

ORDINANCE 2015-05

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA, REPEALING THE FINES AND FEES AS ESTABLISHED BY ORDINANCE; PROVIDING FOR FINES AND FEES OF THE CITY TO BE ESTABLISHED BY RESOLUTION OF THE CITY COUNCIL; AMENDING CHAPTER 2 AND PROVIDING FOR NOTICE REQUIREMENTS; AMENDING CHAPTER 10 AND PROVIDING FOR ADDITIONAL DEFINITIONS AND CIVIL PENALTIES; AMENDING CHAPTER 11, PARKING AND STORAGE REQUIREMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City is committed to a fair and uniform application of its codes and ordinances;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA THAT:

NOTE: Language contained within this ordinance that is ~~struck through~~ is proposed to be deleted, language which is underlined is proposed to be added, and **** denotes a section or sections of the existing Code that have been omitted and are to remain unchanged.

SECTION I - AMENDING

Sec. 2-76.02. - Notice of violation. (Code Enforcement Procedures)

Prior to issuing a citation, the code enforcement officer shall give notice that a violation of a city code has occurred and shall establish a reasonable time period not to exceed thirty (30) days, within which the violation shall be corrected. If the violation is irreparable or poses a threat to the public health, safety and welfare, a citation may be immediately issued in lieu of a notice of violation.

Sec. 2-76.05. - Schedule of civil penalties. (Code Enforcement Procedures)

Any violations of city codes shall constitute a civil infraction of those codes. Any person who elects not to contest the fines shall be subject to a civil penalty in accordance with the fines in effect as adopted by the City Council.

Sec. 2-83. - Notices. (Code Enforcement Procedures)

(A) All notices and citations required by this article shall be issued by:

- (1) Certified mail, return receipt requested; or
- (2) Hand delivery by the sheriff or other law enforcement officer, code inspector, or other person designated by the local governing body; or
- (3) Acceptance of the the notice at the violator's usual place of residence with any person residing therein who is above 15 years of age and informing such person of the contents of the notice; or

- (4) In the case of commercial premises, leaving the notice with the manager or other person in charge; or
- (5) Posting the notice at the violator's usual place of residence or in the case of commercial premises, posting the notice to the premises in a conspicuous place.

(B) Any juvenile who has been cited for a violation of City codes shall have the notice or citation issued to his or her person and shall have a copy of the notice or citation mailed by regular mail to his or her address as provided.

Sec. 3-6. - Penalties and enforcement. (Alcohol)

Any person found to have violated this chapter shall be guilty of a misdemeanor of the second degree, punishable as provided in F.S. § 775.082 or § 775.083, and may be fined a civil penalty up to five hundred dollars (\$500.00) per violation or the maximum amount as allowed by law. Additionally, any person found to have violated this chapter shall be subject to a civil penalty in accordance with the fines in effect as adopted by the City Council. It shall be the responsibility of the city manager or designee and the law enforcement agency providing law enforcement to the city to enforce this chapter.

Sec. 4-4. - Interference with animal control officer. (Animals)

(a) Prohibited. It shall be unlawful and a civil infraction for any person to hinder, obstruct or otherwise interfere with an officer while discharging his duties under this chapter; or to take or attempt to take any animal from any vehicle used by the officer to transport animals; or to take or attempt to take any animal from the animal shelter without proper authority; or to knowingly interfere with any animal trap set by an officer or persons obtaining such traps from the animal control agency. Any person found to have violated this chapter shall be subject to a civil penalty in accordance with the fines in effect as adopted by the City.

Sec. 4-21. Penalties. (Animals)

(a) Penalties for infractions. Any person found to have violated this chapter shall be subject to a civil penalty in accordance with the fines in effect as adopted by the City Council.

Sec. 6-37 (b) (Cemetery)

The cost of cemetery property is based upon a per-lot price with a lot being composed of two (2) spaces. The cost of cemetery lots shall be charged in accordance with the fee schedule established as adopted by the City Council.

Sec. 8-2. - Penalty for violation of chapter. (Fire Department)

(a) Any person, firm, corporation, or anyone acting on their behalf, who violates the provisions of this chapter, or fails to comply with any of its requirements, except where otherwise provided, upon conviction thereof, shall be punished by a fine not to exceed five hundred dollars (\$500.00) or imprisonment for sixty (60) days, or both, and shall pay all costs and expenses involved in the case. Additionally, any person found to have violated this chapter shall be subject to a civil penalty in accordance with the fines in effect as adopted by the City Council. Each day such violation continues shall constitute a separate offense.

Sec. 8-6. - Fire inspection procedures and fees.

(a) Requirement. Annual fire and life safety inspections are required for certain occupancies within the city, except if more frequent inspections are required by another code, rule or statute. Occupancies with separate entrances and fire separations between adjacent occupancies will each require an individual inspection. Minor violations/discrepancies found shall be corrected within ten (10) calendar days and major violations identified in the inspection report shall to be corrected within three (3) calendar days. Life threatening hazards shall be corrected within 24 hours from the time the hazard is identified and reported to the property owner. If in the opinion of the City Manager or designee that the building or structure should be closed to occupancy in the interest of public health, safety and welfare, access shall be restricted until the violation has been corrected. Fire safety inspections as required by ordinance, law, code, or regulation shall be based on the fees in effect as adopted by the City Council.

Sec. 8-8. - Other inspections/test fees. (Fire Department)

Additional inspection and test fees not listed in Section 8-6 shall be charged in accordance with the fees in effect as adopted by the City Council.

Sec. 8-9. - Permits. (Fire Department)

(a) Permits shall be issued as mandated by the Florida Fire Prevention Code, and this section of this Code of Ordinances.

(b) The Florida Fire Prevention Code provides the authority for the City of Mary Esther to issue permits concerning fire control and/or hazards within the city. Commencement of an operation requiring a permit prior to issuance of the permit will result in an assessment as described in the City's schedule of fees in effect at the time of violation. Actions performed in conjunction with a permitted automatic sprinkler system, automatic fire alarm system or standpipe system resulting in a reported fire alarm initiating a fire department response to investigate the alarm will result in revocation of an existing permit. Reissuance of a permit which was revoked in accordance with code Section 8-9 will be at a fee ten (10) times the base fee listed in the City's fee schedule; subsequent alarms initiated will result in an escalating fee double the previous fee paid. Operations requiring a permit to be issued by the fire department shall be charged the permit fee in effect as adopted by the City Council.

(c) Permits not transferable. A permit shall not be transferable. Any change in use of a permitted building or the location of a permitted activity shall require a new permit.

(d) Permit required. No activity for which a permit is required shall be conducted without a permit.

- (e) Fee required before issuance. No permit shall be issued until the required fee is paid.
- (f) Period of validity. All permits shall be valid for one (1) year unless otherwise specified.
- (g) Responsibility for application for renewal. Permittee shall be responsible to apply for renewal of permits no less than thirty (30) calendar days prior to the expiration of the permit.
- (h) Application to one- and two-family residences. Permits required by this section shall not be applicable to one- or two-family residential use buildings, except those pertaining to fumigation and thermal insecticide fogging.

Sec. 8-10. - New construction and renovation of buildings.

(a) Plan review and inspection. The fire department shall perform a building plan review and inspection, for fire and life safety code compliance of all new buildings and renovations to buildings, except for one- and two-family residential use buildings.

(b) Plan review fee. The fire department building plan review fee shall be collected by the finance department.

(c) Payment prior to permit issuance. Building plan review fees shall be paid prior to permit issuance by the building department, unless otherwise noted.

(d) Building plan reviews. Building plan reviews performed by the fire department at the request of the applicant for proposed uses, prior to building permit application/issuance, shall be based on the fees in effect as adopted by the City Council.

(e) Application of re-inspections. Re-inspections required by this section apply to inspection areas not ready or additional inspections for correction of discrepancies.

