

**RESOLUTION NO. 2235**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF BAY HARBOR ISLANDS, FLORIDA; AMENDING RESOLUTION NO. 2103, DEVELOPING PERMIT FEES AND BUILDING DEPARTMENT ACTIVITIES, IN ACCORDANCE WITH SECTIONS 5-6(a) AND 5-6(b) OF THE TOWN'S CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town Council of the Town of Bay Harbor Islands is responsible for the health, safety, and welfare of its citizens and visitors to the Town; and

**WHEREAS**, the Town Council of the Town of Bay Harbor Islands is charged with preserving and maintaining the high standards and aesthetic beauty within the Town; and

**WHEREAS**, the imposition and collection of permitting fees, uniformity in scheduling, and itemization and revision of such fees are essential for the public's health, safety, and welfare and to the preservation of high standards within the Town, and

**WHEREAS**, pursuant to Section 5-6(b) of the Town's Code of Ordinances, a fee schedule shall be established from time to time by Administrative Order, which shall be effective upon approval by the Town Council by Resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Bay Harbor Islands that the Permit Fee Schedule attached hereto and incorporated herein is hereby adopted, pursuant to Section 5-6(b) of the Town's Code of Ordinances. Any other fees not listed on the attached fee schedule or specifically established by ordinance shall be subject to the minimum permit fee set forth on the schedule.

**SECTION 1.** The Town Council hereby adopts the updated schedule for Permits and Building Department activities as set forth in Exhibit A attached hereto.

**SECTION 2. Severability.** That a decision by a court of competent jurisdiction declaring invalid any section, paragraph, sentence, clause, phrase, or other part of this Resolution shall not affect the validity of this Resolution as a whole or any parts thereof, other than the part so declared to be invalid.

**SECTION 3. Conflict.** That all Sections or parts of Sections of the Code of Ordinances, all Ordinances or parts of Ordinances, and all Resolutions, or parts of Resolutions, in conflict are hereby repealed to the extent of such conflict.

**SECTION 4. Effective Date.** This Resolution shall become effective immediately upon its adoption.

**PASSED and ADOPTED** this 9th day of June 2021.

  
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**JOSHUA D. FULLER**  
**MAYOR**

**ATTEST:**

  
\_\_\_\_\_  
**ALBA L. CHANG**  
**TOWN CLERK**

**EXHIBIT A - RESOLUTION NO. \_\_\_\_\_**  
**BUILDING DEPARTMENT-PERMIT FEE SCHEDULE**

<p>Master building permit fees will be based on the estimated cost of construction including all systems. For the purpose of determining the cost of construction and / or building estimated costs, a verified contract figure including all systems may be used to determine the construction value or the estimated construction cost computed per the latest edition of R.S. Means Square Foot Costs, as published by R.S. Means Co., Inc., whichever is greater. The estimated construction value will then be used to determine the master permit fee.</p>	<p>Separate sub-trade values, Electrical, Plumbing, Mechanical) shall be based on a verifiable contract amount or the estimated construction cost of work as calculated by the latest issue of R.S. Means Square Foot Costs, as published by R.S. Means Co, Inc. whichever is greater.</p>
<p><b>DESCRIPTION</b></p>	<p><b>FEE</b></p>
<p>PROCESSING FEE</p> <p><u>UP FRONT PROCESSING FEES -(NON-REFUNDABLE)</u></p> <p><u>UP-FRONT FEE IS REQUIRED AT THE TIME OF PERMIT APPLICATION. THIS FEE IS REQUIRED FOR RESIDENTIAL AND COMMERCIAL PERMITS.</u></p>	<p>\$25.00 MIN- \$5,001 OR MORE \$5/\$1,000 JOB COST</p> <p>SINGLE FAMILY - \$250.00 MULTI FAMILY / COMMERCIAL - \$1,000.00</p> <p>30% OF PERMIT FEE</p>
<p><b>BUILDING PERMITS</b></p> <p>NEW CONSTRUCTION</p> <p>ADDITION AND OR ALTERATION TO EXISTING STRUCTURE</p>	<p>\$150.00 MINIMUM OR 3% OF JOB COST **COPY OF CONTRACT REQUIRED</p> <p>\$150.00 MINIMUM OR 2% OF JOB COST **COPY OF CONTRACT REQUIRED</p>
<p>ROLL-OFF WASTE CONTAINER</p>	<p>\$65.00/CONTAINER</p>
<p>DEMOLITION OF BUILDINGS</p> <p>SINGLE FAMILY</p> <p>MULTI FAMILY / COMMERCIAL</p>	<p>\$500.00</p> <p>\$1,500.00</p>
<p>SIGN PERMIT FEES</p> <p>MINIMUM SIGN FEE (ILLUMINATED SIGN REQUIRES AN ELECTRICAL PERMIT) For detailed sign fees see Town Code Chapter 17</p>	<p>\$75.00</p>
<p>REVIEW OF 40- YEAR RE-CERTIFICATION</p> <p><b>STRUCTURAL</b></p>	<p>\$250.00</p> <p>\$100.00/HOUR</p>
<p>PLAN REVIEW REVISIONS PER PAGE</p>	<p>\$25.00 RESIDENTIAL \$50.00 COMMERCIAL</p>
<p><b>PLUMBING PERMIT FEES</b></p> <p>MINIMUM PLUMBING OR GAS FEE PER PERMIT</p>	<p>\$150.00 MINIMUM OR 3% OF JOB COST (sub-trade value) **COPY OF CONTRACT REQUIRED</p>



