



CITY OF KISSIMMEE  
ZONING VERIFICATION LETTER & STATE FUNDING  
APPLICATION

The City of Kissimmee offers zoning letters and state funding reviews informing property owners, lenders and prospective buyers of zoning laws related to the particular property based on the City's current zoning codes. Please select the applicable type:

A Standardized Zoning letter will provide the future land use and zoning classifications, references to any applicable zoning and development standards, and property ownership information. The required application fee is to be provided at the time of submittal and the process requires a minimum of two business days to complete.

A Customized Zoning letter includes all those items within the standardized zoning letter, plus any additional information requested. The required application fee is to be provided at the time of submittal and the process requires a minimum of five business days to complete. Within the space below or on separate sheet, provide additional information and any special instructions to be researched:


A State of Florida Housing Finance Corporation Local Government Verification Status letter includes verification of zoning and land use regulations and site plan status. As part of the State Funding form, be sure to include the property ID# in Development Location field along with any other descriptive Development Location.

<b>Contact Information:</b>	
Contact Name:	
Phone #:	E-mail:

<b>Address of subject property:</b>	
Address:	Zip Code:
Parcel ID#:	

<b>Name &amp; address of person to whom letter should be addressed:</b>		
Name:		
Organization:		
Address:		
City:	State:	Zip Code:

<b>Name &amp; address where letter should be sent upon completion:</b>		
Name:		
Organization:		
Address:		
City:	State:	Zip Code:

<i>Applicant printed name</i>	<i>Applicant signature</i>	<i>Date</i>
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*Note: Payments can be made by check or money order only.*

<b>FOR OFFICE USE ONLY</b>			
Date:	Received by:	DRC#:	Project planner:



**CITY OF KISSIMMEE  
DEVELOPMENT REVIEW FEE SCHEDULE**



*Selection*

<input type="checkbox"/>	<b>Annexation</b>	\$0
	<b>Land Use Map Amendment Review*</b>	
<input type="checkbox"/>	Land Use Plan Amendment (Small)	\$2,489.14
<input type="checkbox"/>	Land Use Plan Amendment (Large)	\$4,157.42
<input type="checkbox"/>	Land Use Plan Amendment (Text)	\$4,157.42
<input type="checkbox"/>	<b>Zoning Map Amendment*</b>	\$2,579.52
	<b>Plan Unit Development (PUD) Review</b>	
<input type="checkbox"/>	PUD Zoning/Preliminary Plan	\$4,185.07
<input type="checkbox"/>	PUD Amendment (Minor)	\$852.75
<input type="checkbox"/>	PUD Amendment (Major or Moderate)	\$3,877.78
<input type="checkbox"/>	PUD Site Plan	\$4,187.20
<input type="checkbox"/>	PUD Name Change	\$538.02
	<b>Conditional Use Review</b>	
<input type="checkbox"/>	Conditional Use	\$1,892.64
<input type="checkbox"/>	Conditional Use/Site Plan	\$3,014.40
<input type="checkbox"/>	Conditional Use/Site Specific Redevelopment Plan (CRAO)	\$3,141.99
	<b>Site Plan Review</b>	
<input type="checkbox"/>	Minor Site Plan	\$2,584.83
<input type="checkbox"/>	Site Plan (Full)	\$2,087.22
<input type="checkbox"/>	Site Specific Redevelopment Plan (CRAO)	\$2,159.52
<input type="checkbox"/>	Site Plan Extension	\$804.90
	<b>Site Development (Construction) Plan Review</b>	
<input type="checkbox"/>	Preliminary & Final Site Development (Construction) Plan	\$5,523.74
<input type="checkbox"/>	Resubmittal of a Final Site Development (Construction) Plan	\$4,918.73
<input type="checkbox"/>	Switch out pages (Developer Initiated)	\$360.45
<input type="checkbox"/>	Final Site Development (Construction) Plan Amendment after issuance of Development Order	\$1,416.29
	<b>Subdivision Review</b>	
<input type="checkbox"/>	Preliminary Plat	\$5,614.12
<input type="checkbox"/>	Preliminary Plat Amendment	\$4,260.56
<input type="checkbox"/>	Final Plat	\$1,316.34
<input type="checkbox"/>	Lot Combination Agreement	\$1,149.41
	<b>Development of Regional Impact (DRI) Review</b>	
<input type="checkbox"/>	Application for Development Approval	\$12,759.36 + \$5 per acre
<input type="checkbox"/>	Non-Substantial DRI Amendment	\$2,605.04
<input type="checkbox"/>	Substantial DRI Amendment	\$4,634.34
<input type="checkbox"/>	Annual Report	\$961.20
<input type="checkbox"/>	Rescission	\$2,084.03
	<b>Special Event Review</b>	
<input type="checkbox"/>	Without Sales	\$1,033.51
<input type="checkbox"/>	With Sales	\$1,056.90
<input type="checkbox"/>	In Right-of-Way	\$749.61
<input type="checkbox"/>	Renewal	\$559.29
<input type="checkbox"/>	Late Submittal	\$1,204.70