(f) Re-inspection fees allowed to accumulate. Re-inspection fees as applicable to this section may be permitted to accumulate for a thirty-day period or until the occupancy is ready for a final inspection, whichever occurs first.

(g) Payment at end of thirty (30) days. At the end of the thirty (30) days or at a time of the request for a final inspection, no further inspections or work shall be performed until all fees are paid.

(h) Department approval certificate required for issuance of certificate of occupancy. A certificate of occupancy shall not be issued until the fire chief or his designee has inspected said building and determined it is in compliance and is safe for human occupancy. A fire department approval certificate is required before any certificate of occupancy is issued by the city or any of its agents. The builder/contractor or agent shall be responsible for delivering the fire department approval certificate to the building official for issuance of a certificate of occupancy. Failure to do so shall constitute a violation of this chapter.

(i) Stop work order. Upon notice from the fire chief or his designee, work on any building, structure or other such work that is being done contrary to any provision of this chapter or other fire or life safety code shall immediately cease. Such notice shall be in writing and shall be given to the owner, or their agent, or the person performing the work. Such order shall state the conditions under which work may be resumed. Where an immediate life or safety hazard exists, such order may not be in writing prior to stopping work.

Sec. 8-11. - Special plan review fees.

(a) The fire department shall perform a special plan review and an inspection for fire and life safety code compliance for on-site hydrants systems, flammable or combustible tanks, liquefied petroleum gas, sprinkler systems, standpipe systems, fire suppression systems, fire alarm systems. Fees charged for these services are in addition to any other fees.

(b) A fee shall be charged for specialty plan reviews and inspections for new construction or renovation in accordance with the fees in effect as adopted by the City Council.

(c) Specialty plan review fees shall be payable at the city hall at the time of building permit issuance. If no building permit application is required, fees shall be payable at the Mary Esther Fire Department/City Hall. Plan review fees are nonrefundable.

Sec. 8-12. - Site plan review fees.

(a) The fire department shall perform site plan reviews and a final inspection for fire protection requirement compliance for building sites, planned developments, and subdivisions.

(b) A fee shall be charged for site plan reviews according to the schedule of fees in effect as adopted by the City Council.

Sec. 8-19. - Standby fire protection.

(c) Rates. Fire protection rates, for standby or response, shall be charged in accordance with the fees in effect as adopted by the City Council.

Sec. 8-21. - Fire hydrant location and markers.

(c) Testing and painting. The fire department may perform flow testing and painting of the hydrants on private water systems, after a hold harmless agreement has been signed and the fee for said services has been received by the city.

Sec. 8-22. - Fire hydrant markers.

(d) The city may provide fire hydrant markers or installation of markers if requested. The cost for this service shall be the fee in effect as adopted by the City Council.

Sec 10-1 Definitions (Code of Ordinances-Garbage and Refuse)

"Dump" means to dump, throw, discard, place, deposit, or dispose of.

"Litter" means any garbage; rubbish; trash; refuse; can; bottle; box; container; paper; tobacco product; tire; appliance; mechanical equipment or part; building or construction material; tool; machinery; wood; motor vehicle or motor vehicle part; vessel; aircraft; farm machinery or equipment; sludge from a waste treatment facility, water supply treatment plant, or air pollution control facility; or substance in any form resulting from domestic, industrial, commercial, mining, agricultural, or governmental operations.

Sec. 10-8 Penalties (Code of Ordinances-Garbage and Refuse Article I. In General)

(c) In addition to the penalties specified herein, violations of this chapter shall be subject to a civil penalty in accordance with fines in effect as adopted by the City Council.

Sec. 10-21 Definitions (Code of Ordinances-Garbage and Refuse, Article II. Public Nuisances; Litter Control)

"Dump" means to dump, throw, discard, place, deposit, or dispose of.

"Litter" means any garbage; rubbish; trash; refuse; can; bottle; box; container; paper; tobacco product; tire; appliance; mechanical equipment or part; building or construction material; tool; machinery; wood; motor vehicle or motor vehicle part; vessel; aircraft; farm machinery or equipment; sludge from a waste treatment facility, water supply treatment plant, or air pollution control facility; or substance in any form resulting from domestic, industrial, commercial, mining, agricultural, or governmental operations.

Sec. 10-36 Penalties (Code of Ordinances-Garbage and Refuse)

(c) In addition to the penalties specified herein, violations of this chapter shall be subject to a civil penalty in accordance with the fines in effect as adopted by the City Council.

Sec. 11.07.18. Schedule of Penalties for Violations. (LDC-Illicit Discharge)

Any person found to have violated this chapter shall be subject to a civil penalty in accordance with the fines in effect as adopted by the City Council.

Sec. 11-1 (b)(1) (Code of Ordinances-Derelict and Inoperable Vehicles)

Parking and storage. It shall be unlawful for any person in charge or in control of any private property within the city, whether an owner, tenant, occupant, lessee, or otherwise to allow any derelict, inoperable or junked motor vehicle to be parked or stored on any private property in the city, unless the following conditions exist:

a. The vehicle is parked or stored within a completely enclosed building or the vehicle has been covered with a bumper to bumper tie-down cover in good repair which is specifically manufactured to cover a vehicle and has been adequately secured to the vehicle. No tarp shall be used as a vehicle cover.

b. The vehicle is stored in a rear yard behind an opaque fence or landscape buffer completely screened from off-premises view;

c. The vehicle is temporarily parked or stored at a business located in a zoning district for which automobile repair or storage is an approved use; or

d. The vehicle is temporarily parked or stored on the premises for the sole purpose of repair or salvage not to exceed ninety (90) thirty (30) days. The owner or occupant of the property where the vehicle is stored shall disclose to the inspector at the time of inspection that the vehicle is stored in accordance with the purpose of this section.

Sec. 13-18 Schedule of taxes (Code of Ordinances-Business Tax Receipt)

The amount of the business tax which shall be paid by the several firms, persons, or associations engaging in or managing businesses, professions or occupations for which a business tax receipt is required shall be charged in accordance with the fee in effect as adopted by the City Council.

Sec. 13-84. - Penalties. (Code of Ordinances-Business Tax Receipts)

Any person convicted of violating this chapter shall be prosecuted in the same manner as a misdemeanor in the second degree, and upon conviction shall be punished by a fine not to exceed five hundred dollars (\$500.00) or imprisonment, not to exceed sixty (60) days or by both such fine and imprisonment. In addition, any person found to have violated this chapter shall be subject to a civil penalty in accordance with the fines in effect as adopted by the City Council.

Sec. 14-4. - Penalty provisions. (Code of Ordinances-Curfew of Minors)

Violation of the curfew ordinance shall be punishable as provided under F.S. §§ 877.20 – 877.25.

A minor who violates the curfew ordinance shall receive a written warning for her or his first violation. A minor who violates the curfew ordinance after having received a prior written warning is guilty of a civil infraction and shall be subject to a civil penalty in accordance with the fines as established by resolution of the City Council which may be changed from time to time as the Council deems necessary.

Sec. 14.5-7. - Penalties for violations. (Code of Ordinances-Parking)

Violations of this chapter shall be deemed a non-criminal municipal traffic infraction. Any person found to have violated this chapter shall be subject to a civil penalty in accordance with the fines in effect as adopted by the City Council.

Sec. 18.00.01 Development Order Fees: (LDC-Permit Fees)

A. Generally. The applicant for a permit for any construction, installation, moving or demolition permit required by Section 18.00.00 of this article shall, at the time of making application and issuance of a permit, pay for each permit for which shall be applied the fee in effect as adopted by the City Council

If, in the opinion of the Planning and Zoning Department, the construction value as submitted on the permit application appears to be underestimated, the permit may be denied or recalculated, unless the applicant provides a fully executed signed contract. The Department reserves the right to require any applicant to submit a fully executed contract. A fully executed contract shall include all labor, materials and the retail value of the construction work for which the permit has been applied for.

