

TOWN OF PALM BEACH

Information for Town Council Meeting on: May 8, 2018

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Paul Castro, Acting Director of Planning, Zoning and Building

Re: Proposed Fee Changes for Land Development Applications

Date: April 27, 2018

STAFF RECOMMENDATION

Staff recommends that the Town Council review the proposed modifications to the land development fee schedule and consider increasing the fees identified in Exhibit A (attached).

GENERAL INFORMATION

The last time development fees were comprehensively changed was in 2008. At that time, fees had not been increased since 2003 and were increased to recoup the cost of processing development applications. Architectural Commission fees have not changed since 2007. The proposed fee changes this year are intended to update fees to bring them in line with the actual cost to the Town to process land development and Architectural Commission applications. The fees should cover all costs associated with overhead, advertising and Town staff administrative, technical and professional review time for the processing of an application. This includes review by the town manager's office, town attorney, fire-rescue, public works, police and planning, zoning and building departments. This does not include additional fees necessary to recover other professional review services such as transportation engineering or additional planning services.

Staff also conducted a survey of other communities that have similar types of development activity (Exhibit B and C). This is provided to the Town Council as a comparison of land development and architectural review fees of other similar communities.

Staff recommends revising development fees as identified in Exhibit A. That exhibit identifies the existing and proposed fees necessary to recoup the Town's cost to process these applications. Staff is not recommending changes to some development fees that have been recently revised. Staff is also not recommending changes in the fees for Landmark Commission Certificates of Appropriateness as those fees changed in October 2017. If authorized, Staff will draft a resolution to adopt the revised fees and an ordinance eliminating those fees in Chapter 134 as they are already included in the master fee schedule. Both items would be presented at a future meeting as companion pieces.

cc: Jay Boodheshwar, Deputy Town Manager
Jane Struder, Director of Finance
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EXHIBIT A
Staff Recommended Fee Schedule Changes

Fee Description	Existing Fee	Proposed fee
Fee for application for a special exception use, or a modification or expansion thereof	\$1,500	\$2,000
Fee for application for a special exception use, or a modification or expansion thereof of a multi-family dwelling and commercial uses	\$2,000	\$2,500
Plus, for each additional special exception request	\$500	\$1000
Added requests for zoning variances contained within a special exception or site plan review request	\$500	\$1,000
Plus, for each addition variance request contained within a special exception or site plan review request	\$400	\$1,000
Fee for zoning variance requests involving uses or structures	\$1,500	\$2,000
Fee for zoning variance requests involving multi-family dwellings and commercial uses	\$1,500	\$2,500
Fee for zoning variance requests involving signs, awning, fences, gateposts and similar incidental accessory items	\$800	\$1,000
Additional fee for each added item of a multiple point variance request within one zoning request application	\$600	\$1,000
Fee for filing of an application for site plan review pursuant to article III of this chapter for PUD, multi-family dwelling or commercial building or site additions or modifications involving more than two hundred (200) square feet	\$3,000	\$4,000
Fee for filing for all other site plan review applications, including single-family dwelling and PUD, multi-family and commercial buildings or site additions or modifications of 200 square feet or less which require town council action	\$1,000	\$1,500
Administrative site plan review applications	\$500	\$1,500

Fee for comprehensive plan text amendment	\$2,500	\$3,000
Future land use map	\$2,500	\$4,000
Zoning change	\$3,000	\$4,000
Resubmittal of revised plans	\$800	\$1,000
Lot Split	\$2,000	\$2,500
Zoning Waiver	\$1,500	\$2,000
ARCOM Major Project fee	\$750	\$2,000
ARCOM Minor fee	\$250	\$500
ARCOM staff review	\$150	\$200
ARCOM applicant requested deferral	N/A	Major: \$250 Minor: \$100

Note: The fees above do not include any additional fees required for all cost associated with the consultant and legal fees for analysis, study and report on any application determined by the Director of Planning, Zoning, and Building or designee requires such review.

