

ORDINANCE NO. 25-13

AN ORDINANCE OF THE CITY OF COOPER CITY, FLORIDA, AMENDING CHAPTER 2 OF THE CITY’S CODE OF ORDINANCES, ENTITLED “ADMINISTRATION;” BY AMENDING ARTICLE IX ENTITLED, “COST RECOVERY;” AMENDING SECTION 2-243 ENTITLED “COST RECOVERY FOR STAFF REVIEW OF ADMINISTRATIVE AMENDMENT APPLICATIONS;” PROVIDING FOR COST RECOVERY RELATED TO THE ADMINISTRATIVE REVIEW OF SITE PLAN AMENDMENTS BY THE DEVELOPMENT REVIEW COMMITTEE TO INCLUDE RECENT AMENDMENTS TO THE CITY’S CODE OF ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 2, Article IX of the City’s Code of Ordinances provides for cost recover for staff related to the review of administrative amendment applications; and

WHEREAS, the City Commission has recently adopted a number of code revisions related to certain development applications and administrative approvals that the commission now seeks to include within the parameters of the City’s cost recovery; and

WHEREAS, the City’s Planning and Zoning Board, on May 19, 2025, considered the amendments set forth in this ordinance and unanimously approved the same; and

WHEREAS, the City Commission has held a public hearing in accordance with Florida law; and

WHEREAS, following proper notice to the public and after having received input and participation by interested members of the public and staff, the City Commission finds that this ordinance is in the best interest of the citizens, residents, and business establishments in the City.

{00349198.2 3451-000000 }

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF COOPER CITY, FLORIDA THAT:

SECTION 1. The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

SECTION 2. The City Commission of the City of Cooper City hereby amends Chapter 2 of the City's Code of Ordinances, entitled "Administration," by amending Article IX entitled, "Cost Recovery," and specifically amending Section 2-243 entitled "Cost recovery for staff review of administrative amendment applications," as follows:

Sec. 2-243. - Cost recovery for staff review of administrative amendment applications.

(a) The intent of this section is to provide for cost recovery for administrative amendments to previously-approved development orders. These administrative amendments do not require review by the planning and zoning board or the City Commission, and include but are not limited to applications seeking minor lot line shifts, driveway or parking layout design modifications, relocation of sidewalks, ~~and~~ minor changes to architectural elevations, garage enclosures, sign package amendments, trademark logos, sign waivers up to 20% deviation, site fencing and outdoor seating plans.

(b) The amount charged for review which results from the submittal of applications subject to administrative cost recovery charges, as provided in the Community Development Department Fee Schedule. ~~as provided in subsection (a) of this section, shall be calculated as follows, as determined by the Growth Management Director or his or her designee.~~

~~(1) An administrative amendment application which requires in excess of four hours of review and processing by one or more Growth Management Department planners shall result in a charge of \$194.00 per application. If an amendment to a previously approved plat or site plan is determined to require less than four hours of review by one or more Growth Management Department planners, such application may be subject to Section 24-9(a)(4) of the Code.~~

~~(2) An administrative amendment application which requires review by a City arborist shall result in a charge of \$63.00 per application.~~

~~(3) An administrative amendment application which requires review by a staff member of the Utilities Department shall result in a charge of \$86.00 per application.~~

{00349198.2 3451-000000 }

(4) In accordance with [Section 7-9\(d\)](#) of the Code, administrative amendment applications requiring fire plan re-inspections shall be subject to Section 43.55 of Part XIII "Fire Rescue and Safety Services Fees" of the Broward County Administrative Code, as amended by the County from time to time.

(c) Depending on the nature of the administrative amendment application, the administrative review fee amounts set forth in subsection (b) of this section may apply individually or cumulatively. The administrative review fee schedule set forth in subsection (b) of this section may be amended as necessary by resolution of the City Commission.

(d) Unpaid costs and fees payable to the City under this section, which are more than 30 days overdue shall be considered delinquent and shall accumulate interest at the rate of one and one-half (1.5) percent per month upon the unpaid balance until paid. Overdue costs, fees and interest accrued thereon may be collected and enforced in any manner that is allowed by law, and the City shall be authorized to recover its reasonable attorney's fees incurred in such collection.

(e) Administrative amendment applications may also be subject to required payment for cost recovery for City Attorney and outside consultant review costs, as provided for in [section 2-242](#).

(f) As of October 1, 2013, and each October 1 thereafter, the administrative cost recovery charges established in subsection (b) of this section, excluding the fire plan re-inspection fees provided for in subsection (b)(4), shall automatically increase, by the percentage increase, if any, of the Consumer Price Index ("CPI"). This percentage increase shall be determined by subtracting the CPI for June of the prior year from the CPI for June of the current year, and dividing this difference by the CPI for June of the prior year. The CPI shall be the Department of Labor Consumer Price Index for All Urban Consumers (CPI U); region Miami/Ft. Lauderdale.

SECTION 3: All sections of the City of Cooper City Code not amended hereunder shall remain in full force and effect.

SECTION 4: It is the intention of the City Commission of the City of Cooper City that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Cooper City, Florida, and that the Sections of this Ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article" or such other word or phrase in order to accomplish such intention.

SECTION 5: All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions

{00349198.2 3451-000000 }

in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 6: If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are to be severable.

SECTION 7: This Ordinance shall become effective upon adoption.

PASSED AND ADOPTED on First Reading this _____ day of _____, 2025.

PASSED AND FINAL ADOPTION on Second Reading this _____ day of _____, 2025.

JAMES CURRAN
Mayor

ATTEST:

TEDRA ALLEN, MMC
City Clerk

ROLL CALL

Mayor Curran	_____
Commissioner Shrouder	_____
Commissioner Katzman	_____
Commissioner Mallozzi	_____
Commissioner Smith	_____

APPROVED AS TO LEGAL FORM:

JACOB G. HOROWITZ
City Attorney