



RESOLUTION NO. 2022-024

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA, ADOPTING THE FISCAL YEAR 2022-2023 SCHEDULE OF FEES WHICH ESTABLISHES REASONABLE FEES FOR BUILDING AND LAND DEVELOPMENT SERVICES; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Highland Beach (“Town”) maintains and desires to promote the safety, health and welfare of its residents by providing for enforcement of its Code of Ordinances as well as setting forth fees for providing certain utilities and administrative services; and

WHEREAS, the Town Commission finds that adopting the 2022-23 schedule of fees serves a valid public purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA, AS FOLLOWS:

Section 1. The foregoing recitals are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution.

Section 2. The “Town of Highland Beach Schedule of Fees,” which is attached as **Exhibit “A”** and incorporated herein, is hereby adopted.

Section 3. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed.

Section 4. If any provision of this Resolution or the application thereof to any person or circumstances is held invalid, the invalidity shall not affect other provisions or applications of this Resolution which can be given effect without the invalid provision or application and to this end the provisions of this Resolution are declared severable.

Section 5. This Resolution shall become effective upon approval by Town Commission.

PASSED AND APPROVED by the Town Commission of the Town of Highland Beach, Florida, this ____ day of _____, 2022.

ATTEST:

Douglas Hillman, Mayor

**REVIEWED FOR LEGAL
SUFFICIENCY**

Lanelda Gaskins, MMC
Town Clerk

Glen Torcivia, Town Attorney
Town of Highland Beach

VOTES:

YES NO

Mayor Douglas Hillman
Vice Mayor Natasha Moore
Commissioner Peggy Gossett-Seidman
Commissioner Evalyn David
Commissioner John Shoemaker

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EXHIBIT “A”

TOWN OF HIGHLAND BEACH
BUILDING AND LAND DEVELOPMENT
SCHEDULE OF FEES

EFFECTIVE 10/01/2022 – 09/30/2023

I. BUILDING DEPARTMENT

- a. All building permit fees shall be based upon the value of the work to be performed. The “value of work” shall be determined in accordance with Section 109 of the Town’s Administrative Amendments to the Florida Building Code.
- b. The minimum building permit fee shall be \$100.
- c. Building permit fees shall be calculated per each \$1,000 of valuation or portion thereof, for each trade (building, plumbing, mechanical, or electrical), or for each specialty (pools, fire suppression, alarm or security systems, etc.). Those fees are as follows:
 - i. \$25.00 per \$1,000 or portion thereof of value up to \$500,000.
 - ii. \$20.00 per \$1,000 or portion thereof of value above \$500,000.
- d. Private Provider rates per F.S. 553.791 & F.S. 553(2)(b)
 - i. Private Provider inspections only -8% of (c) only.
 - ii. Private Provider plan review only -10% of (c) only.
 - iii. Private Provider inspections & plan review -18% of (c) only.
- e. Sales Trailer Permit Fee: The fee for sales trailers shall be \$500 per trailer, shall include all sub-trade inspections, and shall expire after six (6) months. The permit may be renewed for additional six (6) month increments upon payment of an additional fee.
- f. Construction Trailer Permit Fee: The fee for construction trailers shall be \$250 and shall include all sub-trade inspections.
- g. Contractor Registration: All contractors and subcontractors for permitted jobs must be registered with the Building Department of the Town of Highland Beach. Registration includes basic information about the contractor, and proof of licenses and insurance. Licenses and insurance are typically demonstrated through a State of Florida registration or certification, or a Palm Beach County Business Tax Receipt. There will be no charge for registering with the Town of Highland Beach.

h. Reinspection Fees:

- i. \$75.00 for second inspection (same item).
- ii. \$150.00 for third inspection* (same item).
- iii. \$300.00 for fourth inspection* (same item) per F.S. 553.80(2)(c)
- iv. \$300.00 for fifth inspection* (same item).
* (requires license holder/qualifier to be at the site)

i. Additional Fees:

- i. \$100.00 for fire sprinkler permits, except electrical component of permit. (Delray Fire Fee Schedule)
- ii. \$50.00 per page for plans requiring additional review after the initial review.
- iii. \$50.00 change of contractor.
- iv. \$100.00 tile/marble/flooring (not shower tile or pan replacement).
- v. \$100.00 water-heater change-out. (exact replacement only)
- vi. \$100.00 installation of residential alarm or security system.
- vii. Portable Storage Unit: \$50.00 for site permit fee.
- viii. \$100.00 for failure to call for a final inspection prior to permit expiring.
- ix. Florida State Surcharges: BCAIF 1.5% & FBC 1% of permit fees.

j. Penalty Fees:

- i. Two and half times (2.5X) the original permit fee, but not to exceed \$10,000, for work commenced without a permit.
- ii. Four times (4X) the proportion of the permit fee attributed to plan review (10% of permit fee) for three (3) plan review rejections in compliance with F.S. 553.80(2)(b)

k. Planning & Zoning Fees:

- i. Site plan: \$1,500.00
- ii. Special Exception: \$1,500.00
- iii. Comprehensive Plan Amendment: \$1,500.00
- iv. Revision to Code of Ordinances: \$1,500.00
- v. Variance: \$1,500.00
\$500.00 each additional variance
- vi. Appeal of Building Code or Zoning Determination: \$1,500.00
- vii. Zoning Verification Letter: \$150.00
- viii. Hourly attorney consultation fee. Must be paid with all land development applications. \$500.00 deposit plus any costs that exceed the \$500.00
- ix. License Agreement or Unity of Title: \$1,000.00
- x. Appeal to Town Commission: \$1,500.00
- xi. Engineering Review Fee: \$500.00 plus any additional cost

Cost Recovery Provision. Applicant is responsible for the cost of recovering administrative, engineering, legal review, and/or any other professional service required in conjunction with any application, including any public notice costs in excess of minimum advertising fee, including notice costs, such as postage, etc.