City of Largo
Agenda Item 14

PRESENTATION TITLE:
ORDINANCE NO. 2018-32 - SECOND READING - AMENDING THE CITY OF LARGO FEE SCHEDULE

CHANGES FROM FIRST READING:
None

PREVIOUS ACTION:
Approved on first reading on July 17, 2018 by a 7-0 vote.

Budgeted Amount: $0.00
Budget Page No(s.): N/A
Available Amount: $0.00
Expenditure Amount: $0.00

Additional Budgetary Information: Not applicable

Funding Source(s): N/A
Sufficient Funds Available: Yes
Budget Amendment Required: Yes
Source: N/A

City Attorney Reviewed: Yes
Advisory Board Recommendation: For
Consistent With: Yes

Potential Motion/Direction Requested: I MOVE TO ADOPT/DENY ORDINANCE NO. 2018-32 ON SECOND AND FINAL READING.

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

Attachments: First Reading Memo, Ordinance No. 2018-32
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.

**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.
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:

<table>
<thead>
<tr>
<th>Construction Cost</th>
<th>Permit Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.00 to $1,000.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>$1,001.00 to $5,000.00</td>
<td>$70.00</td>
</tr>
<tr>
<td>$5,001.00 to $12,000.00</td>
<td>$152.00</td>
</tr>
<tr>
<td>$12,001.00 to $100,000.00</td>
<td>$10.00 per $1,000.00 of construction value or fraction thereof</td>
</tr>
<tr>
<td>$100,001.00 to $1,000,000.00</td>
<td>$9.00 per $1,000.00 of construction value or fraction thereof</td>
</tr>
<tr>
<td>$1,000,001.00 to $20,000,000.00</td>
<td>$8.00 per $1,000.00 of construction value or fraction thereof</td>
</tr>
<tr>
<td>$20,000,001.00 and above</td>
<td>$7.00 per $1,000.00 of construction value or fraction thereof</td>
</tr>
</tbody>
</table>

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

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

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

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

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

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

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

(a) First Review:

   30% of the permit fee

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

(b) Plan Revisions/Re-Stamping of Approved Plans:

   $25.00 per page of plans

(c) Administrative Fee for Review of Master Plans as defined below

   one percent of the building permit fee (per additional, identical building)

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

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

<table>
<thead>
<tr>
<th>Valuation</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job value less than $499,999.00</td>
<td>$200.00</td>
</tr>
<tr>
<td>Job value greater than $500,000.00</td>
<td>$300.00</td>
</tr>
</tbody>
</table>
(4) The fees for infrastructure permits and inspections of site improvements and subsidiary development shall be as follows:

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

<table>
<thead>
<tr>
<th>Permits Based on Project Construction Cost:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.00 to $1,000.00</td>
</tr>
<tr>
<td>$1,001.00 to $5,000.00</td>
</tr>
<tr>
<td>$5,001.00 to $12,000.00</td>
</tr>
<tr>
<td>$12,001.00 to $100,000.00</td>
</tr>
<tr>
<td>$100,001.00 to $1,000,000.00</td>
</tr>
<tr>
<td>$1,000,001.00 to $20,000,000.00</td>
</tr>
<tr>
<td>$20,000,001.00 and above</td>
</tr>
</tbody>
</table>

For the purpose of determining permit fee for infrastructure permits:

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

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

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

(a) Driveway (except single family residential) $100.00
(b) Utilities $100.00
(c) Landscaping $100.00
(d) Fee for failing to obtain a permit Triple

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

(a) Engineering Plan Review and Inspection Fee 5% of permit fee
(b) Plan Revisions/Re-stamping of Approved Plans $25.00 per page of plans

(7) Sanitary Sewer Service Application/Special Inspection Fee

(a) Inside City Application Fee – Development Order required (incl. in site plan fee)
(b) Inside City Application Fee – Development Order not required $200.00*
(c) Outside City Application/Special Inspection Fee $1,200.00*

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

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

(9) Fire Plan Review/Inspection Fees: The following plans review and inspection fees apply to all structures regulated under the Florida Fire Prevention Code.
(a) Standard Fees (non-High Hazard structures $100 minimum plan review fee):

(i) Building Plans Review and Inspection: $0.06/sq. ft
(ii) Fire Alarm Plan Review & Inspection: $0.06/sq. ft.
(iii) Fire Sprinkler Plan Review & Inspection: $0.06/sq. ft.

