RESOLUTION NO. 09-16

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING THE ADMINISTRATIVE ORDER "FEE SCHEDULE FOR THE PLANNING AND ZONING DIVISION" RELATING TO THE REVISION OF THE TOWN OF CUTLER BAY PLANNING AND ZONING DIVISION FEE SCHEDULE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on November 8, 2005, a Charter for the Town of Cutler Bay (the "Town") was approved by the citizens of the Town, effective November 9, 2005; and

WHEREAS, when the Town incorporated, it adopted the Planning and Zoning Division Fee Schedule (the "Fee Schedule") in use by Miami-Dade County at the time of incorporation, which was created under Miami-Dade County Administrative Order 4-111; and

WHEREAS, pursuant to Section 3.1 of the Town Charter of the Town of Cutler Bay and Section 2-104 of the Code of Ordinances of the Town of Cutler Bay, the Town may revise the Fee Schedule by administrative order subject to subsequent ratification by the Town Council; and

WHEREAS, the Town Council finds that it is necessary to revise the Fee Schedule in order to cover the costs associated with the Town Planning and Zoning Division and ensuring a fair and efficient planning and zoning process that protects the quality of life of the residents of, and visitors to, the Town; and

WHEREAS, the Town finds that this Resolution will promote the health, safety and welfare of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** The above recitals are true and correct and are incorporated herein by this reference.

Section 2. **Administrative Order Approved**. The Administrative Order "Fee Schedule for Planning and Zoning Division" relating to the revision of the Town of Cutler Bay Planning and Zoning Division Fee Schedule attached as Exhibit "A" is hereby approved.

Section 3. **Effective Date**. This Resolution shall be effective immediately upon adoption.

PASSED and ADOPTED this 18th day of February, 2009.

PAUL S. VROOMAN, Mayor

Attest:

ERIKA GONZALEZ-SANTAMARIA, CMC
Town Clerk

TOWN OF CUTLER BAY
INCORPORATED
2005
FLORIDA

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY FOR THE
SOLE USE OF THE TOWN OF CUTLER BAY:

WEISS SEROTA HELFMAN PASTORIZA
COLE & BONISKE, P.L.
Town Attorney

Moved By: Councilmember Sochin
Seconded By: Councilmember Meerbott

FINAL VOTE AT ADOPTION:

Mayor Paul S. Vrooman	YES
Vice Mayor Edward P. MacDougall	NO
Councilmember Peggy R. Bell	NO
Councilmember Timothy J. Meerbott	YES
Councilmember Ernest N. Sochin	YES

MIAMI-DADE COUNTY

FEE SCHEDULE

Effective
October 1, 2008

DEPARTMENT OF
Planning & Zoning

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Department of Planning and Zoning
Fee Schedule

The Department of Planning and Zoning shall charge and collect fees for planning and zoning services in accordance with the following schedule:

I. REQUESTS FOR WRITTEN ADVISORIES OF COMPREHENSIVE DEVELOPMENT MASTER PLAN (CDMP) CONSISTENCY (OTHER THAN FOR DEVELOPMENT/SERVICES CONCURRENCY DETERMINATION)

For special written advisory letters/memoranda regarding the relationship of a particular parcel or the consistency of a proposed development action to the provisions of the Comprehensive Development Master Plan (CDMP) that are requested pursuant to Section 2-113 of the Code of Miami-Dade County and apart from regular development order approval processes, the requesting party shall pay the following charges:

A. INTERPRETATION/EXPLANATION OF CDMP PROVISIONS, INCLUDING ADOPTED LAND USE PLAN (LUP) MAP AND INTERPRETATION OF LUP MAP TEXT CONSISTENCY DETERMINATIONS RELATIVE TO A SPECIFIC LOCATION

	Size of Parcel of Proposed Development (gross acres)	Fee
MP01	Under 1.0 acre	114
	1.0 acres - 5.0 acres	228
	5.1 acres - 20.0 acres	342
	20.1 acres and over	570

Requests involving research of multiple parcels in a large-scale development shall be charged in accordance with item IV B, herein.

B. INTERPRETATION/EXPLANATION OF ADOPTED COMPONENTS GOALS, OBJECTIVES AND OTHER TEXT NOT RELATED TO A SPECIFIC LOCATION

MP02	Each issue/question not related to Level of Service (LOS) Standards	114
MP02A	Each issue/question related to LOS Standards	171

The Director of the Department of Planning and Zoning, or his or her designee, may condition such advisories on the information made available by the requesting party or defer to more complete development order review procedures. The conditional nature of all special advisories shall be addressed in the document.

II. APPLICATIONS TO AMEND THE CDMP

A. Land Use Element

1. LUP Map (except for Roadway and Transit changes which are covered in B), Agricultural Subarea 1 Map, Open Land Subareas Map, and Environmental Protection Subareas Map, which applications are requested for processing during regular semi-annual CDMP amendment cycles:

MP03	a) Regional Urban Center	109,440
MP03A	b) Metropolitan Urban Center	85,500
MP03B	c) Community Urban Center	54,720

Department of Planning and Zoning
Fee Schedule

MP05 d) Other

Size of Area (gross acres) **Subject to Application**	Fee
Up to 5.0	11,400
5.1 - 10.0	21,660
10.1 - 20.0	42,750
20.1 - 40.0	64,410
40.1 - 80.0	85,500
80.1 - 160.0	102,600
160.1 - 320.0	119,700
320.1 - 480.0	136,800
480.1 - 640.0	153,900
640.1 - 800.0	171,000
800.1 - 960.0	188,100
960.1 - 1120.0	205,200
1120.1 - 1280.0	222,300
1280.1 and above	171/acre

MP05E e) The fee for any application requesting amendment to the LUP Map which includes a request to expand the Urban Development Boundary (UDB) or to redesignate to an urban land use outside the UDB shall be increased by 1) twenty-five (25%) percent of the amount indicated above in II.A.1.(d) for all applications up to eighty (80) acres in size, or 2) fifteen (15%) percent of the amount indicated above in II.A.1.(d) for applications larger than eighty (80) acres.

MP05F f) Application requesting amendment to the LUP Map to increase the currently planned residential density on land inside the UDB shall receive a reduction of the fee amount of 1) twenty-five (25%) percent of the amount indicated above in II.A.1.(d) for each application up to eighty (80) acres in size, or 2) fifteen (15%) percent of the amount indicated in II.A.1.(d) if the application area is larger than eighty (80) acres.

MP05G g) Applications requesting amendments to an Urban Expansion Area (UEA) boundary without amendment to the underlying future land use shall be charged 30 percent of the rate established in paragraph II.A.1.(d) above but not less than $10,000.

MP06 h) Applications requesting amendment to the LUP Map for processing concurrently with an application to approve or amend a Development of Regional Impact (DRI) development order pursuant to Sec. 2-116.1(5)(a), Code of Miami-Dade County, Florida, shall be charged $91,200 if 640 acres or smaller, or if a request for Urban Center; if 640.1 acres or larger, such applications shall be charged 65 percent of the fee amount for the applicable parcel size listed in foregoing paragraph 11.A.1.(a) through (g).

