



City of Palm Beach Gardens FY 2008 Master Fees & Charges Schedule

BUILDING DIVISION

Building Permit Fee*:	Based on current fair market value of proposed improvement or cost of construction using nationally recognized sources such as ICC Building Valuation data, RS Means Cost Data, Marshall Swift or similar publications
Building Permits with Fire Department Review and Inspections	Building Permit Fees plus applicable Fire Department Fees
Minimum Permit Fee	\$50
Percentage of Valuation:	Unit Value:
1.5	The first \$20,000.00 plus
1	The remainder (over \$20,000.00)
Plan Review Surcharge (due upon submittal, based upon estimated construction) not applicable to over the counter permits Reference: FS 553.80(2)(b)	10% of Building Permit Fee, \$25 minimum. Penalty fee of 3 times the base plan fee will be assessed on the 3 rd and subsequent plan reviews
Training Surcharge	1% of the Building Permit Fee and/or Revision fee, \$1 minimum
Right of Way Permit Fee	7% of Project Valuation, \$50 minimum
Expedited or out of sequence review fee	10% of Building Permit Fee, \$25 minimum
Re-inspection Fee	\$50 for first re-inspection, \$100 for second re-inspection, and \$200 for third re-inspection and any subsequent re-inspections
Penalty for commencing work without first securing a permit or written approval	Regular fee plus up to three (3) times the normal Building Permit Fee (at the discretion of the Building Official)
Revision fees: (as stated, but not to exceed original permit fee; additional incremental value charges may apply)	
Major Revision (i.e. changes in square footage, model, layout)	Prior to plan review being completed: no charge After plan review is complete: \$75 plus \$10 per sheet reviewed
Minor Revision (i.e., minor changes to: electrical, plumbing, windows, product approvals, etc.)	Prior to plan review being completed: no charge After plan review is complete: \$25 plus \$10 per sheet reviewed
Inspections by special request, same day, after hours or weekend (subject to staffing availability and as subject to review by the Building Official)	\$75/hour, 2 hour minimum
Change of contractor after permit issuance (same location)	\$75, regardless of permit type
Other Professional Services (i.e., permit research, due diligence reports, insurance affidavits, etc.)	\$50/hour, or portion thereof
Address Correction after permit issuance	\$50 per permit issued with incorrect address
Contractor Registration	\$5
Special Foundation Permit (Phased Construction)	Residential: \$250 plus surety Commercial: \$1,000 plus surety
Permit Extension Fee (prior to expiration)	\$25
Permit Renewal Fee (within 180 days after original)	\$50

date)	
Permit Reissuance Fee (after 180 days of original expiration date) (all renewals must meet current code and require new submittal)	30% of original Building Permit Fee, \$50 minimum plus Plan Review Fee
Open Permit Status Request	\$20
Annual No-fee Sub-Permit Fax Program	\$200 annually (not pro-rated)
Stocking Permit	<5,000 SF = \$250 >5,000 SF = \$750
Phased Occupancy, Conditional Certificate of Occupancy or Completion Agreement (non-refundable and at Building Official discretion; original issuance valid for 90 days/extension renewals for 45 days)	Residential: \$250/\$125 Commercial <5,000 SF: \$750/\$750 Commercial >5,000 SF: \$1,500/\$1,500
Radon and Building Certification	Per State of Florida Statutes
Land Clearing:	
- 25 acres or less	\$250
- Greater than 25 acres	\$250 + \$5 per acre for cleared land
Temporary Tents	\$50 per trade inspected, plus Plan Review and Fire Department Fees
Temporary Signs (per City code)	\$75 + \$25 Code Inspection Fee

* After a permit has been issued, no inspections have been performed, and the permit is not in an expired status, permits that are withdrawn or cancelled shall be refunded at 50% of the Building Permit Fee above \$100. Building Permit Fees less than \$100 will not be refunded. All other fees associated with the review or issuance of a permit, aside from impact fees, are non-refundable. Building Permit fees on any permits with inspections completed, regardless of their status, will not be refunded. Requests for impact fee refunds may require a separate request to be filed with Palm Beach County. All requests for refund must be made in writing at the time the withdrawal or cancellation is submitted. All fees are subject to review at the discretion of the Building Official or authorized agents to ensure fees are assessed are consistent with the legislative intent of FS 553.80.