OCCUPANCY WITHOUT C.O... PER DAY	\$250.00/DAY PLUS DOUBLE C.O. FEE
DUMPSTER BOND (REFUNDABLE) - MAY BE USED TO REMOVE DUMPSTER DURING STORM WARNINGS.	\$250.00 POSTING OF CONSTRUCTION BONDS - FOR DAMAGE TO SIDEWALKS, PARKWAYS, PARKWAY TREES AND SHRUBS, STREET PAVEMENT OR OTHER MUNICIPAL OR PRIVATE PROPERTY.
MARKING OF BFE (MECHANICAL EQUIPMENT)	\$25.00
ALL INSPECTIONS MUST BE REQUESTED IN ACCORDANCE WITH REQUIREMENTS OF THE FLORIDA BUILDING CODE. FINAL INSPECTIONS ARE TO BE CALLED IN WITHIN 30 DAYS OF COMPLETION OF THE WORK  ANY DAMAGE TO TOWN PROPERTY MUST BE CORRECTED TO THE SATISFACTION OF THE TOWN.  FAILURE TO COMPLY WITH THESE AND/OR AND OTHER REQUIREMENTS MAY RESULT IN FORFEITURE OF THE BOND. TO BE DETERMINED BY THE BUILDING OFFICIAL OR TOWN MANAGER. INITIAL BOND WILL NOT EXCEED \$5,000.00	FAILURE TO COMPLY WITH THESE AND/OR AND OTHER REQUIREMENTS MAY RESULT IN FORFEITURE OF THE BOND. TO BE DETERMINED BY THE BUILDING OFFICIAL OR TOWN MANAGER. INITIAL BOND WILL NOT EXCEED \$5,000.00
<u>TECHNOLOGY FEE</u>	<u>10% OF PERMIT FEE</u>
<u>SCANNING PLANS FEE</u>	<u>\$1.75 PER PAGE</u>
<u>SHEETS 11 x 17 OR SMALLER</u>	<u>\$2.00 PER SHEET</u>
<u>SHEETS LARGER THAN 11 X 17</u>	<u>\$3.00 PER SHEET</u>
<b><u>DIGITIZED "JOB COPY" (PERMIT SET)</u></b>	
<u>SHEETS 11 X 17 OR SMALLER</u>	<u>\$2.00 PER SHEET</u>
<u>SHEETS LARGER THAN 11 X 17</u>	<u>\$3.00 PER SHEET</u>
<u>CD BURNING OR USB</u>	<u>\$6.00</u>
EXTENSION REQUEST - 180 DAYS	50% OF ORIGINAL PERMIT FEE
SEWER ALLOCATION LETTERS	\$25.00
CONSTRUCTION TRAILER	\$250.00 RENEWAL FEE - \$250 PER SIX MONTH
USE OF RIGHT OF WAY - PERMIT BOND - SEC 18-1 TOWN CODE	\$150.00 1 ½% OF JOB COST - NOT TO EXCEED \$20,000
NEW CONSTRUCTION - ZONING INSPECTION FINAL ZONING INSPECTION ZONING PLAN REVIEW	SINGLE FAMILY - \$500.00 MULTI FAMILY / COMMERCIAL - \$3,000.00 \$90.00 PER HOUR
WORK WITHOUT PERMITS - AFTER THE FACT PERMIT	DOUBLE PERMIT FEE + \$100 FINE

\*\*WORDS WITH A LINE THROUGH THEM ARE DELETED UNDERSCORED WORDS ARE ADDITIONS.