MP07	2. Revision of the LUP Map Text Each issue-proposal (per paragraph)	17,100
MP08	3. Environmental/Historical or other Map Each issue/item including associated text	17,100
MP09	4. Covenant revisions and other changes amending land uses relating to specific land parcels	Two-thirds rate of II(A)(1)(d) above
	B. Traffic Circulation Sub-Element	
MP10	1. Planning Future Roadway Network Map Per road lane-mile	17,100
MP11	2. Roadway Functional Classification Map Per road-mile (existing or future)	17,100
MP12	3. Limited Access Facilities Map Per road-mile or interchange	17,100
MP12A	4. Other Map Per Mile	11,400

Department of Planning and Zoning
Fee Schedule

		Fee
	C. Mass Transit Sub-Element	
MP13	1. Future Mass Transit System Maps Per linear mile of service area, corridor, or alignment	17,100
MP14	2. Major Traffic Generators and Attractors Each major traffic generator	17,100
	D. Port, Aviation, and Port of Miami Sub-Elements	
MP15	1. Major Aviation Facilities - Future Improvements Map Each facility	17,100
MP16	2. Aviation Facility Improvements Each improvement project line item	17,100
MP17	3. Port of Miami River - Future Land Use Map	(Same as LUP Map II.A.1)
MP17A	4. Port of Miami 5 year or 10 year Plan map	17,100
	E. Capital Improvements Elements (CIE)	
MP18	1. Each proposed project line item	17,100
MP19	2. Urban Infill or Concurrency Exception Area Maps	51,300
	F. All Elements (Including A-E above)	
MP20	1. Each Level of Service (LOS) Standard or DRI Threshold (F.S.380) - addressing goal, objective, policy, or map	51,300
MP21	2. Each Non LOS Standard - addressing goal, objective or policy	17,100
MP22	3. Each monitoring measures Item	10,260
MP23	4. Each other text change proposal item (up to 5 sentences)	17,100
MP24	5. Each other map change proposal or Item	17,100
MP25	6. One or more non-LUP Map amendment proposals requested for processing concurrently with an application to approve or amend a DRI development order pursuant to Sec. 2-116.1(5)(a), Code of Miami-Dade County, Florida. This fee shall be charged only when a LUP Map amendment is not requested, and a fee is not charged, pursuant to par. II.A.1, above.	34,200

All above fees include any corresponding changes to other Plan Elements, or components thereof, required for internal consistency.

In the event that the applicant withdraws the application for amendment prior to the deadline established in Section 2-116.1(8), Code of Miami-Dade County, amendment fees paid shall be refunded.

In the event that the Board of County Commissioners fails to approve transmittal of a non-small scale amendment application to the State Land Planning Agency per Sec. 2.116.1(3)(g) of the Code of Miami-Dade County, or the applicant withdraws the application or any portion thereof after the full refund deadline referenced above, but prior to transmittal action by the Board of County Commissioners, 1) twenty-five (25%) percent of the department's CDMP amendment fees paid shall be refunded.

The applicant shall not be authorized, subsequent to the "transmittal" hearing held by the Board of County Commissioners, to receive any refund of application fees.

County proprietary departments shall pay required fees at the time of application except that (a) during a regular annual update to the CIE, a single fee of $11,400 shall be charged to the department for one or more changes to a Schedule of Improvements table; (b) fees shall not be charged to such departments for a major Element update to implement an Evaluation and Appraisal Report (EAR); and (c) the fee for a major update or revision to a Plan Element required by a proprietary department at a time other than during an EAR-based CDMP amendment cycle shall be $57,000 paid at the time of application filing, with any costs incurred by the Department of Planning and Zoning in excess of the initial filing fee to be paid by the applicable department.

Department of Planning and Zoning
Fee Schedule

III. PREPARATION OF SPECIAL PROJECTS, STUDIES, REPORTS, OR PROVISION OF DATA

For special studies, reports or file research requested by non-Miami-Dade County entities that are not prepared as part of the regular work program of the Department of Planning and Zoning, the requesting entity shall pay the following charges:

A. Graphics Services

1. Actual salary costs of personnel involved in providing services in effect at time of activity, and

2. Graphics materials used at estimated cost (unless supplied by entity requesting services), and

3. Department overhead operating costs equal to .7 times personnel's salary costs identified in 1 above.

B. Non-Graphics Services

1. Actual salary of personnel providing services in effect at time of activity, and

2. Department personnel support and overhead operating costs equal to 1.0 times personnel's salary costs identified in IV.B.1. above.

The Director of the Department of Planning and Zoning, or his or her designee, is authorized to administer these professional services charges through letters of agreement with non-County entities requesting such services.

IV. CERTIFICATE OF USE (C.U.) AND TEMPORARY CERTIFICATE OF USE (T.C.U.)

The following original fees shall be paid for all uses. The indicated renewal fee applies to those uses which are required to be renewed annually by Code or by Resolution. All non-renewable uses are issued permanent use certificates which shall remain valid for an unlimited time, unless revoked for cause, or abandoned, provided there is no change of use, ownership, or name, or that there is no enlargement, alteration or addition in the use or structure. An "up front" processing fee equal to 50% of the total C.U. fee shall be assessed at the time of filing an application. The processing fee is non-refundable but shall be credited towards the final C.U. fee.

	A. RESIDENTIAL		Fee	Renewal Fee
	Apartments, hotels, motor hotels and all multiple family uses per building			
C003	4 - 50 units		82.65	
C021	51 - 100 units		98.33	
C022	101 - 200 units		112.58	
C023	201 or more units		128.25	
C004 C040 C041	Private school, charter schools, day nursery, Convalescent and nursing home, hospital, Assisted Congregate Living Facilities (ACLF) and developmentally disabled home care	(Renewal Fee Code: R101, and R102) (Renewal Fee Code: R104, and R111) (Renewal Fee Code: R110)	135.38	71.25
C042/ R124	Home Office		35.63	21.38