ENGINEERING

RESIDENTIAL/NON-RESIDENTIAL SECURITY DEPOSIT	
Single Lot, Single Family Residential	\$1,000
<u>Small</u> : Generally a small, single user, single structure, out-parcel project	\$3,000
<u>Medium</u> : Less than 25 acres; generally a mid-range, single owner PUD project that may have small out-parcels; a single user with multiple structures or multi-phase project	\$5,000
<u>Large</u> : 25 acres or greater and/or multiple users, multiple owners, multiple structures	\$10,000
<u>Development of Regional Impact (DRI)</u>	To be determined following completeness review
<u>Pre-Application Infrastructure Review*</u>	\$5,000, plus \$10,000 security deposit
<u>Infrastructure Review*</u>	Building Permit Fees, as noted in Section 1 above, plus \$10,000 security deposit (unless paid under Pre-Application Review)

*Security deposit, as required above, will be returned only after all related outstanding invoice items have been billed and outstanding invoice monies received. Request for return of security deposit must be made in writing.

LEGAL DEPARTMENT

Legal Review Security Deposit for Development	\$1,000
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Applications	
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PLANNING & ZONING DIVISION

Abandonment of right-of-way	\$825
Abandonment of easement	\$330
Administrative approvals	\$550
Administrative approval minor revision	\$50
Administrative approval major revision	\$150
Administrative approval re-submittal	\$175
Advertising	Actual Costs to City
Advertising Security Deposit	\$1,000
Appeal of an Administrative Determination	Single-Family Residence (non-commercial) \$400 All Other Uses \$1,000
Comprehensive Plan Land Use Map Amendment	\$3,500
Comprehensive Plan "Small Scale" Land Use Map Amendment	\$2,750
Comprehensive Plan Text Amendment	\$3,500
Concurrency Certificate (1)	\$550
Concurrent Processing	\$550
Conditional Use – Major	\$3,300
Conditional Use – Minor	\$1,100
Consultants/Other Security Deposit	\$1,000
Development of Regional Impact (DRI)*minimum fee for first 6 months	\$5,500
DRI Monthly fee after minimum (2)	\$825
DRI Amendment	\$3,300
DRI Re-Submittal Fee	\$825
*Additional costs for Developments of Regional Impact will be billed to the applicant	
Environmental Review	\$1,000
DRC No Show Fee	\$170
Environmental Review	\$1,100
Environmental Review Security Deposit	\$1,000
Group Home Zoning Confirmation	\$50
Landscape CO Inspection for development projects	\$170
Liquor License Review	\$170
Miscellaneous Petitions	\$1,650
Non-binding conceptual review by Planning & Zoning	\$1000
Non-binding conceptual review by City Council	\$2,500
Planned Community District (PCD)	\$3,850
Planned Unit Development (PUD)	\$3,300
PCD or PUD Amendment	\$2,475
PCD or PUD Re-Submittal	\$825
Plat Recordation	\$30 first page; \$15 each additional page
Plat Review	\$50 per page
Pre- Application Meeting- (prior to submittal)	\$200
Rezoning Fee (PUD/PCD/Zoning District)	\$2,475
Site Plan Review (Major) & Site Plan Amendment	\$2,475
Site Plan Review (Minor)	\$1,650
Site Plan Re-submittal Fees	\$825
Applicant Postponement Fee (each occurrence)	\$250
Special Event Permits that require Council Approval	\$550 + \$50 Code Inspection Fee
Special Event Permit Application (Non-Profit Organizations Exempt)	\$110 + \$50 Code Inspection Fee
Special Events Appeal (non-refundable)	\$55
Subdivision	\$1,650

