

## RESOLUTION 2021-14

### A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PONCE INLET, VOLUSIA COUNTY, FLORIDA AMENDING PORTIONS OF APPENDIX A (FEES, RATES AND CHARGES) OF THE TOWN CODE; PROVIDING FOR CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the Town Council has determined that certain changes are appropriate updates to the existing fee structure; and

NOTE: Words stricken are deletions; words underlined are additions; and omissions in text intended to remain the same are indicated by [\* \* \*].

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PONCE INLET, VOLUSIA COUNTY, FLORIDA, AS FOLLOWS:**

**Section 1. Enacting Clause** - Appendix A of the Code of Ordinances of the Town of Ponce Inlet, Florida, is hereby amended to read as follows.

#### APPENDIX A, FEES, RATES AND CHARGES

Note: The following fees were derived from the Town's 2008 cost of services study. A copy of the study may be obtained from the planning and development department and the town clerk's office.

#### PART I. - MISCELLANEOUS FEES, RATES AND CHARGES

TYPE		FEE
1	Garage sale fee	\$5.00
2	Administrative fee for special meetings called at request of persons seeking council approval. Fee varies according to level of Staff participation necessary. In-house Staff only In-house Staff and Town Engineer In-house Staff and Town Attorney In-house Staff, Town Engineer, and Town Attorney	\$150.00 \$350.00 \$550.00 \$750.00
3	Fee for returned checks – dishonored checks, drafts or other orders for the payment of money shall be assessed the greater of the following amounts: If the face value does not exceed \$50.00 If the face value is more than \$50.00 but does not exceed \$300.00 If the face value is more than \$300.00	5% of check face value, or \$25.00 \$30.00 \$40.00
4	Lien search	\$35.00

## PART II. - BUILDINGS AND BUILDING REGULATIONS

On all buildings, structures or alterations requiring a building permit, as set forth in the building code, a fee for each building permit shall be paid at the time of permit issuance, in accordance with the following schedule.

APPLICATION TYPE		FEE
1	<p><i>Application deposit (non-refundable):</i> Due at time of permit application submittal.</p> <p>Note: Deposit is applied toward the total permit fee charged at permit issuance.</p>	\$35.00
2	<p><i>Building permit fees</i></p> <p>Minimum fee</p> <p>Building permit fee</p> <p>Estimated construction value = the higher of the following: estimated job cost on the permit application vs. construction value for the permit type in the latest International Code Council building valuation data chart.</p> <p>Note: For estimated construction value exceeding \$1,000.00 but less than \$100,000.00, the fee is paid at permit issuance.</p>	<p>\$35.00</p> <p>0.006 x estimated construction value</p>
3	<p><i>Plan review fee:</i> For all new residential and commercial buildings, structures, additions, and alterations, a non-refundable plan review fee is paid with the permit application but may be adjusted prior to permit issuance.</p> <p>Note: Plan review fees are pre-paid for all projects over \$100,000 estimated construction value.</p> <p><i>Exemptions:</i> fences or any other type of structure deemed by the chief building official to require less time to review.</p>	<p>\$15.00 + 0.003 x estimated construction value</p>
4	<p><i>Permit alterations</i></p> <p>Review of changes or alterations to an issued permit</p> <p>Change of Contractor</p> <p>Change of Sub-contractor (each)</p>	<p>\$50.00</p> <p>\$30.00</p> <p>\$15.00</p>
5	<p><i>Inspection fees</i></p> <p>Inspection Fee</p> <p>Second inspection (same item)</p> <p>Third Inspection (same item)</p> <p>Fourth or more (same item)</p> <p>Note: Fee is required for re-inspections if work is found not ready or incomplete and inspection request was not cancelled in advance.</p>	<p>\$10.00 per required inspection</p> <p>\$50.00</p> <p>\$100.00</p> <p>\$200.00</p>

