

R-11-149

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, ESTABLISHING A REVISED FEE SCHEDULE FOR PLANNING, ZONING AND LAND DEVELOPMENT ACTIVITIES FOR UNINCORPORATED MANATEE COUNTY; PROVIDING DIRECTIONS REGARDING CODIFICATION; REPEALING AND SUPERSEDING CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Subsection 125.01(1)(g), Florida Statutes, authorizes the Board of County Commissioners of each County to prepare and enforce a Comprehensive Plan for the development of the County; and

**WHEREAS**, Subsection 125.01(1)(h), Florida Statutes, authorizes the Board of County Commissioners of each County to establish, coordinate and enforce zoning and such regulations as are necessary for the protection of the public; and

**WHEREAS**, the Board of County Commissioners of Manatee County, Florida previously adopted the Manatee County Land Development Code (hereinafter the "Land Development Code"); and

**WHEREAS**, the Board of County Commissioners of Manatee County, Florida previously adopted the Manatee County Comprehensive Plan (hereinafter "Comprehensive Plan"); and

**WHEREAS**, the Land Development Code provides that fees may be charged for various costs involved in processing applications, petitions and various related matters; and

**WHEREAS**, the Building and Development Services Department has reviewed and recommended approval of the comprehensive fee schedule which is attached hereto as Exhibit A to this resolution setting forth a schedule of costs and charges, with a change to delete "Affordable Housing Fee Waiver (See Note)" from Page 2 of the Fee Schedule attached hereto; and

**WHEREAS** the Board of County Commissioners has determined that it is in the best interest and necessary to promote the public health, safety and welfare of the citizens in Manatee County to adopt said fee schedule and hereby finds that said fee schedule is reasonably related to the costs of administering and enforcing the development activities described in the Land Development Code and Comprehensive Plan.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Manatee County, Florida, that:

Section 1. Schedule Fees and Charges. The Board of County Commissioners hereby establishes a revised fee schedule to defer the costs of administering development applications and enforcing the Land Development Code. Attachment A to this resolution is hereby adopted as the applicable fee schedule for processing applications, petitions and related matters pursuant to the Land Development Code and Comprehensive Plan, and said Attachment "A" is hereby incorporated herein by reference. Attachment "A" may be amended in whole or in part by further resolution of the Board as may be necessary and deemed warranted.

Section 2. Directions Regarding Codification. This resolution shall not be codified in the Manatee County Code of Resolutions.


Section 3. Conflicting Resolutions. Effective July 1, 2011, all resolutions and parts of resolutions in conflict with the provisions of this resolution, including but not limited to, Resolution 11-066 shall be repealed, rescinded, superseded and replaced by this resolution to the extent of such conflict.

Section 4. Severability. In the event any provisions, portion or section of this resolution is determined to be invalid, illegal or unconstitutional by a court of competent jurisdiction, such decision shall in no manner affect the remaining provisions, portions or sections of this resolution which shall remain in full force and effect.

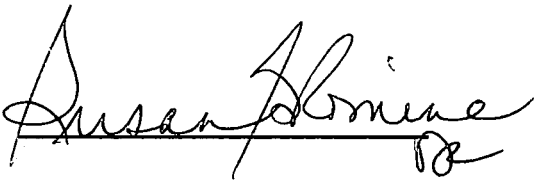
Section 5. Effective Date. This resolution and the fees and charges established in this resolution take effect July 1, 2011.

**PASSED AND ADOPTED** by the Board of County Commissioners of Manatee County, Florida with a quorum present and voting this 21<sup>st</sup> day of June, 2011.

