



NFPS

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JULY 29, 2024

ACTING ZONING OFFICIAL

FEE PROPOSAL

Prepared for:



Welcome to
Levy County Florida

Levy County
Board of County Commissioners

Mrs. Ali Tretheway
County Procurement Manager

Prepared by:



Brandon M. Stubbs, Senior Planner
North Florida Professional Services, Inc.

Scope of Services

NFPS has been selected to perform the duties of the Acting Zoning Official for Levy County, Florida. The duties and tasks encompassed as the zoning official greatly vary from day to day; however, general tasks include:

- Zoning Review of Building Permits
- Answering Zoning Related Questions from the Public
- Interpreting Land Development Regulations
- Floodplain Management
- Zoning Review of Alcohol License
- Review of Comprehensive Plan Amendments – including Future Land Use Map Amedments
- Review of Site-Specific Amendments to the Official Zoning Atlas
- Review of Text Amendments to the Land Development Regulations
- Review of Conditional Use Permit
- Review of Subdivision Plats and Lot Splits
- Review of Special Exception Applications
- Scheduling and Participating in Development Review Committee
- Drafting Staff Reports for Development Applications

Rate Schedule

NFPS, as the Acting Zoning Official, shall provide the following services at a flat rate:

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|-------------------------------------|-------|
| • Zoning Review for Building Permit | \$100 |
| • Zoning Call from Citizens | \$75 |
| • Temporary Use Permit Review | \$100 |
| • Zoning Review for Lot Split | \$140 |
| • Alcohol License Review | \$100 |

All other services mentioned above shall be based upon the hourly rate below:

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|---------------------------|-------|
| • Senior Land Use Planner | \$140 |
| • Land Use Planner | \$115 |
| • Planning Technician | \$110 |