

---

## Section 4

# **ADMINISTRATIVE FEE SCHEDULE**

---

The fee schedule in this Developer's Guide is a duplicate of the fee schedule adopted the City Commission by Resolution 1286. The fee schedule is found in the City Code of Ordinances. Any errors or omissions in this document will not alter a fee from the fee specified in the City Code of Ordinances.

**Updated Pursuant to Resolution No. 1286  
Effective August 1, 2014**

# **City of Altamonte Springs Developer's Guide**

**Prepared by the  
Growth Management Department  
407.571.8159  
[www.altamonte.org](http://www.altamonte.org)**



**CITY OF ALTAMONTE SPRINGS  
ADMINISTRATIVE FEE SCHEDULE**

**Table of Contents**

**1. General Copies and Printouts..... 3**

    1.1. Letter-size, legal size, or 11” x 17” ..... 3

    1.2. Plans and other large format sheets ..... 3

    1.3. Copies from microfiche or microfilm ..... 3

**2. Media Copies ..... 4**

    2.1. Audiotapes ..... 4

    2.2. CD-ROMs ..... 4

    2.3. DVDs..... 4

**3. Administrative Services..... 4**

    3.1. Notary ..... 4

    3.2. Property lien verifications ..... 4

    3.3. Research of public records ..... 4

    3.4. Code enforcement prosecution costs ..... 5

    3.5. Special Event Fees.....5

**4. City Codes, Comprehensive Plan, City Maps ..... 5**

    4.1. City Code of Ordinances ..... 5

    4.2. Land Development Code..... 5

    4.3. Comprehensive Plan..... 5

    4.4. Maps ..... 6

**5. Planning and Development Fees..... 6**

    5.1. Table of Contents for Planning and Development Fees Section..... 6

    5.2. Developer’s Guide..... 7

    5.3. Design Guidelines for Activity Centers ..... 7

    5.4. Applications and Related Services ..... 7

    5.5. Review and processing escrow agreements ..... 16

**6. Police ..... 16**

    6.1. Police reports including traffic, homicide reports ..... 16

    6.2. Fingerprinting..... 16

    6.3. VIN checks ..... 17

    6.4. Color photographs ..... 17

    6.5. Black & white photographs ..... 17

    6.6. Police records checks ..... 17

    6.7. Copy of parking or uniform traffic citation..... 17

<b>7. Public Works .....</b>	<b>17</b>
7.1. Computer generated plots.....	17
7.2. Lift station fees .....	17
7.3. Right-of-way utilization .....	17
7.4. Street light deposit.....	19
<b>8. Building, Plumbing, Electrical, Mechanical, Fire Protection and Fireworks Fees .....</b>	<b>19</b>
8.1. Building permit fees .....	19
8.2. Mechanical permit fees .....	21
8.3. Plumbing/gas permit fees .....	21
8.4. Electrical permit fees .....	21
8.5. Fire alarms or suppression systems permit fees .....	22
8.6. Site improvement permit fees.....	22
8.7. Demolition/building relocation permit .....	22
8.8. Fireworks display and sparkler sales permits .....	23
8.9. Valuation calculation.....	23

**CITY OF ALTAMONTE SPRINGS  
ADMINISTRATIVE FEE SCHEDULE**

**The fees herein are pursuant to the City Code of Ordinances,  
Chapter 2, Administration, Article VI, Administrative Fees**

The following fees shall be charged by the city. Advanced payment may be required by the city for records requests. The city shall also be reimbursed for costs related to postage, special packaging, and similar expenses.

The fee for copies of records not listed herein shall be the actual cost of duplication plus any applicable fees for extensive use of information technology resources or extensive clerical or supervisory assistance by city personnel.

When the nature or volume of public records requested to be inspected, examined, or copied is such as to require extensive use of information technology resources or extensive clerical or supervisory assistance by city personnel, or both, the city may charge, in addition to the cost of duplication, a special service charge which shall be based on the cost incurred for such extensive effort. The charge for clerical or supervisory resources will be no greater than the hourly rate, including benefits, of the lowest paid personnel capable of providing such services.

**1. General Copies and Printouts**

The city may elect to utilize an outside vendor to produce copies. In such cases, the requestor will be charged the city's actual cost for the copies.

