

VILLAGE OF NORTH PALM BEACH COMMUNITY DEVELOPMENT DEPARTMENT

TO: Honorable Mayor and Council

THRU: Chuck Huff, Village Manager

FROM: Valentino Perez, Building Director
Dodi Glas, Planning and Economic Development Director

DATE: July 9, 2026

SUBJECT: **RESOLUTION** – Amending the Community Development Department (Building Division) Fee Schedule

House Bill 803 (HB 803), approved by Governor DeSantis and effective July 1, 2026, prohibits municipalities from using project value to determine building permit fees. Project value will continue to be collected and tracked; however, it may only be used for reporting purposes and may no longer serve as the basis for calculating permit fees.

An alternative method for calculating building permit fees involves the International Code Council's (ICC) Building Valuation Data Table. The ICC Building Valuation Data Table provides average United States construction costs per square foot and is updated quarterly. The table includes various occupancy classifications and construction types. Under this methodology, applicants provide the square footage of the proposed project, and the applicable square-foot construction cost is used to estimate the project value. The Village will then apply a locally adopted fee schedule as provided or multiplier to determine the building permit fee. This methodology is widely accepted and utilized by jurisdictions throughout the country.

In addition to revising the building permit fee calculation methodology, Village Staff has reviewed fees associated with other development review activities and established separate fees where appropriate. These activities include plan submittals, zoning review, engineering review, landscape review, drainage review, design review, fire review, and floodplain administration. This approach aligns with the intent of Section 553.79, Florida Statutes, by limiting building permit fees to expenses directly associated with the administration and enforcement of the Florida Building Code while still providing transparency for other development review services. The attached and updated Community Development Fee Schedule ensures compliance with HB 803. Section 6 of the adopted Budget Ordinance for Fiscal Year 2026 authorizes the Village Council to revise the Master Fee Schedule by Resolution.

The attached Resolution has been prepared and/or reviewed for legal sufficiency by the Village Attorney.

There is no immediate fiscal impact; rather, the proposed revisions to the fee schedule modify the methodology used to calculate building permit fees in order to comply with changes to state law.

Recommendation:

Village Staff requests Council consideration and approval of the attached Resolution amending the Community Development Fee Schedule applicable to building permits to comply with recent statutory changes in accordance with Village policies and procedures.

RESOLUTION 2026-_____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING THE MASTER FEE SCHEDULE ADOPTED AS PART OF THE FISCAL YEAR 2026 BUDGET TO AMEND THE COMMUNITY DEVELOPMENT DEPARTMENT FEE SCHEDULE APPLICABLE TO BUILDING PERMIT APPLICATIONS TO COMPLY WITH RECENT CHANGES TO STATE LAW; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, through the adoption of Ordinance No. 2025-15 (“Budget Ordinance”) on September 25, 2025, the Village Council adopted a Master Fee Schedule as part of the annual budget for Fiscal Year 2026; and

WHEREAS, Section 6 of the Budget Ordinance provides that the Village Council may revise the Master Fee Schedule by Resolution during the Fiscal Year without need to amend the Budget Ordinance; and

WHEREAS, Village Staff has recommended revisions to certain Community Development fees, as set forth in the Master Fee Schedule, to comply with recent statutory changes governing the methodology for calculating fees relating to the issuance of building permits, including plan review fees; and

WHEREAS, the Village Council determines that the adoption of this Resolution is in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, as follows:

Section 1. The foregoing recitals are ratified and are incorporated herein.

Section 2. The Village Council hereby revises the Master Fee Schedule for Fiscal Year 2026 to amend the Community Development Department fees as set forth in Exhibit “A” attached hereto and incorporated herein by reference.

Section 3. All other provisions of the Master Fee Schedule, to the extent not specifically revised herein, shall remain in full force and effect.

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2026.