B. BUSINESS, WHOLESALE AND RETAIL

Department of Planning and Zoning
Fee Schedule

		Fee	Renewal Fee
C005	All uses, except the following:		
	Per sq. ft. of business area	0.04	
	Minimum	135.38	78.38
C006 R1007	Automobile, recreational vehicle, boat, truck, etc., rental or sales from open lot or combination open lot and building	135.38	
	Per sq. ft. of business area	0.04	
	Minimum	135.38	228.00
C026 R308	Change of owner of restaurant liquor/beer/wine/ in conjunction with restaurants, grocery stores, etc.	135.38	78.38
C007	C. INDUSTRIAL		
	All uses, except the following:		
	Per sq. ft. of business area	0.04	
	Minimum	135.38	78.38
C008	(Renewal Fee Code: R112, R118, R119, and R120)		
	Automobile used parts yard, commercial incinerators, junkyards, slaughterhouses, bulk storage of petroleum products, trailer parks, tourist camps, utility plants of 30,000 sq. ft. or less		
	Per sq. ft. of business area	0.03	
	Minimum	628.43	228.00
C501	(Renewal Fee Code: R501)	897.75	332.16
	Automobile used parts yard, commercial incinerators, junkyards, slaughterhouses, bulk storage of petroleum products, trailer parks, tourist camps, utility plants over 30,000 sq. ft.		
	D. UNUSUAL USES, SPECIAL PERMITS, BUSINESS AND INDUSTRIAL USE VARIANCES		
C009/ R122	All unusual uses, except the following:	314.93	239.40
A026/ R121	Churches	135.38	71.25
C010	Airports, racetracks, stadiums (Renewal Fee Code: R106, and R116)	628.43	228.00
C011	Cabaret, nightclub, liquor package store (Renewal Fee Codes:R301, R302, and R304)	416.10	377.63
C012	Rock quarries, lake excavation and/or filling thereof (Renewal Fee Code:R117)	494.48	239.40
	Minimum	494.75	
C013	Circus or carnival (per week) and special events	263.63	263.63
C014	Open lot uses (Renewal Fee Code: R113)	188.10	149.63
C032	Lot clearing, sub-soil preparation (Renewal Fee Code:R123)	156.75	142.50
	E. AGRICULTURAL		
C027	All uses, except as otherwise listed herein (Renewal Fee Code: R105)	188.10	178.13
	F. TRAILER USE CERTIFICATES		
	Covers administrative and initial field inspection cost for all types of construction site field offices. Fee also covers cost of site plan review.		
C015	(1) Mobile homes approved for temporary use during construction of a residence (Section 33-168, Code of Miami-Dade County)	256.50	256.50

Department of Planning and Zoning
Fee Schedule

		Fee	Renewal Fee
C016		524.40	498.75
C030	(2) Mobile homes or modular units approved for commercial purposes or development projects, including watchman's quarters and temporary sales offices		
C031	(3) Construction field offices	178.13	178.13
X010	(4) Cash escrow processing fee	142.50	
X011	(5) Mobile home tag deposit	35.63	
X029	(6) Cash escrow processing (balloons)	71.25	
X025	(7) Cash escrow (demo)	285.00	
	G. MAXIMUM FEE		
C500	The maximum fee for a CU provided no violation exists at time of CU.	897.75	
	H. CHANGE OF USE, BUSINESS OWNERSHIP OR NAME		
	When there is a change of use, business ownership, or name, the fee shall be the original fee listed for the use proposed.		
	I. REFUNDS		
	No refunds shall be made of fees paid for use permits. In case of error, adjustments may be made by the Director of the Department of Planning and Zoning.		
ZDB1	J. OCCUPANCY WITHOUT CU		
	(In violation)	225.15 plus a double CU fee	
A069 MP40	K. FAILURE TO RENEW CU(s) or Temporary Certificate of Use TCU(s) not renewed on or before the renewal or expiration date will be assessed a $213.75 violation fee plus a double CU or TCU TCC fee.		
	L. TEMPORARY CU "UP FRONT" FEE		
C033	When the TCU application is received, the applicant shall pay an "up-front" processing fee equal to $35.63. This processing fee is not refundable. This fee shall be deducted from the total cost of the TCU.		
C024	M. CU AND TCU INSPECTION FEE		
	When an inspection is necessary prior to the issuance of a CU or, TCU, an inspection fee of $84.44 shall be charged for each inspector who is required to make a field inspection. Temporary CUs will be charged at a fee equal to the final CU cost in addition to the inspection fee. This fee will be required regardless of the length of time the TCU is needed: up to ninety (90) days for CUs and up to sixty (60) days for TCUs.		
C034	N. CU RE-INSPECTION FEE		
	When extra inspection trips are necessary due to 1) wrong address being given on call for inspection, 2) required corrections not being made or completed at time specified or 3) failure to provide access to the property or use, a fee of $84.44 for each inspector who must return shall be charged.		
			Renewal Fee
	O. ALCOHOL FEES AND RENEWAL FEES		
R300	Bar/Lounge		78.38
	Liquor Package Store, Cabaret nightclub, (Refer to C011)		377.63
R306	Restaurant with Liquor and/or Beer and Wine		78.38
R308	Other Alcoholic Beverage uses not listed		78.38
R303	Outdoor Patio		228.00
R305	Private Club: Liquor and/or Beer and Wine		228.00
R307	Restaurant and Lounge/Bar		156.75

Department of Planning and Zoning
Fee Schedule

V. ZONING APPLICATION FEES:

All application fees shall be paid in total, at the time of filing of the application, and no total fee shall be credited or refunded except when adjustment is warranted or deemed necessary due to departmental error. A refund of fifty percent (50%) of an original application fee may be refunded upon the withdrawal of an application when the written request for withdrawal is received within 60 days of the date of application. In no event, however, shall an appellant of a Community Zoning Appeals Board decision be entitled to a refund of the appeal fee.

Z999 In addition to the zoning fees set forth below, the following items shall be assessed a fee of 0.71 cents per notice for each additional notice mailed beyond a 500' radius. These fees shall be assessed for every occasion on which notices are mailed.

A. PUBLIC HEARING, ADMINISTRATIVE MODIFICATIONS AND REFORMATION FEES

Z100 Z101 Except as otherwise provided in B. through F. below, for every application for a zoning change, or other zoning application, where a public hearing is required to be held and for every application where notices and advertisement are required there shall be paid to the Department of Planning and Zoning for the processing of each and every application, a minimum fee of $1,068.75 or $2,137.50 if the application is the result of a violation. The exact amount of each and every public hearing application fee is established by the addition of the following fees:

		Fee
Z104	Zone Change to AU/GU/RU1/RU2/RUIZ/EU/RU-1M(a)/RU-IM(b)	1,425.00
Z114	Zone Change to RUTH/MULTI-FAM/PAD	2,137.50

		Fee
Z124	Zone Change to RU-5/RU-5A/OPD	2,850.00
Z134	Zone Change to BU	4,275.00
Z144	Zone Change to IU	3,562.50
Z115	Use Variance-AU/GU/RU-1/RU-2/RUIZ/EU	2,137.50
Z125	Use Variance-RUTH/MULTI-FAM/PAD	3,562.50
Z135	Use Variance-RU-5/RU5A-OPD	4,987.50
Z145	Use Variance-BU	4,987.50
Z155	Use Variance-IU	4,275.00
Z972	Non-Use Variance or Administrative Site Development Option (Residential)	712.50
Z973	Non-Use Variance or Administrative Site Development Option (Commercial, Industrial, Office)	1,425.00
Z974	Special Exception	2,850.00
Z975	Modify/Delete	1,425.00
Z976	Unusual Use	2,850.00
	(1) Residential:	
Z977	Site Plan Review	1,425.00

Department of Planning and Zoning
Fee Schedule

Z978 Size of Property: $712.50 per 10 acres or portion thereof

Z979 Number of Units: $356.25 per 15 units or portion thereof

(2) Commercial: 2,137.50

Z980 Site Plan Review

Z981 Size of Property: $855.00 per 10 acres or portion thereof

Z982 Size of Building: $285.00 per 5,000 sq. ft. or portion thereof

B. NON-USE VARIANCE or ADMINISTRATIVE SITE DEVELOPMENT OPTION (ASDO) PUBLIC HEARINGS (RESIDENTIAL/ONE LOT)

Z983 Z984 For every application for a non-use variance or ASDO for the new construction of, or addition to, a single family residence (one lot maximum) or duplex (one lot maximum), there shall be paid to the Department of Planning and Zoning a fee of $1,567.50 ($1,852.50 if the application is the result of a violation).