EXHIBIT B

Zoning Fee Schedule Analysis

	Palm Beach ¹	WPB ²	PBC ³	Miami ⁴	Boca Raton ⁵	Jupiter ⁶	PBG ⁷	Delray ⁸
Variance	\$1,500	\$3000 + \$600 per waiver	\$380 – minor variances \$1,272 - major	\$.55 per SF, minimum of \$275 and maximum of \$3,000	\$1,530	Residential - \$630 Other - \$870	SFR - \$440 Other - \$1,100	\$500 – admin. \$1,000
Site Plan Review	\$500 – admin. \$1,000 – SFR/<200 SF \$3,000 – other/>200 SF	\$1,000 – level 1 \$1,500 - level 2 \$4,064 – level 3	\$200 – admin.	SFR- \$.20 per SF, min. \$100 Other- \$.016 per SF, min. \$200	\$1,800 – level 1 \$2,375 – level 2 \$3,000 – level 3	Res. - \$1,200 + \$15 per unit Other - \$2,000-\$6,000	\$2,000 – major \$1,650 - minor	\$500-\$5,000 with 5 different levels
Special Exception	\$1,500	\$3000 + \$600 per waiver	\$4,902	\$.55 per square foot, minimum of \$275 and maximum of \$3,000	\$2,040 – level 1 \$2,550 – level 2 \$3,075 – level 3 \$3,500 – level 4	\$2,000 – level 1 \$2,500 – level 2 \$4,000 – level 3 \$5,000 – level 4	\$550 – minor \$1,650 - major	\$3,000
Code Amendment	\$100 – initial study \$4,000	\$3,000 + \$1,616 advertisement fee	\$1,666 – Initiation \$4,198 - processing	No private initiated code amendments	\$1,500 – minor \$3,610 - major	\$2,500	\$1,650	\$5,000
Comprehensive Plan Amendment	\$3,000 – small scale \$4,000 – large scale	\$3,000	\$2,474 – pre-initiation \$8,108 - Processing	\$5,000	\$3,610	\$2,500	\$2,500	\$5,000

¹ <https://www.townofpalmbeach.com/DocumentCenter/View/7>

² <http://wpb.org/getmedia/9a2b7940-cdce-4af4-ac94-ce04eb04354e/2018-Development-Application-Revised-2018-01-02;?disposition=attachment>

³ <http://discover.pbcgov.org/pzb/PDF/Fees.pdf>

⁴ <http://www.miamigov.com/planning/zoningfees.html>

⁵ <https://www.myboca.us/DocumentCenter/View/6645>

⁶ <https://www.jupiter.fl.us/DocumentCenter/View/147>

⁷ <http://pbgfl.com/DocumentCenter/View/27>

⁸ <http://www.mydelraybeach.com/Planning%20Zoning/Fees.pdf>

EXHIBIT C

Fee Comparison With Other Historic Communities In Florida

X	Non-Historic Architectural Review (ARCOM)	Historic Review (LPC COA)	Designation (LPC Landmarks Designation)
Coral Gables	\$525	No charge w/o variances	No charge
Miami Beach	\$0.50 per square-foot of new construction	\$2,500 + \$0.50 per square-foot of new construction	\$100
Fernandina Beach	N/A	\$200 – \$500	No charge
St. Augustine	\$230	\$130 – \$180	No charge
Pensacola	\$50 – \$250	\$50 – \$250	No charge
Key West	\$2,000 – \$3,500	\$400 + (\$100 – \$300 depending on what is proposed)	\$150
Boca Raton	\$150 (plus \$100 preliminary meeting)	\$45-\$125	\$510
Delray Beach	\$500, \$750, \$1,500, \$3,000 or \$5,000 (staff approval to large development)	\$1,000 (major) \$500 (minor) \$1,500 (major demo > 25%) \$750 (minor demo < 25%)	\$250
St. Petersburg Beach	\$500 (lots < 5,000 sf) \$1,000 (lots > 5,000 sf), plus \$100 for every 5,000 sf of additional lot or portion thereof	\$50	No charge