

ARTICLE 1: ADMINISTRATION, REGULATIONS AND PROCEDURES

DIVISION 4: FEE SCHEDULES

Sec. 13-80. Application; right to assess additional expenses; payment of fees.

(b) The development services director reserves the right to assess any applicant additional expenses reasonably incurred for the cost of processing and/or review of plans submitted by the applicant. For example, consultant costs may include but are not limited to traffic review, green building design, housing studies, and undergrounding utilities. An applicant may appeal to the city commission if they feel the expenses are unreasonable.

Sec. 13-81. Development application fees.

The fees for development and/or subdivision approval are exclusive of any requirements for performance and maintenance guarantees, bonds, provisions of a developer agreement, building, engineering and inspection fees and other permits. Lands offered for public dedication, excluding rights-of-way, are excluded from fee computations. No fees shall be charged for development applications associated with public land plats submitted by any governmental unit. Development application fees are as follows:

(1) Land use/comprehensive plan amendments:

- a. Local or county, for the first 10 acres (minimum fee), plus \$50.00 per acre over 10 acres.....\$5,000.00
- b. Flexibility allocation requiring recertification (concurrent with rezoning), for the first 10 acres (minimum fee), plus \$50.00 per acre over 10 acre.....2,000.00
- c. Comprehensive plan amendment, land development regulation changes, flat rate.....4,000.00
- d. Concurrency developer agreements, local action plans, flat rate.....1,000.00

(2) Development of regional impact:

- a. Processing including development orders. The director of development services shall determine any additional expenses reasonably incurred for the cost of processing the application for development approval, sufficiency, response and development order, (minimum fee) per application.....7,500.00
- b. Development of regional impact modification:
 - 1. Substantial (minimum fee)..... 3,500.00
 - 2. Not substantial (minimum fee)..... 2,000.00

3. Extension* and/or rescission (minimum fee).....2,000.00

*Pursuant to Chapter 2009-96, Laws of Florida.

(3) *Rezoning:*

- a. Minimum fee.....1,500.00
- b. Planned Unit Development (PUD) and Planned Commerce Development (PCD) (minimum fee).....3,000.00
- c. Planned MainStreet Development District (PMDD) rezoning (minimum fee).....5,000.00
- d. All rezoning applications, add \$100.00 per acre for each acre over 10 acres.
- e. Rezoning application utilizing flex or reserve units, add \$1,500.00.

(4) *Vacation of rights-of-way/release of easements:*

- a. Abandonment of right-of-way (per each vacation).....\$2,000.00
- b. Release of easement (per each easement).....\$1,000.00

(5) *Plats:*

- a. Minimum fee.....\$1,500.00
- b. All new plat applications, add \$100.00 per acre for each area over 10 acres.
- c. Plats with residential use, add \$10.00 per residential unit.
- d. Plats with non-residential use, add \$10.00 per 1,000 square feet of development.
- e. Re-plat (minimum fee).....1,000.00

(6) *Special land use:*

Minimum fee (per application).....\$2,000.00

(7) *Site plans* (fees include preliminary engineering fees):

- a. Minimum fee.....2,000.00
- b. Planned Unit Development (PUD) and Planned Commerce Development (PCD) site plan (minimum fee).....2,000.00
- c. Planned MainStreet Development District (PMDD) rezoning (minimum fee).....3,000.00
- d. All site plan applications, add \$100.00 per acre for each area over 10 acres.
- e. Site plan modifications requiring administrative approval.....\$1,000.00
- f. Site plan modifications (non-administrative) same as original fee.
- g. Site plan approval 12 month extension.....\$1,000.00*

*Pursuant to Chapter 2009-96, Laws of Florida, a 24 month extension may be requested under this category for eligible projects.

(9) *Variances.*

- a. Residential uses, per variance.....250.00
- b. Nonresidential uses, per variance..... 1,000.00
- c. An after the fact variance (filed after construction has commenced or completed) add \$500.00.