**1.1. Letter-size, legal size, or 11" x 17"**

One-sided copy or printout, per page.....	\$0.15
Double-sided (two-sided) copy or printout, per sheet .....	\$0.20
Certified copy, per page (in addition to copy fee) .....	\$1.00

**1.2. Plans and other large format sheets**

By city, per sheet (maximum of 24" x 36").....	\$5.00
By outside vendor .....	Actual cost of duplication
Color copy.....	Actual cost of duplication

**1.3. Copies from microfiche or microfilm**

Letter-size or legal size, per page .....	\$0.15
---	--------

11" x 17" sheet:

By city, per page .....\$0.15 plus service charge for extensive clerical assistance by city personnel

By outside vendor ..... Actual cost of duplication

Larger than 11" x 17" sheet ..... Actual cost of duplication

**2. Media Copies**

**2.1. Audiotapes**

Copies of audiotapes, per tape .....\$0.85

**2.2. CD-ROMs**

Copies on CD-ROM discs, per disc .....\$0.85

**2.3. DVDs**

Copies of DVD discs, per disc .....\$1.15

Copies of DVD disc related to bid documents available online .....\$5.00

**3. Administrative Services**

**3.1. Notary**

Residents / Non-residents ..... \$5.00 each

**3.2. Property lien verifications**

Category I: Lien verifications and assessments only ..... \$10.00 each

Category II: Includes Category I, plus utilities and violation (building/fire/code), and lot mowing ..... \$30.00 each

Category III: Includes Category I and II, plus search for open/expired permits and certificates of occupancy ..... \$60.00 each

**3.3. Research of public records**

First half-hour ..... No charge

After first half-hour.....For each half-hour, a charge for clerical resources will be applied at the hourly rate including benefits of

the lowest paid personnel capable of providing such services

Written staff response describing available records, per hour (one hour minimum) .....\$30.00

**3.4 Code enforcement prosecution costs**

Code enforcement prosecution costs .....\$250.00

Staff and any respondent can request a deviation from the set amount in any case where the actual prosecution costs deviate from the average actual cost or if the Code Enforcement Board determines that an alternative cost assessment would be appropriate based on the presented evidence.

**3.5 Special Event Fees**

Special Events requiring permit.....\$50.00

**4. City Codes, Comprehensive Plan, City Maps**

**4.1. City Code of Ordinances**

The City Code of Ordinances and supplements may be purchased from Municipal Code Corp. at [www.municode.com](http://www.municode.com). The code may also be viewed at [www.municode.com](http://www.municode.com).

**4.2. Land Development Code**

The Land Development Code and supplements may be purchased from Municipal Code Corp. at [www.municode.com](http://www.municode.com). The code may also be viewed at [www.municode.com](http://www.municode.com). The following sections are available for purchase through the city:

Landscape and tree protection regulations.....\$10.00

Sign regulations .....\$10.00

**4.3. Comprehensive Plan**

Comprehensive plan.....\$135.00

Fee is for a paper copy of the comprehensive plan. The plan is also available to view or download at [www.altamonte.org](http://www.altamonte.org).

#### 4.4. Maps

City map.....	\$15.00
Future land use map .....	\$15.00
Zoning map.....	\$15.00

The future land use map and zoning map are also available to view or download at [www.altamonte.org](http://www.altamonte.org).

### 5. Planning and Development Fees

#### 5.1. Table of Contents for Planning and Development Fees Section

5.1. Table of Contents for Planning and Development Fees Section.....	6
5.2. Developer’s Guide.....	7
5.3. Design Guidelines for Activity Centers .....	7
5.4. Applications and Related Services .....	7
5.4.1. Abandonment/vacation applications for streets, easements, and rights-of-way .....	7
5.4.2. Addressing and street name change .....	7
5.4.3. Alcoholic beverage license review .....	8
5.4.4. Annexation, land use change, zoning, and planned unit development (PUD) applications.....	8
5.4.5. Appeal applications.....	9
5.4.6. Arbor permit applications .....	9
5.4.7. Capacity reservation fees .....	9
5.4.8. City Applications .....	9
5.4.9. Comprehensive plan text amendment applications.....	10
5.4.10. Concurrency management system application (concurrency test).....	10
5.4.11. Conditional use applications .....	10
5.4.12. Development of regional impact (DRI) applications.....	10
5.4.13. Expedited review or processing .....	10
5.4.14. Fee estimate requests .....	10
5.4.15. Impact fee special studies (pursuant to Chapter 25, City Code of Ordinances) .....	10
5.4.16. Land development code amendment .....	11
5.4.17. Legal document review or preparation .....	11
5.4.18. Letters and written confirmations - for zoning and other verifications.....	12
5.4.19. Name change application.....	12
5.4.20. Sign applications.....	12
5.4.21. Site plan, subdivision development plan, and other plan application review fees .....	12
5.4.22. Subdivision plat applications .....	14

