



Town of Howey-in-the-Hills  
Schedule of Fees and Charges

The Office of the Town Clerk is authorized to charge a fee for each of the types of fees set forth in this document.

No action, including processing or review, shall be taken by any Town Staff or Town Consultants on any petition, appeal, or application, until all applicable fees and expenses including those provided for in this document have been paid in full.

## TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE

---

Administrative .....	4
Canvassing and soliciting .....	4
Coin-Operated Devices .....	4
Collection of unpaid fees .....	4
Finance department fees .....	4
Garage sale permit.....	4
Lien recording fees.....	4
Lien and foreclosure research fees .....	4
Notarization fees .....	4
Public Records Request fees .....	4
Returned check charge * .....	4
Sign permit.....	5
Taylor Memorial Cemetery .....	6
Grave opening permit.....	6
Monument permit .....	6
Cost per plot .....	6
Mausoleum.....	6
Park and Recreation.....	7
Griffin Park boat ramp .....	7
Griffin Park gazebo.....	7
Blevin’s Patriot Park.....	7
Special Events .....	7
Public Services .....	8
Water User Charges.....	8
Town Water Rates .....	8
Utility Meter Fees and Hydrant Meter Water Deposit.....	9
Sewer user charges.....	9
Sanitation charges (solid waste) .....	9
Planning .....	11
Zoning and development application fees.....	11
Annexation.....	11
Administrative appeals .....	11
Comprehensive Plan Amendments.....	11
Development of Regional Impact (DRI).....	12
Planned Unit Development.....	12

**TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE**

---

Site Plans.....	12
Subdivision Plans .....	13

# TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE

## Administrative

### Canvassing and soliciting

Town of Howey-in-the-Hills Ordinances Chapter 71	
Certificate of registration application fee .....	20.00

### Coin-Operated Devices

Town of Howey-in-the-Hills Ordinances Chapter 75	
License fee .....	25.00

### Collection of unpaid fees

Town of Howey-in-the-Hills Ordinances Chapter 171	
Fee .....	35.00

### Finance department fees

Printed copy of annual budget document .....	20.00
Printed copy of AFR.....	15.00

### Garage sale permit

Town of Howey-in-the-Hills Ordinances Chapter 30	
No fee .....	0.00

### Lien recording fees

Town of Howey-in-the-Hills Ordinances Chapter 8	
Fee for first page.....	75.00
Each page thereafter .....	8.50

### Lien and foreclosure research fees

Town of Howey-in-the-Hills Ordinances Chapter 8	
Regular .....	50.00
Expedited – 24-hour turn-around .....	80.00

### Notarization fees

No charge to Town of Howey-in-the-Hills Residents – By appointment only  
Non-Residents only for Town Business – By appointment only

### Public Records Request fees

..... Defined by Florida Statute

### Returned check charge \*

Town of Howey-in-the-Hills Ordinances Chapter 1	
Check amount \$0.01 to \$50.00.....	25.00
Check amount \$51.00 to \$300.00 .....	30.00
Check amount greater than \$300.00 .....	40.00 or 5% of check amount, whichever is greater

**TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE**

Sign permit

Town of Howey-in-the-Hills Land Development Code Chapter 5

..... 25.00

\* If payment is not received within 30 days, the Town may file a civil action against the check writer for three times the amount of the check, but in no case less than \$50.00, in addition to the payment of the check plus any court costs, reasonable attorney fees, and any bank fees incurred by the Town in taking the action.

**TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE**

---

Taylor Memorial Cemetery

Town of Howey-in-the-Hills Ordinances Chapter 73

Grave opening permit

Fee .....25.00

Monument permit

No Fee .....0.00

Cost per plot

Standard (5' x 10') .....555.00

Large (5' x 12.5') .....610.00

Mausoleum

None available

# TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE

## Park and Recreation

Town of Howey-in-the-Hills Ordinances Chapter 58

### Griffin Park boat ramp

Annual boat ramp permit.....	35.00
Lost boat ramp key replacement .....	5.00
For each additional vessel owned by permit holder .....	5.00

### Griffin Park gazebo

Gazebo rental deposit (refundable if clean upon departure).....	50.00
Gazebo rental .....	50.00

### Blevin's Patriot Park

Park rental deposit (refundable if clean upon departure).....	50.00
Park rental .....	50.00