Moving and demolition fees for any building or structure shall be charged in accordance with the fee schedule as adopted by the City Council which may be changed from time to time as the Council deems necessary.

IMPACT FEE: Impact fees may be established by a resolution of the City Council.

B. Plan Review and Site Inspection Fee: The Planning and Zoning Department shall perform plan reviews and site inspections to ensure plans and construction meet compliance with applicable City codes, ordinances and regulations. A plan review and site inspection fee, when applicable, shall be charged according to the fee schedule in effect as adopted by the City Council. Fees shall be required to be paid prior to a plan review. No certificate of occupancy shall be issued until all fees are paid in full.

Sec. 18.00.02 Sewer and Water Tap Fees: In the event that sewer and/or water tap fees are required for individual lots they shall be as specified in Section 20 of the City of Mary Esther Code of Ordinances. Tap fees, if required, shall be paid prior to issuance of the permit.

Sec. 18.00.03 Fire Sprinkler System Permit Fees: Each individual sprinkler head, roughed-in and/or final inspections shall be charged in accordance with the fee schedule in effect as adopted by the City Council. Hydraulic calculations shall be required prior to issuance of any permit.

Sec. 18.01.00 - INSPECTION FEES

Inspection fees as determined by the City Manager, or his or her designee, shall be paid for each permit to which inspections apply, prior to issuance of a permit, in accordance with the fee schedule in effect as adopted by the City Council. Re-inspection fees will-shall be paid prior to performing such a re-inspection.

Sec.18.02.00 -CITY COUNCIL/LPA REVIEW, RECOMMENDATIONS, PROCESSING AND FEES

The City Council/LPA shall review and make recommendations on all developments within its jurisdiction. The City Manager, or his or her designee, shall process applications for all permits, variances and other modifications, including, but not limited to, inspections, permits, rezoning, variances, special exceptions, regulations and/or land use plans.

18.02.01 Review and Processing Fees:

Projects which require a special review and processing shall be charged the fee in the fee schedule in effect as adopted by the City Council.

Sec. 18.03.00 - CONCURRENCY EVALUATION REVIEW FEES

Concurrency evaluation review fees shall be charged in accordance with the City's fee schedule in effect as adopted by the City Council.

Sec. 20-91. - Service charges. (Code of Ordinances-Water/Sewer Fees)

For the purpose of determining the "Ready to Serve" water rate for commercial customers, "Commercial 1" customer accounts are identified as customer accounts with a monthly water usage of twelve thousand (12,000) gallons per month or less. "Commercial 2" customer accounts are identified as customer accounts with a monthly water usage of twelve thousand and one (12,001) gallons per month or more.

Water service charges shall be charged in accordance with the City's fee schedule in effect as adopted by the City Council.

Sec. 20-93. - Water tap-in fees.

Tap-in fees shall be charged in accordance with the City's fee schedule in effect as adopted by the City Council.

Sec. 20-94. - Water for cleaning purposes.

A fee for cleaning water shall be charged in accordance with the City's fee schedule in effect as adopted by the City Council.

Sec. 20-106. - Service charges.

For the purpose of determining the "Ready to Serve" sewer rate for commercial customers, "Commercial 1" customer accounts are identified as customer accounts with a monthly water usage of twelve thousand (12,000) gallons per month or less. "Commercial 2" customer accounts are identified as customer accounts with a monthly water usage of twelve thousand and one (12,001) gallons per month or more.

Service charges shall be charged in accordance with the City's fee schedule in effect as adopted by the City Council.

Sec. 20-107. - Sewer tap-in fees.

The tap in fees for residential and commercial sewer taps shall be charged in accordance with the City's fee schedule in effect as adopted by the City Council.

Sec. 21-66. - Sewage collection system.

The developer shall provide an adequate sanitary sewage collection system within the development, for acceptance by the city, prior to the commencement of building construction. In addition any builder shall pay an impact fee per bedroom per single-family unit to help augment the sewage treatment facilities. Such impact fee is deemed necessary due to the burden that increased per-capita density places on the sewage treatment facilities. Payment of the impact fee shall be made to the city prior to the issuance of any building permit and calculated per the City's adopted fee schedule in effect at the time the permit is issued.

SECTION II - SEVERABILITY

Should any part of this ordinance be declared unconstitutional or void by a court of competent jurisdiction, the remaining parts shall remain in full force and effect.

SECTION III - CONFLICT

This Ordinance shall prevail over all prior Ordinances or Resolutions or parts thereof in conflict herewith, and are hereby repealed to the extent of such conflict.

SECTION IV - EFFECTIVE DATE

This ordinance shall become effective upon adoption according to law.

SO DONE this 1st day of JUNE 2015.

By:

Margaret McLemore, Mayor

ATTEST:

Dana L.S. Williams, CMC
City Clerk

1st Reading: 5/4/15
Published: 5/22/15
2nd Reading: 6/1/15

ORDINANCE 2015-07

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA; PROVIDING FOR A NEW SECTION CHAPTER 2 ARTICLE VI, ADOPTION OF CITY FEES AND FINES; PROVIDING FOR AMENDMENT OF CITY FEES AND FINES BY RESOLUTION; REPEALING FEES AND FINES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City is committed to a fair and uniform application of its codes and ordinances;

WHEREAS, the fees and fines for the City of Mary Esther are established for the welfare of the general public;

WHEREAS, the City of Mary Esther finds having a fee schedule and fine schedule is in the best interest of the public;

WHEREAS, allowing amendments to the fee schedule and fine schedule by resolution is more cost effective and allows for changes in a more timely manner;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA THAT:

SECTION I - ESTABLISHING

A new section, Chapter 2 Article VI, titled Fee and Fine Revenue is hereby created.

SECTION II - AMENDING

Chapter 2 Article VI Fee and Fine Revenue

The City of Mary Esther hereby approves City fees and fines to be adopted by resolution of the City Council which may be amended from time to time by resolution as the City Council deems necessary.

SECTION III - REPEALING

All fees and fines as found in the City of Mary Esther Code of Ordinances and Land Development Code are hereby repealed.

SECTION IV - SEVERABILITY

Should any part of this ordinance be declared unconstitutional or void by a court of competent jurisdiction, the remaining parts shall remain in full force and effect.

SECTION V - CONFLICT

This Ordinance shall prevail over all prior Ordinances or Resolutions or parts thereof in conflict herewith, and are hereby repealed to the extent of such conflict.

SECTION VI - EFFECTIVE DATE

This ordinance shall become effective upon adoption according to law.

Adopted this 1st day of JUNE 2015.

By: _____
Margaret McLemore, Mayor

ATTEST:

Dana L.S. Williams, CMC
City Clerk

1st Reading: 5/4/15
Published: 5/22/15
2nd Reading: 6/1/15

RESOLUTION 2015-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA PROVIDING FOR AUTHORITY; ESTABLISHING A FEE, FINE AND REVENUE GUIDE; PROVIDING FOR A REPEALER CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City's Comprehensive Fee and Fine Schedule establishes revenue guidelines and a fee and fine schedule;

WHEREAS, the Government Finance Officers Association (GFOA) and National Advisory Council on State and Local Budgeting (NACSLB) provide established guidelines and standards for Best Practices in Public Budgeting and promotes the adoption of an Account Guide establishing Revenues and Fees, and;

WHEREAS, City Council has determined that the City can benefit by establishing a comprehensive revenue, fee and fine schedule.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mary Esther, Florida:

Section 1. Authority. Authority for enactment of this Resolution is Section 166.021. Florida Statutes.

Section 2. Account Guide -Revenues. The City of Mary Esther hereby establishes the Comprehensive Fee and Fine Schedule set forth in Exhibit A attached hereto for reference and adopted by City Council.

