

## Oakland Schedule of Building Permit Fees – Revised 11/14/2022

### **Basic Building Permit Fees**

These fees recover the Town's cost of enforcing the terms of the Florida Building Code and the related elements of Florida Statutes, Florida Administrative Code, and the Town's Code of Ordinances. These costs relate to plan review, construction inspection, and documents issued. Building permit fees are levied by group, with each group reflecting permits that require a similar amount of effort. Most building permit fees are subject to a separate State of Florida surcharge. Some building permits will also incur plan review fees to ensure compliance with the Town's Land Development Code. As used in this schedule, the term 'residential' means one- and two-family structures and one-family structures with detached accessory dwellings.

#### ***Group 1 - \$75.00***

- Above-ground swimming pools
- Air conditioning change-out
- Awnings, residential
- Concrete slabs, non-structural, residential
- Decks, residential
- Demolition of structure
- Driveway, residential
- Dumpster, temporary use
- Dumpster enclosure not included in original construction
- Electrical repair or alteration, residential
- Electrical service upgrade, residential
- Fence, residential
- Grading, residential
- Mechanical replacement, alteration, or repair, residential
- Plumbing or gas replacement, alteration, or repair, residential
- Re-pipe, residential
- Replace water heater, residential
- Re-stamp plans
- Revision to plans, residential, for the second and subsequent revisions; the first revision is free
- Siding replacement, residential
- Solar water heater
- Storage sheds up to 120 square feet
- Temporary certificate of occupancy
- Tents

#### ***Group 2 - \$150.00***

- Docks, residential

- Early start, commercial
- Missed inspections by contractor
- Re-roof, residential
- Revisions to plans, commercial, for the second and subsequent revisions; the first revision is free
- Screen enclosure, screen room, or sunroom, residential
- Signs: wall, pole, or monument
- Temporary construction trailer

### **Group 3 - \$250.00**

- Moving permits, moving structures of all types into and through the town
- Storage buildings over 120 square feet
- Swimming pool, residential

### **Group 4 – Variable Fee based on Project Valuation**

The building permit fee for new single-family and duplex residential structures, commercial, industrial, multi-family, additions, alterations, and any work not listed in Groups 1-3 shall be one percent (1%) of the valuation of the permitted project. This fee includes all subcontractor permit fees. The minimum fee for any permit is \$75.00

For the purpose of determining the cost of construction for Group 4 permits, the contract price may be used, if it is judged to be a reasonable reflection of the project's true value. If there is no contract price or if the price is not representative of the value of the work, then the latest "Building Valuation Data" table published annually by the International Code Council will be used. This table is published each Fall in the *Southern Building* trade publication and will become effective as the latest table on January 1 of the following year.

### **Group 5 – Zoning Review Fees**

The standard zoning review fee for building permit applications is \$150.00. However, due to the complexity of the Town's form-based Land Development Code, several building permit types require more extensive plan review to ensure compliance of the proposed construction to that Code. It may not be possible to identify all permit applications that may be subject to the additional plan review charges until the specifics of the planned construction are examined. Plan revisions may also be subject to the aesthetic reviews required by the Land Development Code and would incur additional charges. The following permit types are subject to the added cost of such plan reviews:

- Boat dock, residential – \$800.00
- Fences, outside air conditioning units, utility connections, and other miscellaneous items – \$100.00
- Miscellaneous structures or impervious surfaces, such as retaining walls, parking lots, pool screens, and accessory structures – \$500.00

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- Plan revisions affecting the exterior of a structure for which consultant plan review was required after the building permit was issued – \$100.00 per page for the second and subsequent revisions; the first revision is free
- Single-family custom home and any home in Oakland Park subdivision – \$1,500.00
- Single-family production home – \$1,000.00
- Swimming pool, residential, in-ground – \$600.00

In addition to the above-listed permit types that require additional zoning review fees, the following recognized building permit types will not require the zoning review process by default. The permitting service provider may process building permit applications for the following types of work without involving the Town Planner. Permit types not listed in Group 5 and that do not appear in this list must be referred to the Town Planner for a decision as to whether zoning review is required:

- Air conditioning unit changeout
- Alarm registration
- Demolition
- Dumpster use
- Electrical service upgrade, repair, or alteration
- Irrigation system, residential
- Issue certificate of occupancy or completion when private provider is used
- Mini-split air conditioning unit installation
- Missed inspection by contractor
- Notice of low-voltage alarm
- Plumbing or gas replacement, alteration, or repair
- Plumbing re-pipe
- Replace expired permit
- Resolve stop-work order
- Re-stamp plans as approved for construction
- Roof replacement
- Siding replacement
- Solar water heater
- Temporary certificate of occupancy
- Temporary construction trailer
- Water heater replacement
- Window and exterior door replacement, multiple units
- Window and exterior door replacement, single unit

### ***Group 6 – Miscellaneous Building Permit Fees***

- 90-day permit extension - \$30.00 per permitted work type; limited to two extensions
- After-hour inspections - \$150.00 per hour with a two-hour minimum; requires minimum 24-hour prior arrangement