5.4.23.	Temporary permit applications .....	15
5.4.24.	Use determinations and changes .....	15
5.4.25	Variance applications.....	15
5.4.26.	Variance wavier applications as part of a site plan or subdivision development plan application.....	16
5.4.27.	Vested rights determination .....	16
5.5.	Review and processing escrow agreements .....	16

**5.2. Developer’s Guide**

Developer’s Guide .....	\$25.00
-------------------------	---------

Fee is for a paper copy. This document is also available to view or download at [www.altamonte.org](http://www.altamonte.org).

**5.3. Design Guidelines for Activity Centers**

Central Business District Urban Design Plan .....	\$10.00
Gateway Center Design Guidelines and Standards .....	\$10.00
West Town Center Design Guidelines.....	\$10.00

Fees are for a paper copy. These documents are also available to view or download at [www.altamonte.org](http://www.altamonte.org).

**5.4. Applications and Related Services**

**5.4.1. Abandonment/vacation applications for streets, easements, and rights-of-way**

Requiring public hearing:

Single-family detached or duplex .....	\$500.00
Multi-family and non-residential .....	\$1,250.00

Not requiring public hearing (includes staff review and standard language minor document legal agreement fee; does not include recording fees and document stamps).....\$250.00

**5.4.2. Addressing and street name change**

Address assignment or reassignment

Single-family detached or duplex .....	No fee
Multi-family and nonresidential, per address .....	\$10.00



Street name change applications (public or private)	
Requiring public hearing.....	\$1,000.00
Not requiring public hearing .....	\$250.00

**5.4.3. Alcoholic beverage license review**

Alcoholic beverage license review for state alcoholic beverage license application .....	\$25.00
--	---------

**5.4.4. Annexation, land use change, zoning, and planned unit development (PUD) applications**

Annexation only .....	\$1,250.00
-----------------------	------------

Annexation, future land use map change, and rezoning

With small-scale comprehensive plan amendment.....	\$1,500.00
--	------------

With large-scale comprehensive plan amendment .....	\$1,750.00*
---	-------------

Future land use map change and rezoning:

With small-scale comprehensive plan amendment.....	\$1,250.00
--	------------

With large-scale comprehensive plan amendment .....	\$1,500.00*
---	-------------

Rezoning only .....	\$1,000.00
---------------------	------------

Rezoning to planned unit development classification or substantial change to an existing PUD, including master land use plan:

Without comprehensive plan amendment.....	\$1,000.00
---	------------

With small-scale comprehensive plan amendment.....	\$1,250.00
--	------------

With large-scale comprehensive plan amendment .....	\$1,500.00*
---	-------------

Non-substantial change to a planned unit development:

Initial application (includes three submittals).....	\$500.00
--	----------

Re-submittal after first three submittals, per submittal.....	\$500.00
---	----------

Land use action not specified above requiring public hearings .....	\$1,000.00
---	------------

\* Large-scale comprehensive plan amendments include those applications requiring the expedited state review or state coordinated review process.

**5.4.5. Appeal applications**

Appeals requiring public hearing:

Petition for interpretation by board of zoning appeals or planning board (review of administrative determination).....	\$500.00
Appeal from decision of building official (building board of adjustments and appeals).....	\$500.00
Appeal of development review committee decision to planning board .....	\$500.00
Appeal of planning board decision to city commission .....	\$500.00

Appeals not requiring public hearing.....\$250.00

**5.4.6. Arbor permit applications**

Residential one or two family dwelling or townhouse arbor permit -- removal of dead tree, tree damaging or in danger of damaging house, or prohibited species / nuisance tree.....	No Fee
Commercial, multi-family residential, or subdivision .....	\$50.00 for the first tree plus \$10 for each additional tree (maximum fee \$500.00)
Commercial, multi-family residential, expedited violation tree replacement permit.....	\$200.00
Tree trimming permit residential .....	\$20.00
Tree trimming permit commercial .....	\$50.00