	Note: For inspections that involve more than one system (mechanical, electrical, etc.), only one re-inspection fee is charged per site visit.	
6	<i>Special inspection fees</i>	
	<i>Detailed inspections</i> requiring a documented report of a structure, technical system, property, fire-damaged structure, or a planned change of occupancy prior to a permit being issued	\$40.00
	<i>After-hours inspections:</i> weekdays before 8:00 a.m. or after 4:30 p.m., and weekends or certain approved holidays, to be prepaid or due prior to final inspection and C.O. issuance	\$60.00/hour with a 2-hour minimum
	Replacement of on-site permit placard	\$15.00
7	<i>Permit renewal or extension</i> If requested before the expiration date If requested after the expiration date Note: Does not include impact fees already paid. Impact fees are only paid once.	\$35.00 Cost of original permit
8	<i>Refund of inspection fees for unstarted work</i> Note: May be issued only upon request for cancelled permits within six months after the permit is issued. Refunds shall not be issued for expired permits for inactive or abandoned projects.	Fees paid to date minus plan review fees and \$35.00 processing fee
9	<i>Work without permit fees</i>	
	Work started before permit has been issued Note: Any person or entity who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits and posting the required permits on the property shall be subject to this penalty.	\$200.00 or 2x the permit fee, whichever is greater
	Repeat violations by the same applicant or property owner within a 12-month period	\$500.00 or 2x the permit fee, whichever is greater
10	<i>Moving of buildings or structures</i> Note: All necessary permits for the new building location shall be obtained prior to the move.	\$100.00
11	<i>Demolition permit fee</i>	\$60.00
12	<i>Solar heating systems permit fee</i> Note: For domestic water heating, pools, and other uses.	\$40.00
13	<i>Fully assembled, factory-built, set-in-place building permit fees</i>	
	Building placement (anchoring, blocking, etc.): Single-wide units up to 14 feet wide	\$50.00

	Double-wide buildings or greater, each separate unit	\$50.00
	Electrical permit and inspection (any size service)	\$50.00
	Gas	\$40.00
	Plumbing permit and inspection (for the tie-in to the potable water and sewer system)	\$40.00
	Mechanical permit and inspection (for connecting any size heat/air unit)	\$40.00
14	<i>Temporary tents and structures</i>	
	One or more structures, each greater than 100 s.f. with no electric service	\$40.00 total
	Any other temporary structures	\$40.00 each
	Note: Tents 100 s.f. or less do not require a building permit and may be erected at owner's risk.	
15	<i>Fire sprinkler systems</i> Plan review fee Permit fee	Per item (5) above Per item (2) above
16	<i>Coastal construction and special flood hazards</i>	
	Coastal Construction review fee Note: Required for oceanfront development/construction.	\$200.00
	Substantial improvement review fee Note: Required for property in a special flood hazard zone.	\$150.00
	Flood hazard compliance review fee Note: Required for property in a special flood hazard zone for improvements not qualifying as substantial.	\$50.00
	Elevation certificate review fee	\$50.00
17	<i>Variances and Appeals</i>	
	Appeals of administrative decisions	See Part XV
	Variance request to Town Council from floodplain management regulations (Accuracy verification required for CRS)	\$600.00
18	<i>Surcharges required by State of Florida</i>	
	Florida Building Commission surcharge fee [F.S. 553.721] Note: Town is required to collect this fee with all building permits to help fund the Florida Building Commission and the Florida Building Code Compliance and Mitigation Program.	1% of building permit fee or \$2.00, whichever is greater
	Florida Building Code Administrators and Inspectors Fund surcharge fee [F.S. 468.631] Note: Town is required to collect this fee with all building permits to help fund the Florida Homeowners' Construction Recovery Fund and the functions of the Building Code Administrators and Inspectors Board.	1.5% of building permit fee or \$2.00, whichever is greater
19	<i>Private Providers [F.S. 533.791]</i>	

	Credits for building inspections Residential, based on permit application type  Commercial, estimated at time of permit application	per required inspection per required inspection
	Credits for building plan review, all projects	50% of building plan fee
	Administration fee, all projects	0.0005 x estimated construction value
20	<i>Technology Fee</i> Note: required to maintain on-line permitting system [F.S. 533.79(b)]	5% of building permit fee, per item (2) above
21	<i>Voluntary Contractor Registration [F.S. 533.791]</i> Note: Contractors and sub-contractors not registered with the Volusia County Contractor Licensing System may either register annually with the Town's contractor registration system each fiscal year on October 1 <sup>st</sup> or provide their licensing, insurance, and BTR information to the Town with each permit at no charge.	\$25.00
<i>Additional Notes:</i>		
A For the purpose of issuing permits in any particular category, any residential building containing three or more units is classified commercial.  B Costs to review any application by Town consultants and/or specialists (including but not limited to engineers, attorneys, architects, arborists, biologists) shall be paid by the applicant.		

### PART III. - ELECTRICAL SYSTEMS/COMPONENT INSTALLATION

For change of existing electric service size, the fee is computed based on the difference in amperage between the existing service size and the planned size, subject to the base permit fee shown below.