Text Amendment of Land Development Regulations	\$1,650
Time Extensions	\$1,100
Time Extension Build Out Date	\$2,750
Variance- Single-family residences	\$440
Variance- All other land uses	\$1,100
Waiver for Residential Mixed-Use Requirements	\$1,100
Compliance:	
Compliance Review-Building Permit	\$42 Single Residence (non-commercial) \$170 All Others
Compliance Status Meetings (per meeting)	\$200
CO Inspections- First	\$170
CO Re-Inspections	\$170 x number of re-inspections
Surety Bond Review and Release	\$170
Review Fee of Required Reports	\$170
Non Compliance Stop Work Review and Action	\$500
Administrative Fees:	
Code of Ordinances (binder included)	\$150
Zoning Book (binder included)	\$65
Zoning Map/Future Land Use Map/Vision Map/Major Project Map/Street Map:	
- Large Black & White (34 x 44)	\$8
- Small Black & White (11 x 17)	\$3
- Large Colored (34 x 44)	\$15
- Small Colored (11 x 17)	\$6
- Colored Major Project (17 x 22)	\$10
Residential/Non-residential Approved Projects Map & List	\$20
Comprehensive Plan (maps included)(Transparency map +\$10.00)	\$39 / \$49
Confirmation Letters (Additional \$25 per research hour if research exceeds two (2) hours.)	\$150

Address Change, Street Name Change, and Subdivision Change	\$50
Review of Residential Addressing Plan	\$200
Open Space CAD Review	\$300

- (1) Required with project approval if concurrency request is included
- (2) Payable for the start of each month that the DRI is in process

NEIGHBORHOOD SERVICES

Rehearing	\$100
Release of Lien	\$100
Estoppels Letter	\$100
Filing Fee	\$10
Boat/RV Decals	\$25
Fine Reduction/Mitigation Hearing	\$80
Lien Searches and Title Search for Code Enforcement Activity	\$ 40 per property control number
Advertising, Recording, & Other Costs	Actual Costs to City
Certificate of Occupancy Inspection	\$50
Certificate of Occupancy Re-Inspection	\$75
Same Day Certificate of Occupancy Inspection	\$100
Off Duty Officer Rate	\$35/hour
Business Tax Application and Administrative fees	
Residential/Occupational License	\$25

Commercial/Occupational License	\$35
Professional/Occupational License	\$15
Research Fee License	\$10
Renewal Administrative Fee	\$5 per license
Retail Affidavit	\$10 each
Expedited License Approval (Approval within 2 days of application intake)	\$75
Building Occupancy Inspection (if required)	\$75

FINANCE DEPARTMENT

Franchise Filing Fee*	\$1,000
Franchise Renewal Fee*	\$1,000
Transfer or Assignment of Franchise	\$500
Copy of Budget or Proposed Budget	\$40
Copy of Comprehensive Annual Financial Report	\$25
Returned Check Fee	\$25
Amendments to Code	\$1650

*This fee is set by Ordinance. If a conflict exists between this document and said Ordinance, the Ordinance shall prevail.

CITY CLERK'S OFFICE

Photocopies	15 cents for one-sided copy no larger than 8.5 x 14
	20 cents for two-sided copy
	30 cents for 11 x 17
Certified photocopies	\$1 per page
Audio tapes/Video tapes	\$5 per tape
Compact Discs	\$1 per disc
For all other copies	Actual cost of duplication of the public record

INFORMATION TECHNOLOGY

Hot-link to City's website	\$50 per link
Company logo posting	\$25 per impression

