



Exhibit “A” Master Fee Schedule

Community Development

Building Permit Fees		
The Permit Fee Schedule shall be based on total valuation as follows:		
No.	TYPE OF FEE	FEE
	Base Fee for all Zoning Reviews and for Telecommunication permit applications.	\$100 (State surcharge does not apply)
	Minimum Permit Fee up to \$2,499.00 in value	\$150.00
	\$2,500.00 and up.	\$150.00 plus 2.% of permit value
If a building permit requires Engineering review, this will be assessed at an additional fee per the Town’s Engineering contract, with a minimum one (1)-hour charge.		
	Inspection Fee	\$100.00
All permit applications will include required inspections in the permit fee. If additional non-permit related inspections; zoning certificate inspections; structural code compliance inspections; fire damage inspections; courtesy inspections; and all other inspections not otherwise listed are required, a \$100 inspection fee PER inspection will be assessed		
	Re-inspection Fee	\$100.00
	Low-Voltage alarm system permit or low-voltage electric fence	As defined by Florida State Statue
Additional Permit-Related Fees		
	Permit Revision Administrative Fee utilizing the same Permit number	\$75.00
	Sub-Permit Administrative Fee	\$75.00
	Administrative Fee for Permit Renewal/Reissuance	\$75.00
<p>ADDITIONAL PLAN REVIEW & RELATED SERVICES FEE for non-permit related</p> <p>Building Official; Plans Examiner; Building Inspector; and Related Services Per hour fee based on Town Contract, minimum half-hour charge.</p> <p>Holiday/Weekend Inspections (minimum three (3)-hour charge) Per hour fee based on Town Contract</p> <p><u>Retaining Private Providers for plan reviews and building code services:</u> A permit applicant is entitled to retain a private provider. A letter request must be provided to the Town’s building official at permit application and shall be subject to building official approval. All records must be retained by the permit applicant and made available to the Town’s staff, building official or inspectors when requested. A permit applicant who retains private providers for plan reviews and other building code services, are required to pay 80% of the permit fee (instead of the entire fee).</p> <p><u>Information Technology Fee</u> for all department applications that are processed electronically:</p>		

Fee collected to off-set a portion of the costs associated with configuration and upkeep of computer hardware and software programs, repair, replacement, upgrades, and other information technology improvements: 3% of permit fee, and 3% of application fee for all other electronic applications, minimum of \$10 for all applications.

PERMIT PENALTIES

Any person who commences any work on a building or structure where a building or sign permit is required, who has not obtained the prior written approval from the Town’s Building Official, or has not obtained the required building or sign permit shall be subject to the assessment of a penalty of two times (2Xs) the required permit fees listed herein, in addition to the regular permit fees.

	CONTRACTOR REGISTRATION FEES:	
	With Palm Beach County registration with a “W” designation	\$2.00
	All Other Contractors	\$10.00
	SIGN PERMIT FEES:	
	All signage, except as otherwise listed	\$200.00
	Window/Door Signage and Temporary Signage, including real estate signage (per store window)	\$50.00
DEVELOPMENT REVIEW FEE SCHEDULE		
1	Abandonment of rights of way	\$1,800.00
2	Abandonment of easements	\$1,500.00
3	Appeal of Administrative Decisions	\$1,000.00
4	Comprehensive Plan text amendment	\$2,500.00
5	Comprehensive future land use map change, small and large	\$3,000.00
6	Development of Regional Impact	\$5,000.00
	a. Annual report review	\$500.00
7	Development Approval extension	\$1,500.00
8	Development Pre-Application Meeting	\$200.00
9	Developer Agreements	\$1,500.00
10	Planned Unit Development	
	a. Master Plan approval	\$2,850.00
	b. Modification of an approved Master Plan	\$2,300.00
	c. Per waiver request	\$250.00
11	Site plan, nonresidential or residential multi-family 6 units or greater	
	a. 0-14,999 square feet (structure size)	\$2,000.00