APPLICATION TYPE		FEE
1	Electrical permit base fees	
	Multi-family and non-residential installation	\$60.00
	Residential installation	\$40.00
2	Temporary service pole	\$40.00
3	Each single- or two-family dwelling or dwelling unit	\$0.70 per amp
4	Each multi-family unit, commercial building or commercial unit	\$1.20 per amp
5	Alterations and/or rewiring	
	Each circuit up to ten fixtures	\$25.00
	Each fixture greater than ten	\$5.00
6	Inspections of electrical systems at the owner's and/or contractors request	\$40.00

7	Swimming pool electrical wiring and inspections Residential in-ground swimming pools Residential above-ground swimming pools Commercial swimming pools	Base fee + \$40.00 Total fee + \$40.00 Base fee + \$100.00
8	Fire alarm and security alarm label, per F.S. 553.793(4)	\$40.00 per label, per unit, per address
9	Inspection fee	per Part II, Item 5
<i>Additional Notes:</i>		
A	60-amp service is the minimum size for any separate service for any use	
B	100-amp is the minimum size for any residential service	

#### **PART IV. - PLUMBING SYSTEMS/COMPONENT INSTALLATION**

<b>APPLICATION TYPE</b>		<b>FEE</b>
1	Minimum base permit fee	\$35.00
2	Additional fee per fixture and/or appliance connected to the potable water system or sewage system, including not limited to the following: a. Each roughed-in or plugged waste outlet. b. Each fixture or appliance set on new or old rough. c. Floor, area or similar drain. d. Grease, oil, or other interceptor or trap. e. Bar, soda fountain or similar drain. f. Sanitary or storm sewer, or building drain, from fixtures in building to connection with septic tank, public sewer or existing private sewer on lot. g. Leaching well, soaking pit, or similar device. h. Rainwater leader on storm sewer. i. Water heater, or boiler, or storage tank, all types. j. Steam or hot water heating system boiler, new or old job. k. Sump pump. l. Pressing machine and/or steam boiler in connection. m. Special fixtures or appliances not covered herein, such as icemakers, coffee urns, water-supplied appurtenances, etc. n. Solar or other similar water heating system. o. Each hose bibb on exterior of building/premises. Note: Additional fee applies to all new work or alterations/additions to existing systems.	\$6.00
3	Inspection fee	per Part II, Item 5

#### **PART V. - MECHANICAL SYSTEMS/COMPONENT INSTALLATION**

APPLICATION TYPE		FEE
1	Minimum base permit fee	\$35.00
2	Heating and/or cooling systems – new	\$30.00 for first \$1,000.00 of job cost, + \$15.00 per each addl. \$1,000.00
3	Heating and/or cooling systems – replacement, repair, or alteration	Min. base fee
4	Ventilation or ductwork systems not involving refrigeration or air conditioning	Min. base fee + \$10.00 per \$1,000.00 dollars of job cost
5	Boiler fees	Min. base fee + \$60.00
6	Inspection fee	per Part II, Item 5

#### PART VI. - GAS SYSTEMS/COMPONENT INSTALLATION

APPLICATION TYPE		FEE
1	Minimum base fee	\$50.00
2	Inspection fees	\$8.00 per appliance
3	Inspection fees for above-and below-ground gas tanks	\$60.00 each

#### PART VII. - SWIMMING POOL INSTALLATION

APPLICATION TYPE		FEE
1	Base commercial (public) swimming pool fee (County Health Dept. inspection only)	\$80.00 + permit and plan review fees in Part II
2	Base residential swimming pool fees	
	In-ground swimming pool Permit cost = construction value x .0065 Plan review cost = construction value x .0025	\$100.00 + permit and plan review cost based on construction value
	Above-ground swimming pool fee	\$80.00
3	Fee for additional new and replacement elements a. Pool filling system including backflow prevention device. b. Each water heating device/package unit. c. Gas piping system. d. Replacement of filtering equipment. e. Repair and replacement of pool piping.	Addl. \$12.00 for each new element  \$50.00 base fee + \$12.00 for each replacement element

	f. Installation or replacement of solar heating array. g. Backwash receptor. Note: This is not an all-inclusive list, and similar or related devices will have the same fee.	
4	Inspection fee	per Part II, Item 5
<i>Additional Note</i>		
A	Any residential building of three units or more is classified as commercial, and a plan review fee may be required (see exempt structures in Part II).	