### Special Events

.....	25.00
-------	-------



# TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE

## Public Services

### Water User Charges

#### Town of Howey-in-the-Hills Ordinances Chapter 171

Non-resident service charge is 1.25 times the established amount

Connection fee	
New Residential, Builder or Commercial (not less than cost).....	450.00
Existing Residential, Builder or Commercial.....	30.00
Connection fee and deposit	
Residential owner deposit.....	150.00
Residential tenant deposit .....	250.00
Builder deposit.....	150.00
Commercial deposit .....	250.00
Delinquent reconnection (Res. 2005-22)	
During Public Services (business hours Mon-Fri 7a.m. – 3 p.m.) .....	50.00
Penalty for late utility bill payment	
.....	10% of bill
Water turn-off or turn-on (Res. 2010-012)	
Scheduled (business hours Mon-Fri 7a.m. – 3 p.m.) .....	30.00
Water availability (meter at address)	
.....	14.23
Water plant improvement (each household)	
.....	10.00
Unpaid fee collection charges (Res. 2012-043)	
.....	35.00

### Town Water Rates

Water availability (meter in ground and locked)	
Monthly Base Rate .....	14.23
Potable	
Monthly Base Rate 0-5,000 gallons .....	34.02
Rate per 1,000 gallons 5,001-9,000.....	2.72
Rate per 1,000 gallons 9,001-14,000.....	2.98
Rate per 1,000 gallons 14,001-20,000.....	3.24
Rate per 1,000 gallons 20,001-30,000.....	4.56
Rate per 1,000 gallons 30,001-60,000.....	13.15
Rate per 1,000 gallons 60,001 and over.....	17.20

## TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE

### Residential irrigation

Monthly Bases Rate 0-5,000 gallons .....	34.02
Rate per 1,000 gallons 5,001-30,000.....	2.72
Rate per 1,000 gallons, 30,001-60,000.....	2.98
Rate per 60,001 gallons and above .....	4.56

### Residential irrigation 2-month new landscape with irrigation meters

Monthly Bases Rate 0-5,000 gallons .....	34.02
Rate per 1,000 gallons 5,001 and above .....	2.72

### Commercial and homeowner associate irrigation rates

Monthly Base Charge per Connection.....	34.02
Rate per 1,000 gallons 0–30,000.....	2.72
Rate per 1,000 gallons 30,001 and over .....	2.98

### Utility Meter Fees and Hydrant Meter Water Deposit

#### Meter tampering fee

Per meter (fee plus costs of all labor and materials for damages incurred).....	50.00
---	-------

#### Meter installation fee

(minimum fee for standard installations, fee plus time and material for nonstandard installation and materials)

5/8 x 3/4 inch meter standard installation.....	701.10
1 inch meter standard installation .....	860.93
1 1/2 inch meter standard installation.....	1,180.74
2 inch meter standard installation .....	1,405.85
3 inch meter standard installation .....	5,666.12
4 inch meter standard installation .....	8,193.57

2 inch hydrant meter and backflow preventer rental .....	1,600.00
--	----------

*The 2 inch hydrant meter and back-flow preventer is used on a temporary basis, usually for construction site. The rental fee and deposit is a minimum of \$1,600.00 with 50 percent being refundable upon return of the nondamaged and fully functional meter and back-flow preventer. A 50 percent nonrefundable fee covers the cost of installation and maintenance of the meter and back-flow preventer.*

2 inch hydrant meter deposit.....	500.00
-----------------------------------	--------

*The 2 inch hydrant meter water deposit is required, refundable after full payment of all water bills and the account balance of \$0.00.*

### Sewer user charges

Residential wastewater processing per ERU to CDD.....	24.00
Residential wastewater town collection infrastructure .....	22.00

### Sanitation charges (solid waste)

Residential-monthly .....	31.86
Commercial-monthly .....	35.67

## TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE

---

*Any commercial collection requiring mechanical containerized service shall be contracted for on an individual basis with the town's franchised collector. Any commercial collection requiring and receiving mechanical containerized service shall not be required to pay a monthly fee to the town.*

# TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE

## Planning

### Zoning and development application fees

- a) Establishment of administrative procedures. The following administrative procedures shall be utilized when collecting and processing all zoning and development review fees and deposits paid to the Town of Howey-in-the-Hills:
  - 1. Minimum fees. A minimum fee shall be collected from each applicant by the Town Clerk at the time of filing each application for zoning permit issuance, site plan approval, subdivision plat approval, conditional use, variance, special exception, rezoning, planned unit development approval, amendment to the land development regulations, annexation, or comprehensive plan amendment or upon filing an appeal. No application shall be accepted until the fee is paid in full.
  - 2. Processing fees. In addition to the minimum fee collected at the time of application, the applicant shall be billed monthly for all amounts expended by the town in processing the application or appeal which exceed the minimum fee, including, but not limited to, amounts expended for staff time, engineering fees, attorney's fees, publication costs, copy charges, and telephone charges. Failure by the applicant to pay these excess charges within ten days of billing shall result in all work ceasing on the application until such time as the bill is paid. Failure of the applicant to pay these excess charges within 30 days of billing shall cause the application to be void, and a new application and minimum fee must be submitted prior to any further town action.
- b) Establishment of minimum fees: The following minimum fees are established for the services indicated:

### Annexation

Fee .....300.00

### Administrative appeals

Fee .....200.00

### Comprehensive Plan Amendments

#### Comprehensive plan text amendments

Review deposit.....2,000.00

Fee .....1,000.00

#### Comprehensive plan future land use map amendment

Review deposit.....2,000.00

10 acres or less .....500.00

More than 10 acres .....1,000.00

#### Concurrency letter and certificate

Letter Nonbinding .....50.00

Certificate.....100.00

#### Conditional use/special exception

Fee .....400.00

#### Developer's agreement

Review Deposit .....2,000.00

Fee.....400.00

## TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE

### Development of Regional Impact (DRI)

DRI town staff review	
Review Deposit .....	2,000.00
Fee.....	5,000.00
Development order amendment to the DRI	
Review Deposit .....	2,000.00
Fee.....	3,000.00
Infrastructure inspections for new developments	
<i>Minimum of 2 percent – Maximum of 3 percent of the construction costs for site improvements due to construction costs for site improvements due prior to construction.</i>	
Land clearing permit	
Fee .....	400.00
Lot grading inspection – per lot	
Fee .....	150.00

### Planned Unit Development

Zoning to PUD/Conceptual Development Plan/Developer’s Agreement	
Review Deposit .....	2,000.00
Fee.....	1,000.00
PUD preliminary plan (entire PUD or phase)	
Review Deposit .....	2,000.00
Fee.....	1,000.00
PUD final construction plan (entire PUD or phase)	
Review Deposit .....	2,000.00
Fee.....	500.00
PUD plat (entire PUD or phase submitted)	
Review Deposit .....	2,000.00
Fee.....	250.00
Major amendment to PUD	
Review Deposit .....	2,000.00
Fee.....	1,000.00
Minor amendment to PUD	
Fee .....	500.00
Preapplication conference	
Fee .....	400.00
Preconstruction meeting	
Fee .....	600.00
Rezoning	
Fee .....	350.00

### Site Plans

Minor site plans	
Review Deposit .....	2,000.00
Fee.....	500.00
Nonresidential site plans	
Review Deposit .....	2,000.00

## TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE

Preliminary Fee less than 10,000 sq. ft .....	500.00
Final Fee less than 10,000 sq. ft .....	500.00
Preliminary Fee 10,000 sq. ft. or more .....	1,000.00
Final Fee 10,000 sq. ft. or more .....	1,000.00
Residential site plans	
Review Deposit .....	2,000.00
Preliminary Fee up to 6 units .....	500.00
Final Fee up to 6 units .....	500.00
Preliminary Fee more than 6 units.....	1,000.00
Final Fee more than 6 units.....	1,000.00
Subdivision Plans	
Minor subdivision plans	
Review Deposit .....	2,000.00
Fee .....	500.00
Nonresidential subdivision plans	
Review Deposit .....	2,000.00
Preliminary Fee 4 lots or less .....	500.00
Final Fee 4 lots of less .....	500.00
Plat Fee 4 lots of less .....	250.00
Preliminary Fee more than 4 lots .....	1,000.00
Final Fee more than 4 lots.....	500.00
Plat Fee more than 4 lots .....	250.00
Residential subdivision plans	
Review Deposit .....	2,000.00
Preliminary Fee up to 20 lots .....	1,000.00
Final Fee up to 20 lots .....	500.00
Plat Fee up to 20 lots.....	250.00
Preliminary Fee 21-99 lots .....	1,500.00
Final Fee 21-99 lots .....	1,000.00
Plat Fee 21-99 lots.....	250.00
Preliminary Fee 100 or more lots.....	2,000.00
Final Fee 100 or more lots.....	1,000.00
Plat Fee 100 or more lots .....	250.00
Time extension requests on development approvals	
.....	450.00
Vacation (street)	
Fee .....	400.00
Variance	
Review Deposit .....	1,000.00
Fee.....	400.00