POLICE DEPARTMENT

Off-duty hourly rates are subject to the prevailing rates as approved by the City Council through the current Police Department's collective bargaining agreement. The City's administrative fee of five dollars an hour is included in the following hourly rates for the purpose of determining total billable charges:	
Personnel:	
Police Officer	\$40/hour
Supervisor	\$45/hour
Lieutenant (A Lieutenant is required when 2 or more Sergeants are working)	\$50/hour
5-9 Officers – Requires one (1) Supervisor	
10-14 Officers – Requires two (2) Supervisors	
15-20 Officers – Requires three (3) Supervisors (2 Sergeants and 1 Lieutenant)	
Equipment:	
Vehicle	\$4/hour
Off-duty details scheduled on the following days will include an additional fee per hour: Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day, New Years Eve, Super Bowl Sunday, Easter, Memorial Day and Independence	\$5.00/hour

Day.	
New Construction	
CPTED (Crime Prevention Through Environmental Design) Inspection & Plans Review Fee	\$2.25 per \$1,000 improvement cost (\$50 minimum)
<i>Additional Fees</i>	
Fingerprinting	
• Resident	\$5
• Non-Resident	\$10
(Maximum of \$30 charged per person regardless of how many cards)	

FIRE RESCUE DEPARTMENT

New Construction	
Inspection & Plans Review Fee	\$2.25 per \$1,000 improvement cost (\$50 minimum)
Civil Drawing Review Fee	\$50
Re-inspections / Extra Inspections	
• First	No additional charge
• Second	\$100
• Third and subsequent	\$ 150
• Fourth and subsequent	\$200
Any unproductive inspector trip (Work not ready, locked out, plans absent, etc.)	\$75
Hood (Excluding fire suppression system)	\$100
New and Existing Occupancies, Buildings and Structures (To be paid annually with the issuance of a City Occupational License)	
Assembly	
Occupancy of:	
50-299	\$50
300-999	\$75
1,000-4,999	\$150
5,000 persons or greater	\$250
Educational	
Day Care Nursery/Preschool	\$50
All Others	\$100
Healthcare/Institutional	
5,000 sq. ft. and under	\$50
5,001 – 15,000 sq. ft.	\$100
15,000 – 30,000 sq. ft.	\$150
30,001 – 100,000 sq. ft.	\$200
100,001 – 200,000 sq. ft.	\$250
200,001 – 500,000 sq. ft.	\$300
500,001 sq. ft. and greater	\$350
Transient Lodging, Apartments, Residential Board & Care, and Adult Living Facilities	
24 units and under	\$50

25 – 100 units	\$75
101-500 units	\$150
501 units and greater	\$250
Mercantile, Office, Storage, Industrial and Manufacturing	
5,000 sq. ft. and under	\$50
5,001 – 15,000 sq. ft.	\$65
15,001 – 30,000 sq. ft.	\$100
30,001 – 100,000 sq. ft.	\$200
100,001 – 200,000 sq. ft.	\$250
200,001 – 500,000 sq. ft.	\$300
500,001 sq. ft. and greater	\$350
Marinas and Boat Storage Buildings	
50 boat slips and under	\$50
51 – 100 boat slips	\$150
101 – 250 boat slips	\$200
251 boat slips and greater	\$300
Temporary Structures	
All	\$50
Other	
All other occupancies not listed subject to Fire Safety Inspection	\$50
Special Details	
Personnel	
*Special event hourly rates are subject to the prevailing rates as approved by the City Council through the current Fire Rescue Departments collective bargaining agreement. The City's fee per hour will be added for the purpose of total compensation.	\$5/hour
Firefighter, Driver, Fire Medic	\$30/hour
Lieutenants	\$35/hour
Captains	\$40/hour
Equipment	
Fire Engine	\$75/hour
Ladder Truck	\$100/hour
Brush Truck	\$45/hour
Utility Truck (Generator/Breathing Supply)	\$48/hour
Rescue Truck	\$32/hour
Specialty EMS Vehicle	\$25/hour
EMS Transport Fees	
Basic Life Support Emergency Transport	\$480
Advanced Life Support Emergency Transport Level 1	\$495
Advanced Life Support Emergency Transport Level 2	\$588
<i>Specialty Care Emergency Transport</i>	\$650
Oxygen	\$30
Mileage	\$9.00/transport mile
*Motor Vehicle Accident and Fire Fees	
Level I – Scene safety & Investigation	\$435
Level II – Light Extrication/Clean up of Materials	\$650
Level III – Heavy Extrication/Situation Stabilization	\$1,800
Level IV – Aero-medical Transportation	\$2,100
Level V – Vehicle Fires	\$500