	b. Greater than 14,999 square feet (structure size)	\$4,000.00
	c. Per waiver request (if applicable)	\$250.00
12	Site Plan residential within Mixed-Use projects (in addition to nonresidential fees)	
	a. Base fee	\$1,500.00
	b. Additional fee, after the initial 10 units	\$ 10.00 per unit
13	Special Exception or Conditional Use, nonresidential and residential (one use per application)	
	a. 0-14,999 square feet (structure size)	\$1,600.00
	b. Greater than 14,999 square feet (structure size)	\$3,000.00
14	Variance or Waiver, nonresidential	\$1,250.00
15	Variance or Waiver, residential principal structure	\$750.00
16	Zoning code text amendment	\$2,500.00
17	Zoning map amendment	\$2,500.00
18	Zoning determination letter	\$175.00
19	Zoning Confirmation Certificate	\$125.00
20	Zoning Inspection (inspection of premises – per housing unit, or flat fee for commercial). Maximum \$500 for multiple housing units.	\$50.00
21	Home Occupation Zoning Confirmation Certificate	\$125.00
22	Special Event Permit (non-profit or individual not affiliated with for-profit entity)	\$50.00
23	Special Event Permit (commercial/for-profit entity)	\$100.00
24	Minor Replat/Plat	\$1,250.00
25	Telecommunications Tower Pre-application permit	\$100
26	Telecommunications Tower/Co-Location Application	\$100
27	Certificate of Appropriateness; Designation/De-designation; or Ad Valorem Tax Exemption for historic property (Historic Preservation)	\$200.00
28	Site Plan or Development Approval Amendment	\$500.00
29	Fine Reduction or Waiver Request Application – Code Compliance	\$100.00
30	Time Extension Application – Code Compliance	\$100.00
31	Out of Town/Mobile Vendor Zoning Review	\$50.00
32	Voluntary Annexation	\$1,250
33	Annual Bank Registration Fee	\$150.00
34	Unity of Title	\$500.00
35	Alcohol License Review	\$100
36	Address Assignment/Revision Fee	\$100

Recovery of additional costs. In addition to the afore-stated fees, the Town may, in addition to the applicable application fee, recover the costs referenced below, including, but not limited to, the following:

- 1) Consultant fees incurred by the Town, whenever the Town deems it necessary to retain an outside consultant, or additional services, to assist Town staff in the review and processing of applications for approval, such as the review and analysis of property appraisals, traffic impact analysis, vegetation and environmental assessments, archeological or historic assessments, market studies, engineering studies or reports, telecommunications facility siting, and any other documents, studies, data, reports and other materials.
- 2) Attorney's fees incurred by the Town Attorney or other legal counsel retained by the Town in connection with the review and processing of an application listed herein, and the preparation and/or review of legal documents.
- 3) Costs incurred by the Town in connection with advertising, publication, and mailing of legal notices for public hearings, workshops, or other public meetings; recording fees for the cost of recording instruments in the public records of Palm Beach County.
- 4) In the event that at the time an application is received by the Town, additional costs are reasonably anticipated by the Town to be incurred by the Town, the Town may require the applicant as a condition precedent to processing the application, to deposit an amount estimated by the Town's Community Development Director, to be a sufficient cost deposit. Any monies provided to the Town as a cost deposit, shall be placed into an escrow account created by the Town. After the application is closed out, the Town shall refund any unused cost deposit funds to the applicant.
- 5) The minimum cost deposit shall be \$1,500 or a greater amount if deemed necessary by the Town's Community Development Director to cover all anticipated expenses, whichever is greater.

Code Section	FINE FEES Violation Description	Fine
	An administrative cost of \$10 will be added to all parking-related fines listed on this schedule to recover enforcement tracking software costs charged by the Clerk of the Court.	
10-31 and 10-32	Nuisance	\$100.00
10-153 and 10-154	Noise disturbance 1 st Offense	\$250.00
	2 nd Offense (minimum of 30 minutes following the 1 st offense and within the same 24-hour period)	\$350.00
	3 rd Offense and every subsequent offense occurring a minimum of 30 minutes after the 3 rd offense and within the same 24-hour period after the 1 st Offense)	\$450.00
16-3	Unlawful trespass on public land	\$125.00
18-61 11-14	Domestic animals prohibited in park Dogs running at large prohibited - leash required	\$50.00
18-85	Violation of permit terms for use of park	\$50.00
18-81	No permit for special event	\$250.00
20-32	No permit for garage sale	\$50.00
24-34	Illegal roll-off (residential)	\$250.00
24-74	Illegal roll-off (commercial)	\$250.00
24-8	Illegal dumping / littering	\$250.00