C. UNUSUAL USE-MOBILE HOME AS A WATCHMAN'S QUARTERS

Z102 Z103 For every application for an unusual use for a trailer as a watchman's quarters, there shall be paid to the Department of Planning and Zoning a fee of $1,567.50 ($1,852.50 if the application is the result of a violation).

D. PUBLIC HEARINGS FOR PRIVATE SCHOOLS, HOUSES OF WORSHIP, ACLF, NURSING HOMES AND CONVALESCENT HOMES

Z985 Z986 For every public hearing application for the above uses, there shall be paid to the Department of Planning and Zoning a fee of $2,850.00 ($3,562.50 if the application is a result of a violation).

E. UNUSUAL USE-LAKE EXCAVATION

Z987 Z988 For every application for an unusual use for a lake excavation, there shall be paid to the Department of Planning and Zoning a minimum of $712.50 ($1,047.38 if the application is the result of a violation). The exact amount of each and every lake excavation public hearing fee is established the addition of the following fees:

		Fee
Z989	Site Plan Review	1,068.75
Z990	10 acres or portion thereof of water surface area	299.25

F. NON-USE VARIANCE-SIGNS

Z997 Z998 For every application for a non-use variance for the installation of a sign(s), there shall be paid to the Department of Planning and Zoning a fee of $2,137.50 ($2,850.00 if the application is the result of a violation).

G. REVISIONS TO PUBLIC HEARING PLANS

Z116 Z117 Submittal of the first revised plan will be processed by the Department of Planning and Zoning at no additional cost to the applicant. Subsequent revisions will be processed at an additional charge of-$855.00 (or $1,140.00 if submitted 30 days or less prior to hearing) per revised plan and shall be paid in total at the time of submittal to the Department of Planning and Zoning.

H. REVISIONS OF LEGAL DESCRIPTION

Rework of a legal description as a result of revisions, corrections, inconsistencies and/or missing items. 60.00

I. APPEALS OF COMMUNITY ZONING APPEALS BOARD DECISIONS

Department of Planning and Zoning
Fee Schedule

Z500 For every application for an appeal of a decision of the Community Zoning Appeals Board to the Board of County Commissioners, there shall be paid to the Department of Planning and Zoning for the processing of each and every application, a fee of $1,068.75, to be paid at the time of application. Site plan modifications, where permitted, to appeal requests will be processed at an additional cost of $855.00 (or $1,140.00 if submitted 30 days or less prior to hearing) per revised plan.

J. ENTRANCE FEATURE APPLICATION FEES

Z300 Z301 Z303 For every administrative application for an entrance feature, there shall be paid to the Department of Planning and Zoning, for the processing of each and every application, a fee of $712.50 ($1,425.00 if the application is the result of a violation). All such fees shall be paid, in total, at the time of the filing of the application, and no fee shall be credited or refunded. First plan revision will be processed at no charge, subsequent revisions will be processed at $312.50 each.

K. APPEALS OF ENTRANCE FEATURE DECISIONS

Z302 For every application for an appeal of an entrance feature decision by the Miami-Dade County Plat Committee to the Community Zoning Appeals Board by an aggrieved property owner in the area, there shall be paid to the Department of Planning and Zoning, for processing of each and every application, a fee of $498.75, to be paid at the time of application. Pursuant to the provisions of Section 33-311(c)(2), an appeal by an aggrieved applicant shall be by the filing of a de novo application for public hearing before the Community Zoning Appeals Board, with the fee to be paid subject to the public hearing application fee provisions herein.

L. ADMINISTRATIVE ADJUSTMENT APPLICATION FEES

Any variance involving:

Z203	carport [max. 200 sq. ft.]	391.88
Z204	utility shed [max. 100 sq. ft.]	391.88
		Fee
Z205	fence/wall	391.88
Z208	storage of boat/RV	391.88
Z209	interior/exterior integration area	391.88
Z211	Setback adjustments for attached/detached structure(s):	748.13
Z217	Any administrative adjustment involving tennis court, swimming pool or other recreational use	926.25
Z219	Any adjustment for the construction of a new residence	1,204.13
Z220	Other adjustments such as, but not limited to, lot area, lot frontage, lot coverage, etc.	926.25

Z221 Only one fee shall be assessed; should an application involve two (2) or more adjustments of a different category, the greater shall apply. For any application where a notice of violation has been issued, an additional fee of $285.00 shall be assessed.

Z202 M. APPEALS OF ADMINISTRATIVE ADJUSTMENT DECISIONS

For every application for an appeal of an administrative adjustment decision of the Department of Planning and Zoning to the Community Zoning Appeals Board by any aggrieved property owner in the area, there shall be paid to the Department of Planning and Zoning, for the processing of each and every application, a fee of $811.99, to be paid at the time of application. Pursuant to the provisions of Section 33-311(c)(2), an appeal by an aggrieved applicant shall be by the filing of a de novo application for public hearing before the Community Zoning Appeals Board, with the fee to be paid subject to the public hearing application fee provisions herein.

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Z600 N. APPEALS OF ADMINISTRATIVE DECISIONS OF DIRECTOR AND AMENDMENTS TO ZONING REGULATIONS

For every application, except for appeals of the issuance of a rockmining certificate of use pursuant to Article XI. Chapter 33, of the Miami-Dade County Code, for an appeal of the Department of Planning and Zoning Director's Administrative Decision relative to matters by any aggrieved property owner in the area concerned, or by any aggrieved applicant, or for any application for zoning hearing to the zoning regulations, there shall be paid to the Department of Planning and Zoning, for the processing of each and every application, a fee of $1,068.75, to be paid at the time of application. For any appeal of a decision of the Director in connection with the issuance of a rockmining certificate of use pursuant to the Rockmining Overlay Zoning Area in Chapter 33, of the Code of Miami-Dade County (ROZA overaly), the fees associated with such appeal shall be waived.

Z991 O. APPEALS OF ADMINISTRATIVE DECISIONS OF THE EXECUTIVE COUNCIL

For every application for an appeal of the Miami-Dade County Executive Council's (Development Impact Fee Committee) Administrative Decision by any aggrieved property owner in the area concerned, or by any aggrieved applicant, the appellant shall pay to the Department of Planning and Zoning, for the processing of each and every application, a fee of $498.75, to be paid at the time of application.

Z602 P. SEVERABLE USE RIGHTS

Application fee for use of severable use rights as provided by ordinance

(1) Basic application fee per bonus development "receiver" site 712.50

Z703 Q. ADMINISTRATIVE SITE PLAN REVIEW FEE (RESIDENTIAL)

For every application for an administrative review of site plans for residential use where such site plans do not require approval at a public hearing, there shall be paid to the Department of Planning and Zoning, for the processing of each and every application, a minimum fee of $1,425.00.