## PART VIII. - EXCAVATION AND GRADING PERMITS

APPLICATION TYPE		FEE
1	Excavation	\$50.00 + \$0.10 per cubic yard
2	Grading and re-grading, with no excavation	\$75.00
3	Site clearing permit (mechanical clearing)	\$60.00
4	Inspection fee	per Part II, Item 5

## PART IX. - STREETS, SIDEWALKS AND OTHER PUBLIC PLACES

APPLICATION TYPE		FEE
1	Franchise fee for operation of travel lift on public roadway	\$500.00 annually
2	Escrow deposit in lieu of required installation public sidewalk  public bikepath	per LUDC Sec. 4.2.10.F.3 per Code of Ord. Sec. 18-33
3	Replacement fee for damaged public sidewalk (for Town to repair if damaged but not repaired by abutting property owner per LUDC Sec. 4.2.10.F.4)	Reimbursement of actual costs + \$50.00
4	Right-of-way use permit fees	
	Asphalt or concrete driveway approach to paved or unpaved road	\$50.00
	Asphalt or concrete driveway approach with culvert pipe to paved or unpaved road	\$100.00
	Open street cut on a paved or unpaved street	\$600.00 per cut
	Bore and jack	\$200.00 each
	Restoration of surface (for Town to complete unfinished r.o.w. work)	per Code of Ord. Sec. 70-63 and 70-88



5	Engineering inspection fees for roadway construction other than by a special assessment district or in conjunction with subdivision development.  Note: Cost estimates to be provided by contractor or professional civil engineer.	1.5% of construction costs
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## **PART X. - WATER SERVICE**

### **(1) Water service:**

#### **a. Monthly unit gallonage charge:**

Quantity	Rate
First 2,000 gallons or less, minimum bill	\$20.00
Each additional 1,000 gallons (all users)	\$7.00

#### **b. Fire mains (any size without meter):**

Installation ..... \$1,000.00

Rate, per month ..... 25.00

Deposit ..... 100.00

Note: All fire mains must be available for inspection at all times.

- (2) Water connection/reconnection service charge: Cost plus \$35.00 for next business day service or \$70.00 for same day service. For after-hours service calls, an additional \$70.00 charge will be applied. If more than one meter exists at a single address, only one service charge shall apply if they are done at the same time. Costs to the town shall be evidenced by an invoice from the testing authority.
- (3) Inspection fee for testing water meter where meter is suspected inaccurate: \$35.00 plus any additional charges incurred such as removal and replacement, labor, testing charges, meter replacement cost if destruction is required, shipping, etc. If water meter is found to be inaccurate, the inspection fee is waived and there is no charge to the customer for testing or replacement of the meter.
- (4) Extraordinary service calls outside of regular maintenance (for example, locating a meter covered during grading or sodding on the property or repairing damages attributable to customer activity) shall require a \$35.00 service charge. Additionally, the customer will be billed for the cost of regaining access to the meter and restoring service, and for any damage to the meter or utility system caused by building, construction, or other activity on the property. Extraordinary service calls requiring response on Saturdays, Sundays, holidays, or after 2:00 p.m. Monday-Friday shall require a \$70.00 service charge together with the additional charges set forth in this section.
- (5)
  - a. Late fee ..... 12 per-cent of the outstanding bill
  - b. Disconnect grace period ..... 7 days after due date
  - c. Any account that is sent to collections will be charged the collection agency fee plus a \$35.00 administration fee, as well as the late fee.

- d. Any account that has been processed for a lien or satisfaction of lien will be charged the appropriate processing fee to cover these expenses along with the \$35.00 administration fee and the late fee.

(6) Water connection fee schedule:

A.

Meter Size	Connection Fee
¾-inch*	\$250.00
1-inch	\$400.00
1½-inch	\$1,200.00
2-inch	\$2,000.00
3-inch or 4-inch	\$3,100 plus actual cost of subcontractor

\*Note: Each new unit within a multifamily dwelling unit shall be charged the connection fee for a ¾-inch meter size.

B. Tapping Fees (not applicable to all connections but will be assessed as appropriate):

Meter Size	Tapping Fee
¾ to 1-inch	\$300.00
1½-inch	\$350.00
2-inch	\$500.00
3-inch or larger	Actual costs of material and labor

C. Directional drilling (not applicable to all connections but will be assessed as appropriate): Actual costs of material and labor.