Section 3. Repealer Clause. All sections or parts of sections of any City of Mary Esther's Ordinances or parts of Ordinances, and any City of Mary Esther's Resolutions or parts of Resolutions, and any City of Mary Esther's Policies or parts of Policies, which are in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This Resolution shall take effect immediately upon approval by the City Council and signature by the Mayor.

SO DONE THIS 1st DAY OF JUNE 2015.

By: _____
Margaret McLemore, Mayor

ATTEST:

Dana L.S. Williams, CMC
City Clerk

EXHIBIT A

to

Resolution 15-01

**COMPREHENSIVE FINES AND FEES
AND REVENUES**

Adopted _____

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ADMINISTRATIVE CHARGES FOR SERVICES

This costs associated with inspection and copying of public records; photographing public records; fees; and exemptions are as prescribed in *F.S. 119.07*. An abbreviated fee schedule is included below for convenience; however, all applicable state statutes currently in effect will prevail.

Administrative charge for research, collection, & retrieval of public records in excess of 30 min.....	\$9.55/hr
Certified Copies (per page).....	\$1.00
Credit Card Processing Fee (per transaction)	\$1.25
Inspection of Public Records ¹	No Charge
Returned or NSF checks including bank drafts (each).....	\$25.00
Photocopying Public Records (price per page)	
Up to 8.5" x 15"-one sided	\$0.15
Up to 8.5" x 15"-duplexed.....	\$0.20
All other sizes.....	Actual cost of duplication
CD's or thumb drives ²	Actual cost of duplication
Park Reservation Deposit.....	\$100.00*
Lost or Damaged Park Keys Replacement.....	\$100.00
Lien Search	\$20.00
Notary Service for Non-City Residents.....	\$10.00

¹ – Must be during normal office hours and scheduled in advance. Contact the City Clerk’s office for more information.

² – The customer may supply his/her own media/ drive, eliminating the cost for reproduction.

*Refundable upon return of keys and passing inspection of park

BUSINESS TAX RECEIPTS

- 1 **Advertising Agencies:** Consisting of persons, firms or corporations; and trade inducement companies, or similar organizations of like character, contracting for advertising within the corporate limits of the city\$25.00
- 2 **Amusements, Entertainment and Exhibitions:** Consists of, but is not limited to: Animal and pet exhibitions; arts and craft shows; balls and dances; billiards and pool rooms; bowling alleys; carnivals; circuses; concerts; fairs; game rooms; skating rinks; shuffle board; theatrical performances; vaudeville shows; video game rooms; and any other amusement, entertainment or exhibition of like character.
- (a) All concessions for profit operating in association with any activity referenced in this paragraph.....See retail and wholesale outlet tax schedule
 - (b) Civic and charitable organizations or public schools are not required to pay a tax but must register with the city local business tax administrator No tax
 - (c) Billiards and pool rooms, bowling alleys, miniature golf, shuffle boards, skating rinks, water slides and others of like character\$100.00
 - (d) Carnivals, circuses, vaudeville shows, minstrels, theatrical performances, fairs and the like\$100.00
 - (e) Dances, balls and concerts\$25.00
 - (f) Exhibits, arts and craft shows, etc., per year or fraction thereof\$25.00
 - (g) Video games See token operated machines
- 3 **Broadcasting Stations:**
- (a) Radio:
 - 500 Watts or less\$100.00
 - 501 to 1,000 Watts\$125.00
 - All over 1,000 Watts\$150.00
 - (b) Television stations:
 - First yearNo tax
 - Each year thereafter, per year\$150.00
- 4 **Bus or Freight Terminals, including express and mail services.....\$75.00**
- 5 **Clubs:** Consisting of, but not limited to: Athletic clubs; golf clubs; health clubs; racquet ball clubs; social clubs; and others of like character.....\$25.00
- 6 **Contractors and Subcontractors, where business office is located within the corporate limits, for the business only.**
- Included in regulatory license fees for such contractorsNone
- Individual Contractors and Sub Contractors -- See Article II, Regulatory Registration of Contractors

7 Door-to-Door Sales, Solicitors, Street Vendors, Peddlers.

(NOTE: Subject to police investigation. Upon payment of appropriate permit application fees, in addition thereto appropriate schedule of local business tax shall apply.)

- (a) Each individual selling goods, services or soliciting in shopping areas or along the streets or beaches of the city, per solicitor\$25.00
- (b) Each individual selling goods, services, or soliciting door-to-door in residential areas of the city per solicitor\$25.00

(NOTE: Solicitors for civic or charitable organizations or public schools are not required to pay a local business tax but must obtain a permit from the local business tax administrator or his/her designee.)

8 Financial Institutions: Consisting of, but not limited to: Banks; banking associations; bonding companies; claims and collection agencies; credit associations; credit unions; finance companies; money lenders; savings and loan associations, and any other institution of like character\$150.00

9 Employment Agencies, per year\$75.00

10 Food and Beverage Establishments:

(a) Restaurants, cafes, snack bars, dining rooms, lounges, taverns, nightclubs and the like, whether operated in conjunction with some other line of business or not:

<u>Gross Sales</u>	<u>Business Tax</u>
\$ 0 to 25,000.99 (minimum)	\$ 25.00
25,001 to 50,000.99	\$40.00
50,001 to 100,000.99	\$80.00
100,001 to 200,000.99	\$150.00
200,001 to 300,000.99	\$275.00
300,001 to 600,000.99	\$550.00
600,001 to 1,000,000.99.....	\$950.00
1,000,001 to 1,500,000.99	\$1,200.00
1,500,001 to 3,000,000.99	\$1,950.00
3,000,001 and over	\$2,500.00

(b) Snack counters, drive-ins, catering services, take-out services which maintain no seats\$50.00

11 Fortunetellers, including clairvoyant, palmist, astrologer, phrenologist, character reader, spirit medium, absent treatment healer, mind reader, mental healer, numerologist and every person engaged in any occupation of similar nature, per week, except where prohibited by zoning\$100.00

12 Gasoline Stations, selling of gasoline products to and servicing of motor vehicles, including all local business tax therefore, except as otherwise herein providedSee retail and wholesale outlet tax schedule

13 Insurance:

- (a) Each insurance company writing any class of insurance upon any person or property residing or located within the city\$25.00
- (b) Insurance agent or firm doing such business as agent or other representative of insurance company or companies, for each place of business.....\$25.00
- (c) Each traveling or itinerant insurance agent or solicitor soliciting business..... within the city\$25.00

14 Professionals: The taxes referenced in this section apply to each individual pursuing such profession or professional activities and not against the firm, partnership or corporation. Therefore, each individual must obtain a separate business tax receipt rather than one (1) business tax receipt being acquired by a firm, partnership or corporation.

- (a) **Class 1:** Includes professionals such as accountants, certified public accountants, architects, attorneys, chiropractors, dentists, engineers, medical doctors, opticians, optometrists, financial planners, psychiatrists, psychologists, stock brokers, surveyors, veterinarians, and financial consultants\$150.00
- (b) **Class 2:** Includes, but is not limited to, professions such as auctioneers; barbers; beauticians; cosmetologists; massage therapists; mid-wives; nurses; teachers and others of like character not referenced in Class 1 or in the insurance category.....\$25.00

15 Rental Units: Rental units: All hotels, motels, house, cottages, condominium units, trailer spaces, boarding houses and all other units or spaces rented:

- 1 to 4 units\$25.00
- 5 to 10 units\$50.00
- 11 to 50 units\$100.00
- 51 to 100 units\$200.00
- 101 to 200 units\$300.00
- 201 to 500 units\$400.00
- 501 or more units\$500.00

16 Retail and Wholesale Outlets, consisting of, but not limited to, persons, firms or corporations, selling or renting assorted goods, appliances, automobiles, baked goods, candies, boats, trailers, wares, or merchandise at the retail or wholesale level or providing a specific service from a fixed place of business within the city, such as— Appliance and home furnishings; automobile parts and supplies; building and construction supplies; cosmetics; jewelry; clothing stores, convenience stores, to include selling of gasoline and motor oils in conjunction therewith; department stores; drug stores selling merchandise and wares in addition to prescription drugs; dry goods; electronic equipment, parts and supplies; office equipment, computers, computer programs, parts and supplies, grocers; hardware stores; furniture and supplies, garden and nursery; pet and pet supply sales outlets other than animal shelters; recreational vehicles; video sales and rentals, and any other retail or wholesale merchandising outlet of like character to include repairs and maintenance.

