fee	\$200