

# TOWN OF PALM BEACH

Information for Town Council Meeting on: November 12, 2024

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To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Wayne Bergman, Director of Planning, Zoning & Building

Re: Resolution No: 146-2024 - Master Fee Schedule

Date: October 24, 2024

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## **STAFF REQUEST & RECOMMENDATION**

Staff requests that the Town Council review the proposed changes to the Master Fee Schedule involving Planning, Zoning & Building fees. Staff further recommend that the Town Council approve Resolution No. 146-2024 to implement the revised fees.

## **GENERAL INFORMATION**

The PZB Department is recommending several minor changes to the Master Fee Schedule, which is updated on a regular basis. Many fees and processes have been reviewed as part of the continuing setup and implementation of EnerGov / EPL, the department's new software. A new fee of \$500.00 is proposed for Planning Verification Letter (similar to a Zoning Verification Letter). The fee for Waiver of Construction Hours is being modified to mirror the fee charged for Project/Permit Time Extension. Additionally, some minor Scribner's errors are being corrected.

## **FUNDING/FISCAL IMPACT**

A minor change to revenue is expected with the proposed changes.

## **REQUESTED ACTION**

Resolution No. 146-2024 is ready for your consideration and approval.

Attachments: Draft Resolution No. 146-2024 w/ Revised Master Fee Schedule