**5.4.7. Capacity reservation fees**

Refer to Land Development Code Article II, Concurrency Management and Consistency Determination

**5.4.8. City Applications**

Applications initiated by city agencies or offices .....No fee

**5.4.9. Comprehensive plan text amendment applications**

Comprehensive plan text amendment .....\$2,500.00

**5.4.10. Concurrency management system application (concurrency test)**

Concurrency test application.....\$100.00

Concurrency test application with traffic impact analysis .....\$250.00

If the city must employ a transportation engineering consultant to review the materials, the cost of the consultant will be charged to the applicant.

**5.4.11. Conditional use applications**

Conditional use application.....\$500.00

Conditional use extension application ..... 1/2 of the original application fee

**5.4.12. Development of regional impact (DRI) applications**

New DRI application .....\$5,000.00 plus reimbursement of city consultant fees

DRI non-substantial change application .....\$1,500.00

**5.4.13. Expedited review or processing**

Expedited review and processing..... 100% surcharge of application fee(s)

Note: The use of expedited review services is determined by the city.

**5.4.14. Fee estimate requests**

Fee estimate request application .....\$100.00

Additional staff time required to complete the request in excess of one hour of research per division, per hour.....\$30.00

**5.4.15. Impact fee special studies (pursuant to Chapter 25, City Code of Ordinances)**

Alternative impact fee study .....\$250.00

Special impact fee calculations .....\$100.00

Impact fee credits review fee .....\$100.00

The applicant is also responsible for additional costs that the city may incur to review these special requests, which may include consultant and legal costs.

**5.4.16. Land development code amendment**

Applications to amend the land development code .....\$1,500.00

**5.4.17. Legal document review or preparation**

Category I: Ministerial document - standard language.....\$50.00

Includes, but not limited to, meter easements, minor notices of termination/releases of agreements.

Category II: Minor language – standard language ..... \$200.00

Includes, but not limited to, minor easements including utility, drainage, landscape, and sign; encroachment agreements, deeds, partial release of agreements, dumpster agreements, notices of termination/releases of agreements with involved research.

Category III: Major document - standard language.....\$1,000.00

Includes, but not limited to, developer’s agreements, impact fee agreements, capacity reservation agreements, annexation agreements, escrow agreements, addendum, notices of restrictions, restricted use agreements, cross access easement agreements, reciprocal easement agreements, plat declaration of covenants, and infrastructure construction, maintenance and easement agreements.

Document reviews and rewrites by city attorney in excess of original draft and one revision..... Actual city expenses

Review or revision of other legal agreement documents, including applicant initiated documents:

City attorney and other city consultants..... Actual city expenses

Senior city staff.....Fee based upon situation

Note: Legal document preparation fees do not include Seminole County recording fees and document stamps.

**5.4.18. Letters and written confirmations – for zoning and other verifications**

Category I: Basic confirmation letter.....\$50.00

Includes confirmation of zoning district, future land use designation, or existing use confirmation.

Category II: Detailed confirmation letter.....\$100.00

Includes, but not limited to, detailed confirmations of property status, property or regulation history, or city legal agreement status.

Additional staff time required to complete the request in excess of one-half hour for research and one-half hour for letter drafting for basic letter, or one hour of research and one hour for letter drafting for detailed letter, per hour .....\$30.00

Category III: Special services confirmation letter:

City attorney and other city consultants..... Actual city expenses

Senior city staff .....Fee based upon situation

**5.4.19. Name change application**

Application to change the name for an approved project .....\$50.00

**5.4.20. Sign applications**

Master sign plan application as part of a preliminary plan application.....No fee

Master sign plan revision to development review committee (DRC)..... Same as site plan revision application

Sign face change application .....\$35.00

**5.4.21. Site plan, subdivision development plan, and other plan application review fees**

Note: For additional submittal fees which may be due concurrently with a plan application, refer to the subsections on subdivision plat applications and variance and wavier applications as part of a site plan or subdivision development plan application.

