

Town of Medley

Schedule of Fees

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I. Administrative

• Dishonored Checks

A person presenting a check, draft, or other type of payment of money that is returned to the Town dishonored for any reason shall be obligated to pay service fee. The fee amount per check value is stated below:

FEE

A. Face value of the check does not exceed \$50	\$25.00
B. Face value of the check is more than \$50 but does not exceed \$300	\$30.00
C. Face value of the check is more than \$300 but does not exceed \$800	\$40.00 or 5% of amount
C. Face value of the check is more than \$500 but does not exceed \$600	Not to exceed \$500

• Lobbyist Registration

A. Annual Registration Fee	\$150.00
B. Additional fee for each principal represented, and for each issue lobbied on behalf of any	¢50.00
principal	\$50.00

Notary Fee

A. Each notarized document (residents no charge)	\$10.00
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• Duplication of Public Record

A. Single-sided copy 8 ½ x 11	\$0.15
B. Doubled-sided copy 8 ½ x 11	\$0.20
C. DVD Duplication of Audio Meeting	\$15.00

Refunds

For all permits a refund may be granted within 180 days after permit issuance subject to the following conditions

- 1. The permit has not expired.
- 2. No inspections have been recorded.
- 3. A written request from permit holder is on file.

Refund = Total permit fee – (Minimum Permit fee) – (Outside agency fee) – (25% of Total Permit Fee)

II. Building and Zoning

Structures

A. Valuation

The Building Permit Fee shall be based upon the cost of construction as attested to by the applicant on the submitted permit application. The Building Official, in addition to verifying the completeness and accuracy of the application, shall review the application for the cost of construction. If the Building Official determines that the cost of construction attested to does not accurately reflect the cost of construction for the scope of work covered by the permit, he or she can use any of the following to calculate the fee:

- 1. Copy of signed contract for work to be completed under requested permit
- 2. Apply the values in the most current edition of the RS Means Construction Valuation system

The greatest of the methods of the applicant's statement of value, or (1.) or (2.) above shall be used in calculating to the start of the work.

B. Fees

NOTE: No permit fees shall be charged for Town work or Residents doing their own work on their primary residence, if a permit is issued prior to the start of the work.

A. Alteration per trade (submit contract with permit application)	3% job value
B. Administrative Contractor's Verification	\$50.00
C. Administrative Fire Sprinkler Review	\$125.00
D. Change of Contractor Qualifier	\$75.00
E. Certificate of Completion	\$150.00
F. Certificate of Occupancy	\$200.00
G. Extension of permit (permit must not be expired to request extension)	\$125.00
H. Fence and Walls	Min \$75.00
1. Chainlink, Wood, Iron, Aluminum Fences	
• 0-500 L/F	\$75.00
• 501-1000 L/F	\$100.00
Each additional L/F over 1000	\$0.05
2. CBS each L/F	\$0.85
I. Low Voltage Commercial Alarm System (per ticket)	\$40.00
J. Minimum fee for all contractor permits – per trade	\$175.00
K. New Construction-Addition permit fee per trade (submit contract with permit application)	2% job value
L. Pressure Vessels (each vessel)	\$75.00
M. Revision (submit an amended job contract with permit application)	Min \$175.00
N. Roofing permit (whichever is higher)	2% job value or .16 per sq ft
O. Subsidiary	\$175.00
P. Temporary Certificate Occupancy /Temporary Certificate of Completion	\$150.00
Q. Temporary for Test (per meter)	\$125.00
R. Up-Front fee (with permit application)	\$175.00
S. Windows and Doors	
New Construction & Alteration	
• 1 unit	\$75.00
• 2 to 10 units	\$125.00
• 11 to 20 units	\$150.00
• 21 to 30 units	\$175.00
• 31 to 50 units	\$225.00
51 and more units (Special Inspector Required) per additional 5 units	\$55.00

C. County and State Fees

- A. Miami Dade County Code Compliance fee of \$0.60 per \$1,000.00 of estimated value of work
 - a. For new construction of and additions to Building Code occupancies, the value of the work shall now be \$81.25 per square foot of constructions.
 - b. For Building Code occupancy Group S1 and F (storage and industrial), the value of the work shall be \$56.25 per square foot of construction.
- B. Educational Fee reserved for training and continuing education of Building Department including materials, equipments, code books, reference materials, and conferences .1% of total cost of permit fee.
- C. Florida Department of Community Affairs (DCA) Surcharge (per F.S. 553.721) 1.50% of total cost of permit (minimum of \$2.00).
- D. Florida Department of Business and Professional Regulations (DPBR) Surcharge (per F.S. 468.631) 1.50% of total cost of permit (minimum of \$2.00)