Business taxes are to be based on sales from the preceding year. Gross sales shall be determined by the amount declared in income tax returns to the U.S. Government, at the end of the calendar or fiscal year preceding the application for business tax receipt:

- (a) The tax for the first year of operation shall be set by the city, based on anticipated gross sales. Owners and operators of businesses involved in swapping, exchanging or selling used items shall be required to purchase only one (1) retail/wholesale local business tax receipt, and the individual swapping, exchanging or selling such merchandise shall not be required to purchase a local business tax receipt, provided that such person does not swap, exchange or sell any new merchandise.
- (b) The following tax schedule shall apply in determining the amount to be charged for each local business tax receipt:

<u>Tax</u>	<u>Gross Sales</u>	<u>Local Business</u>
\$	0 to 25,000 (minimum)	\$25.00
	25,001 to 50,000.99	\$40.00
	50,001 to 100,000.99	\$80.00
	100,001 to 200,000.99.....	\$150.00
	200,001 to 300,000.99.....	\$275.00
	300,001 to 600,000.99.....	\$550.00
	600,001 to 1,000,000.99.....	\$950.00
	1,000,001 to 1,500,000.99.....	\$1,200.00
	1,500,001 to 3,000,000.99.....	\$1,950.00
	3,000,001 to 6,000,000.99.....	\$3,000.00
	6,000,001 to 10,000,000.99.....	\$4,500.00
	10,000,001 to 15,000,000.99.....	\$6,000.00
	15,000,001 and over	\$7,000.00

17 **Taxis, Limousines, Buses, Ambulances, Courtesy Cars, Delivery Cars, Motorcycles,** and any other vehicle of like character for hire. The annual business tax shall be a per-unit charge.

Taxicabs, per unit.....	\$50.00
Limousines, per unit	\$100.00
Buses	\$100.00
Courtesy/delivery cars, private ambulances, per unit	\$50.00
All others, per unit	\$25.00

18 **Theaters:** Annual local business taxes will be based upon gross SalesSee retail wholesale outlet tax schedule

19 **Token Operated Machines:** All businesses or activities utilizing amusement, vending, and/or washing machines or any other machine of like character which uses coins, facsimile coins, slugs, tokens or plastic inserts or any other material of like character, with which to operate the machine, except pay telephones, shall pay a business tax based upon the number of machines:

Amusement and/or video game machines:	
Amusement machines, per machine.....	\$25.00
Vending machines:	

1 to 3 vending machines	\$10.00
4 to 9 vending machines	\$50.00
10 to 25 vending machines	\$100.00
26 or more vending machines	\$150.00

Washing machines and dryers:

1 to 25 token operated washers or dryers	\$50.00
26 to 50 token operated washers or dryers	\$100.00
51 or more token operated washers or dryers	\$150.00

20 **Miscellaneous:** Any business activity not herein before listed\$200.00

CEMETERY FEES

- (1) Residents: The cost per lot to residents of the city\$400.00
The cost for a single space to residents\$200.00

- (2) Nonresidents: The cost per lot to nonresidents of the city \$1,500.00
The cost for a single space for nonresidents\$750.00

- (3) Internment fee: The cost of a space intended for multiple cremation interments shall be the indicated cost for a single grave space plus fifty dollars (\$50.00) for each interment.

- (4) Special spaces: The cost of those special spaces which are not useable in full and have been designated for interment of cremations only\$250.00

- (5) Baby lots: A baby lot consists of a single grave space. The cost of a baby lot in the designated baby section of the cemetery\$100.00

CITY COUNCIL/LPA REVIEW

Review and Processing Fees

A. Planned unit development (PUD).....	\$250.00
1. Each parcel/lot, over twenty (20), within the PUD.....	\$5.00
2. Expenses for advertising, mailing or other administrative fees.....	At cost
B. Subdivision.....	\$250.00
1. Each parcel/lot, over twenty (20), within the subdivision.....	\$5.00
2. Expenses for advertising, mailing or other administrative fees.....	At cost
C. Commercial projects of area wide impact.....	\$250.00
Plus expenses for advertising, mailing or other administrative fees.....	At cost
D. Commercial projects not categorized under A., B., C. above.....	\$250.00
Plus expense for advertising, mailing or other administrative fees.....	At cost
E. Developments of regional impact.....	\$750.00
1. Each parcel/lot and/or each one hundred square foot area.....	\$5.00
2. Expenses for advertising, mailing, travel (at state rates) or other administrative fees.....	At cost
F. Application for rezoning.....	\$200.00
Plus expenses for advertising, mailing or other administrative fees.....	At cost
G. Application for variance.....	\$50.00
Plus expenses for advertising mailing or other administrative fees.....	At cost
H. Application for special exception.....	\$25.00
Plus expenses for advertising, mailing or other administrative fees.....	At cost
I. Application for comprehensive plan amendment.....	\$500.00
Plus expenses for advertising, mailing or other administrative fees.....	At cost
J. Special consulting services, as charged by the consultant.....	At cost

CONCURRENCY EVALUATION REVIEW

Multi-Family Project, per building:	\$100.00
Commercial Project, per building:	\$100.00
Single-Family Home:	\$100.00

CONSTRUCTION AND BUILDING PERMITS

Building Permits

Building permit fees shall be charged according to the table below

Total Valuation	Fee
\$0 to \$2,000	\$10.00
\$2,001 to \$15,000	\$10.00 for the first \$2,000 plus \$3.00 for each additional thousand or fraction thereof, to and including \$15,000.
\$15,001 to \$50,000	\$49.00 for the first \$15,000 plus \$2.50 for each additional thousand or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$136.50 for the first \$50,000 plus \$2.00 for each additional thousand or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$236.50 for the first \$100,000 plus \$1.25 for each additional thousand or fraction thereof, to and including \$500,000.
\$500,001 and up	\$736.50 for the first \$500,000 plus \$0.75 for each additional thousand or fraction thereof.

Planning and Zoning Department Plan Review and Inspections

Fees shall be paid at the time of issuance of the building permit. Inspections which have not been charged at the time of the permit issuance shall be charged and collected prior to release of a final inspection report or issuance of a certificate of occupancy.

Plan Review

(1) Residential site plan review	\$15.00
(2) Residential construction plan review	\$15.00
(3) Commercial site plan review	\$30.00
(4) Commercial construction plan review	\$30.00
(5) Commercial Major Development plan review	\$150.00
(6) Boundary or foundation survey review	\$15.00
(7) Elevation Certificate review	\$15.00
(8) Modifications, amendments, corrections to plans per sheet not to exceed original plan review fee	\$10.00
(9) Site inspection	\$20.00
(10) Final inspection	\$30.00
(11) Re-inspection	\$20.00

Inspection Fees

Construction

Demucking	\$15.00
Footing	\$10.00
Framing or Dry-in	\$10.00

Insulation	\$10.00
Slab (*)	\$10.00
Re-inspection	\$5.00
Final Construction	\$10.00
Radon	Charges as dictated by State Statute

**Depending on Pours*

Mechanical

Rough-in	\$10.00
HVAC Change out	\$15.00
Heating & A/C up to & including 5 tons	\$10.00
All over 5 tons, per ton	\$5.00
Swimming Pool (Public).....	\$40.00
Swimming Pool (Private)	\$25.00
Re-inspection.....	\$5.00
Final Mechanical.....	\$10.00

Electrical

Service Change— Commercial.....	\$15.00
Service Change— Residential.....	\$10.00
Temporary Pole	\$15.00
Rough-in	\$10.00
Grounding	\$15.00
Re-inspection.....	\$5.00
Final Inspection.....	\$10.00

Plumbing

Sewer Line	\$10.00
Rough-in	\$10.00
Stack-out	\$10.00
Re-inspection	\$5.00
Final Plumbing Inspection	\$10.00

Gas

Gas	\$10.00
Water Heater	\$15.00
Re-inspection.....	\$5.00
Final Gas Inspection	\$10.00

Moving or Demolition of a Building or Structure

A demolition plan which shows demolition of the existing building or structure, means of demolition, waste management, dust management, hazardous chemicals and materials removal, removal and mitigation of asbestos and lead paints, and utility disconnects and isolations shall be submitted with an application to demolish any building or structure. For moving any building or structure which will include use of public streets, the applicant shall provide to the City a traffic plan, a certificate of insurance showing general liability and

property damage limits of at least \$1,000,000.00 per occurrence with the City of Mary Esther listed as the certificate holder and any of the requirements as listed for demolition of a building as the Department deems necessary.