**BOARD OF COUNTY COMMISSIONERS  
OF MANATEE COUNTY, FLORIDA**

By:   
\_\_\_\_\_  
Carol Whitmore, Chairman

**ATTEST: R. B. SHORE  
Clerk of the Circuit Court**

By:   
\_\_\_\_\_



Resolution 11-149  
ATTACHMENT 'A'  
BUILDING AND DEVELOPMENT SERVICES DEPARTMENT FEE SHEDULE  
Effective - 7/1/11

# **Manatee County Building and Development Services Department**

# **Fee Schedule**

**DEVELOPMENT REVIEW FEES**

<b>DESCRIPTION</b>	<b>CODE</b>	<b>AMOUNT</b>	
<b>ADDRESS ASSIGNMENT:</b>	ADDR	\$ 30.00 each	Per Address for commercial/residential address revisions
	ADDR	\$ 30.00 each	Address Confirmation Letter
<b>ADMINISTRATIVE DETERMINATION</b>	AD	\$ 600.00	To be paid with request.
<b>ADMINISTRATIVE PERMITS</b>			
Plot Plan Standards	AP	\$ 1,400.00	(1 Stop Review or Planner Review Only)
Final Site Plan Standards	AP	\$ 6,000.00	
Time Extensions	APMH	\$ 1,000.00	
<b>SEXUALLY ORIENTED BUSINESSES (ADULT ENTERTAINMENT)</b>	AEW	\$ 4,000.00	(see footnotes 1 & 2)
<b>ADVERTISING</b>			
Appeals to Hearing Officer or Board of County Commissioners, Planned Developments, Rezoning, Special Permits, Variances	<b>ADV</b>	\$ 700.00	For applications requiring one public hearing. Fees collected along with application fees
Appeals to Hearing Officer or Board of County Commissioners, Planned Developments, Rezoning, Special Permits, Variances	<b>ADV</b>	\$ 1,400.00	For applications requiring two public hearings. Fees collected along with application fees
			(Advertising fees should be paid on all public hearing items at the time of application submittal.)

**DEVELOPMENT REVIEW FEES**

<b>DESCRIPTION</b>	<b>CODE</b>	<b>AMOUNT</b>
<p><b>AFFORDABLE HOUSING</b></p> <p>Affordable Housing Payment in lieu of Construction</p>	AFFH	<p>\$3,899.00</p> <p>per bonus unit not constructed or per removed unit not replaced, plus 3% administrative surcharge or other replacement mechanisms as approved by the Board of County Commissioners, which further the goals of the Manatee County Housing Partnership Program. No Local Development Agreement Fee.</p>
<p><b>APPEALS</b></p> <p>Appeals to Hearing Officer or Board of County Commissioners</p>	AA	<p>\$5,500.00</p> <p>(see footnote 2)</p>
<p><b>CERTIFICATE OF APPROPRIATENESS</b> (Historic Preservation)</p> <p>Application and Review Fee (Public Hearing)</p> <p>Application and Review Fee (Administrative)</p>	HPB	<p>\$5,500.00</p>
	HPB	<p>\$1,000.00</p>
<p><b>CERTIFICATE LEVEL OF SERVICE (CLOS) EXTENSION</b></p>	FSPRA	<p>\$2,500.00</p>
<p><b>COMMUNITY DEVELOPMENT DISTRICT</b></p> <p>New CDD Application Pursuant to 190.005 (1) Florida Statute, or as amended</p>	CDD	<p>Fee required by Florida Statute (see footnote No. 2)</p>
<p><b>COMPREHENSIVE PLAN</b></p> <p>Large Scale (Map/Text) Amendment</p> <p>Small Scale (Map Amendment)</p>	PA	<p>\$20,000.00</p> <p>(see footnotes 1 &amp; 2)</p>
	PA	<p>\$ 8,000.00</p> <p>(see footnotes 1 &amp; 2)</p>