D. Demolition of Buildings

A. Single Family Home	\$175.00
B. All Other	3% job value

E. Work without a permit

A. Commercial

A. First offense	Double the permit fee plus \$125.00
B. Second offense	Double the permit fee plus \$250.00
C. Each offense thereafter	Double the permit fee plus \$500.00

B. Residential

D. First offense	Courtesy notice
E. Second offense	\$75.00
F. Each offense thereafter	\$150.00

F. 40 Year Recertification

- 1. For every application for 40 year recertification under Chapter 8 of the Miami Dade County Code, there shall be a \$300.00 fee paid to the Building Department for processing each application.
- 2. For every subsequent recertification at 10 year intervals thereafter, there shall be a \$300.00 fee paid to the Building Department for processing each application.
- 3. For every extension request for 40 year recertification (or subsequent 10 year interval recertification) under Chapter 8 of the Miami Dade County Code shall be a \$150.00 fee paid to the Building Department.

Non-Structures

A. Shutters

A. 1 – 30 units	\$175.00
B. Each additional opening	\$10.00

B. Special Event Fees

A. Temporary Bleachers for public assembly, per event	\$150.00
B. Temporary Platforms for public assembly, per event	\$50.00
C. Temporary Structures/Trusses/Statues (no electrical or plumbing included)	\$150.00
D. Temporary Electric work on circuses, carnivals per show	\$250.00
E. Temporary Chiller	\$150.00
F. Temporary Fencing	\$150.00
G. Temporary Individual Porta Potty per event	\$50.00
H. Tents up to 1,000 square feet, excluding electric and plumbing, per tent	\$150.00
I. Tents, each additional 1,000 square feet over 1,000 square feet	\$70.00
J. Temporary Electrical, Mechanical, or Plumbing installations, small event per trade (events that	
include less than 1-10 tents, bleaches, stages and other structures	\$250.00

Additional Services

A. Hourly Services

Charges for plan review, inspections, and other Building Code related services other than those listed herein.

1. Per hour per trade for other than regularly scheduled Building Department business hours (Beyond 5pm and Saturdays)

a. Structural Plans Examiner	\$127.50
o. Plans Examiners (Building, Mechanical, Electrical, Plumbing)	\$97.50

^{*}Services requested for US Federal recognized holidays & Sundays will be provided at 2 times the standard hourly rate

B. Duplicate plans

Lost plans after required permit is issued	\$50.00 plus imaging
2. Replacement of permit card	\$75.00

C. Renewal

Renewal of expired permit – for renewal of permit expiration for the same permit, same plans on the same property, provided that no refund has been made

1. Permit expired within 6 months	50% of original permit fee
2. Permit expired after 6 months	100% of original permit fee

D. Rejection of Plans

"Florida Statute 553.80, Section 2(b) – With respect to evaluation of design professionals' documents, if a local government finds it necessary, in order to enforce compliance with the Florida Building Code and issue a permit, to reject design documents required by the code three or more times for failure to correct a code violation specifically and continuously noted in each rejection, including but not limited to, egress fire protection, structural stability, energy accessibility, lighting, ventilation, electrical, mechanical, plumbing and gas systems, or other requirements identified by rule of the Florida Building Commission adopted pursuant to Chapter 120, the local government shall impose, each time after the third such review the plans are rejected for that code violation, a fee of four times the amount of the proportion of the permit fee attributed to plans review.

E. Re-inspection

Re-inspection per trade (After 2 nd Failed Inspection)	\$125.00

"Florida Statute 553.80, Section 2(c) – With respect to inspections, if a local government finds it necessary, in order to enforce compliance with the Florida Building Code, to conduct any inspection after an initial inspection and one subsequent re-inspection of any project or activity for the same code violation specifically and continuously noted in each rejection, including but not limited to egress, fire protection, structural stability, energy, accessibility, lighting, ventilation, electrical, mechanical, plumbing and gas systems, or other requirements identified by rule of the Florida Building Commission adopted pursuant to Chapter 120, the local government shall impose a fee of four times the amount of the fee imposed for the initial inspection or first re-inspection, whichever is greater for each such subsequent re-inspection."