Per building or structure \$50.00

Certificate of Zoning..... \$25.00

FINES

Dumping Litter

Any person who has been charged with littering not exceeding 15 pounds or 27 cubic feet in volume and has been issued a citation with a civil penalty shall pay a fine to the City of Mary Esther within 20 calendar days..... \$100.00

Any person who has been charged with littering in which the litter exceeds 15 pounds or 27 cubic feet in volume and has been issued a citation with a civil penalty shall pay a fine to the City of Mary Esther within 20 calendar days.....\$250.00

Enforcement Hearing Fines

Any person who has been found in violation of a City code by a Special Magistrate or Code Enforcement Board may be ordered to pay a fine up to those listed in addition to any other daily fines that the respondent has been ordered to pay.

First violation\$250.00
Repeat Violations for the same offense.....\$500.00

Illicit Discharge

Any person who has been charged with violating Land Development Code Article 11 and has been issued a citation with a civil penalty shall pay a fine to the City of Mary Esther within 20 calendar days. Such fine will be per day per offense so long as the offense continues.\$250.00

Obstruction/Resting Code Enforcement Officer, Animal Control Officer or Fire Official

Any person who has been charged with obstruction or resisting a Code Enforcement Officer or Animal Control Officer shall pay a civil penalty to the City of Mary Esther within 20 calendar days.....\$250.00

Parking

Any person who has been charged with violation of the City's parking code and has been issued a citation with a civil penalty shall pay the following fine to the Okaloosa County Clerk of Court within 30 calendar days.

General\$50.00
Parking in a disabled permit only space\$183.00
Parking in a fire lane\$183.00
(Uniform Traffic Citation) Violation of State Statute 316.1945\$113.00
(Uniform Traffic Citation) Violation of State Statute 316.1951\$113.00
(Uniform Traffic Citation) Violation of State Statute 316.1955\$183.00

General Offenses not otherwise listed

Any person who has been charged with violating any City code and has been issued a citation with a civil penalty shall pay the following fine to the City of Mary Esther within 20 calendar days.

1st offense:\$50.00
2nd offense occurring within a 12 month period: \$100.00
3rd and subsequent offense occurring within a 12 month period:.....\$250.00

Late Fee

A late fee of fifteen (15) percent of the fine shall be charged each month that a fine is delinquent.

Note: A citation which has been issued by the Okaloosa County Sheriff's Office is payable to the Okaloosa County Clerk of Court within the time prescribed as stated on the citation.

**FIRE DEPARTMENT
FIRE PREVENTION & LIFE SAFETY BUREAU FEES**

Annual & Routine Inspections:

<u>Square Footage</u>	<u>Normal Fee¹</u>	<u>2nd Re-Inspection²</u>
Up to - 5,000.....	\$45.00	\$90.00
5,001 - 10,000.....	\$58.00	\$116.00
10,001 - 15,000.....	\$68.00	\$136.00
15,001 - 20,000.....	\$79.00	\$158.00
20,001 - 25,000.....	\$91.00	\$182.00
25,001 - 30,000.....	\$101.00	\$202.00
30,001 - 35,000.....	\$113.00	\$226.00
35,001 - 40,000.....	\$124.00	\$248.00
40,001 - 45,000.....	\$135.00	\$270.00
45,001 - 50,000.....	\$147.00	\$294.00
50,001 - 55,000.....	\$157.00	\$314.00
55,001 - 60,000.....	\$169.00	\$338.00
60,001 - 65,000.....	\$180.00	\$360.00
65,001 - 70,000.....	\$192.00	\$384.00
70,001 - 75,000.....	\$202.00	\$404.00
75,001 - 80,000.....	\$213.00	\$426.00
Above 80,000.....	\$225.00	\$450.00

¹ - Plus \$5 for each 5,000 sq. ft above 80,000

² - Plus \$10 for each 5,000 sq. ft above 80,000

Re-Inspections:

First Re-inspections.....No Additional Charge
 Second and each additional re-inspection Twice the amount of the initial annual
 or routine inspection fee

Other Fees:

Any and all permits, inspections, code consultations, TRC's, testing/witness testing, reviews, etc., that do not fit, or are not enumerated in this fee schedule shall be at actual costs of services provided.

Minimum 1 hour \$60.00
 Each addition ½ hour or any portion thereof..... \$30.00

Standby Fire Protection

Fire protection rates, for standby or response, shall be based on the actual cost of service, but not less than:

Per man-hour \$60.00
 Holidays, per man hour \$120.00
 Each engine and truck, per hour..... \$500.00

Squads, cars, boats, or other fire department apparatus & vehicles, per hour..... \$100.00
Hours to be established by the Fire Chief.

New Construction Plan Review and Inspection Fee Worksheet

Fire Alarms - New

Plan Review \$45.00
Fire Alarm-including monitoring only systems
Number of panels: _____ x \$45.00 = _____
Number of devices: _____ x \$ 0.50 = _____
Total calculated plan review fee: _____
Fee Total (total calculated plan review fee or \$45.00, whichever is greater) \$ _____
Total Plan Review Fees: \$ _____

Inspections \$60.00
Rough Wire
of panels: _____ x \$45.00 = _____
of stories great than 1 _____ x \$15.00 = _____
of devices: _____ x \$ 0.50 = _____
Total calculated rough wire fee: \$ _____
Fee Total (total calculated rough wire fee or \$60.00, whichever is greater) \$ _____

Fire alarm final
of panels: _____ x \$45.00 = _____
of devices: _____ x \$ 0.50 = _____
Total calculated rough wire fee: \$ _____
Fee Total (total calculated fire alarm final or \$60.00, whichever is greater) \$ _____
Total Inspection Fees: \$ _____
TOTAL FEES DUE: \$ _____

New Construction Plan Review and Inspection Fee Worksheet

Fire Sprinkler - Alteration

Fire Sprinkler Final: Minimum fee per permit unless otherwise stated. Up to and including 49 heads, alterations affecting more than 49 heads are treated as new installations.

Plan Review	\$45.00	
Fire sprinkler and standpipe		
# of risers (min.=1): _____	x \$45.00 =	_____
# of affected or new heads: _____	x \$ 0.50 =	_____
Total calculated plan review fee:		\$ _____
Fee Total (total calculated plan review fee or \$45.00, whichever is greater)		\$ _____
	Total Plan Review Fees:	\$ _____

Inspections:	\$60.00	
Hydro and rough pipe		
# of risers (min. of 1): _____	x \$75.00 =	_____
# of stories greater than 1: _____	x \$30.00 =	_____
# of affected or new heads: _____	x \$ 0.50 =	_____
Total calculated hydro and rough pipe fee:		_____
Fee Total (total calculated hydro and rough pipe fee or \$60.00, whichever is greater)		\$ _____

Fire sprinkler final		
# of risers (min of 1): _____	x \$45.00 =	_____
# of stories greater than 1: _____	x \$30.00 =	_____
# of affected or new heads: _____	x \$ 0.25 =	_____
Total calculated rough wire fee:		_____
Fee Total (total calculated fire sprinkler final or \$60.00, whichever is greater)		\$ _____
	Total Inspection Fees:	\$ _____

TOTAL FEES DUE: \$ _____

New Construction Plan Review and Inspection Fee Worksheet

Fire Sprinkler - New

Fire Sprinkler Final: Minimum fee per permit unless otherwise stated.