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK

Building Division		
Description	Fee	
Minimum Permit Fee	\$78.00 Minimum plus plan review fee if applicable	
Technology Fee	4% added to permit fee	
Administrative Fee	4% added to permit fee	
Routing Fee/Plan Review (if applicable)		\$500.00 Flat (Included in permit cost)
Commencement	Flat Fee	
AC Change Out	Flat Fee per system	\$300
Accessory Structure	Fee per sq ft	ICC SQ FT TABLE
Addition	Fee per sq ft	ICC SQ FT TABLE
Awning	Flat Fee per awning	\$300
Boatlift	Flat Fee per lift	\$400
Chickee Hut	Flat Fee	\$300
Concrete Restoration	Flat Fee	\$3000 FLAT
Construction Trailer	Flat Fee	\$300
Deck/Patio/Walkway	Flat Fee	\$300
Dock	Flat Fee	\$300
Dock/Boatlift	Flat Fee(Dock)+Flat Fee per lift	\$300 dock + \$300 per lift
Driveway	Flat Fee	\$400
Electric Panel Change	Flat Fee per panel	\$250 per panel
Electrical MultiFamily/Commercial	\$2 Per Sq Ft Inspection Area	\$2 Per Sq Ft Inspection Area
Electrical Service Change	Flat Fee	\$350
Electrical SFD	\$1 Per Sq Ft Inspection Area	\$1 Per Sq Ft Inspection Area
Elevator	Flat Fee	\$200
Fence/Railing	Flat Fee	\$300
Flooring	Flat Fee	\$150.00
Fuel Tank	Flat Fee	\$300
Garage Door	Flat Fee	\$400
Generator (31–75 KW)	Flat Fee	\$550.00
Generator (76–150 KW)	Flat Fee	\$800
Generator (Over 150 KW)	Flat Fee	\$2,500
Generator (Up to 30 KW)	Flat Fee	\$250.00
Interior Demo	Flat Fee	\$300
Irrigation	Fee per device	\$5 Per Device
Low Voltage MultiFamily/Commercial	Flat Fee	\$1,000
Low Voltage SFD	Flat Fee	\$300
Mechanical MultiFamily/Commercial	\$2 Per Sq Ft Inspection Area	\$2 Per Sq Ft Inspection Area
Mechanical SFD	\$1 Per Sq Ft Inspection Area	\$1 Per Sq Ft Inspection Area
New Structure Commercial	ICC SQ FT TABLE	ICC SQ FT TABLE
New Structure SFD	ICC SQ FT TABLE	ICC SQ FT TABLE
Parking Lot Repave/Restripe	Fee per sq ft	\$1.50 Per Square Foot
Plumbing MultiFamily/Commercial	\$2 Per Sq Ft Inspection Area	\$2 Per Sq Ft Inspection Area
Plumbing SFD	\$1 Per Sq Ft Inspection Area	\$1 Per Sq Ft Inspection Area
Retaining Wall/Seawall	Fee Per Linear feet	\$18 Per linear feet
Roof	ICC SQ FT TABLE/UT	ICC SQ FT TABLE/UT
Screen Enclosure MultiFamily	Flat Fee	\$250
Screen Enclosure SFD	Flat Fee	\$500
Shutters	Fee per opening	\$30.00 Each
Sign - Freestanding	Flat Fee	\$400

