

CHAPTER 24 COMMUNITY DEVELOPMENT FEE SCHEDULE

Section 24-1 Building Division Fees

- (A) **Building Permit Fees.** The following schedule for establishing building permit fees for the issuance of building permits by the City is hereby adopted:
- (1) Application fee for all work valued at \$2,500.00 or less \$25.00
 - (2) Permit fee for all work valued at greater than \$2,500.00 1% of valuation
 - (3) Additional permit, plan examination & inspection fee for all permits requiring plans examination as determined by the Building Official 0.5% of valuation
 - (a) Pursuant to Chapter 553.791(2) F.S., a fee owner or fee owner's contractor using a private provider to provide plans review or required building inspections shall be entitled to a permit fee reduction calculated as follows: .25% of valuation for plans examination, and .25% of valuation for building inspections.
 - (4) Inspection Fees.
 - (a) Initial building inspection fees are included in permit fee.
 - (b) Fire Department Inspection Fee \$100.00

(This fee shall apply to new occupational licenses only, but shall not apply to new home occupational licenses.)

- (d) Reinspection fee required due to negligence or lack preparation \$60.00
- (5) Penalty Fees.
 - (a) Work without a permit 200% of
..... normal permit fee
 - (b) Misrepresenting value or data on permit 300% of
..... normal permit fee
 - (c) Issuance of a Stop Work Order \$150.00
- (6) Administrative Fees.
 - (a) Change of primary Contractor \$80.00
 - (b) Change of sub-contractor \$40.00
 - (c) Modifying construction plans \$40.00
 - (d) Pre-power approval \$80.00
 - (e) Temporary or Conditional Certificate of Occupancy \$200.00
 - (f) 90 Day permit extension \$80.00
- (7) Permit Renewal Fees.
 - (a) If no inspections have been made 100% of
..... permit fee
 - (b) Slab inspection approved 80% of
..... permit fee
 - (c) Framing and all rough inspections approved 50% of
..... permit fee

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- (d) Insulation inspection approved 30% of
..... permit fee
 - (e) For final inspection only. 10% of
..... permit fee
 - (8) Applicant request for preliminary plan review for other than permit application Current hourly rate of examiner
 - (9) Temporary Use Permit. A temporary use permit may be issued for any activity or structure deemed by the City Administrator as appropriate for a period of six months. A \$40.00 application fee and \$75.00 for each inspection required by the City shall be charged unless waived by the City Administrator.
 - (B) **Timing of fee payments.**
 - (1) Permit fees are due at the submission of the permit.
 - (2) Impact fees may be paid at submission but must be paid prior to issuance of the permit.
 - (3) Penalty fees and reinspection fees must be paid prior to receiving a Certificate of Completion or Certificate of Occupancy.
 - (4) Economic initiatives and incentives that may from time to time be approved by City Council, affecting the amount or timing of impact or permit fees payable, shall be referenced in and regulated in accordance with Chapter 23 of the city's Land Development Regulations.
 - (C) **Partial Refund for Building Permit Fees.** An application for a building permit can be withdrawn at any time up to the start of construction with a refund of the permit fee, however all plans examination fees charged shall be forfeited. Impact fees and other fees may be refunded if not yet expended or remitted to other agencies. After the start of construction no fees shall be refunded.
 - (D) **Determination of permit fee based on valuation.**
 - (1) Definition of Valuation: the actual fair market value of work to be completed to include: all land clearing, fill, excavation or grading costs; all materials; termite services; professional services such as an architect, engineer or draftsman; services of personnel working in trades such as plumbers, electricians, framers, painters, etc.; and, the fair market value of all labor, to include the owner's labor or other pro bono labor. Costs **not** included in "valuation" are: cost for other agency permits, such as, Department of Environmental Protection, Water Management District, Corp of Engineers, etc.; impact fees; permit surcharge fees; electrical, water and sewer connection or other utility fees; penalty fees; legal fees; zoning fees; or, site development fees paid separately for a site development permit.
 - (2) The valuation shall be determined by any of the following means as determined by the Building Official:
 - (a) New construction, Additions. Valuation shall be determined by the most current International Code Council's "Building Valuation Data."
 - (b) Renovations, Minor Alterations, Remodeling, Repairs, Demolition.
 - 1. A copy of the contract between the contractor and the contracting party, signed by both; or,
 - 2. Cost estimate using the Means Construction Cost Data Books — most current edition; or,
 - 3. Cost estimate using the itemized "Materials Estimate Summary" supplied by the Department.
 - (E) **Permit Fee Exemption.**

1. Upon receipt of a written request, the Building Official may exempt construction valued at less than \$2,500 for minor work and sheds of 200 square feet or less in size for the owner-occupant of a home (one exemption per property per year). At least one inspection and code compliance is required.
2. Upon receipt of a written request, the Building Official or his/her designee shall exempt permit fees for modifications to existing commercial buildings or places of public accommodation where such modifications are related to removing architectural barriers to access and improving access for persons with mobility impairments, including but not limited to ramps and bathroom renovations. Request letters must substantiate that the cost of the eligible modification constitutes seventy-five percent of the total project construction cost. The permit fee exemption shall be limited to one exemption per property per fiscal year. At least one inspection and code compliance is required.