III. Application Fee

Land Development Orders

Recovery of costs of administrative review and processing per each category of application Note: Resident shall not be charged application fees in connection with their primary residence.

Land Use Plan Amendment \$5,000.00 Rezoning \$2,500.00 Site Plan \$500.00 Vacations \$1,500.00 Variance \$1,500.00 Special Exception \$1,800.00 Tentative Plat Base Fee \$4,474.50 Surveyor Review Fee \$1,920.00 Waiver of Plat \$2,288.00 Final Plat \$3,840.00 Bonding relating to Plat Initial submittal and review of Agreement/Letter of Credit \$1,786.50 Review of corrected bonding documentation \$645.25 Processing the reduction or release of bond amount \$1,402.50

IV. Engineering

Applicant shall bear the actual cost of all advertisements and notices

1.	Plan reviews for traffic signals have an administrative fee (PW)	\$1,500.00
2.	Plan reviews beyond two (2) submittals (WS & SWU)	\$300.00
3.	Re-inspection fee. (WS & SWU) Note: In the event a test or inspection fails, a required party is not present or the appointment fails to cancel within one (1) hour of the scheduled inspection, the requesting party will be charged a minimum fee of \$200.00 to cover up to one (1) hour of the inspectors time	\$200.00
4.	Paving, Drainage, Water and Sewer, and Floodplain Plans Review	
	Single Family Residence	\$0
	Non-residential	\$450.00 plus 4% of certified cost estimate less than \$30,000
	Non-residential	\$450.00 plus 3% of certified cost estimate from \$30,000 to \$100,000
	• Non-residential	\$450.00 plus 2% of certified construction cost estimate above \$100,000
5.	Seal coating and Restriping (PW)	
	Single Family Residence	\$0
	Non-residential	\$450.00 plus 4% of certified cost
6.	Earthwork (PW)	
	Single Family Residence	\$0
	Non-residential	\$450.00 plus 3% of certified cost estimate less than \$30,000
	Non-residential	\$450.00 plus 2% of certified cost estimate from \$30,000 to \$100,000
	Non-residential	\$450.00 plus 1% of certified cost estimate above \$100,000
7.	Hourly Services: Change for plan review, field observation and consultations, and other engineering related services other than those listed herein (per hour cost min 4 hr)	\$150.00

V. Excavation and Mining

	<u> </u>	
1.	Cash bond amount required from Owners and/or Blasters for the payment of blasting damage claims	\$250,000.00
2. The insurance amount required be obtaining and maintaining by Owners and or Blasters, naming the Town as an additional insured, will be for not less than \$250,000.00 per person, up to \$1,000,000.00 per occurrence and at least \$5,000,000.00 against any liability arising from any blasting activity or operation		
3.	Cost recovery cash deposit amount required from Owners and/or Blasters to ensure reimbursement to the Town for the costs associated with processing and hearing blasting damage claims \$10,000.00	
4.	Soil exportation penalty to be charged to any Owner and/or Blaster that removes fill from a site in excess of fifteen percent (15%) of the total fill required to develop that site. Per cubic yard of excess fill	\$2.50

VI. Liens and Information Request

<u> </u>		
a.	Estoppel letter (includes water and sewer utilities, storm water utilities, open/expired permits and code violation)	\$100.00
b.	Plan Search (per address)	\$48.00 pr hr +
		\$.15 per page
c.	Lien satisfaction preparation and recording (per folio)	\$75.00
d.	Zoning letter (includes identification of zoning designation on property, setbacks, height, and list of permitted uses)	\$150.00
	Additional information will require zoning research at the noted hourly rate	

VII. Local Business Tax Receipt

A. Alarm

1. New Alarm Registration (per business)	\$50.00
2. Alarm Renewal	\$35.00

B. Certificate of Use

For every type of business	\$70.00
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C. Records