Sign - Illuminated, Includes Electric	Flat Fee	\$600
Sign-Wall	Flat Fee	\$200
Solar Multi/Commercial	ICC SQ FT TABLE/UT	ICC SQ FT TABLE/UT
Solar SFD	Fee per panel	\$25.00 Per panel
Structual MultiFamily/Commercial	\$2 Per Sq Ft Inspection Area	\$2 Per Sq Ft Inspection Area
Structual SFD	\$1 Per Sq Ft Inspection Area	\$1 Per Sq Ft Inspection Area
Swimming Pool SFD	Fee per sq ft	\$3 Per Square Foot
Swimming Pool MultiFamily/Commercial	Fee per sq ft	\$5 Per Square Foot
Tankless Water Heater	Flat Fee per system	\$300 per system
Temp Power Pole	Flat Fee	\$350
Temporary Structure / POD / Tent \$100 each	Flat Fee	\$60
Water Heater	Flat Fee	\$250
Window/Door	Fee per opening	\$200 per opening
Building Department Plan Review (<i>Not applicable to over-the-counter permits</i>)	30% of permit fee	
	Third rejection of plans for the same comment	Four (4) times the plan review portion of the permit fee. Florida State Statues SS553.80(2)(b)
Zoning Department Plan Review	Hourly (review) \$135	
	Hourly (Inspection) \$90	
Fire Department Plan Review	\$3.00 per \$1,000 of valuation	
	Minimum Fee	\$78.00
	Civil Plans Review	\$105.00
	Hood Review Fee (<i>excluding fire suppression system</i>)	\$105.00
Sub-Permit	\$20.00 applicable to all sub-permits that do not require an	
DCA	1.5% of the permit fee	
	Minimum Fee	\$2.00 per Florida State Statutes SS 553.721
Building Code Administrators and Inspectors Fund	1% of the permit fee	
	Minimum Fee	\$2.00 per Florida State Statutes SS 468.631
Digitizing Plans	\$2.30 per page for pages over 11"x17" up to 24"x36"	
Building Relocation	\$304.00	
Change of Occupancy without work being performed.	\$78.00	
Building Demolition	\$304.00	
Construction Trailers	\$150.00	
Re-inspection Fee	First re-inspection	\$78.00
	Second re-inspection	\$105.00
	Uncorrected violation after the second re-inspection	Four (4) times the amount of the fee imposed for the first re-inspeciton and for each subsequent re-inspection. Florida Statues SS 553.80(2)(c)

Unscheduled inspection by special request <i>(subject to availability)</i>	\$78.75/hr, 1 hour minimum	
	After hours weekdays	\$78.00/hr minimum 2 hours
	After hours weekends and holidays per inspector or inspection trade.	\$78.00/hr minimum 4 hours
Penalty for commencing work without first securing a permit or written approval	Four (4) times the permit fee	
	Administration Fee <i>(At discretion of the Building Official)</i>	\$105.00
Change of Contractor	Primary Contractor	\$78.00
	Per Sub-contractor	\$26.00
Residential Revision Fee	After initial submittal, one and two-family dwellings.	\$26.00 plus \$10.50 per page
	Increase to the original job valuation.	An additional fee of the estimated value of work will be charged for revisions.
Commercial Revision Fee	After initial submittal, includes multi-family dwellings	\$52.00 plus \$10.50 per page
	Increase to the original job valuation	An additional fee of the estimated value of work will be charged for revisions
Fire Department Revision Fee	Pre-issue	10.50% of original fee
	Post-issue	\$5.25 per page, \$26.25 minimum unless value increases, then per schedule.
Re-issuance Fee (within 180 days of expiration date)	\$100.00	
Residential Re-Issuance fee: after a year, "360 days after issuance or on effective date of the next edition of the Florida Building Code, whichever is later".	35% of Original Permit Fee, \$78.00 minimum plus Plan Review Fee	
Commercial Re-Issuance fee:	\$100.00	
Temporary Signs or Temporary Tents (Each)	\$52.00 plus Plan Review and Fire Department Fee if applicable	
Temporary Certificate of Occupancy Fee	\$250.00	
Early Power Release <i>(Commercial Projects Only)</i>	\$105.00	
Local Product Approval	\$262.00 and requires Construction Board of Adjustment and Appeals review and approval	
Document Research Time & Material Fees after 15 minutes	Actual Cost	
Open Code Search (per address)	\$75.00	
Open/Expired Permit Search (per address)	\$75.00	