(b) High Hazard Facilities (per Florida Statute 633): 150% of Applicable Standard Fees

(c) Additional Charges

(i) Additional Review prior to plan approval (first and second review are no extra charge): $0.03/sq. ft.
(ii) Plans due to structure alterations shall repay full cost of applicable Standard Fees and/or High Hazard Facility review and inspection fees. Plan revision/re-stamping of approved plans: $25 per page of plans.

(d) Fire Prevention Service Fees (Payable Prior to Inspection or Permit Issuance):

(i) Fireworks Display Review Fee: $100.00
(ii) Fire Watch Fee: $62.50/Hour (2 Hour Minimum)
(iii) Mobile food dispensing vehicle inspection (by appointment only M-F 8:00am-2:00pm): $50 annually

(10) Planning Permit Review Fee $20.00
(11) Tree Removal Permit: $20.00 per permit/per property
(12) Tree Removal Fee: $25.00 per caliper inch of tree to be removed
(13) Temporary Events Permit:
(a) Commercial/Multi-Family $75.00
(b) Temporary Events Permit-Residential No Fee
No more than three (3) garage sales per tenant, per year shall be permitted.
(14) Tent Inspection fee (over 900 sq. ft): $50.00 per tent, per event
(15) Grand Opening and Promotional Signs: $50.00 per sign


**Section 3.** That Section 4.C (1) “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.**

C. Construction/Inspection Phase
Section 4. That Section 4.D “Community development department”, of City of Largo Ordinance No. 2000-32, as amended, is hereby amended to read as follows:

Section 4. Community development department.

D. Information Requests and Other Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) Code Enforcement Property Clearing</td>
<td>$250.00 per lot, per citation</td>
</tr>
<tr>
<td>(2) Minimum Code Violation Fine</td>
<td>$250.00 plus direct administrative costs</td>
</tr>
<tr>
<td>(3) Code Enforcement/Building Permit/Assessment Search</td>
<td>$35.00</td>
</tr>
<tr>
<td>Rush Search</td>
<td>$50.00</td>
</tr>
<tr>
<td>(4)(3) Information Request Letter</td>
<td>$25.00</td>
</tr>
<tr>
<td>(Land Use, allowable uses and setbacks only)</td>
<td></td>
</tr>
<tr>
<td>(5)(4) Information Request Letter</td>
<td>$50.00</td>
</tr>
<tr>
<td>(letters requiring other property information)</td>
<td></td>
</tr>
<tr>
<td>(6)(5) Expedited Information Request Letter</td>
<td>Additional $50.00</td>
</tr>
<tr>
<td>(max. 2-5 days)</td>
<td></td>
</tr>
<tr>
<td>(7)(6) Large format (2’ x 3’) plain copies</td>
<td>$2.50 per page</td>
</tr>
<tr>
<td>(8)(7) Color Prints</td>
<td></td>
</tr>
<tr>
<td>(a) 8 ½” x 11</td>
<td>$0.50</td>
</tr>
<tr>
<td>(b) 11” x 17</td>
<td>$2.50</td>
</tr>
<tr>
<td>(c) &quot;C&quot; size media (18” x 24”)</td>
<td>$3.75</td>
</tr>
<tr>
<td>(d) &quot;D&quot; size media (2’ x 3’)</td>
<td>$5.00</td>
</tr>
<tr>
<td>(e) &quot;E&quot; size media (3’ x 4’)</td>
<td>$6.00</td>
</tr>
<tr>
<td>(9)(8) Alcohol License Approval (for new, renewal, and amendments)</td>
<td>$75.00</td>
</tr>
</tbody>
</table>

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

Sec. 7. Finance department.

That the following fees are hereby authorized and established for services provided by the City’s Finance Department:

Certificate cost on all special assessment or sewer agreement with liens and satisfactions | $25
Indebtedness searches and updates after two weeks | $25
Rush searches less than 24 hours notice | $50

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

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>If face value does not exceed $50</td>
<td>$25</td>
</tr>
<tr>
<td>If face value exceeds $50 but does not exceed $300</td>
<td>$30</td>
</tr>
<tr>
<td>If face value exceeds $300</td>
<td>$40 or an amount of up to five percent</td>
</tr>
<tr>
<td></td>
<td>(5%) of the face amount, whichever is</td>
</tr>
</tbody>
</table>
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

___________________________

City Attorney

___________________________

City Clerk