**DEVELOPMENT REVIEW FEES**

<b>DESCRIPTION</b>	<b>CODE</b>	<b>AMOUNT</b>
<p><b>CONSTRUCTION DRAWINGS</b></p> <p>Subdivision</p> <p>Mobile Home/RV Park</p> <p>Site Plan</p> <p>Amendment to Approved Construction Plans</p>	<p>CD</p> <p>CD</p> <p>CD</p> <p>CD</p>	<p><b>NOTE: WHEN COMBINED FINAL SITE PLANS/CONSTRUCTION DRAWINGS ARE SUBMITTED AT THE SAME TIME, THEY WILL RECEIVE A 25% DISCOUNT.</b></p> <p>\$ 825.00 plus \$60.00/lot</p> <p>\$ 825.00 plus \$10.00/lot</p> <p>\$ 825.00 plus \$15.00 per each 500 square feet of non-residential building area over 10,000 square feet.</p> <p>One-half (½) fee which allows 1 round of DRC</p>
<p><b>COPIES/REPRODUCTION</b></p> <p><b>Photocopying</b></p> <p><b>Replacement of Previously issued Job Site Sheets (Copies of plans that require Stamp and signature of Staff)</b></p>	<p>COPIES</p> <p>EACH</p>	<p>\$0.15/page 1 sided – Up to 11"x17"</p> <p>\$0.20/page 2 sided – Up to 11"x17"</p> <p>\$2.00 &gt;than 11"x17" to 18"x24"</p> <p>\$4.00 &gt;than 18"x24"</p> <p>\$1.00 Certification stamp fee per page</p>

**DEVELOPMENT REVIEW FEES**

<b>DESCRIPTION</b>	<b>CODE</b>	<b>AMOUNT</b>
<b>DEVELOPMENT OF REGIONAL IMPACT (DRI)</b>		
Initial Application Deposit	DRI	\$ 20,000.00 (see footnotes No. 2, 5 & 6)
Substantial Deviation Determinations Request Deposit	DRI	\$ 10,000.00 (see footnotes No. 2, 5 & 6)
NOPC Request Deposit/or Land Use Exchange	DRI	\$ 7,500.00 (see footnotes No. 2, 5 & 6)
Annual Report Review	DRI	\$ 1,500.00
Binding Letter Review	DRI	\$ 1,500.00
<p align="right">The developer and/or agent shall pay the actual cost of a Court Reporter and transcript of proceedings (Note: Two copies of proceedings shall be provided to the County). The actual cost of necessary consulting services and other applicable fees as established by this fee schedule are also the responsibility of the developer.</p>		



**DEVELOPMENT REVIEW FEES**

<b>DESCRIPTION</b>	<b>CODE</b>	<b>AMOUNT</b>
<p><b>EARTHMOVING</b></p> <p>Site Plan Approvals</p> <p>Operating Permit</p> <p>Amendment to Operating Permit</p> <p>Annual Progress Report</p>	<p>EP</p> <p>EP</p> <p>EP</p> <p>EP</p>	<p>\$ 6,000.00 (see footnotes 1 &amp; 2)</p> <p>\$ 4,800.00 plus \$1.00 for each acre over 100 (see footnote 1)</p> <p>The above items include 2 rounds of DRC.</p> <p>\$ 2,400.00 plus \$1.00 for each acre over 100 (see footnote 1)</p> <p>\$ 1,500.00 plus \$165.00 per inspection, not to exceed 12 inspections per year.</p>
<p><b>EARTHMOVING (PHOSPHATE)</b></p>	<p>EP</p>	<p>Determined in the same manner as a Development of Regional Impact for ADA, Amendments and Annual Reports, Remaining fees as per Earthmoving.</p>