(7) The following minimum advance security deposit shall be required of all customers of the town's water and sewer service system:

Meter Size	Owner Deposit	Renter Deposit
¾ inch	\$100.00	\$175.00
1 inch	200.00	350.00
1½ inch	300.00	525.00
2 inch	760.00	1,330.00
3 inch	1,050.00	1,838.00
4 inch	1,400.00	2,450.00
6 inch	3,500.00	6,125.00
8 inch	4,200.00	7,350.00
10 inch	6,000.00	10,500.00

## PART XI. - SEWER SERVICE

- (1) Connection charges for sewer service for new construction: There shall be no charge for a service connection made to the sewer system if such service connection is made at the same time as construction of sewer mains and is developer installed. If, however, a service connection is required after construction of the sewer main, or the city pays for a service connection concurrent with line extensions, then the city will provide materials and labor to bring the service main to the property line of the lot or parcel to be connected and a minimum charge of \$1,400.00 per service connection shall apply. The actual connection charge may be greater than the minimum charge if the actual cost to the city is greater than the minimum charge set forth above.
- (2) Schedule of monthly sewer charges: The following monthly charges, rounded to the nearest 1,000-gallon increment, shall apply for the use, or availability for use, of the sanitary sewage facilities of the City of Port Orange based on water consumption as shown by monthly meter readings to have been delivered:
  - A. *Single-family residential*: The minimum monthly charge shall be \$14.63 for each unit plus usage billed at \$5.44 per thousand gallons for 0—12,000 gallons. Usage over 12,000 gallons will not be billed. Non-connected customers shall be billed a minimum monthly charge of \$14.63.
  - B. *Multi-family residential*: The minimum monthly charge shall be \$14.63 for each unit plus usage billed at \$5.44 per thousand gallons.
  - C. *Commercial*: The minimum monthly charge shall be determined by the meter size as set forth on the following schedule, plus usage billed at \$5.44 per thousand gallons:

Non-Connected	\$14.63
¾ inch meter	\$14.63
1 inch meter	\$24.38
1½ inch meter	\$48.75
2 inch meter	\$78.00
3 inch meter	\$146.25
4 inch meter	\$243.75
6 inch meter	\$487.50
8 inch meter	\$780.00
10 inch meter	\$1,121.25

- (3) In accordance with section 78-95 of the town code, a customer is entitled to one pool fill sewer charge abatement per calendar year. Service charge for inspection and special meter reading for abatement of sewer service charges [shall be] \$40.00. This charge will not be assessed if the service visit is not required because the customer provides a letter from the pool contractor documenting pool water volume or if pool capacity can be determined using an alternate reasonable process.

## **PART XII. - DEVELOPMENT FEE SCHEDULE FOR WATER AND SEWER SERVICE**

- (1) For each equivalent living unit connected to the system:  
Water service development fee: \$1,805.00 plus \$1,018.00  
Sewer service development fee: \$1,868.00
- (2) For each motel, hotel, commercial or industrial use connected to the system:  
Water service development fee, \$1,805.00 per equivalent living unit plus \$1,018.00 and the following amount:

Number of Fixture Units	Amount per Fixture Unit: Port Orange	Amount per Fixture Unit: Ponce Inlet	Total Amount per Fixture Unit	Each Fixture Unit Over
0—15	\$ 0.00	\$ 0.00	\$ 0.00	0
16—30	120.33	67.85	188.18	15
31 and above	90.25	50.88	141.13	30

Sewer service development fee, \$1,868.00 per equivalent unit plus the following amount:

<i>Number of Fixture Units</i>	<i>Amount per Fixture Unit</i>	<i>Each Fixture Unit over</i>
0—15	\$ 0.00	0
16—30	124.53	15
31 and above	94.40	30

- (3) *Fire hydrant meter assembly deposit.* A deposit of \$1,500 is required on all fire hydrant meter assembly units. A refund is issued upon valid inspection by town staff as to condition of unit when returned. Any deductions for damages will be taken from the deposit along with a \$200.00 wear and tear charge. The remaining balance of the deposit will then be refunded to the customer.

## **PART XIII. - SOLID WASTE, RECYCLING, AND BULK WASTE COLLECTION**

Single-family residences:

Monthly charge, per single-family residence .....\$30.00

## **PART XIV. - ANIMALS**

Town animal licensing is free to all residents, whether full or part-time. Annual licensing is required pursuant to section 10-61 of the Town Code. With this licensing information, the town will attempt to provide an at-large animal with a safe and expedient return to its owner. Should the town be unable to return the animal to its owner in a reasonable time, animals may be transported to the humane society and any expense incurred by the town or fees charged by the humane society shall be the responsibility of the animal's owner.