24-39	Overloaded sanitation container (Residential)	\$50.00
24-78	Overloaded sanitation container (Commercial)	\$50.00
30-2	Prohibited parking	\$100.00
31-9	Blocking Parking Aisles in the Marina	\$100.00
30 -33	Commercial loading and unloading	\$250.00
30 -35	Parking commercial vehicle in residential area	\$125.00
32 -57	Illegal watering 1 st offense	\$50.00
32 -57	Illegal watering 2 nd offense	\$250.00
32-57	Illegal watering 3 rd or more offense	\$500.00
34-6	Hatracking; tree topping	\$250.00
70-32	Sign code violation (Town-wide)	\$125.00
2-320	No out of Town Business Registration	\$50.00
70-103(1)(c)	Garage/Yard Sale Signage Violation	\$50.00
76-95	Failure to pay Marina Overnight Parking Fee, or Marina Launching Ramp Fee	\$100.00 per violation

Finance

Dishonored Checks	\$25.00 Face Value up to \$50.00
	\$30.00 Face Value \$50.01 - \$300.00
	\$40.00 Face Value \$300.01 - \$800.00
	Or
	5% of Face Value if over \$800.00
Service Fee structure in accordance with Florida State Statues 166.251 and 832.05	

Harbor Marina

Slip Leases		Fee
DOCKAGE (calculated at Vessel Length Overall; Greater of Vessel Length or Slip Length)		
Annual (12 month minimum – Rate/Month)	Per Foot	\$30.00/ft
E Dock Special (Less than 30')	Per Month	\$/ft 660
35' Floating Dock	Per Foot	
36' - 44'	\$33.75 per ft	
45' - 49'	\$34.50 per ft	\$/ft \$34.50
50' - 59'	\$36.00 per ft	
60' +	\$37.50 per ft	
Charter Annual		\$/f \$40.00
REMOVE		
Seasonal (Rate/Month)		
Summer Monthly – May 1 to October 31		\$33.00/ft
Winter Monthly – November 1 to April 30		\$40.50/ft
Transient (Rate/Day)		
Summer – May 1 to October 31		\$3.50/ft

Winter – November 1 to April 30	\$4.00/ft.
Utilities – Lease (water/garbage/electric) mandatory fee	
110/30amp (Extra Cord Add \$40)	\$115.00/mo.
220/50amp (Extra Cord Add \$80)	\$160.50/mo.
Utilities – Transient (water/garbage/electric) mandatory fee	
110/30amp (per day per cord)	\$10.00/day
220/50amp (per day per cord)	\$15.00/day
Boat Ramp Fees	
Daily Boat Launch	\$10.00
Overnight Parking (Per Night)	\$40.00
Annual Pass	\$210.00
Semi-Annual Pass	\$105.00
Commercial Pass	\$500.00
Miscellaneous Fees	
Overnight Vehicle Parking (non-leaseholder)	\$ \$15.00 per night
Lost Key Replacement	\$35.00
Pump out	\$5.00
Water Tank Fill	\$10.00
Water Tank Fill (50 gal plus)	\$15.00
Port Charge	\$20.00\$25.00
Port Charge (50' LOA plus)	\$30.00\$35.00
Port Charge Charter / Commercial – Any size	\$55.00

Library

Item	Fee
Library Cards	
Initial library card at registration	No charge
Replacement card	\$3.00
Copies	
Black and white per page	\$.15
Color	\$.50
Printing	
Black and white per page	\$.15
Fax	
Per page within the United States	\$.50
Per page international	\$2.00
Scan document to USB or Email	
Per page	\$.05

Repair items – usability to be judged by staff	
Torn page per page – paper/book can be repaired using archival tape or glue to original usability	\$2.50
Torn page per page – part of paper/book missing – cannot be repaired to original usability	Must be replaced
Repair book hinge	\$5.00
Replace text block – repair book hinges	\$10.00
Re-glue text to spine in perfect binding	No charge
Re-glue text to spine in perfect binding – sections of book missing	Must be replaced
Part of item missing – usable without part	\$5.00
Part of item missing – not usable without part	Must be replaced
Item defaced – item can be repaired to original usability	\$5.00
Item defaced – item cannot be repaired to original usability	Must be replaced
Returned with unknown substance on item – substance can be removed without damaging the book	\$5.00
Returned with unknown substance on item – substance cannot be removed without damage	Must be replaced
Returned with potentially hazardous material or insects in/on item	Must be replaced
Water damage	Must be replaced
Replacement	
Barcode	\$1.00
RFID Tag	\$1.00
Books	At cost per book, same edition, same publisher. Additional \$5.00 per book for cost of technical processing.
Digital & Audio Media – DVD, BluRay, CD, and other similiar	At cost per media, same edition, same publisher. Additional \$5.00 per media for cost of technical processing.
Electronic device – Laptops, tablets, and other similiar	At cost per device, same brand and model. Additional \$50.00 per electronic device for cost of technical processing.