**DEVELOPMENT REVIEW FEES**

<b>DESCRIPTION</b>	<b>CODE</b>	<b>AMOUNT</b>
<p><b>FINAL SITE PLAN:</b></p> <p><b>Small Scale Projects</b> 1 - 299 lots up to 74,999 sq. ft.</p> <p><b>Moderate Scale Projects</b> 300 - 599 Lots 75,000 - 149,999 sq. ft.</p> <p><b>Large Scale Projects</b> 600+ Lots 150,000 sq. ft.</p> <p><b>Modification to Site Plan:</b></p> <p><b>Administrative</b></p>	<p>FSP</p> <p>FSP</p> <p>FSP</p> <p>FSPRA</p> <p>FSPRA</p>	<p><b>NOTE: WHEN COMBINED FINAL SITE PLANS/CONSTRUCTION DRAWINGS ARE SUBMITTED AT THE SAME TIME, THEY WILL RECEIVE A 25% DISCOUNT.</b></p> <p>\$ 6,000.00 + \$10.00 per lot commercial \$40.00 per 1,000 sq. ft.</p> <p>\$12,000.00 + \$10.00 per lot commercial \$40.00 per 1,000 sq. ft.</p> <p>\$18,000.00 + \$10.00 per lot commercial \$40.00 per 1,000 sq. ft.</p> <p>\$ 1,400.00 (1 Stop Review or Planner Review Only)</p> <p>Planning and other Agency Review - ½ of Final Site Plan fee - that Includes 1 round of DRC</p>

**DEVELOPMENT REVIEW FEES**

DESCRIPTION	CODE	AMOUNT
<b>GENERAL DEVELOPMENT PLAN</b>		
<p><b>Small Scale Projects</b></p> <p>1 - 299 lots up to 74,999 sq. ft.</p>	PSP	\$ 6,000.00 (see footnotes 1, 2, & 7)
<p><b>Moderate Scale Projects</b></p> <p>300 - 599 lots 75,000 - 149,999 sq. ft.</p>	PSP	\$11,000.00 (see footnotes 1, 2, & 7)
<p><b>Large Scale Project</b></p> <p>600+ lots 150,000 sq. ft.</p>	PSP	\$16,000.00 (see footnotes 1, 2, & 7)
<b>Modification to General Development Plan:</b>		
Administrative	PSPRA	\$ 1,400.00 (1 Stop Review or Planner Review Only)
	PSPRA	\$ 3,500.00 Planning and Other Agency Review
Public Hearing	PSPRH	\$ 4,800.00 (see footnotes 1 & 2)
<b>INFRASTRUCTURE INSPECTION FEE:</b>		
	<p>PII PII PII PII PII</p>	<p>Public Infrastructure \$51.00 per hour Residential (Initial + one re-inspection) \$6,375.00 + \$25.00 per lot Commercial (Initial + one re-inspection)     Small Scale Projects (up to 74,999 sq. ft.) \$1,530.00 ea.     Moderate Scale Projects (75,000 – 149,999 sq. ft.) \$2,295.00 ea.     Large Scale Projects (150,000+ sq. ft.) \$3,060.00 ea. Re-inspection Fee (subsequent inspections – all categories) \$165.00 ea.</p>

**DEVELOPMENT REVIEW FEES**

<b>DESCRIPTION</b>	<b>CODE</b>	<b>AMOUNT</b>
<b>BOND RELEASE INSPECTION</b>	PZI	\$ 165.00
<b>NATURAL RESOURCES RE-INSPECTION</b>	PZI	\$ 165.00
<b>ONE STOP REVIEW INSPECTION</b>	PZI	\$ 165.00
<b>ZONING INSPECTION</b>	PZI	\$ 460.00
<b>ZONING INSPECTION RE-INSPECTION</b>	PZI	\$ 165.00
<b>LOCAL DEVELOPMENT AGREEMENT APPLICATION</b>	DA	\$ 8,052.00 Less than 5 acres (see footnote 1)
	DA	\$13,764.00 5 acres - 10 acres (see footnote 1)
	DA	\$18,274.00 More than 10 acres (see footnote 1) (Limited to 2 DRC reviews)
Amendment to the Local Development Agreement	DA	½ of Initial application fee Director May Adjust
<b>LAND DEVELOPMENT CODE TEXT AMENDMENT</b>	LDCTXT	\$ 5,000.00 (see footnotes 1 & 2)
<b>OFFSTREET PARKING PLAN</b>	OP	\$ 1,400.00 (1 Stop Review or Planner Review Only)
<b>PREAPPLICATION CONFERENCE</b>	PREAP	\$ 500.00
	PREAP	\$ 1,500.00 Full DRC Review
		NOTE: These fees will not be credited towards application submittal.