Palm Beach County Impact Fees	Palm Beach County Impacts fees are collected by the Village of North Palm Beach. Impact fee credit approval is required at the time of permit application submittal.
Refund of Building Permit Fees:	
1. A maximum of 50% will be refunded.	
2. Permit must not be expired.	
3. No-work has occurred or commenced on the project (verified by the building inspector) and plan review has processed the application)	
4. Request must be in writing, addressed to the Building Official.	
5. Plan review fees are not subject to refund.	
New Permit exemptions under \$7500 (Excluding electrical, plumbing, structural, mechanical or gas)	1% admin to apply
Residential (Single Scope Project Valuation under \$7500)	Certain residential construction work valued at under \$7,500 will be exempt from building requirements. A request for exemption -law prohibits the project from being divided into more than one project to evade the \$7500 threshold - SINGLE TRADE ONLY & DOESN'T APPLY for electrical, plumbing, structural, mechanical, or gas work under \$7500, which remains subject to permitting requirements or to work identified in a flood hazard zone.- COVERS ONLY non-structural, non-trade residential improvements valued under \$7500 outside of floor areas, LIKE cosmetic renos, painting, cabinetry, flooring, drywall finishing, and similar that DO NOT involve electrical, plumbing, structural, mechanical, or gas work.
Private Provider	
Commercial	50% Discount on Plan review + Inspections
Residential	50% Discount on Plan review + Inspections
IMPACT FEE:	
Cannot collect before the issuance of the permit.	

Business Tax

Late Fees: All businesses' tax receipts issued hereunder may be renewed without penalty no later than September 30 by application of the receipt holder. Receipts not renewed by October 1 shall be considered delinquent and subject to a delinquency penalty of ten (10) percent of the full year business for the month of October, plus additional five-percent for each month of delinquency thereafter until paid. The total delinquency penalty shall never exceed twenty-five (25) percent of the full year business tax for that applicant, in addition to the business tax set forth herein.

Transfer Fee:

New Owner: At the time any such receipt is transferred, the person applying such transfer fee equal to ten (10) percent of the annual business tax but not less than three dollars (\$3.00) and not more than twenty-five dollars (\$25.00).

New Location: At the time any such receipt is transferred, the person applying such transfer fee equal to ten (10) percent of the annual business tax but not less than three dollars (\$3.00) and not more than twenty-five dollars (\$25.00).

Classification**Fee****Veterinary Services:**

Veterinary service from a truck	\$138.00
Veterinary service to animal specialties	\$138.00
Animal specialty services, except veterinary	\$138.00

Contractor Services

Building construction - Contractors as defined by the Contractors Licensing Board of Palm Beach County.	\$138.00
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Agricultural Services

Landscape counseling and planning	\$138.00
Lawn and garden service	\$115.00
Ornamental shrub and tree service	\$115.00

TransportationTaxi Cabs:

Local Trucking	\$97.00
Each place or business	\$69.00
Each vehicle	\$69.00
Water transportation of passengers	\$69.00
Marinas (also see retail) each space (minimum \$57.75 each)	\$3.24
Water transportation services NEC	\$69.00
Arrangement of passenger transportation	\$172.00
Arrangement of freight/cargo transportation	\$172.00

Communications

Radiotelephone communications	\$184.00
Telephone company (franchise)	\$69.00
Telephone communication except radiotelephone	\$184.00
Telegraph	\$502.00
Radio television broadcasting	\$433.00
Cable and other pay television services	\$433.00

Electronic, Gas and Sanitary Services	
Electric services (franchise)	\$607.00
Natural gas transmission (franchise)	\$607.00
Natural gas distributors	\$607.00
Liquified petroleum distributors	\$607.00
Water supply (franchise)	\$607.00
Sanitation sewer services (franchise)	\$607.00
Wholesale Trade (see Retail)	
<u>Wholesale-durable goods:</u>	
Inventory value cost - not exceeding \$1,000.00	\$40.00
Each additional \$1,000.00	\$9.92
Retail Trade	
<u>Retail Store:</u>	
Inventory value cost - not exceeding \$1,000.00	\$40.00
Each additional \$1,000.00 (Maximum cap \$7,500.00)	\$9.92
<u>Filing station, marine/auto/other:</u>	
1-4 dispensers	\$97.00
Each additional dispenser	\$28.00
Eating place (\$57.00 minimum) each seat	\$2.80
Drinking place (alcoholic drinks) (\$57.00 minimum) each seat	\$2.80
Food service-no seats	\$138.00
<u>Non-Store Retail:</u>	
Catalog and mail order	\$138.00
Automatic merchandise machines operator	\$294.00
Each machine	\$34.00
Fuel oil dealer (bottled gas)	\$138.00
LP gas dealer (bottled gas)	\$138.00
Direct selling - each person/vehicle	\$138.00
<u>Solicitor/canvasser each</u>	
Per year	\$363.00
Each canvasser	\$121.00
<u>Retail Store NEC:</u>	
Florist	\$138.00
Tobacco store	\$138.00
News dealer / news stand	\$138.00
Optical goods store	\$138.00
Miscellaneous Retail Store NEC (Consignment, Pawn)	\$138.00
Finance, Insurance, Real Estate	
Depository institution	\$311.00
Non-depository institution	\$311.00
Security and commodity brokers/dealers	\$157.00
Brokers sales agent	\$39.00
Insurance	
Insurance carriers	\$138.00
Insurance agents, broker service	\$138.00
Insurance sales agent	\$138.00

