



# City of Tampa

Jane Castor, Mayor

## Development & Growth Management Construction Services Division

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**DATE:** February 24, 2026  
**TO:** Honorable Chair and Members of City Council  
**THRU:** Abbye Feeley, Administrator, Development and Economic Opportunity  
Jean Duncan, Administrator, Infrastructure and Mobility  
**FROM:** JC Hudgison, Chief Building Official / Construction Services Manager  
Michael Perry, Deputy Chief Financial Officer  
**SUBJECT:** Construction Fee Study and Land Development Fee Study

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**Motion:**

**File No. CM25-19446**

Staff to provide a written update on Construction Fee Study and the Land Development Fee Study. (Original motion initiated by Carlson-Maniscalco on November 20, 2025)

**Motion: (Maniscalco-Viera) That said agenda item be continued to March 5, 2026 under Written Staff Reports. Motion carried unanimously.**

**Background:**

In Spring 2023, the City engaged Raftelis to conduct a comprehensive cost-of-service and fee study covering Construction Services, Development Coordination and related zoning processes, Historic Preservation and Architectural Review (including Petition for Review processes), and the Right-of-Way Division within the Mobility Department.

This effort evaluates a broad range of fees — not only those associated with large-scale development, but also fees paid by residents and small businesses for services such as variances, design exceptions, accessory structures (e.g., sheds), roofing permits, signage, and other common regulatory activities.

Since initiation of the study, several factors influenced the timeline, including Hurricanes Helene and Milton as well as state legislative changes affecting local governments, including Senate Bill 180. These factors required careful review to ensure that any proposed fee adjustments are compliant, legally defensible, and appropriately structured.

## Construction Fee Study and Land Development Fee Study

Given the scope of the study and the number of individual fee categories evaluated, staff has taken a measured approach to ensure accuracy, transparency, and sustainability.

While the Construction Fee Study and Land Development Fee Study fall under the Development & Economic Opportunity portfolio, the Right-of-Way fee analysis is operationally managed by the Mobility Department. It was included within the broader Raftelis engagement to ensure a coordinated, citywide review of development-related service fees. The Right-of-Way component will advance in coordination with the Mobility Department's leadership.

### **Current Status:**

Raftelis has completed its cost-of-service analysis and provided a draft report. Staff is in the final stages of reviewing and refining the recommendations to ensure statutory compliance, operational practicality, fiscal sustainability, and alignment with City policy objectives.

Refined scenarios have been evaluated, and remaining Historic Preservation and Architectural Review related fee components are being finalized. The study is nearing completion, and staff is preparing to advance the recommended fee structure toward formal consideration.

### **Key Considerations:**

**Construction Services:** Operating costs have increased while permit activity has fluctuated, affecting cost recovery levels. The recommended approach includes structural simplification of the building fee schedule and adjustments necessary to maintain fiscal sustainability and compliance with Florida Statutes governing building code enforcement.

**Land Development / Development Coordination:** Several zoning and development review fees have not been comprehensively updated in many years and are below calculated cost-of-service levels. Updates are recommended using an activity-based costing methodology to align fees with actual service delivery.

**Historic Preservation and Architectural Review:** Initiated specifically in relation to the "Petition to Review" application process, the study found certain review and appeal processes require significant staff and legal resources and warrant adjustments to reflect actual time and effort. In addition, Raftelis is currently completing the core application/process functions of Historic Preservation and Architectural Review.

**Right-of-Way Division:** Right-of-Way permitting fees were included to ensure a coordinated and consistent citywide approach to development-related service fees.

### **Community Engagement:**

Given the fees contained in this study affect a broad range of users, including residents, small contractors, neighborhood applicants, and the development community, staff intends to conduct targeted outreach prior to formal City Council action.

Recent experience with other fee adjustments has reinforced the importance of engaging

## Construction Fee Study and Land Development Fee Study

stakeholders to provide clarity on methodology and implementation. Accordingly, staff will brief key advisory groups and stakeholder organizations to ensure transparency and minimize confusion prior to Council consideration.

### **Next Steps:**

Staff are currently:

- Finalizing recommended fee adjustments and implementation strategy
- Completing executive review
- Developing a structured community engagement plan

At the April 23, Workshop, staff would request to return to City Council with:

- The finalized draft fee recommendations
- A detailed community engagement schedule and outreach strategy
- Proposed adoption framework (ordinance and/or fee resolution process)

Following Council's review of the draft and engagement plan, staff will initiate stakeholder outreach and conduct required public hearings prior to adoption.

### **Fiscal Impact:**

The study is intended to align fees with the cost of service delivery and, where applicable, reduce reliance on General Fund support. Specific fiscal impacts and projected revenue adjustments will be presented when formal adoption materials are brought forward.

xc: John Bennett, Chief of Staff  
Shirley Foxx-Knowles, City Clerk  
Scott Steady, City Attorney  
Cate Wells, Deputy City Attorney