Landscape plan – concept review of site plan or development plan landscape proposal .....\$50.00

Conceptual plan applications:

Conceptual plan application for review by DRC or planning board (includes one submittal).....	\$1,500.00
Conceptual plan re-submittal to respond to comments, if necessary .....	\$750.00

Preliminary site plan or development plan applications:

Preliminary site plan or development application (includes one submittal).....	\$1,500.00
Re-submittal of preliminary site plan or development plan to respond to comments, if necessary .....	\$750.00

Final site plan or development plan applications:

Final site plan or development plan application, including change of use:

Plan review application (includes three submittals).....	\$1,500.00
Category III document legal agreement fee.....	\$1,000.00
Total submittal fee .....	\$2,500.00

Re-submittal of site plan or development after first three submittals, per submittal .....

	\$500.00
--	----------

Combined preliminary/final site plan or development plan applications:

Combined preliminary/final site plan or development plan application:

Plan review application (includes three submittals).....	\$2,000.00
Category III document legal agreement fee.....	\$1,000.00
Total submittal fee .....	\$3,000.00

Re-submittal of site plan or development plan after first three submittals, per submittal.....

	\$500.00
--	----------

Supplemental site plan applications:

Supplemental site plan application by DRC pursuant to an annexation agreement (includes three submittals).....\$1,500.00

Re-submittal of site plan after first three submittals, per submittal.....\$500.00

Site plan or development plan extension application (includes three submittals) .....\$500.00

Site plan or development plan revision applications:

First submittal .....\$300.00

Second submittal (re-submittal) to respond to comments .....No fee

Re-submittal of site plan revision after first two submittals, per submittal .....\$300.00

Verification and re-stamp of lost field copy of plans .....\$100.00

**5.4.22. Subdivision plat applications**

Note: All subdivision plat applications must be submitted concurrently with a site plan or development plan application.

Preliminary plat applications:

Preliminary plat application (includes one submittal) .....\$400.00

Re-submittal of preliminary plat.....\$300.00

Final plat and minor plat applications:

Final plat or minor plat application (includes three submittals).....\$750.00

Re-submittal of final plat or minor plat after the first three submittals, per submittal .....\$500.00

City professional surveyor and mapper and city attorney review applications:

Initial application .....\$2,000.00

Second submittal (re-submittal) to respond to comments .....No fee

Re-submittal after first two submittals, per submittal.....\$500.00

Plus city consulting professional surveyor and mapper review fees, which are set by the city’s contract with consulting surveyor. At the time of application submittal or re-submittal the applicant will be responsible to pay to the city the city review fee listed above and the consulting surveyor review fee. The consulting surveyor fee may also include a city contract administration fee of up to ten percent.

**5.4.23. Temporary permit applications**

Attention getting device .....\$50.00

Holiday sales .....\$50.00

Open air sales .....\$50.00

Temporary portable sign (trailer sign) .....\$50.00

Temporary banner .....\$50.00

**5.4.24. Use determinations and changes**

Permitted use interpretation by the growth management director .....\$200.00

Petition for change in nonconforming use to a more permissive (conforming) use:

Single-family detached and duplex.....\$150.00

Multi-family and nonresidential .....\$250.00

**5.4.25. Variance applications**

Variance application to the board of zoning appeals:

Single-family detached and duplex.....\$250.00

Multi-family and nonresidential .....\$500.00

Administrative variance application (not requiring a public hearing):

Single-family detached and duplex.....\$150.00



Multi-family and nonresidential .....\$250.00

Variance approval extension application ..... 1/2 of original application fee

**5.4.26. Variance wavier applications as part of a site plan or subdivision development plan application**

Variance or waiver application to the planning board (requiring public hearing):

First request.....\$250.00

Each additional request .....\$100.00

Administrative variance or waiver application to the DRC (not requiring public hearing):

Variance or waiver application submitted with the first plan application submittal, each request.....\$100.00

Variance or waiver application submitted after the first plan application submittal, each request.....\$200.00

**5.4.27. Vested rights determination**

Vested rights determination regarding impact fees .....\$750.00

**5.5. Review and processing escrow agreements**

The city will require applicants to execute a review and processing escrow agreement and pre-fund an escrow account to pay for city expenses incurred for professional or administrative services.