Real Estate	
Real estate operator (\$57.00 minimum):	
Base (1-5 sleeping rooms)	\$16.50
Each additional room	\$3.40
Real estate agents and manager	\$138.00
Real estate sales agent	N/A
Title abstract office	\$138.00
Land sub dividers and developers	\$195.00
Holding and other investment offices	\$311.00
Services	
Hotels, rooming houses, etc. (\$57.00 minimum):	
Base (1-5 sleeping rooms)	\$17.30
Each additional sleeping room	\$3.40
Personal Services:	
Laundry, cleaning, garment service	\$138.00
Coin operated laundry, dry cleaning	\$138.00
Operator 1-20 machines	\$138.00
Each additional machine	\$6.80
Photographic studio, portrait	\$138.00
Beauty shop	\$138.00
Each state licensed operator	\$39.00
Barber shop	\$138.00
Each state licensed operator	\$39.00
Shoe repair shop	\$138.00
Funeral service	\$311.00
Additional for ambulance service	\$195.00
Tax preparation service	\$138.00
Miscellaneous personal service NEC	\$138.00
Advertising agency	\$138.00
Consumer credit reporting/collection	\$138.00
Mailing, reproduction. Commercial art and stenographic service	\$138.00
Service to dwelling	\$138.00
Miscellaneous equipment rental/leasing	\$138.00
Personnel supply service	\$138.00
Computer programming, data processing	\$138.00
Miscellaneous business service NEC	\$138.00
Business services NEC	\$138.00
Telemarketing	\$195.00
Plus each phone	\$39.00
Auto Service/Repair	
Auto Rental	\$138.00
Auto Repair Shop:	
2 persons	\$29.00
3-4 persons	\$62.00
5-6 persons	\$115.00
7-10 persons	\$184.00
11-20 persons	\$233.00
More than 21 persons	\$381.00
Car Wash	

Miscellaneous Repair Services	
Misc. repair services store	\$138.00
Misc. repair services from a truck	\$69.00
Misc. repair services with retail store	\$69.00
Motion Pictures	
Motion picture production/distributor	\$138.00
Motion picture theatre/drive-in	\$288.00
Plus per seat/per space	\$0.51
Amusement and Recreation Service	
Dance studios	\$138.00
Theatrical producers	\$138.00
Bowling center (1-5 alleys)	\$138.00
Each additional alley	\$39.00
Commercial sports	\$195.00
Physical fitness facilities	\$138.00
Coin operated amusement devices operator	\$294.00
Plus each machine	\$34.00
Amusement and recreation services NEC	\$138.00
Fortune teller-fee charged	\$1,330.00
No fee charged-contribution	\$2,315.00
Phrenologist-fee charged	\$1,561.00
No fee charged-contribution	\$2,315.00
Health Services	
Licensed practitioner each	\$138.00
Nursing and personal care facility	\$195.00
Hospital	\$195.00
Medical and dental laboratory	\$195.00
Home health care	\$138.00
Miscellaneous health services NEC	\$138.00
Legal Services	
Attorneys each	\$138.00
Educational Services	
Elementary and secondary school	\$138.00
Vocational school	\$138.00
Schools and educational services NEC	\$138.00
Social Services	
Individual and family services	\$138.00
Job training service	\$138.00
Child care facility (Fla. Statute)	\$261.00
Family day care (Fla. Statute)	\$62.00
Community residential home (Fla. Statute)	\$161.00
Social services NEC	\$138.00
Membership organizations	\$138.00
Engineering, Accounting, Research Management	
Engineering, architectural and surveying-each practitioner	\$138.00
Residential designer	\$138.00
Accounting, Auditing and Bookkeeping Services	
Accounting/bookkeeping service	\$138.00
Certified public accountant each	\$138.00

