

Proposed: 11/21/2022

ORDINANCE NO. 173-2022(PD), *First Reading*

By Mayor Seren

An Ordinance adopting a revised Schedule of Fees for procedures and services pertaining to the administration and enforcement of the Zoning Code.

WHEREAS, Section 1115.12, *Schedule of Fees*, of Part Eleven, *Zoning Code*, of the Codified Ordinances of Cleveland Heights authorizes Council to establish a schedule of fees for building permits, amendments, appeals, variances, conditional use permits, and other procedures and services pertaining to the administration and enforcement of the Zoning Code; and

WHEREAS, the City has not updated its fees for permits or for other procedures and services pertaining to the administration and enforcement of the Zoning Code in a number of years; and

WHEREAS, such fees are not in line with the fees for similar services in nearby communities; and

WHEREAS, it is necessary to update the Schedule of Fees for procedures and services relating to the administration of the Zoning Code to more adequately reflect the City's cost pertaining to the provision of said services.

BE IT ORDAINED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. This Council hereby adopts the revised Schedule of Fees for procedures and services related to administration of the Zoning Code as set forth in Exhibit "A" attached hereto.

SECTION 2. Notice of passage of this Ordinance shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

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MELODY JOY HART  
President of the Council

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Clerk of Council

ORDINANCE NO. 173-2022(PD)

PASSED:

Presented to Mayor: \_\_\_\_\_ Approved by Mayor: \_\_\_\_\_

\_\_\_\_\_  
KAHLIL SEREN  
Mayor

**EXHIBIT A**

**CITY OF CLEVELAND HEIGHTS  
PLANNING & ZONING SERVICES  
SCHEDULE OF FEES  
(adopted by Council on \_)**

<b>Fee</b>	<b>Rate</b>
<b>Board of Control</b>	
- Preliminary Land Use Plan (S-1)	\$1,000
- Detailed Development Plan (S-1) not part of Preliminary Land Use Plan	\$500
- Amendment to Preliminary Land Use Plan (S-1)	\$750
- Amendment to Detailed Development Plan (S-1) not part of Amendment to PLUP	\$500
<b>Board of Zoning Appeals (BZA)</b>	
- Appeal of Zoning Administrator Decision	\$500
- Standard Variance	
^ Single- and Two-Family Residential	\$50/variance; maximum \$200
^ All Other Uses	\$100/variance; maximum \$400
- Use Variance	
^ Single- and Two-Family Residential	\$2,000
^ All Other Uses	\$3,500
- Variance from Sign Regulations	See Variances above
- Zoning Map Interpretation	\$35
- Expansion or Extension of Nonconforming Use (in addition to variance if necessary)	
^ Single- and Two-Family Residential	\$350
^ All Other Uses	\$600
- Special Exception to Provide Reasonable Accommodations	\$25
<b>Planning Commission</b>	
- Conditional Use Permit	
^ Single- and Two-Family Residential	\$100
^ All Other Uses	\$200
- Similar Use Determination	
^ Single- and Two-Family Residential	\$25
^ All Other Uses	\$50
- Development Plan Review	\$500
- Resubdivision	\$200
- Continuance of Non-Conforming Sign	\$150
- Reduction of Off-Street Parking / Exception from Private Parking Standards	\$50
<b>Administrative Review: Planning Staff</b>	
- Parking of Recreation Vehicles in Residential District Permit (Annual)	\$250
- Parking of Non-Passenger Vehicles in Residential District Permit: "Garaging a Truck" (Annual)	\$250
- Replacement of a One-Car Private Parking Garage with a One-Car Private Parking Garage	\$25
- Landscape Plan Approval / Revised Landscape Plan Approval not part of Site Plan	\$50
- Minor Change to Landscape Plan	No fee
- Major Change to Landscape Plan (Planning Director)	\$50
- Extension of an approval	\$50
- Review of Project Proposal Form (PPF)	No fee

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<b>Administrative Review (ZA): Conditional Use Permit</b>	
- Day Care Home (max. 6 children)	\$50
- Day Care Center w/ 49 or fewer wards	\$75
- Home Occupation in an Accessory Building	\$50
- Outdoor Community Festival (up to 4 consecutive days)	\$25
- Outdoor Dining Permit (up to 25 seats)	\$100
- Dance/Exercise/Martial Arts studio w/ 49 or fewer students	\$75
- Satellite Dish Receiving Antenna	\$125/antenna
- Meeting Room in Commercial District w/ 49 or fewer persons	\$75
- Farmers' Market	\$25
- Community Garden	\$10
- Chicken Coops and Chicken Runs in Residential District	\$75
<b>City Council</b>	
- Application or Petition for Zoning Map Amendment	\$5,000
- Planned Development Overlay (PDO)	\$2,500
- Request to Vacate a Street or Parts Thereof	\$1,500
<b>Other Department Fees</b>	
- Record of Zoning Approval / Certificate of Compliance / Zoning Compliance Letter	\$100
- Sale of Zoning Code	\$50
- Sale of Zoning Map	\$25
- Request for GIS Map / Data	Material costs, plus time to create
- CDBG Application	\$10
- Shared Spaces (on private property)	\$75