



# City of Largo Agenda Item 14

**Meeting Date**  
07/17/18

**Presenter:** Courtney Fogarty, Deputy City Clerk

**Department:** AD – Administration

**TITLE:**

**ORDINANCE NO. 2018-32 - FIRST READING - AMENDING THE CITY OF LARGO FEE SCHEDULE**

This ordinance amends the City of Largo Code of Ordinances Fee Schedule to reflect new or existing procedures.

**Overview of Proposed Changes**

All Departments

The change in this section is to add a line for the new fee for lien searches. Community Development and the Finance Department are combining their lien searches into one with the new service we will be providing through Net Assets which will allow automated lien searches through the City's website.

Community Development Department

Changes to the Building Division fees include a clarification of the wording related to single trade inspection fees. A fee of \$100 for an early start of construction has been added. This is an existing process wherein commercial renovations can begin demolition while plans are being reviewed to expedite projects. A fee for renewal of extension of a construction or infrastructure permit of \$100 or the cost of the original permit, whichever is less, has been added. The edit for additional review just simplifies the language. The plan revision fee edit is to match what the building division charges for the same service; the adjustment would require the plans examiner to review, stamp and approve. The mobile food dispensing fee is new and would recoup the cost of an inspection, data entry, and account maintenance.

**Budgeted Amount:** \$0.00      **Budget Page No(s):** NA      **Available Amount:** \$0.00      **Expenditure Amount:** \$0.00

**Additional Budgetary Information:** Not applicable

**Funding Source(s):** NA      **Sufficient Funds Available:**  Yes  No      **Budget Amendment Required:**  Yes  No      **Source:** N/A

**City Attorney Reviewed:**  Yes  No  N/A      **Advisory Board Recommendation:**  For  Against  N/A      **Consistent With:**  Yes  No  N/A      Not Applicable

**Potential Motion/Direction Requested:** I MOVE TO APPROVE/DISAPPROVE ORDINANCE NO. 2018-32 ON FIRST READING AND SCHEDULE A SECOND READING AND PUBLIC HEARING ON AUGUST 7, 2018.

**Staff Contact:** Courtney Fogarty, Deputy City Clerk      x7002      cfogarty@largo.com

**Attachments:** Ordinance No. 2018-32

ORDINANCE NO. 2018-32

AN ORDINANCE OF THE CITY OF LARGO, FLORIDA, AMENDING SECTIONS 2, 4, AND 7 OF ORDINANCE NO. 2000-32, AS AMENDED, TO AMEND CERTAIN FEES CHARGED BY THE COMMUNITY DEVELOPMENT DEPARTMENT AND THE FINANCE DEPARTMENT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is deemed appropriate and in the best interest of the public to provide for and revise from time to time certain fees for services charged by the various City Departments; and

WHEREAS, Sections 2, 4, and 7 of City of Largo Ordinance No. 2000-32, as amended, shall be amended as provided herein.

NOW, THEREFORE, THE CITY OF LARGO CITY COMMISSION HEREBY ORDAINS:

Section 1. That Section 2(m) of City of Largo Ordinance No. 2000-32, as amended, is hereby amended to read as follows:

Sec. 2. All departments.

(m) Lien Search \$75.00

Section 2. That Section 4.B "Community development department", of City of Largo Ordinance No. 2000-32, as amended, is hereby amended to read as follows:

Sec. 4. Community development department.

B. Permitting Phase

(1) The fees for building construction permits and inspections of real estate and construction shall be as follows:

(a) An inspection permit fee shall be charged and computed, based upon the following information:

Permit Fees Based on Project Construction Cost:

\$0.00	to	\$1,000.00	\$35.00
\$1,001.00	to	\$5,000.00	\$70.00
\$5,001.00	to	\$12,000.00	\$152.00
\$12,001.00	to	\$100,000.00	\$10.00 per \$1,000.00 of construction value or fraction thereof
\$100,001.00	to	\$1,000,000.00	\$9.00 per \$1,000.00 of construction value or fraction thereof
\$1,000,001.00	to	\$20,000,000.00	\$8.00 per \$1,000.00 of construction value or fraction thereof
\$20,000,001.00		and above	\$7.00 per \$1,000.00 of construction value or fraction thereof

For the purpose of determining the permit fee for non-infrastructure permits, building and structure valuation shall be determined by current International Code Council's Building Valuation Data (BVD).