Electronic device accessories	At cost per accessory, same brand and model. Additional \$5.00 per accessory for cost of technical processing
Hotspot	
Case	\$20.00
Charger Cord	\$5.00
Hotspot Device	\$100.00
Laminated Instructions	\$2.00
USB Wall Charger	\$5.00
Refunds – No refund if item found after four (4) days	
Replacement charges paid for any lost item, shall be refunded upon return of the item in good condition within four (4) days of payment.	
Processing fees are not refundable	

Public Works

Stormwater Fees	
Equivalent Stormwater Unit (ESU) Rate	\$40.52
Residential Property (Annually)	\$486.26
Commercial Property/Non-Residential Property (Annually) Calculated based on each property's Runoff Area (AR) using the following formula: $AR = AB + AOI + (0.25 \times AP)$ Where: AP = Building Area (sq.ft.) AOI = Other Impervious Area (sq.ft.) AP = Previous Area (sq.ft.)	Annual Fee = # of ESUs x 12 x \$40.52
Sanitation Fees	
Annual Assessment per unit – single-family	\$405.68
Mobile home	\$405.68
Multi-family (fewer than 5 units per building)	\$405.68
Multi-family (5 or more units per building)	Classified as commercial and billed based on total container capacity (in cubic yards) and service frequency, in accordance with the Commercial Dumpster Collection & Disposal Rate Schedule.

Special Pickups	
Large vegetation piles greater than ten (10), but less than twenty (20) cubic yards	\$70.00
Large vegetation piles greater than twenty (20) cubic yards, per truck load	\$70.00, plus cost of disposal
Non-containerized household trash greater than ten (10), but less than twenty (20) cubic yards	\$70.00
Non-containerized household trash greater than twenty (20) cubic yards, per truck load	\$70.00, plus cost of disposal
Special Pickup Charge – in addition to special pickup and other charges, there will be an additional fee when trash and/or garbage, vegetation and/or recyclable items are placed out for collection and picked up on days not specified in the pickup schedule identified in the “Base Level of Service”.	\$50.00
Late fee per month on the outstanding balance beginning thirty (30) or more days following rendition of the bill	\$16.50 or 1.5% (whichever is greater)
Dumpster service removal and reinstatement	
First offense	\$110.00
Second offense	\$220.00
Third and subsequent offense	\$550.00
Collection – account subject to referral to collection agency or property lien for any bill remaining unpaid forty-five (45) days after rendition	
Additional 96-gallon garbage cart set-up fee – single-family. Requires x2/week service and monthly billing per .5 CY commercial rate.	One time set-up fee of \$85.00 and a monthly fee of \$16.41
Commercial Property Assessment	
Commercial class – Low generator class	\$0.018
Medium generator class	\$0.066
High generator class	\$0.235
Non-generator class	\$0.018
The above schedule is applicable to annual assessment calculated on the basis of the Palm Beach County Solid Waste Authority (SWA) waste generation data/property/year.	
Agricultural Class	
0 – 10 acres	\$59.13
11 – 99 acres	\$5.92/acre
100 + acres	\$591.25

Commercial dumpster collection & disposal rate chart						
	1X	2X	3X	4X	5X	
.5CY	N/A	\$76.95	N/A	N/A	N/A	
2CY	\$153.89	\$307.79	\$461.69	\$615.58	\$769.48	
3CY	\$230.84	\$461.68	\$692.53	\$923.37	\$1,154.22	
4CY	\$307.79	\$615.58	\$923.37	\$1,231.17	\$1,538.95	
6CY	\$461.68	\$923.37	\$1,385.06	\$1,846.75		
\$2,308.44						
8CY	\$615.58	\$1,231.17	\$1,846.75	\$2,462.33		
\$2,988.27						
The above schedule reflects the Town's current collection rate						\$14.78 per cubic yard of container
Plus, the Palm Beach County Solid Waste Authority's (SWA) current year disposal rate of						\$2.814 per cubic yard
Total collection and disposal rate equals						\$17.59 per cubic yard
The SWA calculates non-compacted garbage and trash to weigh 134 pounds per cubic yard and charges:						\$42.00 per ton for disposal
134 lbs. per cubic yard X \$42.00 per ton / 2000 lbs. per ton equals						\$2.814 per cubic yard disposal fee
Special pickups – customer must call for special pickup						
Commercial dumpster special pickup rate chart						
2CY → \$59.27						
3CY → \$73.95						
4CY → \$88.82						
6CY → \$118.38						
8CY → \$147.93						
Assigned Dumpster						\$14.78 per cubic yard container capacity
(\$14.78 collection rate + \$2.814 disposal rate) above the regularly scheduled service amount calculated on the basis of SWA waste generation data/property/year.						
In addition to the \$17.59 per cubic yard rate, there will be an additional						\$30.00
Commercial Dumpster Locking Device Installation						\$100.00
Other Fees						
Application for Traffic Calming Measures						\$50.00
Right-of-way Permit Application **Moved to Community Dev.						2% of the total estimated project cost or a minimum of \$75.
Swale Planting Permit Application						\$100.00