<b>Abandonment</b>		
<input type="checkbox"/>	Vacation of Right-of-Way/Easement	\$2,155.27
<b>Right-of-Way Review</b>		
<input type="checkbox"/>	Temporary Sign in the Right-of-Way	\$146.73
<input type="checkbox"/>	Outdoor Use Agreement in Right-of-Way	\$749.61
<input type="checkbox"/>	Sidewalk Permit in B-1 District	\$475.29
<input type="checkbox"/>	Street Name Change	Cost to be of advertisement and notifications to be paid for by the applicant
<b>Variance/Waiver Review</b>		
<input type="checkbox"/>	City Commission Variance	\$2,160.58
<input type="checkbox"/>	Buffer Waiver	\$1,705.50
<input type="checkbox"/>	Board of Adjustments	\$2,946.35
<input type="checkbox"/>	City Commission Extension of a public hearing item	\$1,110.06
<input type="checkbox"/>	City Manager Extension of a public hearing item	\$480.60
<input type="checkbox"/>	Administrative Waiver/Variance	\$292.40
<b>Transportation</b>		
<input type="checkbox"/>	Request for Alternative Mobility Fee Analysis	Cost of consultant to be paid for by the applicant
<input type="checkbox"/>	Request for Mobility Fee Estimate with Credits	\$846.37
<input type="checkbox"/>	Request for Mobility Fee Estimate without Credits	\$0
<input type="checkbox"/>	Transportation Studies/Reviews	Cost of consultant to be paid for by the applicant
<b>Zoning &amp; State Funding Letter</b>		
<input type="checkbox"/>	Standardized	\$48.91
<input type="checkbox"/>	Customized	\$292.40
<b>Tree Inspection</b>		
<input type="checkbox"/>	1-10 Trees	\$82.94
<input type="checkbox"/>	11 Trees & Greater	\$970.77
<b>Miscellaneous</b>		
<input type="checkbox"/>	Authorization of True Work of Art	\$1,252.54
<input type="checkbox"/>	State Application for Alcoholic Beverage License	\$219.04
<input type="checkbox"/>	Pain Medication License	\$1,892.64
<input type="checkbox"/>	Developer's or Annexation Agreement	\$961.20
<input type="checkbox"/>	Community Development District	\$591.18
<input type="checkbox"/>	Folding Fee (Plans that are unfolded)	\$275.39
<input type="checkbox"/>	Resubmittal (Upon 3 <sup>rd</sup> Submittal of any DRC Request)	Review fee of original request
<input type="checkbox"/>	Applicant Requested Continuance of an Advertised Request	\$829.36
<input type="checkbox"/>	Appeal of Staff, Planning Advisory Board and/or City Commission	\$1,632.13

*\*A fee waiver can be approved at the discretion of the City Manager (or designee) when a Small Scale Land Use Plan Amendment and Zoning Map Amendment request are submitted concurrently with the annexation request.*

**NOTE:** Fees shall increase annually on October 1, in accordance with the Consumer Price Index for All Urban Consumers (CPI-U), U.S. city average, percentage change from the previous year as determined by the U.S. Department of Bureau of Labor Statistics (BLS). Fees were amended by City Commission on December 15, 2015 by Resolution #34-2015. All requests must be accompanied by a completed application, checklist, fee, plan(s) and any other supporting materials. A sufficiency review will be conducted with 24 hours of submittal. If submittal is insufficient, the request will not be scheduled or distributed for review. Deadline submittal is 4:00 p.m., Friday, in accordance with the City of Kissimmee Schedule for DRC, PAB & City Commission. Late or incomplete submittals will not be accepted. DRC meets every other Tuesday at 8:30 a.m.

**Checks must be made to the City of Kissimmee and cannot be dated more than 14 days prior to the date of submittal.**