**DEVELOPMENT REVIEW FEES**

DESCRIPTION	CODE	AMOUNT	
<p><b>PRELIMINARY SITE PLAN</b></p> <p><b>Small Scale Projects</b> 1 - 299 lots up to 74, 999 sq. ft.</p> <p><b>Moderate Scale Projects</b> 300 - 599 lots 75,000 - 149,999 sq. ft.</p> <p><b>Large Scale Project</b> 600+ lots 150,000 sq. ft.</p> <p><b>Modification to Site Plan:</b></p> <p>Administrative</p> <p>Public Hearing</p>	<p>PSP</p> <p>PSP</p> <p>PSP</p> <p>PSPRA</p> <p>PSPRA</p> <p>PSPRH</p>	<p>\$ 7,000.00</p> <p>\$14,000.00</p> <p>\$21,000.00</p> <p>\$ 1,400.00</p> <p>\$ 3,500.00</p> <p>\$ 4,800.00</p>	<p>(see footnote 7)</p> <p>(see footnote 7)</p> <p>(see footnote 7)</p> <p>(1 Stop Review or Planner Review Only)</p> <p>Planning and Other Agency Review</p> <p>(see footnotes 1 &amp; 2)</p>
<p><b>PRIVATE STREET AMENDMENT / EASEMENT CONVERSION</b></p>	<p>PS</p>	<p>\$ 2,400.00</p>	
<p><b>RECORDS MANAGEMENT</b></p> <p>Document Retrieval</p> <p>Research</p>	<p>REC</p> <p>REC</p>	<p>No Charge</p> <p>\$ 40.00</p>	<p>Up to 15 minutes</p> <p>Per hour – one hour minimum</p>
<p><b>REZONING</b></p> <p>Standard Rezone</p>	<p>Z</p>	<p>\$ 6,500.00</p>	<p>(see footnotes 1 &amp; 2)</p>

**DEVELOPMENT REVIEW FEES**

<b>DESCRIPTION</b>	<b>CODE</b>	<b>AMOUNT</b>
<p><b>SPECIAL PERMITS</b></p> <p><b>Special Permit</b> (Includes expansion or change of non-conforming uses or structures)</p> <p><b>Modification to Special Permit:</b></p> <p>Administrative</p> <p>Public Hearing</p>	<p align="center">SP</p> <p align="center">SPRA SPRA</p> <p align="center">SPRH</p>	<p>\$ 6,000.00 (see footnotes 1 &amp; 2) (FINAL SITE PLAN REQUIRED AFTER BOARD APPROVAL)</p> <p>\$ 1,400.00 (1 Stop Review or Planner Review Only)</p> <p>\$ 3,500.00 Planning and Other Agency Review</p> <p>\$ 4,800.00 (Public Hearing) (see footnotes 1 &amp; 2)</p>
<p><b>STREET NAME REQUEST (PUBLIC OR PRIVATE)</b></p>	<p align="center">STNAME STNAME</p>	<p>\$ 812.00 Street Name Waiver Request</p> <p>\$ 812.00 Street Name Waiver/Commemorative Request (see footnote 2)</p>

**DEVELOPMENT REVIEW FEES**

DESCRIPTION	CODE	AMOUNT
<b>SUBDIVISION PLATS</b>		
<b>Preliminary Subdivision Plat:</b>		
Small Scale Projects (299 lots or less)	PSUB	\$ 6,000.00      (see footnote 7)
Moderate Scale Projects (300 - 599 lots)	PSUB	\$10,000.00      (see footnote 7)
Large Scale Projects (600 + lots)	PSUB	\$18,000.00      (see footnote 7)
<b>Modification to Preliminary Plat:</b>		
Administrative	PSUBRA	\$ 1,400.00      (1 Stop Review or Planner Review Only)
Board of County Commissioners	PSUBRA PSUBRH	\$ 3,500.00      Planning and Other Agency Review
<b>Final Subdivision Plat:</b>		
Small Scale Projects (299 lots or less)	FSUB	\$ 4,000.00 + \$ 10.00 per lot      (see footnote 7)