*Contingent upon approval of new Ordinance for cost recovery	
<i>Additional Fees</i>	
Emergency/Safety Plan Review	\$50
Water Flow Test	\$150
Community Room Rental: Min. 2 hour rental Certificate of Insurance must be provided naming the City of Palm Beach Gardens as Additional Insured with Respects to Liability with a min. limit of \$500,000	\$30.00 per hour \$100.00 Cleaning Deposit
Pyrotechnics Permit	\$100
Outdoor Fireworks Display Permit	\$300
All applicable fees do not include tax	

PARKS & RECREATION

Parks & Recreation			
All applicable fees do not include tax, and certain event permits require multiple fees to cover costs of the event to the City.			
Facility Rental: Certificate of Insurance must be provided naming the City of Palm Beach Gardens as Additional Insured with Respects to Liability min. limit of \$500,000			
Outdoor Facility Permits: exclusive use of permitted space	Individual	Event: <u>requires insurance; possibly multiple fees</u>	
Pavilion	\$25 Resident \$75 Non Resident	\$50 Resident \$100 Non Resident	
Single Athletic Field no prep, 2hrs	\$20 Resident \$40 Non Resident	\$20 Resident \$40 Non Resident	
Single Athletic Field w/lights	\$40 Resident \$60 Non Resident	\$40 Resident \$60 Non Resident	
Single Basketball Court 2 hrs	\$10 Resident \$20 Non Resident	\$10 Resident \$20 Non Resident	
Single Basketball Court w/lights	\$40 Resident \$50 Non Resident	\$40 Resident \$50 Non Resident	
Single Roller Hockey Rink – 2 hrs	\$10 Resident \$20 Non Resident	\$10 Resident \$20 Non Resident	
Single Roller Hockey Rink – w/lights	\$40 Resident \$50 Non Resident	\$40 Resident \$50 Non Resident	
Organized Tournament Play – per field, light fee applies	N/A	<u>\$200 for 10 hrs</u>	
Field Prep – per field	N/A	\$50	
City Property Use	NA	\$400 Resident \$800 Non Resident Non-Profit 50% Reduction	
Skate Park Facility 4 hrs	NA	\$250 Resident \$500 Non Resident	
Indoor Facility Permits: Exclusive Use of Permitted Space	Individual	Event	

Room Rentals: 2 hr minimum			
Small*		\$50 /hr	
Medium*	\$50 /hr	\$65 /hr	
Large*	\$65 /hr	\$75 /hr	
*Non Resident- additional charge of 30% to be added	\$75 /hr		
BRRC Kitchen Use		<u>\$50</u>	
	<u>\$50</u>		
BRRC Gymnasium			
<u>Athletic Team</u>	<u>\$40 Resident /hr</u> <u>\$80 NR /hr</u>		
<u>Event</u>		\$125/hr Resident \$250/hr Non Resident	
Set Up Fees		\$50 – over basic set	
	\$50 – over basic set		
Refundable Security Deposit	<u>\$50</u>	\$200	
Aquatic Facility Rates During Facility Open Hours			
Entry Fee – All Persons Entering the Pool	\$2.82 Resident \$8.45 Non Resident	NA	
Summer Resident Card – per person	\$40 Resident \$80 Non Resident	NA	
3 Month Lap Swimming Card	\$65 Resident \$130 Non Resident	NA	
Youth Camp Rate per person on deck – 1 counselor free per 10 youth	NA	\$1 Resident \$6 Non Resident	
Private Lessons – ½ hr/week	\$40/\$185 Resident \$52/\$245 Non Resident	NA	
Group Instruction – ½ hr, per person	\$6 Resident \$8 Non Resident	NA	
Lane Rental – 1/2 hr, plus entry fee	\$10 Resident \$20 Non Resident	NA	
Corral A & B – 2 hrs +	\$50 Resident	NA	