Z704 Z705 The exact amount of each and every administrative site plan review fee is established by the addition of the following fees: $712.50 per 10 acres or portion thereof, and $356.25 per 15 units or portion thereof

Z706 Submittal of the first revised plan will be assessed by the Department of Planning and Zoning at no additional cost to the applicant. Subsequent revisions will be processed at an additional charge of $855.00 per revised plan and shall be paid in total at the time of submittal to the Department of Planning and Zoning.

Z707 R. ADMINISTRATIVE SITE PLAN REVIEW FEE (COMMERCIAL)

For every application for an administrative review of site plans for commercial use where such site plans do not require approval at a public hearing, there shall be paid to the Department of Planning and Zoning, for the processing of each and every application, a minimum of $2,137.50.

Z708 Z709 The exact amount of each and every administrative site plan review fee is established by the addition of the following fees: $855.00 per 10 acres or portion thereof, and $285.00 per 5,000 sq. ft. or portion thereof.

Z711 Submittal of the first revised plan will be processed by the Department of Planning and Zoning at no additional cost to the applicant. Subsequent revisions will be processed at an additional charge of $855.00 per revised plan and shall be paid in total at the time of submittal to the Department of Planning and Zoning.

S. ADMINISTRATIVE LAKE PLAN REVIEW FEE

Z800 Z801 For every application for an administrative review of lake plans where such lake plans do not require approval at a public hearing, there shall be paid to the Department of Planning and Zoning, for the processing of each and every application, a minimum of $1,068.75. The exact amount of each and every administrative lake plan review fee is established by the addition of the following fee: $299.25 per 10 acres or portion thereof of water surface area.

Z711 Submittal of the first revised plan will be assessed by the Department of Planning and Zoning at no additional cost to the applicant. Subsequent revisions will be processed at an additional charge of $855.00 per revised plan and shall be paid in total at the time of submittal to the Department of Planning and Zoning.

Z947 T. CLASS I PERMITS

For every review of a Class I permit application, there shall be paid at time of application to the Department of Planning and Zoning, a fee of $142.50.

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Z948 U. CLASS IV PERMITS

For every review of a Class IV permit application where a zoning hearing is not required, there shall be paid at the time of application to the Department of Planning and Zoning, a fee of $142.50.

Z911 V. OTHER PROCESSING AND RESEARCH FEES

1) For each and every request for a Hearings Pre-Evalutation, there shall be paid to the Department of Planning and Zoning a fee of $50.00

ZR53 2) In addition, the Department of Planning and Zoning may charge processing costs equal to actual staff time and related costs for matters which involve research, including review of legal agreements, distribution of zoning agenda listings to subscribing members of the public, letters reflecting preliminary assessment of a potential zoning related matter or matters involving platting inquiries, release of Unity of Title (U.T.) trending determinations, research of impact fees per folio number, etc. A minimum fee of $106.88 shall be charged. All Plat applications will be charged a total of $350.00 per application. Subsequent submittals will be processed at a fee of $200.00.

3) For each and every Pre-Purchase Inspection Service Request, the Department of Planning and Zoning shall be paid a fee of $300.00 for residential properties and $350.00 for commercial properties.

Z992 W. GOVERNMENTAL FACILITIES

For each and every application for a public hearing for a governmental facility, there shall be paid to the Department of Planning and Zoning, for the processing of each and every application, a fee of $1,781.25.

Z994 X. SHORELINE APPLICATIONS

For each and every application for Shoreline Review there shall be paid to the Department of Planning and Zoning, for costs associated with processing said application, a fee as follows:

		Fee
	1. DETERMINATIONS (Developmental Impact Committee Executive Council)	
MP61	a. NEED FOR COMPLIANCE	250.00
MP62	b. EXEMPTIONS	584.25
MP63	c. VESTED RIGHTS	584.25
MP30	2. APPLICATION FEE (BASIC) (Applies to all development actions requiring Committee review) (Plat review subject to application fee only)	1,068.75

			Fee
MP42	3. PLAN REVIEW (BASIC) (Site plan review)		1,425.00
	4. MARINE CONSTRUCTION		
MP65	Marinas - 50 Boat Slips & over =	712.50	
MP66	All Other Construction =	228.00	

Y. SUBSTANTIAL COMPLIANCE DETERMINATION

Z995 Z965 Z510 For each and every application for a substantial compliance determination, there shall be paid to the Department of Planning and Zoning for the review of every application, a fee of $1,425.00 for residential and $2,137.50 for commercial/industrial/office uses. First plan revision will be processed at no charge, subsequent plan revisions will be assessed a fee of $855.00 each.

Z921 Z. ZONING KIT AND SUBSCRIPTIONS

For each and every subscription request for Zoning agendas, there shall be paid to the Department of Planning and Zoning, an annual subscription fee of $213.75.

Z931 AA. ZONING LOGBOOK AND AGENDA SUBSCRIPTION

For each and every subscription request for copies of the zoning logbook and each agenda of monthly hearing files, there shall be paid to the Department of Planning and Zoning, an annual subscription fee of $106.88.

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Z996 BB. HEARING TAPES

For the preparation of a copy of a hearing tape upon request, for each and every tape requested, there shall be paid to the Department of Planning and Zoning, a fee of $35.63.

CC. RE-ADVERTISEMENT AND RE-NOTIFICATION FOR DEFERRED OR REMANDED HEARING APPLICATIONS

ZR67 For each and every zoning hearing application that is deferred or remanded to a date not yet advertised, there shall be paid to the Department of Planning and Zoning, a fee based on the actual cost of re-advertisement and re-notification, plus $62.50 for applications involving Community Zoning Appeals Board. A $312.50 fee shall be charged for Board of County Commissioners deferral, payable to the Board of County Commissioners.

VI. ZONING INSPECTION FEE

A. INSPECTION FEE

Z068 ZR60 All inspections required as a result of a building permit will be assessed this fee. In addition, this zoning inspection fee will be tied to all completion holds. When extra inspection trips are necessary due to 1) wrong address being given on call for inspection, 2) required corrections not being made or completed at time specified, or 3) failure to provide access to the property use, a fee of $84.44 for the inspector to return shall be charged.

B. INSPECTIONS REQUIRING OVERTIME

Z069 ZR62 Charges for zoning inspections, which are requested in advance and which require that an employee work overtime, will be at a rate of $93.75 per hour and in accordance with applicable employee contracted bargaining agreements.

VII. GENERAL INFORMATION

A. CONCURRENCY REVIEW

CN01 CN02 1. A fee of six (6%) percent (for concurrency review) of the total permit fee, CU or zoning application fee, will be added to original fees where a concurrency review was performed.

2. Concurrency Information Letters: Fees for Concurrency Information Letters shall be as follows to cover the cost of preparing informational letters.

MP27 Minor Letter: $100.00
These require routine to moderate research and analysis, standard preparation and processing time.

MP57 Major Letter: $200.00
These require extraordinary research and analysis, and/or special preparation and handling.

