

**CITY OF BELLE SLE, FLORIDA
CITY COUNCIL AGENDA ITEM COVER SHEET**

Meeting Date: September 30, 2025
To: Honorable Mayor and City Council Members
From: Yolanda Quiceno – City Clerk
Subject: Resolution 25-11: Policy for PPI (Private Provider Inspections)

Background:

This response addresses recent discussions (9/16/2025) to the Resolution Policy concerning the use of Private Provider Inspections (PPI) and reflects my comments provided on the agenda sheet. The proposed fee structure is consistent with those adopted by other Central Florida jurisdictions, as detailed below.

The use of PPIs is becoming increasingly common across the state as a way to streamline the permitting process, reduce inspection delays, and increase efficiency in construction timelines. In response to this trend, the City seeks to establish a formal policy that acknowledges and supports the use of Private Providers by offering a permit fee discount structure for applicants who elect to utilize these services. The objective is to ensure fairness and transparency in the allocation of permit-related fees while complying with applicable statutory requirements.

FS 553.791(2)(b) requires that if a private provider is used for plan review or inspections, the local jurisdiction must reduce the permit fee by the cost savings realized from not performing those services. However, it also allows the jurisdiction to charge a reasonable administrative fee based on actual costs incurred, including personnel labor costs.

Given this statutory framework, the proposed fee reductions align with those charged by surrounding cities and counties (summarized below for reference). These comparisons demonstrate that the proposed discount structure is both competitive and justifiable.

To ensure compliance with FS 553.791 and to protect the City's interests, it's critical that any discount applied still covers all administrative costs incurred, including those passed through to UES under the City's contract.

Fee Consistency with Other Cities

Examples of PPI Discounts in Other Central Florida Jurisdictions:

Orange County

- Permit fees reduced to:
 - 55% of total fee if PPI is used for either plan review *or* inspections
 - 10% of total fee if PPI is used for *both* plan review and inspections
- Minimum permit fees still apply.

City of Orlando

- **Non-refundable 25% plan review deposit fee.**
- **Commercial & Residential (3+ units):**
 - Up to 200,000 sq.ft.:
 - Plans Review & Inspections: 63% reduction
 - Inspections Only: 32% reduction
 - Over 200,000 sq.ft.:
 - Plans Review & Inspections: 80% reduction
 - Inspections Only: 30% reduction
- **Residential (1-2 units):**
 - Plans Review & Inspections: 75% reduction
 - Inspections Only: 50% reduction
- Reductions apply only to FBC fees; other fees (e.g., tech, impact, concurrency) are not discounted.

Lake County

- No refund shall be given on plan review fees or administrative fees.
- Fee reduction for utilizing a PPI for Inspection Services, Per State Statute 553.791(2)(b) - 31%
- Fee reduction for utilizing a PPI for Plan Review Services, Per State Statute 553.791(2)(b) – 6%
- Residential permit fee discount for all electronic permitting – 5%
- Commercial permit fee discount for all electronic permitting – 5%

Seminole County

- **Residential:**
 - Plans Review: 50% of applicable plans review fee remitted; remainder retained for admin
 - Inspections: 50% of applicable inspection fee remitted
- **Commercial:**
 - Fees evaluated per project; admin fee summary provided within 7 days of intent to use PPI

City of Belle Isle

- Plans Review Only: A reduction of 100% of the total plan review fee.
- Inspections Only: A reduction of 50% of the total permit fee, representing the inspection portion.
- Both Services: A reduction of 100% of the total plan review fee and a reduction of 50% of the total permit fee, representing the inspection portion.