**6. Police**

**6.1. Police reports including traffic, homicide reports**

Traffic, homicide reports (not to include photos), per page .....\$0.15

Double-sided (two-sided) reports (not to include photos), per sheet.....\$0.20

**6.2. Fingerprinting**

Inked/cards

Residents and nonresidents.....\$10.00\*

Electronic/digital scanning

Residents and nonresidents .....\$15.00\*

Those requesting fingerprints as part of the Attorney General's Office ID Theft Kit .....No fee

\*Includes sales tax

**6.3. VIN checks**

VIN checks (residents / nonresidents) .....\$10.00

**6.4. Color photographs**

8 x 10..... Actual cost of duplication

5 x 7.....\$3.50

**6.5. Black & white photographs**

8 x 10..... Actual cost of duplication

5 x 7.....\$3.50

**6.6. Police records checks**

Police records checks .....\$0.15 per page, \$0.20 double sided

**6.7. Copy of parking or uniform traffic citation**

Copy of a parking or uniform traffic citation.....\$0.15

**7. Public Works**

**7.1. Computer generated plots**

Vellum, per square foot.....\$2.50

Mylar, per square foot.....\$5.00

**7.2. Lift station fees**

Telemetry system interface .....\$7,000.00

Emergency generator funds .....\$3,000.00

**7.3. Right-of-way utilization**

All right-of-way utilization work requiring a city permit shall be paid to the city in accordance with the schedule stated below:

Inspection of utilization of right-of-way:

Longitude installations:

Basic fee.....	\$90.00 plus:
Cut less than 1 foot wide, per 100 feet or fraction thereof.....	\$1.75
Cut 1 foot to 3 feet wide, per 100 feet or fraction thereof.....	\$4.25
Cut greater than 3 feet wide, per 100 feet of fraction thereof.....	\$8.00
Directional bore, per 100 feet of fraction thereof .....	\$1.75

Transverse installations:

Basic fee.....	\$90.00 plus:
Open cut - paved areas (each cut):	
Cut greater than 15 square feet .....	\$270.00
Cut 15 square feet or less .....	\$50.00
Open cut unpaved areas (each cut) .....	\$108.00
Bore and jack (each operation) .....	\$100.00
Directional bore (each operation) .....	\$100.00

New overhead utilities:

Basic fee for installation of poles (other than repair or maintenance).....	\$75.00 plus:
Poles up to 50 feet in height, per pole .....	\$1.50
Poles over 50 feet in height, per pole.....	\$2.00

Upgrade work on previously permitted overhead utilities:

Basic fee for work on previously permitted overhead utility poles (including the addition of intermediate poles in an existing overhead line).....	\$28.00 plus:
--	---------------

Charge per existing or additional pole, per pole.....\$1.00

Miscellaneous related charges:

Re-inspection .....\$41.00

Direct service drop.....No fee

Maintenance on existing utilities ..... No permit required

**7.4. Street light deposit**

Street light deposit (twenty-four (24) months @ ten dollars (\$10.00) per month) .....\$240.00

**8. Building, Plumbing, Electrical, Mechanical, Fire Protection and Fireworks Fees**

**8.1. Building permit fees**

On all building work requiring a building permit, a fee for each building permit shall be paid to the city in accordance with the schedule stated below:

Building permit for a total valuation up to five hundred dollars (\$500.00).....\$50.00

Building permit for a total valuation in excess of five hundred dollars (\$500.00)..... \$50.00, plus 0.5% of the additional valuation

Plan Review (if required)..... 60% of the building permit fee

Plan review deposit fee (non-refundable, credited towards building permit fees when building permit is issued):

Up to 50,000 sq ft.....No fee

50,001-100,000 sq ft .....\$10,000

100,001-200,000 sq ft .....\$20,000

200,001-300,000 sq ft .....\$40,000

300,001-400,000 sq ft .....\$60,000

400,001-500,000 sq ft .....\$80,000

500,001 sq ft and greater.....\$100,000

Inspection fee ..... 1% of the total valuation

Professional training fee .....	0.04% of the total valuation
Re-inspection .....	\$30.00
Early start permit.....	\$100.00
Stocking permit.....	\$200.00
Plan revisions .....	\$5.00 per revised page plus the revised permit, plan review and inspection fees due to the change in valuation (minimum fee \$35.00)

A forty (40) percent reduction in the above building permit fees for single-family fee simple detached dwelling units (including townhouses as defined by the Florida Building Code) will be given if residential fire sprinklers are incorporated into the dwelling in a manner consistent with the requirements of the NFPA 13D.

