



On September 9, 2025, the City Council adopted Ordinance No. 2025-09-27 establishing updated planning and zoning services fees. The revised fee schedule reflects current industry standards, supports efficient service delivery, and ensures continued compliance with state and local regulations. These updates promote transparency and align fees with the cost of planning and zoning services.

Sec. 30-51.

Planning and Zoning Services Fee Schedule.

A. Administrative Review - Applications and Services

Table 1.1: Administrative Review - Applications and Services Fees

Description	Fee
<u>Site plan review, no public hearing (ASPR - New Construction)</u>	<u>\$650.00</u>
<u>Administrative variances on urban design (each)</u>	<u>\$780.00</u>
<u>COA - Certificate of Appropriateness (Standard)</u>	<u>\$520.00</u>
<u>Pre-Application Meeting</u>	<u>\$250.00</u>

B. Staff Review - Applications and Services

Table 1.2: Staff Review - Applications and Services Fees

Description	Fee
Administrative variances (each)	\$300.00

C. Public Hearing - Applications and Services

Table 1.3: Public Hearing - Applications and Services Fees

Description	Fee	Proposed Multiplier	Multiplier Description
Comprehensive Plan, Small Scale Amendment	\$3,900.00		-
Comprehensive Plan Amendment	\$7,800.00		-

Description	Fee	Proposed Multiplier	Multiplier Description
Annexation, minimum	\$650.00		-
Vacation closure	\$650.00		-
Platting with lots, Preliminary Plat	\$975.00	\$65	Each lot
Final Plat (up to 10 lots)	\$650.00	\$26	Each additional lot over 10
Platting without lots (for roads/infrastructure only) Preliminary	\$1,300.00		Yes
Platting without lots (for roads/infrastructure only) Final	\$975.00		Yes
Waiver of plat, minimum fee	\$1,300.00	\$65	Each lot
Rezone, One family district (A-1, A-1, R-1), if less than 1 acre	\$520.00		-
Rezone, One family district (A-1, A-1, R-1), if greater than 1 acre	\$1,040.00		-
Rezone, One- or two-family district (R-2) if less than 1 acre	\$650.00		-
Rezone, One- or two-family district (R-2) if greater than 1 acre	\$1,300.00		-
Rezone to R-TH, R-CH or R-3	\$780.00	\$0.13	plus 13 cents for every 10 sq. ft. of land area
Rezone, Commercial and industrial	\$780.00	\$0.13	plus 13 cents for every 10 sq. ft. of land area
Rezone, PUD Minimum	\$1,950.00	\$0.13	plus 13 cents for every 10 sq. ft. of land area
PUD master plan review,	\$1,300.00		-

E.

Description	Fee	Proposed Multiplier	Multiplier Description
sketch plan			
PUD master plan review, master plan	\$2,600.00		-
Site plan review, requiring a public hearing	\$1,300.00		-
Special exception, minimum	\$910.00	\$350	plus \$350 per additional SE item
Variance, A-1, A-2, R-1, R-2 minimum	\$650.00	\$130	plus \$130 per additional variance
Variance for signs, fences, and walls in all other districts, minimum	\$650.00	\$65	Plus \$65/additional variance
Variance, other sections of code in all other districts, minimum	\$975.00	\$130	plus \$130/additional variance
COA - Certificate of Appropriateness (Special)	\$780.00		
Public hearing not listed herein	\$650.00		

New - Additional Applications and Services

Table 1.5: Applications and Services Fees

Description	Fee	Proposed Multiplier	Multiplier Description
Pre-Application Meeting	\$250.00		-
Use of Third-Party Reviewers / Consultants	Actual Cost	10.0%	Actual cost plus 10.0%
Site Posting (Failure to Post Site)	\$150.00		-
Temporary Use	\$250.00		-
Administrative Extensions	\$100.00		-
Covenants	\$100.00		Minimum cost recovery \$3,000.00 (deposit)
Change of Applicant/Point	\$100.00		Per instance

Description	Fee	Proposed Multiplier	Multiplier Description
of Contact/Representative Fee (per instance)			
Map and GIS Analysis/Production (Geo-Planning Requests)	\$35.00		Per hour
Scanning Fee	\$-	At cost	At cost
School Concurrency Staff Processing for Public Hearings and Entitlements	\$75.00		
School Concurrency Staff Processing of Informational Letter	\$50.00		
School Concurrency Staff Processing of Proportionate Fair Share Mitigation Agreement	\$750.00		
Concurrency Letter	\$200.00		
Future Land Use Verification Letter (Per Folio)	\$200.00		Per folio
Updating or Changing Address (Per Address)	\$100.00		Per address
Updating or Changing Address (Per Suite/Unit or for Lien Search)	\$50.00		Per Suite/Unit or for Lien Search
Zoning Verification Letters (Per Folio)	\$200.00		Per folio
Zoning Verification Letter w/Research (Per Folio)	\$200.00 + \$58 per hour		Per folio
Art in Public Places (AIPP) Fees	\$-	1.0% of Development Costs	1.0% of Development Costs (Not to exceed \$500,000)
Miscellaneous Applications Requiring Inspections	\$250		
Cost Recovery Development Review Committee: \$8,000 Deposit with unused portion	\$8,000		Cost Recovery Breakdown*: Publishing

Description	Fee	Proposed Multiplier	Multiplier Description
reimbursed to applicant			(Ad); \$1000.00 Administrative Processing Fee: 10% Planning/Landscape Review: 25% Legal Review: 25% Traffic Review: 15% Civil/Engineer Review; 20% Surveyor: variable min. 5%
<i>Cost Recovery Development Review Committee</i>	<i>*Percentages are for reference only and may vary depending on the size and complexity of the development. Fees and percentages are subject to change.</i>		
Development Agreement or Modification to Development Agreement	\$-	Cost + 20%	Fee covers the coordination cost for DSD staff to review and work with other City departments that must take action on a given portion of a Development Agreement.
Annual Inspections	\$250		
Alcoholic Beverage Waiver of Distance Application	\$1,000		
Document Certification (per page)	\$3.00		Per page
E-Filing (Recording of Documents)	\$5.25 processing fee + cost – as charged by Miami-Dade County recording		

Description	Fee	Proposed Multiplier	Multiplier Description
Re-Reviews:			
Re-review fee: (first)	\$75		
Re-review fee: (second)	\$150		
Re-review fee: (third and subsequent)	\$225	\$75	Plus \$75 for each additional re-review after third.