0, 110001110	
Copy of LBTR list	\$15.00

D. Types of Business

		Under 10 emp. \$75.00
1.	Manufacturing Class A (Bottling Works, Asphalt, Ready Mix Concrete, Recycling, Feed and Fertilizer,	11-25 emp. \$150.00
	Rock and Gravel)	26-100 emp. \$250.00
		101 & up \$350.00
		Under 10 emp. \$75.00
2.	Manufacturing Class B (Durable: can foods, blinds, laminate floors. and Non Durable: yogurt, frozen	11-25 emp. \$150.00
	pastries.)	26-100 emp. \$250.00
		101 & up \$350.00
		Under 10 emp. \$75.00
3.	Merchants Wholesale and Retail (Import and Export Non Durable and Durable: tiles, construction	11-25 emp. \$150.00
	supply, paper material, clothing)	26-100 emp. \$250.00
		101 & up \$350.00
		Under 10 emp. \$75.00
4.	Service Establishments (aircraft parts repair, machine shop, auto and truck repair, welding shops, barber	11-25 emp. \$150.00
	and beauty shops, all other service establishments)	26-100 emp. \$250.00
	, , , , , , , , , , , , , , , , , , , ,	101 & up \$350.00
	Miscellaneous (nurseries, taxidermists, motels, private schools, trucking, animal clinics, laundry and dry	Under 10 emp. \$75.00
5.		11-25 emp. \$150.00
	cleaning) Trailer parks \$2.50 per trailer	26-100 emp. \$250.00
	ciedinis) Transfer punto #200 per transfer	101 & up \$350.00
6.	Professional Offices (Accounting, Lawyers, Medical Billing, Any type of Contractor, Psychologist,	\$100.00
	Insurance)	\$100.00
7.	Amusement (Paintball, Race Track, Indoor Archery)	\$350.00
8.	Financial Institution (Banks, Credit Unions, Foreign Banks)	\$400.00
		·
9.	Restaurants (Fast Food and Sit Down)	\$75.00
10.	Junk Yards (existing)	\$200.00
11.	Billboard	\$500.00
12.	Mobile Lunch	\$75.00
		\$25.00 Application
12	Soliciting	\$10.00 Week
13.		\$25.00 Month
		\$250.00 Year
14.	Change of Business Name, Address, or Owner	\$25.00
15	Truck Parking	\$500.00 up to 50 vehicles
15.	THE THE THE	Additional space \$7.00 each.

Note: In the event of the Local Business Tax Receipt and Alarm user fails to renew a Local Business Tax Receipt or Alarm previously registered by midnight, September 30 of each fiscal year a late fee shall be charged as follows:

Any payment received or post marked later than September 30th thru and including October 31st shall have a late fee assessed of ten percent (10%). An additional five (5%) per month or any portion thereof shall be added to the late fee until such time as the late fee is twenty-five percent (25%).

VIII. Park and Recreation

Rental Rates

A. Tobie Wilson Park

Rental Hours

- o Mon Fri 2 PM 8PM
- o Saturday 1PM 8PM
- o Sunday 10AM 8PM

Pricing

- Medley Residents and Town of Medley Employees \$25 (non-refundable) + \$50 security deposit (refundable)
- o Non-Residents \$150 (non-refundable) + \$50 security deposit (refundable)

B. Danny Meehan Recreational Field

Rental Hours

Every day (8AM – 8PM)

Pricing

- Medley Residents & Town of Medley Employees \$25 (non-refundable) + \$50 security deposit (refundable)
- o Non-Residents \$50 (non-refundable) + \$50 security deposit (refundable)
- o Practices/Training/Games \$20 per hour

C. Basketball Court

Rental Hours

o Every day (8AM – 8PM)

Pricing

o Practices/Training/Games - \$20 per hour

D. Lakeside Retirement Center

Rental Hours

- o Monday Friday (1PM 10PM)
- o Saturday (1PM 10PM)
- o Sunday (12PM 10PM)

Pricing

o Lakeside Residents ONLY - No fee

E. Swimming Pool

• Rental Hours (off season) – location will be closed to the public

- Everyday 8AM 8PM
- Practices/Training \$30 per hour (applicant/renter must provide certified lifeguard during rental duration)

• Water Aerobics

- o Medley Residents & Town of Medley Employees Free
- o Non-Residents \$50 (Summer duration)

F. Tables & Chairs

• Pricing

 \circ Residents & Employees <u>ONLY</u> - \$25 (non-refundable) + \$25 security deposit (refundable) (Maximum of 10 tables & 60 chairs)

Special Events Fee

Requirements: Application must be submitted 14 days prior to the event.

