

**RESOLUTION NO. 05-2024**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTH PALM BEACH, FLORIDA, AMENDING THE SCHEDULE OF RATES, FEES AND CHARGES FOR VARIOUS SERVICES RENDERED BY THE TOWN OF SOUTH PALM BEACH FOR ITS CITIZENS AND OTHER MEMBERS OF THE PUBLIC TO MODIFY BUILDING PERMIT FEES WHEN AN APPLICANT UTILIZES THE SERVICES OF A PRIVATE PROVIDER; PROVIDING THAT THIS SCHEDULE OF RATES, FEES AND CHARGES SHALL BE AVAILABLE FOR INSPECTION AT ALL TIMES AT TOWN HALL DURING REGULAR BUSINESS HOURS; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Town of South Palm Beach, Florida, (the “Town”) is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

**WHEREAS**, section 553.791(2)(b), Florida Statutes, provides that when an owner or contractor retains a private provider for purposes of plan review or building inspection services, there should be a reduction in the permit fee by the amount of cost savings realized by the local enforcement agency for not having to perform such service, and that such reduction may be calculated on a percentage basis; and

**WHEREAS**, some property owners within the Town are opting to utilize a private provider for building inspections and related building permit services processing; and

**WHEREAS**, the Town Council, pursuant to section 553.791(2)(b), desires to amend its schedule of rates, fees and charges to provide for a reduction in the permit fee of twenty-five (25) percent when an owner or contractor utilizes a private provider for purposes of plan review or building inspection services; and

**WHEREAS**, the Town Council desires to make certain the schedule of rates, fees and charges is available for inspection such that any member of the public may be aware of the cost of each and every service provided by the Town; and

**WHEREAS**, the Town Council finds that these rates, fees, and charges are reasonable, necessary for the conduct of the Town’s business, serve a public purpose, and are in the best interests of the public health, safety and welfare.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SOUTH PALM BEACH, FLORIDA, THAT:**

**Section 1:** The Town Council of the Town of South Palm Beach hereby adopts the Rates, Fees and Charges Schedule attached hereto as Exhibit “A” and incorporated herein by this reference (the “Fee Schedule”).

**Section 2:** The adopted Fee Schedule shall be available at the Town Hall for inspection by the public during normal business hours.

**Section 3:** All Resolutions or parts of Resolutions that are in conflict with this Resolution are repealed to the extent of such conflict.

**Section 4:** If any section, sentence, clause or phrase of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Resolution.

**Section 5:** This Resolution shall become effective immediately upon its passage and adoption.

Council Member Culbertson offered the foregoing Resolution, and moved its adoption. The motion was seconded by Council Member Berendes, and upon being put to a vote, the vote was as follows:

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>
Bernice Fischer, Mayor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monte Berendes, Vice Mayor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Raymond McMillan, Council Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elvadianne Culbertson, Council Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Mayor thereupon declared this Resolution approved and adopted by the Town Council of the Town of South Palm Beach on this 9<sup>th</sup> day of July, 2024.

**TOWN OF SOUTH PALM BEACH, FLORIDA**

Bernice Fischer  
Bernice Fischer, Mayor

**Attest:**

Yude Davenport  
Yude Davenport, MMC,  
Town Clerk/  
Assistant to the Town Manager



**Approved as to Legal Sufficiency:**

Glen J. Torcivia  
Glen J. Torcivia, Town Attorney

**RESOLUTION 05-2024  
EXHIBIT A  
Town of South Palm Beach  
Rates, Fees and Charges Schedule**

**All Rates, Fees and Charges are subject to Reimbursement of Expenses incurred by the Town as listed herein below unless otherwise limited or prohibited by law.**

**A. PLANNING AND ZONING APPLICATION FEES AND CHARGES**

- 1. Application fee for special exception .....\$1,000.00
- 2. Application fee for site plan review .....\$2,000.00
- 3. Application fee for landscape plan review .....\$ 750.00
- 4. Application fee for comprehensive plan amendment ..... \$3,000.00
- 5. Application fee for variance ..... \$1,000.00
- 6. Application for preliminary plat review (Section 26-906(2))..... \$ 500.00

**B. BUILDING PERMIT FEES**

Failure to obtain a permit ..... four (4) times the fee

The following three (3) fees are cumulative for all projects requiring a building permit:

- 1. Standard fee - for cost valuation of project up to and including \$1,600.00 ..... \$75.00
- 2. Additional fee - for cost valuation of project \$1,601.00 up to and including \$100,000.00 ..... 2.25 %
- 3. Additional fee - for cost valuation of project \$100,001.00 and over ..... 1.5%

Reduction in building permit fees when utilizing private provider.....25% reduction of Permit Fee

State Building Surcharge Fee (Section 468.631& 553.721 FS) ..... 2.5% of Permit Fee  
(minimum \$4.00)

Bulkhead/Seawall Permit (Section 26-753(b) ..... Fee Incorporated in Building Permit

**C. SPECIAL INSPECTION FEES**

- 1. Re-Inspection Fee ..... \$55.00
- 2. Fees for special inspections due to unusual circumstances ..... \$100.00
- 3. Review of building plan revision:\*
  - a. Minor revisions up to two (2) pages ..... \$50.00
  - b. Major revisions ..... \$65.00 plus \$15.00 per page
- 4. Revalidate expired building permit ..... \$75.00
- 5. Change of Contractor ..... \$75.00
- 6. Structure Moving Fee (Section 10-228) ..... \$250.00

\*Plus cost, valuation of project, added to permit fee.