## PART XV – PLANNING, DEVELOPMENT, AND CODE ENFORCEMENT FEES

APPLICATION TYPE		FEE
1	<i>Boat Slip Allocation</i>	
	Single-family residential application	\$50.00
	Multi-family residential/commercial application/wet slips	
	Graduated Scale	
	1—5 slips	\$200.00
	6+ slips	\$40.00 per slip
	Note: Dry boat slips and incentive slips require site development plan approval and town council review. Final development review application fees apply.	
	Note: If upland improvements require approval by town council or a variance is necessary, additional corresponding application fees shall apply.	
2	<i>Business tax receipts</i>	
	Note: Business taxes are adopted by ordinance and are set forth in Chapter 22 of the Code of Ordinances, pursuant to Florida law.	
	Business tax receipt inspection fee, new uses/businesses only	\$45.00
	Amplified sound permit fee in conjunction with Business Tax Receipt renewal	\$50.00
3	<i>Code enforcement</i>	
	Administrative processing of a violation	\$250.00
	Rental permit fee (new and annual renewal)	\$500.00
	Additional late fee if not renewed by October 1 <sup>st</sup>	\$100.00_
	Rental property maintenance inspection, annual	\$100.00
	Re-inspection, if necessary	\$50.00
	No-show fee	\$100.00
	Solicitation, Peddling, Canvassing and Itinerant Merchant licenses not part of a special event -- background check fee	\$35.00
	Note: Permits are not required of charitable or non-profit organizations which hold sales tax exemption certificates or for the distribution of information of a political nature.	
4	<i>Development review</i>	
	Meetings with Town staff	Hourly rate of Town Engineer, Town Attorney, and other Town consultants, if necessary

	Confirmation letters following consultation or pre-application meeting	\$100.00
	Conceptual Development Review Graduated Scale: Non-Residential Up to 1,500 square feet floor area 1,501+ square feet floor area Graduated Scale: Multi-family Residential (including subdivisions of 5 or more lots) 3—5 units 6+ units	\$1,700.00 \$1.13 per sq. ft. \$1,700.00 \$340.00 per unit
	Final Development Review Graduated Scale: Non-Residential Up to 1,500 square feet floor area 1,501+ square feet floor area Graduated Scale: Multi-family Residential (including subdivisions of 5 or more lots) 3—5 units 6+ units	\$2,700.00 \$1.80 per sq. ft. \$2,700.00 \$540.00 per unit
	Development Order modification (before D.O. expires) Graduated Scale: Non-Residential Up to 1,500 square feet floor area 1,500+ square feet floor area Graduated Scale: Multi-family Residential (including subdivisions of 5 or more lots) 3—5 units 6+ units	\$1,350.00 \$0.90 per sq. ft. \$1,350.00 \$270.00 per unit
	Additional cost if review of revised plans and follow-up DRT is necessary	\$750.00
	Additional cost for onsite pre-construction meeting, additional meetings with the contractor, or additional inspections if necessary	Employee(s) hourly rate
	Engineering inspection fee Note: Cost estimates shall be determined by licensed civil engineer (signed and sealed) or executed contract between developer and licensed contractor.	5% of estimated infrastructure cost
	Development bond Note: the bond shall be paid prior to the issuance of a development permit.	125% of required infrastructure cost
	Stormwater runoff alteration	\$150.00
	Development Permit plan review, single- and two-family dwellings	\$100.00
5	<i>Historic Preservation</i>	
	Certificate to excavate	\$175.00

	Note: Certificates of appropriateness and historic register nominations are fully subsidized by the Town, including public notice fees, as an incentive for historic preservation, per LUDC Section 6.6.10.,	\$0
6	<i>Planning and Zoning</i>	
	Alcohol license zoning review	\$30.00
	Annexation/contraction [F.S. 171.0413 and F.S. 171.051]	\$1,000.00
	Appeal of administrative decisions	
	To planning board	\$400.00
	To town council	\$600.00
	Change of use permit	\$150.00
	Additional cost for re-inspection, if required	Employee(s) hourly rate
	Comprehensive plan amendment	
	Small-scale amendment	\$2,000.00
	Large-scale text OR map amendment	\$2,500.00
	Large-scale text AND map amendment	\$3,500.00
	Development agreements	
	Agreement review	\$2,250.00
	Amendment review	\$1,125.00
	FDEP permit zoning confirmation letter	\$100.00
	Zoning confirmation letter	\$100.00
	Minor replats	
	Lot reconfigurations (combinations and boundary adjustments)	\$100.00
	Lot splits, 2 lots	\$400.00
	Lot splits, 3-4 lots	\$600.00
	Special exception	
	Minor	\$1,150.00
	Major	\$1,350.00
	Text amendment to the LUDC or code of ordinances	\$2,500.00
	Vacation of easement or right-of-way	\$600.00
	Variances	
	Administrative [LUDC Sec. 6.6.5]	\$200.00
	Planning Board [LUDC Sec. 6.6.4]	\$400.00
	Town Council [Code of Ordinances, Ch. 18]	\$600.00
	After-the-fact	2x application fee
	Variance appeal to town council	\$600.00
	Waivers [LUDC Sec. 6.6.16]	
	Administrative	\$175.00
	Planning board	\$275.00
	After-the-fact	2x application fee
	Zoning map amendment (rezoning, quasi-judicial)	\$1,700.00
	Additional cost for 3 <sup>rd</sup> and subsequent reviews, if necessary	25% of application fee
	<i>Signage</i>	