B. IMPACT FEES

Impact Fees are assessed on certain building permits, including re-application on expired permits (contact the Impact Fee Section for details on these fees).

C. PREPARATION OF CERTIFIED RECORDS FOR COURT APPEALS

For the purpose of court appeals, wherein the Director of the Department of Planning and Zoning is requested to make available the records upon which the decision of the Board of County Commissioners or Community Zoning Appeals Board or other administrative board is based, there shall be paid to the Department of Planning and Zoning, for the preparation of a certified copy of the records, a fee of $391.88, to be paid at the time of request.

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	D. COPIES OF DEPARTMENTAL RECORDS, VERIFICATION OF DOCUMENTS AND RESEARCH OF PLANS (EXPANDED)	Fee
ZR49	Plan reproduction from microfilm or document larger than 14 inches by 81/2 inches per sheet	7.13
X047	Reproduced records - per page (also refer to pg. 13, other Processing Fee)	0.19
X030	Double sided copy - per page	0.25
	Certified copies in addition to photocopy - per page	1.25
	Official copy of CU record	12.50
	Verification of legal description on documents prepared for recordation	12.50
RS23	Digital Maps, scanned images	35.63
	Special map requests	75.00
X006	Notary public service - per document	1.25
ZR52	Research and ordering plans	7.13

E. FEES BASED ON ESTIMATED COST - DOCUMENTATION REQUIREMENTS

The Department may require the permit applicant to submit appropriate documentation as proof of estimated cost of construction used to compute permit fees.

F. PUBLICATIONS

The Department gathers and analyzes data about land use and population patterns within Miami-Dade County. These publications are available as priced, plus postage and handling if mailed in the United States. The department also publishes other documents related to the maintenance and update of the CDMP, including the continuing amendment cycles, and other specialized reports and documents.

G. LATE PAYMENT CHARGES ON UNPAID AMOUNTS DUE TO THE DEPARTMENT OF PLANNING AND ZONING

Billings covered by contracts, agreements or other formal arrangements for services rendered by the department are due within 45 days from the date of the invoice. Full payment of the account balance must be received by the past due date set forth on the invoice. A monthly late payment charge will be assessed on any outstanding balance at the rate of 10% thereafter, until payment is received in full.

H. SURCHARGE

SUR 8
SUR 1 A zoning fee surcharge of eight percent was implemented for seven years beginning on October 1, 2003.

I. IMAGES – ON LINE

The department provides imaged records on line relating to land use files and are available using the established fees.

	J. Conversion of Documents to Images (scanning) – Charge per Page	Fee
X060	i. Letter Size	0.25
X061	ii. Legal Size	0.29
X063	iii. E-Size	0.99

K. REFUNDS

A full refund less $50.00 of the application/permit fee paid shall be granted to a customer who requests a refund provided:

1) that the refund amount is greater that $50.00; and
2) that the department receives a written request from the customer prior to the application/permit expiration date; and
3) that the customer submits with such request the applicant's validated copy of such application/permit

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VIII. DEVELOPMENT IMPACT COMMITTEE LARGE SCALE APPLICATIONS

MP29 For each and every application for a Developmental Impact Committee Large Scale Application there shall be paid to the Department of Planning and Zoning, for costs associated with said application, a fee as follows:

A. BASIC FEE: $8,122.50 Site Plan Review, District Boundary Change, DRI Development Order, or DRI Substantial Deviation Determination, Rapid Transit and Essentially built-out DRI.

MP292 $12,397.50 Applications requesting two or more of the above

ZE001 B. SIZE OF APPLICATION: Applied to all Applications (total net acreage):

0-19.9 $1,067.33	20-29.9 $1,833.98	30-39.9 $2,697.53	40-49.9 $3,464.18
50-69.9 $4,230.83	70-89.9 $5,110.05	90-119.9 $5,883.83	120-159.9 $6,733.13
160-239.9 $7,506.90	240-319.9 $8,273.55	320-399.9 $9,144.23	400-479.9 $9,910.88
480-559.9 $10,784.40	560-over $11,541.08		

ZE002 C. NUMBER OF UNITS: Applied to all Residential Site Plan Reviews (including mobile homes):

0-274 $1,067.33	275-299 $1,638.75	300-324 $2,215.88	325-349 $2,795.85
350-399 $3,374.40	400-449 $3,952.95	450-524 $4,524.38	525-599 $5,151.38
600-699 $5,690.03	700-799 $6,260.03	800-949 $6,838.58	950-1099 $7,425.68
1100-1399 $7,995.68	1400-over $8,567.10		

ZE003 D. FLOOR SPACE: Applied to Office, Business, Industrial, et al., Site Plan Reviews:

0-124,999 $1,067.33	125,000-149,999 $1,923.75	150,000-174,999 $2,894.18
175,000-199,999 $3,838.95	200,000-224,999 $4,719.60	225,000-249,999 $5,672.93

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250,000-274,999 $6,553.58	275,000-299,999 $7,506.90	300,000-349,999 $8,468.78
350,000-399,999 $9,340.88	400,000-449,999 $10,311.30	450,000-499,999 $11,174.85
500,000-599,999 $12,129.60	600,000-over $13,090.05	

ZE010 E. ADDITIONAL SITE PLANS: $2,307.08/each

ZE020 F. ADDITIONAL DISTRICT BOUNDARY CHANGES: $1,148.55/each

ZE030 G. SUPPLEMENTAL Development of Regional Impact Fee
$11,541.08 - Development Order

H. CHARTER SCHOOLS

Z727 Basic fee $2,137.50

Z728 Size of property ($855.00 – per 10 acres or portion thereof)

Z729 Size of buildings ($285.00 per 5,000 sq. ft. or portion thereof)

Z731 $855.00 per revised plan submitted (first revision is processed at no charge)

I. NOTICES

Additional cost of mailing notices will be assessed on all Essential Built-Out DRI and Charter School applications.

IX. VESTED RIGHTS/TAKINGS FEE

For each and every application for a vested rights determination, there shall be paid to the Department of Planning and Zoning, for costs associated with the application, a fee as follows:

MP31 A. SECTION 2-114.1 - MIAMI-DADE COUNTY CODE - VESTED RIGHTS/TAKING-BASE FEE

$1,809.75 (whichever is less)
$1,809.75 (flat fee) for all other uses

SECTION 2-114.2, 2-114.3, or 2-114.4 - MIAMI-DADE COUNTY CODE - VESTED RIGHTS

$477.38 Permit
$1,081.58 Resolution - Board of County Commissioners' Action

B. VESTED RIGHTS/TAKINGS -- SIZE OF APPLICATION

MP75 SECTION 2-114.2 - MIAMI-DADE COUNTY CODE - SUPPLEMENTAL VESTED RIGHTS

0-10 ACRES $1,457.78	10.1-50.0 ACRES $2,351.25	50.1 ACRES – OVER $3,173.48

MP76 SECTION 2-114.3 - MIAMI-DADE COUNTY - REAFFIRMATION OF VESTED RIGHTS STATUS

0-10 ACRES $931.95	10.1-50.0 ACRES $1,762.73	50.1 ACRES-over $2,640.53

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MP77 SECTION 2-114.4 - MIAMI-DADE COUNTY CODE - MODIFICATION TO A PREVIOUSLY VESTED PLAN