Section 24-2 Planning and Zoning Division Fees

(A) Application Type Fee

Minor Site Plan \$400.00

Site Plan \$1,800.00

Lot Split \$325.00

Minor Plat \$1,400.00

(applicable to subdivisions of 10 lots or less, which do not require preliminary plat review or subdivision construction plans review.)

Preliminary Plat (25 lots or less.) \$1,800.00

Preliminary Plat (26 lots or more.) \$2,300.00

Final Plat (25 lots or less.) \$4,500.00

Final Plat (26 lots or more.) \$5,000.00

Subdivision Construction Plans (25 lots or less.) \$2,000.00

Subdivision Construction Plans (26 lots or more.) \$2,500.00

Site Development Permit 2.0 % of the value of construction costs

(Reference section 24-2(F) below)

Mobile Home Master Plan \$2,000.00

Annexation \$500.00

Rezoning (standard zoning) \$1,400.00

Rezoning (standard with Developers Agreement) \$1,600.00

Rezoning (PD zoning or PD text amendment) \$1,600.00

Special Use \$1,400.00

Future Land Use Amendment — Large Scale \$2,500.00

Future Land Use Amendment — Small Scale \$1,500.00

Development of Regional Impact \$12,000.00

Development of Regional Impact Substantial Deviation \$4,000.00

Variance — Commercial \$1,000.00

Variance — Residential \$750.00

Vacate \$800.00

Special Event Permit/Temporary Outside Sales permit \$400.00

Zoning Verification Letter \$40.00

Residential Master Filing Fee \$150.00

Commercial Master Filing Fee \$250.00

- (B) **Resubmittal Fees.** The initial application fee shall apply to the initial submittal of plans and information plus one (1) resubmittal of plans and information following staff review and comments. Each resubmittal thereafter shall incur a fee equivalent to twenty-five percent (25%) of the initial application fee.
- (C) **Advertising Fees.** The applicant shall pay all costs of required advertising. At the time the application is submitted, the applicant shall deposit with the City an amount determined by the Community Development Director sufficient to pay the anticipated cost of said advertising, and replacement value of City provided notice of hearing signs. If the actual advertising costs are less than the deposit, the balance shall be refunded to the applicant. If the actual advertising costs exceed the amount of the deposit, the applicant shall pay the balance due prior to final consideration of the application. Upon return of City provided notice of hearing signs the applicant shall be refunded the replacement value deposit.
- (D) **Recording Fees.** The applicant shall be responsible for all recording fees assessed by the Lake County Records office applicable to the requested action.
- (E) **Timing of fee payments.**
 - (1) Application fees are due upon submittal of the application and said application shall not be processed until such time as these fees have been paid.
 - (2) Advertising fees are due upon submittal of the application and said application shall not be processed until such time as these fees have been paid. Should the application require to be readvertised due to the applicant's actions, the cost to readvertise shall be paid prior to further processing of the application.
 - (3) Recording fees shall be paid prior to final approval of the application request.
 - (4) Resubmittal fees shall be paid upon submission of the third (3rd) or more resubmittal and said application shall not be further processed until such time as these fees have been paid.
- (F) **Site Development Permit.**
 - (1) A site development permit shall be required prior to any clearing, grading or development of land. The fee for said permit shall be equivalent to 2.0% of the value of site development costs and shall be paid prior to issuance of the permit.
 - (2) The value of construction costs shall be determined by either of the following methods:
 - (a) The applicant for a site development permit shall submit a signed copy of the construction contract which shall include all site development improvements including but not limited to: clearing, grading, stormwater systems, utility infrastructure (excluding fire line), pavement, landscaping, and irrigation.
 - (b) The applicant for a site development permit shall submit an estimate of site development costs prepared and certified by an engineer registered in the state of Florida which shall include all site development improvements as listed in (F)(2)(a) above.

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- (3) An application for a site development permit can be withdrawn at any time up to the start of site development construction with a refund of the permit fee. After the start of construction no fees shall be refunded.
 - (4) Penalty Fees. Penalty fees must be paid prior to receiving a Certificate of Completion.
 - (a) Work without a permit. 200% of
..... normal permit fee
 - (b) Misrepresenting value or data on permit 300% of
..... normal permit fee
 - (c) Issuance of a Stop Work Order \$100.00

(Ord. No. 2020-03, § 1, 3-18-20)

Section 24-3 Appeal of Fee Determination

A permit or application fee determination may be appealed by any party having a financial interest in the permit or application. The appeal shall be presented to the Code Enforcement Special Master for determination. The issuance of the permit or processing of the application shall be suspended while the appeal is under review. The fee for the appeal shall be \$400.00. If the appellant prevails in the appeal the fee will be refunded.