pool admission	\$100 Non Resident		
Corral C & Pool Shelters – 2 hrs + pool admission	\$100 Resident \$200 Non Resident	N/A	
<u>Aquatic Facility</u> Before/After hours			
Single Pool Rental Rate – 2hrs, includes guard staff/ 35 people	NA	\$350 Resident \$700 Non Resident	
Additional 25 people per hour	NA	\$50 Resident \$100 Non Resident	
Training lanes per lane per day (4 hr max per day)	<u>\$20 Resident</u> <u>\$40 Non Resident</u>	\$20 Resident \$40 Non Resident	
Deck Reception Rental	NA	\$300 Resident \$600 Non Resident	
Additional Pool Hour	NA	\$80 Resident \$160 Non Resident	
<u>Tennis Facility Rates</u> Hours of Regular Operation			
Daily Fee	\$7 Resident \$15 Non Resident	NA	
Ball Machine Fee – 1/2 hour	\$8 Resident \$10 Non Resident	NA	
Ball Machine Fee – 1 hr	\$12 Resident \$14 Non Resident		
Single (prorated monthly)	\$330 Resident \$660 Non Resident	NA	
Family, Spouses, Minor dependents (prorated monthly)	\$456 Resident \$912 Non Resident	NA	
Junior (prorated monthly)	\$126 Resident \$252 Non Resident	NA	
Senior Single (prorated monthly)	\$270 Resident \$540 Non Resident	NA	
Senior Family (prorated monthly)	\$342 Resident \$684 Non Resident	NA	
Group Membership – Per 10 People	\$3,500		
Additional Group Membership	\$350		
<u>Tennis Facility</u> Before/After Operation Hours –			
Court Rental per hr, minimum 2 court rental	NA	\$25 Resident \$50 Non Resident	
Court Light Fee	NA	\$10 Resident \$20 Non Resident	
Tournament – Per 4 courts, 8 hrs, includes court	NA		

maintenance		\$500	
Event Fees-			
Parks Support Staff – as determined by the City	NA	\$ 30 /hr \$5 /hour additional on City observed holidays	
Recreation Support Staff – as determined by the City	NA	\$25 /hr	
Event Permit Application – plus facility & staff charges/non refundable	NA	\$100 Resident \$200 Non Resident Non-Profit 50% Reduction, <u>NC for Recognized Youth Sport Providers</u>	
BIG Program Fees			
Dedication Tree	<u>\$125</u>	NA	
Bench	<u>\$1200</u>		
Service Flag	<u>\$150</u>		
Brick	<u>\$50</u>		

Program Fees	
NR Rate – Level One (General Programs)	20 %
NR Rate – Level Two (High Demand or Heavy Impact)	30%
NR Individual Rate Open Gym	\$4.70
Riverside Youth Enrichment Center	\$100 Non Refundable Registration Fee
NR Rate – Level Three (City Supported Programs)	Double
NR Rate – Level Four (Special Facilities)	Double/Market Trend
Non Peak Hours Low Impact Reduction Rate	50% Excluding Staffing Fee
Program Fees	Cost Recovery Formula
Golf Program Fees	Cost Recovery Formula
Skate Park Annual Pass	\$40 R \$80 NR

CITY DEPARTMENT TELEPHONE NUMBERS

City Hall – Main Number	799-4100
Building Division	799-4201
Planning & Zoning	799-4243
Code Enforcement	799-4245
Public Works	804-7000
Finance Department	799-4160
City Clerk’s Office	799-4122
Police Department	799-4400
Fire Rescue Department	799-4300
Recreation (Burns Road Community Ctr)	630-1100
Parks	775-8261