**D. MISCELLANEOUS FEES AND CHARGES**

1. Application for sign permit (Section 26-384.7) .....	\$75.00
2. Flood damage development permit (Section 26-527) .....	included in new building permit
3. Satellite dish installation permit (Section 26-1011(c)) .....	\$75.00
4. General code violation and sewer lien searches .....	\$100.00
5. Copies (no larger than 8 ½ x 14):	
a. One-sided copy/page .....	\$ 0.15
b. Double-sided copy/page .....	\$ 0.20
c. Blueprints .....	Actual Cost
6. Research (in excess of 30 minutes) .....	Hourly rate, plus benefits, of the person doing the research.
7. Returned check fee (by Statute) .....	Shall be the amount charged the Town by the bank, for any check that is returned to the Town for any cause.
8. Room Rental (Council Chambers) .....	\$50.00 (Only for South Palm Beach condominiums' board meetings.)
9. Duplicate Permit Card .....	\$20.00
10. Reproduction of Audio CDs / Thumb Drives.....	\$10.00 each
11. Reproduction of video tapes (DVDs) .....	\$15.00 each
12. Contractor decals .....	\$2.00

**E. VIOLATION OF PARKING RESTRICTIONS (Section 46-33)**

1. Failure to obey traffic sign or device .....	\$15.00
2. Improper parking .....	\$15.00
3. Blocking alley or driveway .....	\$15.00
4. Blocking a fire hydrant .....	\$25.00
5. Parking in a fire lane .....	\$25.00
6. Trespassing by a vehicle .....	\$25.00
7. Improper parking in a handicapped space (plus court costs) .....	\$100.00
8. Unmarked commercial vehicle .....	\$15.00
9. Overnight parking of marked commercial vehicle .....	\$15.00
10. TraCs Program (county court citation) filing fee .....	\$10.00

**F. VIOLATION OF MISCELLANEOUS ORDINANCES (FINES)**

1. Section 6-3 Running at large .....	\$50.00
2. Section 6-4 Animals on the beaches .....	\$150.00
3. Section 6-5 Removal of feces .....	\$50.00

**G. UTILITIES**

1. Monthly charges for sewer outlets (50.32). FY <u>20232020</u> <u>\$2.842.52</u> per outlet effective October 1 <sup>st</sup> of each Fiscal Year.	
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2. Annual sewer rate increases shall be based on the American Cities & Counties Municipal Cost Index of May of each year.

**H. TOWN ADMINISTRATION**

1. Solicitor permit Fee (Section 14-164) ..... \$50.00

**I. BUSINESS TAX**

1. Insurance Company doing business within the Town ..... \$50.00
2. Registration fee for contractors with County-Wide License ..... \$ 2.00
3. Registration fee for contractors with State-Certified License - No Charge
4. All other business not specifically described in this section and not  
     Exempt by State Law ..... \$50.00  
     Home Occupation tax ..... \$50.00

**J. REIMBURSEMENT OF EXPENSES INCURRED BY THE TOWN**

1. ***Employment and reimbursement of Third-Party Experts.*** The Town Council or Town Manager may determine that a third-party expert in the field of land planning, traffic engineering, engineer, architecture, landscape architecture, or other similar areas of professional expertise is necessary to thoroughly review a development order application. Such experts may be employed by the Town. The applicant shall reimburse the Town for any costs associated with the employment of third-party experts. The applicant shall reimburse the Town for such costs within five (5) days of the date of receipt of an invoice for such services. Failure by the applicant to make such reimbursement when due, shall delay the pending application until paid.
2. ***Reimbursement for Staff Costs.*** The applicant shall reimburse the Town for any excess time by the Town Engineer, Town Attorney or other Town Staff spent reviewing the application and/or submitted documents, together with the cost of any documents or drawings obtained which are not part of the Town records. The cost of time billed to the applicant shall be the same costs as billed by the Town Engineer or Town Attorney, or the cost of Town Staff time. The applicant shall reimburse the Town for such costs within five (5) days of the date of receipt of an invoice for such services. Failure by the applicant to make such reimbursement when due shall delay the pending application until paid.