7	Permanent signs not exempt from permitting per LUDC section 3.30.6.B	\$75.00
	Temporary banner signs, garage sale signs, and open house signs in public right-of-way per Resolution Nos. 2011-03, 2012-03, and 2015-04	\$25.00
8	<i>Tree Removal, Landscaping Inspection, and Wetland Alteration</i>	
	Tree removal permit application: Administrative review Cultural Services Board review Town council review	\$75.00 \$150.00 \$600.00
	Note: Tree removal permit fees are waived for invasive and/or noxious species, and for trees that are dead, have been weakened by age, storm, fire, disease, or may cause imminent personal injury or significant property damage and therefore require immediate removal. [LUDC Section 4.10.4]	
	Tree mitigation bank contribution in lieu of required tree replacement Note: Based on 2021 market rate for minimum 2.5” caliper replacement tree size	\$350.00/tree
	Landscape plan review and inspection for single- and two-family residential	\$100.00
	Landscape plan review and inspection for non-residential and multi-family (including subdivisions of 5 or more lots)	\$200.00
	Landscape plan waivers [LUDC Sec. 4.10.5.A]	\$175.00
	Additional cost for re-inspection, if necessary	Employee(s) hourly rate
	Wetland alteration	\$350.00
9	<i>Due Public Notice</i>	
	Note: The applicant shall be solely responsible for the payment of all fees associated with any advertising and noticing required by law and/or this code relating to his or her application, over and above the professional review fee. Due at time of application.	
	When published notice is required [LUDC Sec. 6.3.5 and Sec. 6.4] When published notice is NOT required [LUDC Sec. 6.3.5 and Sec. 6.4]	\$300.00 per hearing \$75.00 per hearing
	Vacations of easement or right-of-way [CoO Sec. 70-112]	\$600.00 total
	Annexation/contraction (must run twice) [F.S. 171.0413 and F.S. 171.051]	\$500.00 total
	Comprehensive Plan amendments (special size requirements) Small-scale [F.S. 163.3187] Large-scale [F.S. 163.3184]	\$475.00 \$950.00 total
<i>Additional Notes</i>		



- A The above fees were derived from the Town's 2008 cost of services study. A copy of the study may be obtained from the planning and development department and the town clerk's office.
- B Additional costs to review any application by consultants and/or specialists (including but not limited to engineers, attorneys, architects, biologists) shall be paid by the applicant.

## **PART XVI. - FIRE DEPARTMENT FEES**

<b>Activity</b>		<b>Fee</b>
1	New construction fee for application processing, plans review, and inspection	\$1.50 per \$1,000.00 of job cost (\$15.00 minimum)
2	Reinspection fees	
	First reinspection	\$100.00
	Second reinspection	\$100.00
	Third (and subsequent) reinspections	\$100.00
3	Annual fire inspection fees for new and existing occupancies, buildings, and structures (to be paid annually with the issuance of a Business Tax Receipt )	
	Assembly with occupancy of 50—299 persons	\$50.00
	Assembly with occupancy of 300—999 persons	\$50.00
	Assembly with occupancy of 1,000—4,999 persons	\$50.00
	Assembly with occupancy over 5,000 persons	\$50.00
	Day care, nursery and preschool	\$50.00
	Short-term rental dwelling	\$50.00 per unit
	All others	\$50.00
	Multifamily, etc. (24 units or less)	\$100.00
	Multifamily, etc. (25—100 units)	\$100.00
	Multifamily, etc. (101—500 units)	\$100.00
	Multifamily, etc. (501 units or more)	\$100.00
	Mercantile, office and storage (5,000 square feet and under)	\$50.00
	Mercantile, office and storage (5,001—15,000 square feet)	\$50.00
	Mercantile, office and storage (15,001—30,000 square feet)	\$50.00
	Mercantile, office and storage (30,001—100,000 square feet)	\$50.00
	Mercantile, office and storage (100,001—200,000 square feet)	\$50.00
	Mercantile, office and storage (200,001 square feet or more)	\$50.00
	Marinas (50 boat slips and under)	\$50.00
	Marinas (51—100 boat slips)	\$50.00
	Marinas (101—250 boat slips)	\$50.00
	Marinas (251 boat slips or more)	\$50.00