Special Events Department

Town Events	
Food Vendors	\$50.00
Business Vendors	\$50.00
Art & Craft Vendors	\$20.00
Non-Profits	\$0.00
Facility Rentals	
Mirror Ballroom	
Refundable Security Deposit	\$500.00
Resident Rate	\$125.00 per hour
Non-Resident Rate	\$175.00 per hour
Staff Fee	\$40.00 per hour
Cleaning Fee	\$150.00
Kelsey Park Indoor Pavilion	
Refundable Security Deposit	\$250.00
Resident Rate	\$75.00 per hour
Non-Resident Rate	\$100.00 per hour
Staff Fee	\$40.00 per hour
Cleaning Fee	\$150.00
Kelsey Park South Pavilion	
Refundable Security Deposit	\$100.00
Resident Rate	\$50.00
Non-Resident Rate	\$75.00
Kelsey Park Playground Pavilion	
Refundable Security Deposit	\$100.00
Resident Rate	\$100.00
Non-Resident Rate	\$125.00
Kelsey Park North Pavilion or West Ilex Park Pavilion	
Refundable Security Deposit	\$100.00
Resident Rate	\$40.00
Non-Resident Rate	\$65.00
Blakely Commons Gazebo	
Refundable Security Deposit	\$200.00
Resident Rate	\$50.00 per hour
Non-Resident Rate	\$75.00 per hour
Lake Park Harbor Marina, Kelsey Park (East and West)	
Refundable Security Deposit	\$2,000.00
Resident Rate	\$500.00
Non-Resident Rate	\$600.00
Restroom Cleaning Fee	\$150.00
Restroom Attendant Fee	\$25.00 per hour
Summer Camp	
Resident Rate	\$250.00 per session
Non-Resident Rate	\$300.00 per session

Extended Care	\$100.00 per session
Bert Bostrom Park	
Refundable Security Deposit	\$2,000.00
Field Rental Fee	\$20.00 per hour
Light Fee	\$30.00 per hour
Game Day Fee	\$500.00
Staff Fee	\$40.00per hour
Restroom Cleaning Fee	\$150.00
Restroom Attendant Fee	\$25.00 per hour
Recreation Programs	
Kids (ages 4-17)	\$50.00 per session
Adults (ages 18 and up)	\$50.00 per session
Instructor Fee	\$25.00per hour
Tennis and Pickleball Courts	
Special Event Refundable Security Deposit	\$1,000.00
Special Event Resident Rate	\$500.00
Special Event Non-Resident Rate	\$600.00
Court Rental Fee Resident Rate	\$10.00 per hour
Court Rental Fee Non-Resident Rate	\$20.00 per hour

Town Clerk

Lien searches – includes code violations, open building permits, & Sanitation services	\$100.00 standard \$150.00 rush (within 24-hr.)
Public Records Request	\$0.15 per copy
	\$0.20 double sided copy
<u>Florida State Statute 119.07(4)(d) If the nature or volume of public records requested to be inspected or copied pursuant to this subsection is such as to require extensive use of information technology resources or extensive clerical or supervisory assistance by personnel of the agency involved, or both, the agency may charge, in addition to the actual cost of duplication, a special service charge, which shall be reasonable and shall be based on the cost incurred for such extensive use of information technology resources or the labor cost of the personnel providing the service that is actually incurred by the agency or attributable to the agency for the clerical and supervisory assistance required, or both.</u>	Special Fee (Per State Statue)