Plan Review	\$45.00	
Fire sprinkler and standpipe		
# of risers:	_____ x \$45.00 =	_____
# of stories greater than 1:	_____ x \$30.00 =	_____
# of heads:	_____ x \$.25 =	_____
Total calculated plan review fee:	\$ _____	
Fee Total (total calculated plan review fee or \$45.00, whichever is greater)	\$ _____	
	Total Plan Review Fees:	\$ _____

Inspections:	\$60.00	
Hydro and rough pipe		
# of risers (min. of 1):	_____ x \$75.00 =	_____
# of stories greater than 1:	_____ x \$30.00 =	_____
# of heads:	_____ x \$ 0.50 =	_____
Total calculated hydro and rough pipe fee:	_____	
Fee Total (total calculated hydro and rough pipe fee or \$60.00, whichever is greater)	\$ _____	

Fire sprinkler final		
# of risers (min of 1):	_____ x \$45.00 =	_____
# of stories greater than 1:	_____ x \$30.00 =	_____
# of heads:	_____ x \$ 0.25 =	_____
Total calculated rough wire fee:	_____	
Fee Total (total calculated fire sprinkler final or \$60.00, whichever is greater)	\$ _____	
	Total Inspection Fees:	\$ _____

TOTAL FEES DUE: **\$ _____**

New Construction Plan Review and Inspection Fee Worksheet

Spray Booth

Spray Booth - Minimum fee per permit unless otherwise stated.

Plan Review	\$45.00	
Spray Booth	\$30.00+	
Square feet: _____ x \$.50 =	_____	
# of stories greater than 1: _____ x \$30.00 =	_____	
Total calculated plan review fee:	\$ _____	
Fee Total (total calculated plan review fee or \$45.00, whichever is greater)	\$ _____	
	Total Plan Review Fees:	\$ _____
Inspections:	\$60.00	
Spray Booth	\$45.00+	
Square Feet: _____ x \$.50 =	_____	
Total calculated inspection fee:	_____	
Fee Total (total calculated inspection fee or \$60.00, whichever is greater)	\$ _____	
	Total Inspection Fees:	\$ _____
TOTAL FEES DUE:		\$ _____

"+" indicates base fee in addition to the calculated square foot plan review fee.

New Construction Plan Review and Inspection Fee Worksheet

Fire Marshal Release

Fire Marshal Release - Minimum fee per permit unless otherwise stated.

Plan Review	\$45.00	
New Buildings and building alteration		
# of stories:	_____ x \$15.00 =	_____
Square Feet:	_____ x \$0.005 =	_____
Total calculated plan review fee:	\$ _____	
Fee Total (total calculated plan review fee or \$45.00, whichever is greater)	\$ _____	
	Total Plan Review Fees:	\$ _____

Inspections:	\$60.00	
Pre-compliance (concealments, etc.)		
# of stories:	_____ x \$15.00 =	_____
Square Feet:	_____ x \$0.025 =	_____
Total calculated concealment fee:	_____	
Fee Total (total calculated concealment fee or \$60.00, whichever is greater)	\$ _____	
Fire Marshal Release		
# of stories:	_____ x \$15.00 =	_____
Square Feet:	_____ x \$0.025 =	_____
Total calculated FRM fee:	_____	
Fee Total (total calculated FRM fee or \$60.00, whichever is greater)	\$ _____	
	Total Inspection Fees:	\$ _____

TOTAL FEES DUE: \$ _____

New Construction Plan Review and Inspection Fee Worksheet

Fire Alarm - Alteration

Fire Alarm Final: Minimum fee per permit unless otherwise stated.

Value up to \$5,000.00; system alterations exceeding this amount are treated as new install; fire alarm alteration charges are based on panel + number of modified devices only.

Plan Review	\$45.00	
Fire alarm - including monitoring only systems		
# of panels (min. = 1): _____	x \$45.00 =	_____
# of affected or new devices: _____	x \$.50 =	_____
Total calculated plan review fee:	\$ _____	
Fee Total (total calculated plan review fee or \$45.00, whichever is greater)	\$ _____	
	Total Plan Review Fees:	\$ _____
Inspections:	\$60.00	
Rough wire		
# of panels (min. = 1): _____	x \$45.00 =	_____
# of affected or new devices: _____	x \$.50 =	_____
Total calculated rough wire fee:	_____	
Fee Total (total calculated rough wire or \$60.00, whichever is greater)	\$ _____	
Fire Alarm Final		
# of panels (min.= 1): _____	x \$45.00 =	_____
# of affected or new devices: _____	x \$.50 =	_____
Total calculated fire alarm final fee:	_____	
Fee Total (total calculated fire alarm final fee or \$60.00, whichever is greater)	\$ _____	
	Total Inspection Fees:	\$ _____
TOTAL FEES DUE:		\$ _____

New Construction Plan Review and Inspection Fee Worksheet

Fire Sprinkler - New, with Underground Fire Main

Fire Sprinkler Final: Minimum fee per permit unless otherwise stated.

Plan Review	\$45.00	
Fire sprinkler and standpipes (new)		
# of risers: _____	x \$45.00 =	_____
# of stories greater than 1: _____	x \$30.00 =	_____
# of heads: _____	x \$ 0.25 =	_____
Total calculated plan review fee:	\$ _____	
Fee Total (total calculated plan review fee or \$45.00, whichever is greater)	\$ _____	
Underground fire main: _____	x \$45.00 =	_____
	Total Plan Review Fees:	\$ _____
Inspections:	\$60.00	
Hydro and rough pipe		
# of risers: _____	x \$75.00 =	_____
# of stories greater than 1: _____	x \$30.00 =	_____
# of heads: _____	x \$ 0.50 =	_____
Total calculated hydro & rough pipe fee:	_____	
Fee Total (total calculated hydro & rough pipe fee or \$60.00, whichever is greater)	\$ _____	
Underground fire main:	\$45.00+	
Linear feet: _____	x \$.50 =	_____
Total calculated underground fire main fee:	_____	
Fee Total (total cal. underground fire main fee or \$60.00, whichever is greater)	\$ _____	
Fire sprinkler final		
# of risers: _____	x \$45.00 =	_____
# of stories greater than 1: _____	x \$30.00 =	_____
# of heads: _____	x \$ 0.25 =	_____
Total calculated fire sprinkler fee:	_____	
Fee Total (total calculated fire sprinkler fee or \$60.00, whichever is greater)	\$ _____	
	Total Inspection Fees:	\$ _____
TOTAL FEES DUE:		\$ _____

New Construction Plan Review and Inspection Fee Worksheet

Fuel Tanks (Above Ground and Underground)

Fuel Tanks: Minimum fee per permit unless otherwise stated.

Plan Review	\$45.00	
Fuel Tanks	\$45.00+	
# of additional tanks: _____ x \$15.00 =	\$ _____	
Total calculated plan review fee:	\$ _____	
Fee Total (total calculated plan review fee or \$45.00, whichever is greater)	\$ _____	
	Total Plan Review Fees:	\$ _____

Inspections:	\$60.00	
Hydro and Suds Test	\$45.00+	
# of additional tanks: _____ x \$15.00 =	_____	
Total calculated hydro & suds fee:	_____	
Fee Total (total calculated hydro & rough pipe fee or \$60.00, whichever is greater)	\$ _____	

Burial Depth and Tie Down:	\$45.00+	
# of additional tanks: _____ x \$15.00 =	_____	
Total calculated burial depth and tie down fee:	_____	
Fee Total (total cal. burial depth & tie down fee or \$60.00, whichever is greater)	\$ _____	

Final	\$ _____	
	Total Inspection Fees:	\$ _____

TOTAL FEES DUE:		\$ _____
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“+” indicates base fee in addition to the calculated square foot plan review fee.