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- Appeal a decision by the Building Official - \$250.00
- Missed inspection by contractor - \$150.00
- Re-inspection fee - \$45.00 for the first re-inspection, increasing by \$10.00 for each subsequent re-inspection required for the same defect (NOTE: Reinspection fees are imposed when the work fails to meet the requirements of the Florida Building Code and other applicable standards established by law. The building inspector may waive the re-inspection fee for the first re-inspection when a good-faith effort was made to comply with the applicable code. Florida Statutes may require a higher fee for repeated inspections that identify the same defective work.)
- Renew expired permit – one-third (33%) of the total original permit fee or \$75.00, whichever is less, and subject to a time limit of 180 days after the original permit expired
- Resolve stop-work order - \$75.00
- State of Florida Surcharges – The State of Florida imposes two building permit surcharges on the total fee at the time a building permit is issued. One fee is equal to one and one-half percent (1.5%) of the total building permit fee with a minimum amount of \$2.00. The other fee is equal to one percent (1%) of the total permit fee with a minimum amount of \$2.00. Fee refunds reduce the surcharges; otherwise, most post-issuance actions do not alter the amounts.
- Temporary use tents larger than 10 feet by 20 feet are subject to a zoning review fee of \$100.00. Tents also need a fire prevention permit levied by the Orange County Fire Rescue Department; apply directly to Orange County. No tents may be used as permanent structures or as temporary residences.
- Transfer building permit to a different permit holder – 25% of the original total permit fee with a minimum charge of \$75.00; the request to transfer must include the notarized signatures of the current permit holder and the owner of record
- Work started without a permit – total building permit fee is doubled up to a maximum of \$1,500.00 in penalty charges

### **Private Provider Discount**

Section 553.791, Florida Statutes, allows property owners to elect to use private providers of plan review and/or construction inspection services instead of personnel under the supervision of the Town's Building Official. Paragraph 553.791(2)(b), Florida Statutes, mandates a reduction in the building permit fee "by the amount of cost savings realized by the local enforcement agency for not having to perform such services." The balance of the permit fee that remains constitutes an administrative fee to cover the cost of the Town's audits of the private provider's services, such as an abbreviated review of the plans submitted and field verification of inspection reports, clerical and administrative processes related to the remaining duties of the Building Official, and access to forms and records related to the project held by the Town.

Based on a historical view of permit fees and costs, the Town finds that generally 25% of the permit fee covers the cost of plan review and 75% of the fee covers the cost of inspections during construction activities. The Town further finds that approximately 30% of the cost of plan review

and inspections is related to administrative activities, such as confirming contractor credentials, creating and maintaining the permit record, checking applications for completeness, calculating permit fees, and recording inspection results. Audits of private provider activities are anticipated to add another 15% to the overhead administrative cost of managing private provider activities. Collectively, these findings result in a 55% cost reduction in permit fees when a private provider is used. This fee reduction may be applied separately to plan review and inspection services, depending on the services actually performed by the private provider.

There will be no reduction in fees when the private provider performs only partial plan review and/or inspection services except under the conditions described in Subsection 553.791(5), Florida Statutes. If those conditions are met, then the proportionate reduction in inspection fees will be calculated based on the percentage of all required inspections performed by the private provider.

### **Refunds**

In the schedule of fees listed above, one-quarter (25%) of the total permit fee is allocated to the cost of plan review. When a work is abandoned after a building permit has been issued but before work has begun, a refund may be provided of that portion of the total fees related to construction inspections; i.e., seventy-five percent (75%) of the total permit fee paid exclusive of impact fees, State surcharges, and plan review fees. Group 1 permits are not subject to this refund policy; no refund will be provided. Plan review fees are not refundable. Impact fees will be refunded separately when the inspection portion of a building permit fee is refunded. State surcharges will be recalculated with a possible partial refund.

### **When Building Permit Fees Are Due**

- (a) *At the Time of Application.* The total permit fee is due and payable upon application for Permit Groups 1-3. For Group 4 permits, a permit review fee equal to twenty-five percent (25%) of the total building permit cost is due and payable at the time of application. In this context, "total building permit cost" does not include impact fees, water and sewer connection fees, State of Florida surcharge fees, or other development permitting costs. This fee covers the Town's cost of reviewing the application and attached documents for consistency with the Florida Building Code and, where applicable, the Town's Land Development Code. The permit review fee is non-refundable.
- (b) *At the Time the Permit Is Approved.* Once the building permit has been approved and is ready to be issued to the permit holder, the balance of the building permit fee, any required impact fees, plan revision fees incurred during the plan review process, outside consultant costs incurred by the Town during the plan review process, and all other development permitting costs must be paid before the permit may be issued.
- (c) *At the Time the Permitted Project Is Complete.* A Certificate of Completion or Occupancy is normally issued to mark the successful conclusion of the permitted new construction project and the point where the permit can be closed. For work on existing structures, such as to repair or replace elements of a structure, passing the final inspection may be the last act required. All outstanding fees, such as those that may have been incurred during the project for re-inspections and plan revisions, must be paid prior to the final inspection or the issuance of a certificate of

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completion/occupancy, as may apply for the permit type. Any outstanding amounts owed for repair or replacement of public infrastructure, such as sidewalks damaged during construction, must be paid to the Town. Alternatively, the permit holder may complete the repair work themselves subject to prior Town approval and passing an inspection conducted by the Town's staff following completion of the work.

- (d) Group 1, 2, and 3 building permit fees and miscellaneous fees totaling less than \$250 may be paid by cash, check, debit card, or credit card at the Town Hall during normal business hours. Group 4 building permit fees may be paid by cash or check.