(11) *Sign review applications* (separate from site plan and not subject to individual sign changes):

- a. A master/uniform sign plan application requiring planning and zoning board approval500.00
- b. A master/uniform sign plan requiring administrative review..... 300.00

(14) *Continuance of DRC review.*

- a. Any DRC application continued for more than five (5) DRC reviews shall be considered an extended DRC review process and will be assessed an additional review fee as determined by the director of development services. Additional review fee shall be based on number of disciplines reviewing the application and shall not exceed the original application cost.
- b. Any DRC application inactive for more than six (6) months will be considered "null and void" and any application submitted will be treated as "new" with applicable fees.
- c. Final site plan revisions to be completed within seven (7) days of planning and zoning board approval. Failure to complete will result in a delinquent fee, per week, per item of (unless otherwise stipulated by staff).....100.00

(15) *Continuance/deferral of planning and zoning board agenda items.*

- a. At applicant's request, between publication of agenda and planning and zoning board meeting....250.00

(16) *Advertising, mailing and research expenses.* The director of development services will determine the necessary advertising, mailing and research costs (including administration) reasonably incurred during the processing of development applications as noted in this section. The costs are attributable to the requirements of local, county and state law. These costs are separate from the review and processing fees noted in this section. The applicant shall be assessed such cost at a rate of 1.15 multiplied by the actual cost of advertising, mailing and/or research. Applicant shall pay such fees upon receipt of approved plans and approved documents.

(17) *Addressing.* All new developments approved by the planning and zoning board or projects requesting a new address.

- a. Residential developments
 - 1 unit to 99 units.....150.00
 - 100 units to 249 units..... 200.00
 - 250 units or more..... 300.00
- b. Nonresidential developments
 - Single tenant..... 100.00
 - Multiple tenant..... 400.00

(18) *Agreements and/or acceptance of right-of-ways, easements, reservations, etc. requiring city commission review and action that are not subject to regular planning and zoning board submittal costs.*

- Each action..... 500.00
- Water and wastewater agreements for corporations.....500.00
- Failure to complete items within six (6) months of submissions will result in repayment of fee.

(19) *Zoning letters*

- a. Confirmation of zoning map category/land use designation.....100.00
- b. Evaluation of zoning standards or determination of proposed uses.....300.00

(20) Processing/review of delegation requests..... 250.00

Sec. 13-82. Certificate of Use fees.

Zoning and use certificate fees shall be as follows:

(1) *Zoning and use certificates* (additional or change of existing use; nonresidential):

- a. Total initial inspection fee (includes all trades).....150.00
- b. Reinspection fee, per trade.....40.00
- c. Zoning certificate fee.....35.00
- d. Business name or address change only..... 25.00
- e. Temporary sales offices licenses fee.....150.00

(2) *Temporary outdoor sales, promotional activity, fairs, etc. permits*

- a. Processing.....50.00
- b. Clean-up, deposit, if applicable (refundable).....250.00

Sec. 13-83. Application fees, miscellaneous service charges.

(1) *Miscellaneous service charges:*

- a. Microfilm plan prints (per sheet).....3.00

- b. Microfilm (per sheet).....1.00
- c. Photocopies.....0.15
- d. Computer printout sheets, each.....0.05
- e. For any inspections requested to be performed before 7:00 a.m. and after 6:00 p.m. Monday through Thursday, or any hour during a holiday, a special overtime fee will be charged for each inspection and added to the permit fee. Inspection fees shall be prepaid.
 Charge per hour or fraction thereof..... 100.00
 Minimum three (3) hours..... 300.00
- f. Notary fee, per permit application.....2.00

ALL PERMITS

Plan review fees, and other service charges (nonrefundable) shall be as follows:

- (1) *Application fee: will be credited towards permit fee (non-refundable).*
 - a. Residential: Single family or duplex, townhomes (per unit)..... 200.00
 - b. Commercial: Up to 2,500 sq. ft.....200.00
 Each additional 1,000 sq. ft. or fraction thereof.....100.00
 - c. All other applications.....30.00
 - d. Maximum fee.....10,000.00
- (2) Review fee schedule:
 - a. Plan re-review for corrections after the 2nd review, etc., per discipline: \$200.00
 - b. Pre- plan review by building official approval only,.....500.00
 Fee exemptions may be made by approval only in accordance with Section 13-83(4)j. Fee shall be paid prior to next submittal)
 - c. Fees for meetings with architects/engineers/or duly authorized agents and plan reviewers shall be charged at the rate of \$100.00 per hour or fraction thereof.
- (3) Temporary Certificate of occupancy.....500.00
 - a. Temporary certificate of occupancy – extension.....500.00
- (4) *Miscellaneous fees (all categories):*
 - a. Special inspectors fee (board of rules and appeals) per \$1,000 of estimated construction cost for each required permit (permits where fees are waived, are not exempt from this fee.....0.60
 - b. Radon per square foot for all structures, additions, etc. under roof (per floor) 1/2 of .01..... .005
 - c. Building officials program, 1/2 of .01..... .005

- d. Training and continuing education fees, \$0.02 per \$100.00 of total construction cost. All fees paid shall be reserved for training and continuing education for employees in the development services department, which will include any materials, equipment, training, costs paid for recertification, including code books, manuals, conferences, seminars and all related expenses.
- e. Mechanics lien law. A \$3.00 fee shall be charged for each permit issued in order to process a mechanic's lien law statement required by the Florida Statutes, Chapter 713. This applies to all permits when the estimated value exceeds \$2,500.00.
- f. Reinspection fees:
 - 1. 1st occurrence.....50.00
 - 2. 2nd occurrence.....100.00
 - 3. 3rd occurrence.....150.00
 Reinspection fees shall be paid prior to further inspections being done.
- g. Expired permits:
 - 1. Per FBC 105.10.3.2 – “If the work covered by the permit has not commenced, or has been commenced and been suspended or abandoned, the Building Official may extend such permit for a single period of 180 days from the date of expiration of the initial permit, if request for extension is made prior to the expiration date of the initial permit” 100.00*
 - 2. Per FBC 105.10.3.4 - “If work has commenced and the permit becomes null and void or expires because of lack of progress or abandonment, a new permit covering the proposed construction shall be obtained before proceeding with the work.” Fees charged shall be one half of the original permit fee or minimum fee, whichever is greater. Minimum..... 100.00*
 - 3. Per FBC 105.10.3.5 – “If a new building permit is not obtained within 180 days from the date the initial permit became null and void, the Building Official shall require that any work that has been commenced or completed be removed from the building site; or he/she may issue a new permit, on application, providing the work in place and the required work to complete the structure meets all applicable regulations in effect at the time the initial permit became null and void and any regulations which may have become effective between the date of expiration and the date of issuance of a new permit.” Payment shall be 100% of the original permit fees.
 - 4. FBC 105.3.5.1 – “Not more than 60 calendar days after the date of such notification, (as per FBC 105.3.5) where such additional information has not been submitted or the permit has not been purchased, the application and/or the permit shall become null and void.”

* Pursuant to Chapter 2009-96, Laws of Florida, a 24 month extension may be requested under this category for eligible projects.

- h. Violation fees:
 - 1. Failure by the licensed contractor of record to request final inspections when all work is completed will be subject to a fee of \$25.00. This fee must be paid prior to the issuance of future permits.
 - 2. Any work which required a permit(s) and commences without such permit(s) may be subject to a double permit fee and/or \$150.00, whichever is greater.
 - 3. Energizing a system or any portion thereof without the permission of the authority having jurisdiction shall be subject to a fine of five hundred dollars (\$500.00) and service disconnected (Florida Building Code Chapter 27).

- i. Replacement of plans (required plan review fee):
 - 1. Per hour or fraction thereof per trade..... 75.00

- j. Permit card replacement.....25.00

- k. Change of plans (after permits are issued) per hour or fraction thereof per discipline.....75.00
 - 1. If additional items are added (plus each item added).....50.00
 - 2. If proposed change represents a major alteration of floor plan and/or configuration of the structure, involving extensive reexamination or computation, the original permit shall be voided and a new permit applied for. One-half of the original permit fee may be applied to the new permit.