If the property owner and/or contractor procures the services of a private provider for building inspection services, the permit fee shall be reduced to 50% of the permit fee calculated in accordance with the above table.

46 (b) One and one half percent (1.5%) of all building permit fees is to be collected and allocated equally to  
47 fund the Florida Homeowners' Construction Recovery Fund, and the functions of the Building Code  
48 Administrators and Inspectors Board as provided in Section 468.631, Florida Statutes. The minimum  
49 amount collected on any permit issued shall be \$2.00. Ten percent (10%) of this amount collected shall be  
50 retained in the Construction Services Fund for participation in the national and state building code  
51 adoption processes, and for providing education related to the enforcement of the Florida Building Code  
52 pursuant to state statute.  
53

54 (c) One percent (1%) of all building permit fees is to be collected and used exclusively for the duties of the  
55 Florida Building Commission and the Department of Economic Opportunity as provided in Section  
56 553.721, Florida Statutes. The minimum amount collected on any permit shall be \$2.00. Ten percent (10%)  
57 of this amount collected shall be retained in the Construction Services Fund for participation in the  
58 national and state building code adoption processes, and for providing education related to the  
59 enforcement of the Florida Building Code pursuant to state statute.  
60

61 (d) For the moving of any building or structure, the fee shall be \$108.00  
62

63 (e) For the demolition of any building or structure, the fee shall be \$108.00  
64

65 (f) For authorization for early start of construction, the fee shall be \$100.00  
66

67 (g) For renewal or extension of a permit, the fee shall be \$100.00 or the cost of the original permit,  
68 whichever is less.  
69

70 (2) Building Plans Review Fees. When the valuation of the proposed construction exceeds \$500 and a  
71 plan is required to be submitted by Section 104 of the Florida Building Code, a plan review fee shall be  
72 paid to the Building Official at the time of submitting plans and specifications for review or when the  
73 permit is issued by direction of the Building Official. Said plan review fee shall be calculated as follows:  
74

75 (a) First Review: 30% of the permit fee  
76

77 If a private provider is used for plan review services, the plan review fee shall be reduced by half to 15%  
78 of the permit fee. If a private provider is used for both building inspection and plan review services, the  
79 fee for first plan review shall be 15% of the original permit fee and not the reduced rate permit fee.  
80

81 (b) Plan Revisions/Re-Stamping of Approved Plans: \$25.00 per page of plans  
82

83 (c) Administrative Fee for Review of Master Plans one percent of the building permit fee  
84 as defined below (per additional, identical building)  
85

86 The Building Official shall determine when a plan used for new construction of multiple identical  
87 buildings within a single parcel can be designated as a "Master Plan." Following the review and approval  
88 of plans intended to be used for the construction of multiple identical buildings and payment of the First  
89 Review plan fee as identified above, the Building Official will make his/her determination as to whether  
90 said plan constitutes a Master Plan. Projects constructed under a Master Plan designation shall be  
91 charged the above identified Administrative Fee only for plan review for each subsequent identical  
92 building to be constructed on the affected parcel. The Master Plan designation shall apply to new  
93 construction only and shall not apply to shell or existing building renovations. Developments comprised  
94 of multiple parcels may request a separate Master Plan designation on each parcel but shall be obligated  
95 to pay the First Review fee for each separate parcel and the Administrative Fee for each additional  
96 identical building located on each separate parcel.  
97

98 (3) Threshold Building Fee. Where work involves a threshold building as defined in Section 553.71,  
99 Florida Statutes, a fee shall be assessed. Such fee shall be paid to defer costs of inspection and  
100 enforcement of the provisions of the threshold building law in accordance with the following fee  
101 schedule:  
102

	<u>Valuation</u>	<u>Fee</u>
	Job value less than \$499,999.00	\$200.00
	Job value greater than \$500,000.00	\$300.00

108 (4) The fees for infrastructure permits and inspections of site improvements and subsidiary development  
 109 shall be as follows:

110  
 111 (a) An inspection permit fee shall be charged and computed, based upon the following information:

112 Permit Fees Based on Project Construction Cost:

\$0.00	to	\$1,000.00	\$35.00
\$1,001.00	to	\$5,000.00	\$70.00
\$5,001.00	to	\$12,000.00	\$152.00
\$12,001.00	to	\$100,000.00	\$10.00 per \$1,000.00 of construction value or fraction thereof
\$100,001.00	to	\$1,000,000.00	\$9.00 per \$1,000.00 of construction value or fraction thereof
\$1,000,001.00	to	\$20,000,000.00	\$8.00 per \$1,000.00 of construction value or fraction thereof
\$20,000,001.00		and above	\$7.00 per \$1,000.00 of construction value or fraction thereof

115  
 116 For the purpose of determining permit fee for infrastructure permits:

117  
 118 The applicant's stated valuation shall be used if the valuation is under \$5,000 and deemed acceptable  
 119 by the City Engineer. If the valuation is \$5,000 or more, the valuation shall be determined by the  
 120 signed, sealed, engineer of record's estimate in a format and methodology deemed acceptable by the  
 121 City Engineer.

122  
 123 (b) For renewal or extension of a permit, the fee shall be \$100, or the cost of the original permit, whichever  
 124 is less.

125  
 126 (5) Use of Right-of-Way (ROW) or public easement permit application fee (commercial customers only)

127  
 128 (a) Driveway (except single family residential) \$100.00

129  
 130 (b) Utilities \$100.00

131  
 132 (c) Landscaping \$100.00

133  
 134 (d) Fee for failing to obtain a permit Triple

135  
 136 (6) Engineering Plan Review and Inspection Fees. A plan review fee shall be paid at the time of submitting  
 137 plans and specifications for review. Said plan review fees shall be calculated as follows:

138  
 139 (a) Engineering Plan Review and Inspection Fee 5% of permit fee

140  
 141 (b) Plan Revisions/Re-stamping of Approved Plans \$25.00 per page of plans

142  
 143 (7) Sanitary Sewer Service Application/Special Inspection Fee

144  
 145 (a) Inside City Application Fee – Development Order required (incl. in site plan fee)

146  
 147 (b) Inside City Application Fee – Development Order not required \$200.00\*

148  
 149 (c) Outside City Application/Special Inspection Fee \$1,200.00\*

150  
 151 \*\$1,000 of the fee is reimbursable after final inspection has been approved.

152  
 153 (8) Sidewalk Fee (in lieu of construction of sidewalk) \$4.00/sf.

154  
 155 (9) Fire Plan Review/Inspection Fees: The following plans review and inspection fees apply to all  
 156 structures regulated under the Florida Fire Prevention Code.

157

158 (a) Standard Fees (non-High Hazard structures \$100 minimum plan review fee):  
159  
160 (i) Building Plans Review and Inspection: \$0.06/sq. ft\*  
161  
162 \*50% of balance due at plan submittal, 50% of balance due at permit issuance  
163  
164 (ii) Fire Alarm Plan Review & Inspection \$0.06/sq. ft.  
165 (due at permit issuance)  
166  
167 (iii) Fire Sprinkler Plan Review & Inspection \$0.06/sq. ft.  
168 (due at permit issuance)  
169  
170 (b) High Hazard Facilities (per Florida Statute 633): 150% of Applicable Standard Fees  
171  
172 (c) Additional Charges  
173  
174 (i) Additional Review prior to plan approval (first and second review are no extra charge):  
175 \$.03/sq. ft. 50% of original fee  
176  
177 (ii) ~~Resubmitted plans due to structure alterations shall repay full cost of applicable Standard Fees~~  
178 ~~and/or High Hazard Facility review and inspection fees. Plan revision/re-stamping of approved~~  
179 ~~plans: \$25 per page of plans~~  
180  
181 (d) Fire Prevention Service Fees (Payable Prior to Inspection or Permit Issuance):  
182  
183 (i) Fireworks Display Review Fee \$100.00  
184 (Site plan review, permit, and site inspection)  
185  
186 (ii) Fire Watch Fee \$62.50/Hour  
187 (2 Hour Minimum)  
188  
189 (iii) Mobile food dispensing vehicle inspection (by appointment only M-F 800am-200pm):  
190 \$50 annually  
191  
192 (10) Planning Permit Review Fee \$20.00  
193  
194 (11) Tree Removal Permit: \$20.00 per permit/per property  
195  
196 (12) Tree Removal Fee: \$25.00 per caliper inch of tree to be removed  
197  
198 (13) Temporary Events Permit:  
199  
200 (a) Commercial/Multi-Family \$75.00  
201  
202 (b) Temporary Events Permit-Residential No Fee  
203  
204 No more than three (3) garage sales per tenant, per year shall be permitted.  
205  
206 (14) Tent Inspection fee (over 900 sq. ft): \$50.00 per tent, per event  
207  
208 (15) Grand Opening and Promotional Signs \$50.00 per sign  
209  
210 (Ord. No. 2017-82, § 3, 9-19-2017)  
211  
212 **Section 3.** That Section 4.C (1) "Community development department", of City of Largo Ordinance No.  
213 2000-32, as amended, is hereby amended to read as follows:  
214  
215 **Sec. 4. Community development department.**  
216  
217 **C. Construction/Inspection Phase**  
218