1. Early/Late Gate Openings per hour (1)	\$40.00
2. Video & Movie Shoot	\$300.00
3. Still Photography Minimum Rate (per day includes up to 4 vehicles)	\$140.00

Notes:

- 1. Early/Late Gate Openings must be requested before 3:00pm the day before; rate is applied to each hour before 8:00am and after sunset closing.
- 2. Fees do not include direct cost expenses, which will be charged separately.
- 3. Additional vehicles must pay the daily parking fee of \$5 and \$10 for Bus/RV.
- 4. Confirm with the Medley Police Department for any additional requirements.

Police Extra Duty Service

- Party affairs, gatherings, or events where more than 100 people will be present, will require a minimum of two (2) officers assigned. For each additional 100 people (or increments thereof), an additional officer will be required.
- Teenage juvenile affairs will require one (1) officer for the first 50 juveniles. An excess of 50 juveniles will require an additional officer per 50 or any number up to 50 (i.e., 1-50 juveniles will require one (1) officer; 51-100 juveniles will require two (2) officers; etc.). If the population of the event becomes a detriment to the safety of officers or citizens, the officer will enforce applicable state laws, county or city ordinances (i.e., FSS 562 Possession of Alcoholic Beverages by Persons Under Age 21 Prohibited, FSS 856 Disorderly Intoxication, FS 856 Open House Parties, etc.).
- When 4 to 7 Officers are required for an extra-duty detail, one (1) Police Sergeant will be included in the total number assigned. A Sergeant will be assigned to each group of seven (7) Officers.

Note: The only exception to this rule will be when the detail requires each officer requested for the extra-duty detail to be assigned to a stationary post. In this situation, a Sergeant shall be employed in addition to the stated number of Officers requested in order to oversee and supervise staff.

• **Holiday rate of pay-** The rate of pay for Extra Duty Details will be one and one half times the normal Extra Duty rate of pay on the following holidays:

•	A. New Year's Day	E. Thanksgiving
•	B. Memorial Day	F. Christmas Eve
•	C. Independence Day	G. Christmas Day
•	D. Labor Day	H. New Year's Eve

*Rate of pay for Extra Duty/Off Duty Police Employment will be governed by the Agreement between the Town of Medley and the Dade County Police Benevolent Association.

Management Rights: At all times the Medley Police Department retains the right to determine the number of Officers necessary to perform a requested Extra Duty Detail. This determination will be based on the safety of the Officers, required to safely perform a particular Extra Duty Detail.

Note: Extra Duty Details may be canceled by the Chief of Police or designee at any time with or without cause.

IX. Right of Way

\$50.00 per 100 L.F or Fraction thereof
\$140.00
\$50.00 per 100 L.F or Fraction thereof
\$140.00
\$50.00 per 100 L.F or Fraction thereof
\$140.00
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\$140.00
\$50.00 per 100 L.F. or Fraction thereof
\$140.00
\$50.00 per 100 L.F. or Fraction thereof
\$140.00
\$100.00 per 100 L.F. or Fraction thereof
\$40.00 per structure
\$40.00 per pole or down guy
\$40.00 per 100 L.F. or fraction thereof
\$80.00
\$40.00 per L.F or fraction thereof
\$80.00
\$60.00 (Resident No Cost)
\$80.00 (Resident No Cost)
\$100.00 (Resident No Cost)
\$60.00 (Resident No Cost)
\$80.00 each (Resident No Cost)
\$50.00 for additional 100 SF or Fraction thereof
\$100.00
\$80.00 for each 100 additional L.F or fraction thereof
\$200.00
\$100.00 for each 100 additional L.F or fraction thereof
\$300.00
\$40.00 per additional 100 L.F or fraction thereof
\$80.00
\$30.00
\$80.00 for each 100 L.F or