- l. Change of contractor (includes notification of concerned parties)..... 75.00

- m. Truss drawings, shop drawings, product approvals, etc. – submitted after issuance of a building permit50.00

- n. Exemptions:
 - 1. After recommendation from the building official and/or the development services director for building, planning fees and engineering fees, the city commission may grant an exemption from the strict requirements of the fees contained herein, based only upon emergency, special or unusual conditions that adversely impact the public health, safety and welfare of the city. (Fees over \$1,000.00)

2. Miscellaneous permits for various activities. (May include zoning, engineering and building permits.) Permit fees not exceeding \$100.00 may be waived by the city manager for local organizations provided that the event benefits the City of Coconut Creek residents. The city manager is authorized to waive fees (for nonprofit 501c3 corporations) up to \$500.00 provided that a written report summarizing the waiver be sent to the city commission within three (3) days. The city manager may waive fees (for nonprofit 501c3 corporations) up to \$1,000.00 provided that a written report summarizing the proposed waiver is submitted to the city commission for comment. The city commission shall have five (5) days to advise the city manager in writing of any objections to the waiver of more than \$500.00 and up to \$1,000.00. If one or more of the city commissioner's objects to the waiver, the waiver application shall be scheduled for commission action at the next regular or special meeting.
 - * It shall be the policy of the city to allow one-hundred-percent waivers of permit and application fees only for fully sponsored city activities.
 - * The city may allow up to a seventy-five-percent waiver of permit and application fees for nonprofit 501c3 corporations (from within city boundaries). This exemption is limited to one each year per organization.
 - * The city may allow up to a twenty-five-percent waiver of permit and application fees for nonprofit 501c3 corporations that are not based within the city limits. This exemption is limited to one (1) each year per organization.
3. City of Coconut Creek building permit fees shall be waived for all work performed on city owned property. A permit must still be applied for by the contractor prior to any work being started. All other permits and licenses required by federal, state and county shall be applied for and paid by the contractor as necessary. It shall be the responsibility of the contractor to pay all fees.
4. (a) A \$12.00 fee shall be paid concurrently with a new customer's water service request or application to defray the City of Coconut Creek Utility Division's cost of maintenance of the city's backflow protection program including administration, monitoring, compliance and enforcement.
(b) A \$12.00 fee shall also be paid concurrently with an existing customer's water service backflow recertification. The city's building and permitting division shall collect for the utility division a \$12.00 recertification herein authorized at the time an occupational license is issued.

- 5. Permit fees for outdoor sales and activities are waived for those organizations approved by separate resolution by the Coconut Creek City Commission as may be amended from time to time.
- o. Green Permitting – When submitted as a separate permit, incorporating green building techniques, permit fees shall be based on the following discounted schedule:
 - 1. Solar systems (fee includes all necessary applications).....200.00
 - 2. Photovoltaic (fee includes all necessary applications).....200.00
 Any technology that uses verifiable, sustainable practices, which shall be determined by the Building Official, will be eligible for a 10% discount of permit fees and an expedited plan review.

Sec. 13-84. Nonrefundable building permit fees.

Fees for structural permits shall be as follows:

- (1) Minimum fee for all permits, except as otherwise noted..... 75.00
- (2) Permits for new residential construction and additions shall be charged at the rate of 2.0% of the total construction cost.
- (3) Permits for new commercial construction and additions shall be charged at the rate of 2.5% of the total construction cost
- (4) Permits for residential and commercial renovations, alterations, build outs and tenant improvements shall be charged at the rate of 4.5% of the total cost of construction.

Note: The total cost of construction may be a figure provided by the permit holder, or an estimated figure using the latest edition of the Building Construction Cost Data, Division 17: Square Foot Cost (using median unit cost and City Cost Index), published by R. S. Means. A copy of the contract may be required by the Building Official at the time a building permit application is submitted to correspond with the valuation indicated on the application.

- (5) Truss drawings, shop drawings, product approvals, etc. submitted after issuance of building permit and prior to tiebeam or sheathing inspection.....50.00
- (6) Unusual construction: structures of unusual size or nature, which shall be determined by the Building Official, shall have fees based on one-half of

one (1) percent of the total construction cost or may require an estimate of cost and/or other descriptive data as a basis for determining the permit fee if such fee is not presently in the fee schedule.