0-10 ACRES	10.1-50.0 ACRES	50.1 ACRES – OVER
$931.95	$1,762.73	$2,640.53

X. EXTENSION OF CAPACITY RESERVATION

MP34 For each and every application for an extension of capacity reservation, there shall be paid to the Department of Planning and Zoning a fee as follows:

SECTION 33G-6 MIAMI-DADE COUNTY CODE
$1,809.75

XI. APPEALS OF PLAT COMMITTEE DECISIONS

MP35 For each and every application for an appeal of a Plat Committee Decision [Section 28-7(F)], there shall be paid to the Department of Planning and Zoning a fee as follows:

$884.93 flat fee

XII. APPEALS OF IMPACT FEES ASSESSMENTS: SECTION 33E-15 (ROAD); SECTION 33I-13 (POLICE); SECTION 33J-14 (FIRE); SECTION 33H-16 (PARK) AND SECTION 33K-14 (SCHOOL-MIAMI-DADE COUNTY CODE)

MP33 For each and every application for an appeal of the above listed impact fee assessments, there shall be paid to the Department of Planning and Zoning a fee as follows:

$203.78 per single family residential unit up to four units

Over four units $884.93 flat fee

$884.93 flat fee all other applications

XIII. ADJUSTMENT OF LANDSCAPING REQUIREMENTS APPLICATION FEES

MP32 For every application for an adjustment of landscaping requirements, there shall be paid to the Department of Planning and Zoning, for the processing of each and every application, a fee as follows:

$203.78 per single family residential unit up to four units

Over four units $884.93 flat fee

$884.93 flat fee all other applications

XIV. LAKES AND LANDFILLS

C012 Original permit (CU) fee for new Lakes and/or Landfills $494.48

C029 Renewal of permits (CU) for Lakes and/or Landfills including Rockmining Uses located either outside or inside the boundaries of the Rockmining Overaly Zoning Area (ROZA) $250.80

CO42 Original permit (CU) fee for new Lakes and/or Landfills including Rockmining Uses located inside the boundaries of the Rockmining Overaly Zoning Area (ROZA) $1,562.50.

CO43 The exact amount of each and every administrative lake and landfill plan review fee inside the ROZA is established by the addition of a fee equivalent to the cost of each advertisement in both a newspaper of general circulation with over 100,000 subscribers and in an additional 5 newspapers, as required pursuant to the ROZA regulations within the Code of Miami Dade County.

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XV. ZONING PLANS PROCESSING FEE

A. INITIAL LANDSCAPE FEE

A246 Residential (single and duplex) $50.00

A247 Commercial/Industrial and all multi-family residential and all others $93.75

B. RE-WORK FEES

A046 A fee of $106.88 may be charged for failure to make required correction previously indicated.

C. REVISED LANDSCAPING PLANS FEE

A067 Landscaping plan revision after permit is issued shall be subject to a fee of $118.75.

XVI. ZONING REVIEW FEE ASSOCIATED WITH BUILDING PROCESS

A zoning review fee related to the permitting process such as the zoning plans processing review and the zoning inspection process is being split from the building fee, therefore creating a zoning review fee.

1. REVISED PLANS FEE

A. REVISED PLANS PROCESSING FEE
1. Major plan revision after permit is issued shall be subject to a fee of 50% of the original permit fee up to a maximum of $1,425.00.

ZR55 2. Minor plan revisions shall be subject to a fee at the rate of $1.43 per minute of time for each review that takes longer than 5 minutes.

B. "UP-FRONT" PROCESSING FEE

ZR01 ZR02 ZR03 ZR04 When the building permit application is received for the construction of a new Single Family Residence or Duplex, the applicant shall pay an "up-front" processing fee equal to $0.04 for each square foot or fractional part thereof, or $0.013 per dollar in estimated value or fractional part when square footage does not apply. When a building permit application is received for a commercial project, the applicant shall pay an "up-front" processing fee equal to $1.43 per 100 square foot or fractional part or $0.23 for each $114.00 of estimated value or fractional part thereof. This processing fee is not refundable, but shall be credited toward the final building permit fee.

		Fee
	C. MINIMUM FEE FOR BUILDING PERMIT	
	The minimum fee for all building permits is applicable to all items in this section except as otherwise specified.	50.00
	(With the exception of fees associated with windows, trusses, doors, skylights and all required shop drawings, which are already included in the basic building permit fee, this minimum fee does not apply to add-on building permit fees issued as supplementary to current outstanding permits for the same job.)	
	D. NEW BUILDING OR ADDITIONS	
ZR05	New construction Single Family and Duplex above 1000 sq. ft. - Group I per sq. ft.	0.085
ZR06	Prefabricated utility shed with slab (max 100 sq. ft. of floor area).	11.40
	Single Family and Duplex (Group I) - Attached Structures	
ZR07	0 to 100 sq. ft. in floor area.	15.68
ZR08	101 to 300 sq. ft. in floor area.	25.65
ZR09	301 to 500 sq. ft. in floor area.	37.05

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		Fee
ZR10	501 to 1000 sq. ft. in floor area.	66.98
ZR11	Above 1000 sq. ft. per sq. ft.	0.85
	Single Family and Duplex (Group I) Detached Structures	
ZR07	0 to 100 sq. ft. in floor area.	15.68
ZR08	101 to 300 sq. ft. in floor area.	25.65
ZR09	301 to 500 sq. ft. in floor area.	37.05
ZR10	501 to 1000 sq. ft. in floor area.	66.98
ZR11	Above 1000 sq. ft. per sq. ft.	0.085
ZR17	Alterations or repairs to Single Family Residence or Duplex (Group I) per $1.00 of estimated cost or fractional part	0.014
	Minimum Fee	50.00
	Maximum Fee	179.55
ZR18	Repairs due to fire damage per $1.00 of estimated cost or fractional part (copy of construction contract required)	0.014
	Minimum Fee	66.98
	Maximum Fee	179.55
ZR19	Storage & Industrial Use of Group E & F occupancies 100 sq. ft. or fractional part of floor area.	2.78
ZR20	Shade Houses per 100 sq. ft. or fractional of floor area.	0.10
ZR63	Agricultural buildings where site is 5 acres or more	68.75
ZR64	Agricultural buildings where site is less than 5 acres	81.25
ZR22	Mobile Homes additions - each 100 sq. ft. or fractional part of floor area.	2.08
	Minimum Fee	50.00
ZR12	Tents 0 - 5000 sq. ft.	50.00
ZR13	over 5000 sq. ft.	50.00
ZR23	All others, including temporary building for construction. per 100 sq. ft. or fractional part of floor area.	3.14
	Minimum	66.98
ZR24	FOR STRUCTURES OF UNUSUAL SIZE OR NATURE AS ARENAS, STADIUMS AND WATER AND SEWER PLANTS THE FEE SHALL BE BASED ON ½ OF 1% OF THE ESTIMATED CONSTRUCTION COST	0.006
	5. NEW CONSTRUCTION OTHER THAN AS SPECIFIED HEREIN: (WATER TOWERS, PYLONS, BULK STORAGE-TANK FOUNDATIONS, UNUSUAL LIMITED-USE BUILDINGS, MARQUEES, AND SIMILAR CONSTRUCTION)	
ZR68	For each $1,000 of estimated cost or fractional part	2.56
	Minimum Fee	50.00
	6. ALTERATIONS AND REPAIRS TO BUILDING, PAVING/RESTRIPING/RESURFACING/SEAL COATING, AND OTHER STRUCTURES (EXCEPT GROUP I)	