New Construction Plan Review and Inspection Fee Worksheet

Pre-Engineered Suppression System – New/Alteration

Pre-Engineered Suppression System: Minimum fee per permit unless otherwise stated.

Plan Review	\$45.00	
Pre-engineered suppression system	\$30.00+	
Gallons of agent: _____ x \$ 3.00 =	\$ _____	
Total calculated plan review fee:	\$ _____	
Fee Total (total calculated plan review fee or \$45.00, whichever is greater)	\$ _____	
	Total Plan Review Fees:	\$ _____
Inspections:	\$60.00	
	Total Plan Review Fees:	\$60.00
TOTAL FEES DUE:		\$ _____

"+" indicates base fee in addition to the calculated square foot plan review fee.

New Construction Plan Review and Inspection Fee Worksheet

Underground Fire Main Only

Underground Fire Main: Minimum fee per permit unless otherwise stated.

Plan Review	\$45.00	
Inspections:	\$60.00	
Underground fire main	\$45.00+	
Linear feet: _____ x \$ 0.50 =	\$ _____	
Total calculated underground fire main fee:	\$ _____	
Fee Total (total calculated plan review fee or \$60.00, whichever is greater)	\$ _____	
TOTAL FEES DUE:		\$ _____

"+" indicates base fee in addition to the calculated square foot plan review fee.

New Construction Plan Review and Inspection Fee Worksheet

LP Gas

LP Gas: Minimum fee per permit unless otherwise stated.

Plan Review: Number of tanks: _____ x \$45.00 =	\$ _____	
Inspections: Number of tanks: _____ x \$45.00 =	\$ _____	
TOTAL FEES DUE:		\$ _____

New Construction Plan Review and Inspection Fee Worksheet

Exhaust Hood

Exhaust Hood: Minimum fee per permit unless otherwise stated.

Plan Review: Number of hoods: _____ x \$45.00 = \$ _____
Inspections: Number of hoods: _____ x \$45.00 = \$ _____

TOTAL FEES DUE: \$ _____

New Construction Plan Review and Inspection Fee Worksheet

Fire Pump

Fire Pump: Minimum fee per permit unless otherwise stated.

Plan Review: Number of pumps: _____ x \$ 75.00 = \$ _____
Inspections: Number of pumps: _____ x \$180.00 = \$ _____

TOTAL FEES DUE: \$ _____

LIBRARY SERVICES

Library card replacement.....	\$2.00
Fax, per page, up to 10 pages (limit 10 pages)..... (Not inclusive of a cover sheet)	\$1.00
Photocopying, per page, (limit 25 copies).....	\$0.20
Printing*, per page, (limit 100 copies)	\$0.15
Late fee for book and magazines, per day	\$0.10
Late fee for movies and games, per day.....	\$0.25
Replacement of product	Actual cost of replacement

*Students may be eligible for up to ten (10) free copies with prior staff approval

NOTE: Photocopies and printing services are black and while only. Color copies/printing is not available.

WATER AND SEWER SERVICE FEES AND CHARGES

The following fees are the water service charges:

Monthly Water Rate Computation	
Ready to serve rate – Residential	\$11.00
Ready to serve rate – Commercial 1	\$16.50
Ready to serve rate – Commercial 2	\$33.00
Amount of Water (per 1,000 gallons)	Rate
0 – 3,000 gallons	\$2.60
3,001 – 6,000 gallons	\$3.00
6,001 – 9,000 gallons	\$3.40
9,001 gallons and up	\$4.00

The following fees are the sewer service charges:

Ready to serve rate – Residential	\$16.00
Ready to serve rate – Commercial 1	\$24.00
Ready to serve rate – Commercial 2	\$48.00
Amount of Water (per 1,000 gallons)	
0 – 3,000 gallons	\$4.07
3,001 – 6,000 gallons	\$4.64
6,001 – 9,000 gallons	\$5.25
9,001 gallons and up	\$6.18

Water tap in fee

The following fees shall be charged whenever a new tap to the City’s main water supply line is required. The City shall reserve the right to require a new tap for any property which has an existing tap that is structurally or mechanically failing regardless of the cause. The tap in fee shall be the responsibility of the property owner.

Tap up to 1 inch in size, per tap	\$1,500.00
Tap larger than 1 inch in size, per tap	\$2,500.00

Customers who require a water tap larger than 1 inch in size shall be responsible for the cost of the water meter and all fittings required for installation of the water meter.

Sewer tap in fee

The following fees shall be charged whenever a new tap to the City’s main sewer system is required. The City shall reserve the right to require a new tap for any property which has an existing tap that is structurally or mechanically failing regardless of the cause. The tap in fee shall be the responsibility of the property owner.

Residential unit tap in fee.....	\$2,500.00
Commercial tap in fee per establishment or unit where the lot is	
80 feet or less in width	\$2,500.00
Commercial tap in fee, per establishment or unit, where the lot is	
greater than 80 feet in width.....	\$2,500.00
Each additional foot of width >80,	\$25.00
For irregularly shaped lots, the width shall be measured at the front	

elevation of the principal building to be constructed thereon.....\$2,500.00

Cleaning water

A reduced charge for cleaning water is available for customers where regular service has been terminated and who need water service not to exceed 7 consecutive days for cleaning purposes. The rate for cleaning water shall be as follows:

Amount of Water (per 1,000 gallons)	
0—3,000 gallons	\$4.07
3,001—6,000 gallons	\$4.64
6,001—9,000 gallons	\$5.25
9,001 gallons and up	\$6.18

Water and Sewer Ancillary Fees, Charges & Fines

The following table of fees, charges and fines shall be in addition to any other amount as listed in Appendix A. The City Manager shall reserve the right to impose or withhold any of the following charges.

1.	Water Turn On or Off for New or Termination of Service	\$15.00
2.	After Hours Service-Hourly Rate.....	\$75.00
3.	Lock Meter.....	\$50.00
4.	Replace Broken Meter Lock	\$100.00
5.	Meter Pull for Non-Payment	\$150.00
6.	Repair/Replace Curb Stop*	\$150.00
7.	Replace Touch Pad*.....	\$40.00
8.	Replace Meter*	\$50.00
9.	Replace Meter Register*.....	\$60.00
10.	Replace Meter Box Lid*	\$30.00
11.	Replace Meter Box*	\$70.00
12.	Verify Service Connection.....	\$150.00
13.	Backflow Inspection	\$50.00
14.	Backflow Re-inspection	\$50.00
15.	Meter Leak Check*	\$30.00
16.	Plan Review Fee.....	\$150.00
17.	Removing Cleanout Cap	\$50.00
18.	Utility Construction Inspection**	\$150.00
19.	Utility Construction Re-Inspection	\$50.00
20.	Fire Hydrant Set Charge/Installation	\$150.00
21.	Cleaning or Vacation Water Turn On or Off	\$15.00
22.	Install Temporary Meter for Cleaning or Construction Water	\$150.00
23.	Water Turn Off for Non-Payment.....	\$15.00

* Amount as specified may be charged if in the opinion of the City Manager, the equipment has been maliciously or intentionally damaged by the customer or if the damage may have been avoided or has been caused by negligence of the customer. The same shall apply to meter leak checks when the meter has been found to be operational.

** Includes initial inspection, follow up inspection and final inspection.

Note: After hours service charge is in addition to any other fees and is billed at the rate of \$75.00 per hour with the minimum charge being one (1) hour.