	fraction thereof	
DIAMO E	\$100.00 for each 100 L.F or	
PW23. For construction of street or driveway culvert	fraction thereof	
PW24. For installation of bus shelter	\$80.00 per each	
PW25. For placement of newspaper or storage rack at a given placement location defined	\$30.00	
as a location where no two racks are more than 200 feet from each other		
PW26. For each additional rack within the same current inspector district and within	\$20.00	
one-half mile of another rack included in same permit		
PW27. Fee for replacement sticker used to identity permitted rack	\$10.00	
	\$30.00 per 100 L.F or fraction	
PW28. Installation of temporary construction fence within Right-of-way	thereof	
Minimum Fee 1st 100 L.F	\$60.00	
PW29. Tree Planting	\$40.00	
PW30. Minor Maintenance of Traffic (MOT) One lane closure, road remains	\$80.00	
PW31. Major Maintenance of Traffic (MOT) Two or more lane closure and/or complete	\$1 2 0.00	
road closure	\$120.00	
PW32. Right of Way plan review fee (non-refundable)	\$80.00	
DIAMON CI. C. C. C. C.	30% of the original permit fee	
PW33. Change of Contractor	(\$65.00 Min. \$250.00 Max)	
PW34. Revised Plans Fee	\$80.00	
PW35. Light Pole Banners	\$55.00	
	\$100.00 plus double the original	
PW36. Work without Permit Penalty Fee	permit fee	
PW37. Re-inspection fee (Except water & sewer and Storm water)	\$60.00	
PW38. Permit Card Replacement	\$40.00	

X. Water and Sewer Billing

A. Water Rates	
Residential: minimum for first 5,000 gallons	\$7.26
 Residential: all over 5,000gallons, per 1,000 gallons 	\$2.24
 Commercial: minimum for first 5,000 gallons 	\$59.39
 Commercial: all over 5,000 gallons, per 1,000 gallons 	\$7.97
B. Sewer Rates	
 Residential: minimum for first 5,000 gallons 	\$12.33
 Residential: all over 5,000 gallons, per 1,000 gallons 	\$3.17
 Commercial: minimum for first 5,000 gallons 	\$62.44
 Commercial: all over 5,000 gallons, per 1,000 gallons 	\$10.94
C. Water Installation	
• Residential: 5/8 x 3/4"	\$800.00
Residential: 1"	\$1,200.00
• Commercial: 5/8 x 3/4 "	\$2,400.00
Commercial: 1"	\$2,900.00
• Commercial: 1 1/2 "	\$4,000.00
Commercial: 2"	\$5,000.00
Commercial: 2" compound	\$7,000.00
Larger than 2"	Actual cost + 46%, materials
· ·	50% complete installation wi
	meter and labor
D. Water Meter Deposit	
• Residential: 5/8 x 3/4 "	\$100.00
• Commercial: 5/8 x 3/4 "	\$225.00
Commercial: 1"	\$450.00
• Commercial: 1 1/2 "	\$575.00
Commercial: 2"	\$675.00
E. Connection fees	
• Water	\$1,000.00 minimum
• Sewer	\$2,400.00 minimum
F. Tapping fees for lines larger than 2"	\$400.00
G. Fire Service Sprinkler Fee	
• 4 Inch	\$150.00
6 Inch	\$175.00
8 Inch	\$200.00
• 10 Inch and Larger	\$250.00

XI. Back Flow Certification

A. Fees	
 Town of Medley Backflow Tester Registration per year Tester shall file all backflow tests and repairs through Backflow Solutions inc. (BSI) www.BSIonline.com. There is a nominal filing fee payable to BSI for \$12.95 for each device. 	\$25.00
2. Processing of annual certification of each backflow prevention device	\$17.00
B. Penalties	
1. Failure to register as a backflow tester prior to conducting test	\$50.00

XII. Utility Service Areas Outside of Town Limits

A. Surcharge	
1.Water	25% of the standard fee
2. Sewer	25% of the standard fee
B. Development fee	
1.Water	\$1,000.00 Per Acre
2. Sewer	\$1,000.00 Per Acre



"The Perfect Place for Industrial Development"

Medley Municipal Services Facility

7777 NW 72 Avenue Medley, Florida 33166 Tel (305) 887-9541 Fax (305) 884-4827

Office Hours

Monday through Wednesday 7:00 am to 5:00 pm Thursday 7:00 a.m. to 4:30 p.m. Closed on Fridays

Utilities & Public Works Department

10776 NW South River Dr.
Medley, Florida 33178
Tel (305) 889-1915 Fax (305) 889-1917

Office Hours

Monday through Friday 7:00 am to 3:30 pm