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		Fee
ZR26	For each $100 of estimated cost or fractional part	0.38
	Minimum Fee	59.85
ZR27	7. MOVING BUILDINGS FOR OTHER STRUCTURES	2.85
	For each 100 sq. ft. or fractional part thereof (does not include cost of new foundation or repairs to buildings or structure)	
ZR28	8. SLABS	50.00
	9. FENCES AND/OR WALLS Chainlink	
ZR29	0 - 500 linear ft.	50.00
ZR30	501 - 1000 linear ft.	50.00
	each additional linear ft. over 1000	0.14
	Minimum Fee	50.00
ZR31	Wood each linear ft.	0.20
	Minimum Fee	50.00
ZR32	Concrete each linear ft.	0.34
	10. SWIMMING POOLS, SPAS, AND HOT TUBS	
ZR33	Installation of Swimming Pool/Spa	50.00
ZR34	Repair of Swimming Pool/Spa	50.00
	11. TEMPORARY PLATFORMS AND TEMPORARY BLEACHERS TO BE USED FOR PUBLIC ASSEMBLY	
ZR35	For each 100 sq. ft. or fractional part of platform area	1.56
	Minimum Fee	50.00
ZR36	For each 100 linear feet or fractional part of seats	1.29
	12. SCREEN ENCLOSURES, CANOPIES & AWNINGS	
ZR37	(a) Screen enclosures	
	Each 100 sq. ft. or fraction thereof	2.64
ZR38	(b) Free standing canopies	
	For each $1,000 of estimated cost or fractional part	2.43
	Minimum Fee	50.00
ZR39	(c) Awnings and Canopies	
	Horizontal projection per sq. ft. area covered	0.03
	Minimum Fee	50.00
	13. SIGN PERMIT FEES	
	(a) Minimum sign fee	50.00
ZR41	b) Signs-non-illuminated painted wall signs and balloons (per sq. ft.) - illuminated signs under electrical permits	0.38
	c) Mural Signs - original mural sign permit application	350.00
	Subsequent plan revisions	175.00
ZR42	Annual Renewal of Class C signs on or before October 1st of each year (per sign)	50.00

Department of Planning and Zoning
Fee Schedule

		Fee
ZR14	Quarterly Renewal of Class A sign (temporary)	106.25
ZR15	Annual Renewal of Class C signs (billboards)	50.00
ZR43	14. TIE DOWN Tie Down Inspection Fee: (This does not include installation of meter mounts and service equipment. Separate mechanical, plumbing and related electrical permits are required)	50.00
ZR44	15. SATELLITE DISH	
	All trades each	50.00
	16. ORNAMENTAL IRON	
ZR45	Per sq. ft. coverage	0.014
	Minimum Fee	50.00
	17. SIGNS & ARCHITECTURAL FEATURES (INDOOR NEONS)	
ZR46	Per sq. ft. of sign	0.38
	Minimum fee	50.00
ZR47	Repairs and re-connection each	50.00
ZR48	Neon strips each 5 ft. or fractional part	0.71
	Minimum fee	50.00

18. All permits for renewals shall be assessed a fee of 50% of the original permit fee (except where the minimum permit fee was assessed) if permit is renewed within 6 months or less. If permit is renewed after 6 months, then 100% of the original fee shall be assessed. In no event shall the fee be less than the minimum fee listed for that permit.

XVII. CHAPTER 163 DEVELOPMENT AGREEMENTS

MP78 A one time fee of $1,250 shall be paid to the Department of Planning and Zoning for the initial review of a Chapter 163 Development Agreement.

XVIII. FEE FOR MONITORING DEVELOPMENT OF REGIONAL IMPACT AND OTHER MAJOR PROJECTS

ZE060 A. $250 for every status report submittal

ZE065 B. A $150 additional fee shall be paid to the Department for all late submittals of status reports.

XIX. HISTORIC PRESERVATION FEES

		Fee
	A . Certificate of Appropriateness (COA)	
	Administrative	No Charge
HP10	Demolition COA	500.00
HP15	New Construction	500.00
HP20	Relocation	100.00
HP25	All other HP Board COA's	150.00
HP30	After the Fact Administrative	50.00
HP35	After the Fact HPB Review	300.00
HP40	B. Certificate to Dig (CTD) Approval Letter	250.00
HP50	C. Ad-valorem Tax Abatement Application	250.00
	D. Cultural Resource Assessment (CRA)	

Department of Planning and Zoning
Fee Schedule

HP60	Initial Review	No Charge
HP65	Site Visit Required	100.00
	(CRA requests from the Office of Community and Economic Development are exempt from this fee)	
	E. Designation Requests	
HP70	Individual Sites	100.00
HP75	Districts (per platted lot)	10.00 per lot
	or $600, whichever is less	(or up to 600.00)
	F. Deferment or Continuance of Hearing	
HP80	After the Legal Ad has been placed	150.00

Administrative Order
(Town Seal)

Administrative Order No.: 09-

Title: Fee Schedule for Planning and Zoning Division

Ordered: (Date)

AUTHORITY:

Section 3.1 of the Town Charter of the Town of Cutler Bay; Section 33-285 of the Code of Ordinances of the Town of Cutler Bay.

SUPERSEDES:

This Implementing Order supersedes Miami-Dade County Administrative Order 4-111 ordered November 30, 2004 and effective December 10, 2004, adopted by the Town of Cutler Bay upon incorporation.

POLICY:

A schedule of fees covering the cost of providing Planning and Zoning Division services shall be established and no application, permit, certificate or receipt shall be issued until the appropriate fee is paid. Additionally, no special study shall be prepared until a memorandum of agreement has been entered into or payment made.

PROCEDURE:

The Responsibility for this Administrative Order is assigned to the Community Development Director, Town of Cutler Bay Planning and Zoning Division, who shall be responsible for the collection of fees and the delivery of required services pursuant to Chapters 8 and 33 and Section 2-104 of the Code of the Town of Cutler Bay. Each two years or earlier, if need be, the Community Development Director shall review all fees in terms of their cost and recommend necessary changes to the County Manager.

SCOPE:

The fee schedule adopted by this Administrative Order has been presented and is considered a part hereof. In accordance with Section 2-3 of the Code of the Town of Cutler Bay, this official Fee Schedule is also filed with the Clerk of the Town of Cutler Bay. Fees which are charged by the Planning and Zoning Division shall be the same as those listed in the official Fee Schedule on file with the Clerk of the Town of Cutler Bay.

Steven J. Alexander
Town Manager