219 (1) ~~The basic non-permit related~~ A single trade inspection fee shall be \$41.00  
220

221 **Section 4.** That Section 4.D "Community development department", of City of Largo Ordinance No. 2000-  
222 32, as amended, is hereby amended to read as follows:

223 **Sec. 4. Community development department.**  
224

225 **D. Information Requests and Other Fees**  
226

227 (1) Code Enforcement Property Clearing \$250.00 per lot, per citation  
228

229 (2) Minimum Code Violation Fine \$250.00 plus direct administrative costs  
230

231 ~~(3) Code Enforcement/Building Permit/Assessment Search \$35.00~~  
232

233 ~~Rush Search \$50.00~~  
234

235 ~~(4)~~(3) Information Request Letter \$25.00  
236 (Land Use, allowable uses and setbacks only)

237 ~~(5)~~(4) Information Request Letter \$50.00  
238 (letters requiring other property information)

239 ~~(6)~~(5) Expedited Information Request Letter Additional \$50.00  
240 (max. 2-5 days)

241 ~~(7)~~(6) Large format (2' x 3') plain copies \$2.50 per page  
242

243 ~~(8)~~(7) Color Prints  
244

245 (a) 8 1/2" x 11 \$0.50  
246

247 (b) 11" x 17" \$2.50  
248

249 (c) "C" size media (18" x 24") \$3.75  
250

251 (d) "D" size media (2' x 3') \$5.00  
252

253 (e) "E" size media (3' x 4') \$6.00  
254

255 ~~(9)~~(8) Alcohol License Approval (for new, renewal, and amendments) \$75.00  
256

257 **Section 5.** That Section 7 of City of Largo Ordinance No. 2000-32, as amended, is hereby amended to  
258 read as follows:  
259

260 **Sec. 7. Finance department.**  
261

262 That the following fees are hereby authorized and established for services provided by the City's Finance  
263 Department:  
264

265 Certificate cost on all special assessment or sewer agreement with liens and satisfactions \$25  
266

267 ~~Indebtedness searches and updates after two weeks 35.00~~  
268

269 ~~Rush searches less than 24 hours notice 50.00~~  
270

271 Pursuant to Florida Statutes Sections 832.07 and 832.08, the City may charge the following fees for all  
272 dishonored or returned checks, drafts, orders or other means of payment for services:  
273

274 If face value does not exceed \$50 \$25  
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276 If face value exceeds \$50 but does not exceed \$300 \$30  
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278 If face value exceeds \$300 \$40 or an amount of up to five percent  
279 (5%) of the face amount, whichever is

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**Section 6.** That it is the intention of the City Commission of the City of Largo that each provision hereof be considered severable, and, if any section, subsection, sentence, clause, or provision of this ordinance is held invalid, the remainder of the ordinance shall not be affected.

**Section 7.** That the provisions of this ordinance shall take effect immediately upon its final passage and adoption.

APPROVED ON FIRST READING \_\_\_\_\_

PASSED AND ADOPTED ON  
SECOND AND FINAL READING \_\_\_\_\_

CITY OF LARGO, FLORIDA

\_\_\_\_\_  
Mayor

REVIEWED AND APPROVED:

ATTEST:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
City Clerk