- (7) Slabs, decks and docks200.00
- (8) Roofing:
 - 1. Minimum first 3000 square feet.....225.00
 - 2. Over 3000sq. ft..plus..... 0.20 p/sq.ft.
 - 3. A/C stands, per stand.....2.00
- (9) Screen enclosures:
Charged at the rate of 2.5% of the total construction cost.
- (10) Awnings, shutters/panels, windows, door, per opening.....10.00
- (11) *Fences*: per lineal foot.....0.75
- (12) *Walls*: per lineal foot.....2.00
- (13) *Swimming pools/spas*: includes structural, electrical and plumbing...700.00
- (14) *Sheds & carports*: each.....100.00
- (15) *Demolition*100.00
- (16) *Landscaping*:
 - a. Minimum fee.....40.00
 - b. Plan review, minimum.....40.00
 - c. Each required tree (new or transplant).....10.00
 - d. Required hedges, per 100 lineal feet or fraction thereof.....16.00
 - e. Required shrubs, each.....0.50
 - f. Required ground cover per 1,000 sq. ft. or fraction thereof up to 30,000 sq. ft.....10.00
Each 1,000 sq. ft. thereafter.....5.50
 - g. Tree preservation--tree removal or relocation
 - 1. Minimum fee (includes plan review). No fee will be required for the removal of one (1) tree from an existing single family home.....40.00
 - 2. Per tree to be relocated.....10.00
 - 3. Per replacement tree (based on tree removal requirement)

3--5.....	12.00
6--10.....	10.00
Over 10.....	8.00
4. Per tree to be removed without replacement (exempt from tree preservation code).....	10.00
5. Per tree removed and not replaced. Per subsection 3-448(w)(4)g. Required per tree.....	500.00
h. Change of landscape plans (after permit).....	50.00
i. Change of contractor.....	25.00
j. Landscape, re-inspections.....	40.00
(16) Mobile homes: includes structural, electrical, plumbing, mechanical.....	500.00
(17) Construction/sales trailers: includes structural, electrical, plumbing and mechanical	400.00
(18) Special Events.....	200.00
(19) Signs:	
a. Monument.....	250.00
b. All other signs, per discipline.....	100.00
(20) Fire repair	100.00

Sec. 13-85. Electrical permits.

Fees for electrical permits shall be as follows:

(1) <i>Minimum fee for all permits, except as otherwise noted.....</i>	75.00
(2) <i>Each low voltage system.....</i>	100.00
(3) <i>Demolition.....</i>	100.00
(4) <i>Fire alarm.....</i>	200.00
(5) <i>Re-roof A/C disconnects, per disconnect.....</i>	10.00
(6) <i>Site lighting/parking lot lighting, per pole</i>	50.00
(7) <i>Premise permit – multifamily – yearly maintenance log and as-builts</i>	

- required.....500.00
- (8) *Service change/service repair*.....150.00
- (9) 30-day temporary electric.....150.00
 Renewal if CO is not issued within 30-days (1 time only).....300.00
 If CO is not issued within 30 days after renewal-power will be disconnected
- (10) *Fire Repair*..... 100.00

Sec. 13-86. Plumbing permits.

Fees for plumbing permits shall be as follows:

- (1) *Minimum fee for all permits, except as otherwise noted*..... 65.00
- (2) Water heater replacement, each..... 65.00
 Note: tankless water heaters will require a separate electrical permit
- (3) *Wells*..... 100.00
- (4) Irrigation systems per head.....0.75
- (5) LP tanks, shall be charged at the rate of 2.5% of the total construction cost.
- (6) *Demolition*..... 100.00
- (7) *Fire Repair*..... 100.00

Sec. 13-87. Mechanical permits.

- (1) Mimimum fee for all permits, except as otherwise noted.....75.00
- (2) Fire suppression system.....300.00
- (3) *Re-roof-Raise A/C units on to stands, per unit*.....10.00
- (4) *Replacement of mechanical equipment:*

	a. Residential.....	115.00
	b. Commercial.....	200.00
(5)	<i>Demolition</i>	100.00
(6)	<i>Fire Repair</i>	100.00
(7)	Commercial hood system.....	300.00