**DEVELOPMENT REVIEW FEES**

<b>SUBDIVISION PLATS (Final Continued)</b>		
Moderate Scale Projects (300 – 599 lots)	FSUB	\$ 7,000.00 + \$10.00 per lot (see footnote 7)
Large Scale Projects (600 + lots)	FSUB	\$14,000.00 + \$10.00 per lot (see footnote 7)
<b>Modification to Final Plat –</b>	FSUB	50% of Final Plat Fee (see footnotes 1, 2 & 7)
<b>TRANSPORTION CONCURRENCY REVIEWS</b>		
Traffic Study Review Fee	DRI	Consultant bills are billed at actual costs
<b>TREE REMOVAL</b>		
Tree Removal Permit (For 15 trees or less)	TRP	\$ 200.00 (see footnote 4)
Tree Removal Permit (For 16 trees or more)	TRP	\$ 500.00 (see footnote 4)
<b>Tree Removal Payment in Lieu of Replacement</b>	TREPL	\$ 345.00 per replacement tree required, 4" to 15" Diameter Breast Height (DBH) (Each 3" caliper replacement tree)
	TREPL	\$ 495.00 per replacement tree required, (Each 4" caliper replacement tree)
	TREPL	\$ 645.00 per replacement tree required, 16" to 30" Diameter Breast Height (DBH) (Each 5" caliper replacement tree)
	TREPL	\$ 1,700.00 per replacement tree required, over 30" Diameter Breast Height (DBH) (Each 7" caliper replacement tree)



## DEVELOPMENT REVIEW FEES

<b>VARIANCE</b> Variance, Public Hearing	VA	\$ 6,500.00 (see footnotes 1 & 2)
Variance, Administrative	VA	\$ 1,400.00
<b>ZONING OR COMPREHENSIVE PLAN LAND USE CLASSIFICATION/VERIFICATION</b>	ZV	\$ 300.00 Per Property
Beverage License Zoning Verification	ZV	\$ 50.00
<b>ADDITIONAL CHARGES</b>		
Postage & Handling	MAIL	Postage & Handling - Will be charged for any requested mailing of documents.
Notary Fee	MISC	Notary Fee of \$5.00 per document.
CD	MISC	\$10.00 fee each CD copied, plus research time if applicable.

### FOOTNOTES

- 1 Signs for advertising shall be charged at \$20.00 per sign, payable prior to receipt of the signs. Labels for notice shall be obtained from the Property Appraiser's Office.
  - 2 All advertising and recording fees must be paid by applicant.
  - 3 No Development Order or Additional Approvals will be issued for any project with an outstanding balance due to Manatee County.
  - 4 See Tree Replacement Fees, as required.
  - 5 Actual cost is based upon the hourly rate of pay of each employee performing the work, multiplied by the number of hours worked multiplied by 2.16 plus consultant bills are billed at actual costs.
  - 6 Deposit - All work performed by Manatee County employees directly and reasonably attributable to review of a DRI application shall be paid by the applicant. Fees will be based upon the hourly rate of pay of each employee performing the work, multiplied by the number of hours worked, multiplied by 2.16, except for the County Attorney's time which will be charged at the current hourly rate. For the initial DRI reviews, a deposit will be paid at the time of application. For Substantial Deviation Determinations and all other work associated with approved DRI's, including notices of proposed changes, a deposit will be required upon submittal and the developer will be billed for actual time charges. Any balance due over the established deposit amount will be billed. Any amount under the deposit amount will be refunded.
  - 7 Small Scale Projects (under 300 lots), Moderate Scale Projects (300 - 599 lots), Large Scale Projects (600+ lots)
- \*\*\* Unique Situations/Projects with limited review – fees may be adjusted at the discretion of the appropriate Department Director. The Building and Development Services Director will coordinate with the appropriate Department Director.