	All temporary structures	\$30.00
	Other (includes home-based business inspections, all occupancies not listed above, and required single-family residential inspections)	\$50.00
4	Standby fire/EMS protection, per hour:	
	Personnel (firefighter/EMT)	\$25.00
	Personnel (firefighter/paramedic)	\$30.00
	Personnel (officer/supervisor) (required when 3 or more personnel are needed)	\$40.00
	Fire engine	\$90.00
	Brush truck	\$75.00
	Rescue truck	\$41.00
	Supervisor vehicle	\$35.00
5	Appeals of administrative decisions	
	To planning board	\$400.00
	To town council	\$600.00

## **PART XVII. - POLICE DEPARTMENT FEES**

- (1) Fingerprinting (nonresidents only) .....\$10.00
- (2) Outside detail, per officer (3-hour minimum), per hour .....\$50.00\*, plus 3% administrative fee
- (3) Outside detail for supervisor, required when 3 or more officers involved (3-hour minimum), per hour .....\$60.00\*, plus 3% administrative fee
- (4) Excessive False Alarm Fees
  - Fourth false alarm ....\$50.00
  - Fifth false alarm .... \$75.00
  - Each Additional instance thereafter .... \$100.00

\* Prior to the scheduling of an outside detail, the number of members to be assigned will be determined by the police chief and agreed upon by the employer.

## **PART XVIII. - PUBLIC WORKS DEPARTMENT FEES**

- (1) Driveway inspection ..... \$25.00
- (2) Special events assistance, per worker (3-hour minimum), per hour ..... \$35.00
- (3) Special events assistance for supervisor—required when 3 or more workers involved (3-hour minimum), per hour ..... \$45.00

## **PART XIX. - ADMINISTRATIVE SERVICES FEES**

(Applicable to all departments.)

Public records request fees (~~Freedom of Information Act~~, F.S. 119.07):

- (1) Photocopies
  - a. \$0.15 per 8.5"x11" or 8.5"x14" page, single-sided
  - b. \$0.20 per 8.5"x11" or 8.5"x14" page, double-sided
  - c. All others = actual cost

(2) plus actual staff time accrued researching and photocopying after first 15 minutes at hourly rate.

## **PART XX – PARKS AND SPECIAL EVENTS**

<b>APPLICATION TYPE</b>		<b>FEE</b>
1	Rental of gazebo and pavilions at Town parks and approved Town facilities for limited duration	\$35.00 + \$100.00 refundable deposit
2	Rental of tennis court for private lessons For-profit entities Non-profit entities	\$20.00 per hour \$10.00 per hour
3	Special event permits	
	Permit fee	\$150.00
	Amplified sound permit fee	\$50
	Additional fee for tents and/or temporary structures	per Part II
	Additional services Standby fire/EMS protection Outside police detail Public works special event assistance	per Part XVI per Part XVII per Part XVIII
	Itinerant Merchant licenses (background check only)	\$35.00
	Note: Separate permits are not required of charitable or non-profit organizations which hold sales tax exemption certificates or for the distribution of information of a political nature.	

**Section 2. Severability.** If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or application hereof, is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion or provision in such holding shall not affect the validity of the remaining portions or applications hereof.

**Section 3. Conflicting Resolutions.** All Resolutions or parts thereof in conflict herewith or contrary hereto are hereby repealed to the extent of such conflict.

**Section 4. Effective Date.** This Resolution shall take effect on February 1, 2022.

It was moved by Councilmember Israel and seconded by Councilmember Caswell that this Resolution shall be adopted. A roll call vote of the Town Council on said motion resulted as follows:

Mayor Paritsky, Seat #1	Yes
Councilmember Milano, Seat #2	Yes
Councilmember Caswell, Seat #3	Yes

Councilmember Israel, Seat #4	Yes
Vice-Mayor Smith, Seat #5	Yes

Adopted this 16<sup>th</sup> day of December 2021.

Town of Ponce Inlet, Florida

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Lois A. Paritsky, Mayor

ATTEST:

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Jeaneen Witt, CMC  
Town Manager/Town Clerk