A reduction in the above building permit fees for qualified affordable housing pursuant to the provisions of City Code of Ordinances section 25-17, "Affordable housing," will be given to the extent that the developer's qualified payment for down payment assistance exceeds both the amount of impact fees and sewer, water and drainage fees due for the project.

Permit extension.....	\$50.00 per \$100,000 valuation or fraction thereof
Permit application extension.....	\$50.00 per \$100,000 valuation or fraction thereof

Re-stamp for lost field copy of plans:

Up to \$10,000 valuation of original permit .....	\$50.00
Greater than \$10,000 valuation of original permit.....	\$75.00

Reissue of lost permit card:

No inspections previously conducted .....	\$35.00
Inspections previously conducted .....	\$75.00 or the lesser of the original permit fee

Penalties for construction without permit:

By owner .....	Double permit fee
By licensed contractor or other .....	Triple the permit fees

**8.2. Mechanical permit fees**

On all mechanical work requiring a permit, a fee for each mechanical permit shall be paid to the city in accordance with the schedule stated below:

Minimum permit fee and fee to a subcontractor contracting under a Division I Contractor .....\$50.00

Stand-alone permit shall be calculated in accordance with section 8.1, above.

Re-inspection fee .....\$30.00

Penalties for construction without permit:

By owner ..... Double permit fee

By licensed contractor or other ..... Triple the permit fees

**8.3. Plumbing/gas permit fees**

On all plumbing or gas work requiring a permit, a fee for each plumbing or gas permit shall be paid to the city in accordance with the schedule stated below:

Minimum permit fee and fee to a subcontractor contracting under a Division I Contractor .....\$50.00

Stand-alone permit shall be calculated in accordance with section 8.1, above.

Re-inspection fee .....\$30.00

Penalties for construction without permit:

By owner ..... Double permit fee

By licensed contractor or other ..... Triple the permit fees

**8.4. Electrical permit fees**

On all electrical work requiring a permit, a fee for each electrical permit shall be paid to the city in accordance with the schedule stated below:

Minimum permit fee and fee to a subcontractor contracting under a Division I Contractor .....\$50.00

Stand-alone permit shall be calculated in accordance with section 8.1, above.

Re-inspection fee .....\$30.00

Penalties for construction without permit:

- By owner ..... Double permit fee
- By licensed contractor or other ..... Triple the permit fees

**8.5. Fire alarms or suppression systems permit fees**

On all Fire Alarm or suppression system work requiring a permit, a fee for each fire alarm permit shall be paid to the city in accordance with the schedule stated below:

Minimum permit fee and fee to a subcontractor contracting under a Division I Contractor .....\$50.00

Stand-alone permit shall be calculated in accordance with section 8.1, above.

Re-inspection fee .....\$30.00

Penalties for construction without permit:

- By owner ..... Double permit fee
- By licensed contractor or other ..... Triple the permit fees

**8.6. Site improvement permit fees**

On all site construction, other than building/structures requiring a site permit, a fee for each site permit shall be paid to the city in accordance with the schedule stated below:

Permit fee .....1.5% of job valuation or \$100.00, whichever is greater

Re-inspection fee .....\$30.00

Penalties for construction without permit:

- By owner ..... Double permit fee
- By licensed contractor or other ..... Triple the permit fees

**8.7. Demolition/building relocation permit**

Minimum permit fee .....\$50.00

Stand-alone permit shall be calculated in accordance with section 8.1, above.

Re-inspection fee .....\$30.00

Penalties for construction without permit:

By owner ..... Double permit fee

By licensed contractor or other ..... Triple the permit fees

**8.8. Fireworks display and sparkler sales permits**

Retailer annual permit fee (per location) .....\$100.00

Seasonal retailer permit fee (per location) .....\$200.00

Fireworks display permit .....\$300.00

**8.9. Valuation calculation**

Valuation shall be determined by the retail cost of the improvements including all applicable site work, landscaping, foundations, framing, exterior wall, roofing, interiors, specialties, interior finishes, mobilization, mechanical, electrical, plumbing, fire protection, overhead and profit. The building/fire safety division is authorized to request a copy of the executed contract between the contractor and the owner/tenant as a tool in establishing valuation. The building official is authorized to establish standard valuations based on average construction costs for consistency in application of valuations on standard permit types. Final determination of the valuation of the work shall be established by the building official or city engineer.