Research, Development and Testing Services	
Research, development and testing services	\$138.00
Management and Public Relations Services	
Management services	\$138.00
Management consulting services	\$138.00
Public relation services	\$138.00
Facility support management services	\$138.00
Business consulting services NEC	\$138.00

Right-of-Way Permitting

Note: The Village reserves the right to refuse service to any construction or permitted work site based on non-payment of fees. The Village reserves the right to refuse service and permitting to business entities or individuals based on outstanding unpaid fees. Non-payment of fees shall constitute proper documented notification by the Village of fees due and failure of the receiving party to pay or appeal said fees within twenty (20) business days of receipt of notification.

Note: Fees described wherein may adjust annually at a rate equal to the Consumer Price Index or three percent (3%), whichever may be determined more appropriate, each October 1st.

Note: Refer to day charges shall be for calendar days, inclusive of weekends and holidays.

Description	Fee
Right-of-Way Utilization Permit Application & Processing Fee ①	\$35.00
Residential Driveway Apron Construction	\$35.00
Sidewalk Repair/Construction, first 100'	\$35.00
Each additional 100' LF or fraction thereof	\$35.00
Crane/Lifting Equipment Placement, per day	\$25.00
Roll-off Dumpster Placement, per day	\$25.00
Construction Material Placement (Swale/Right-of-Way, per day)	\$25.00
Tree Trimming Operation (Rolling locations, per day)	\$35.00
Permit extension(s), 30 calendar days (Non-refundable)	\$35.00
Permit renewal (expired permit)	\$35.00
Maintenance of Traffic Plan Review (2 reviews)	\$135.00
Each additional review	\$60.00
Roadway Closure/Obstruction (per lane-foot per day)	\$0.50
Sidewalk Closure/Obstruction (per linear foot per day)	\$0.50
Roadway/Sidewalk Closure Work Completion Delay ②	2 x
Special Events w/ Road Closure	\$265.00
Open Cut Roadway, Per Cut Location	\$218.00
Utility Pole Installation - Overhead Facilities, Each Pole	\$109.00
Franchise Utility Main / Cable / Line Install, Per 100' Linear	\$20.00
Franchise Utility Cabinet Installation, Per Location	\$163.50
Permit Violation Charges (All Permits)	
Work Commencement (without valid permit) ③	2 x permit fee
Work Commencement (valid permit - without notice)	\$100.00
Work Outside Permit Limits (with valid permit)	2 x permit fee
Work with a suspended or expired permit ④	\$500.00
Closure/Obstruction (without valid permit) ⑤	\$500.00
Closure/Obstruction (exceeding permit limits) ⑤	\$150.00
Abandoned Barricade/Temporary Signage Collection/Storage	
Traffic Signage & VMS Board, per day	\$10.00
Barricade (all types), per day	\$5.00
Collection Fee (30 calendar days past due) ⑥	\$35.00
Emergency Response Cost Recovery ⑦	
Emergency Response - Street Maintenance	Actual Cost ⑧

① Right-of-way permits are valid for a maximum of 30 calendar days from date of issue. Permits may be extended in 30 calendar day increments at time of issuance. Additional work not authorized by the original permit terms will require a new permit or modification of existing permit. Fees are payable upon submission of permit application.

② Closure/Obstructions exceeding the prescribed permit time limits will be access fees equal to 2 times the daily closure rate for each day, or fraction thereof, of additional closure/obstruction.

③ Violation charge is applicable in all cases where work commences without a valid Village of NPB right-of-way permit. Violation charges will not apply to emergency work, if permit is applied for within two (2) business days following the commencement of emergency work. Violation charges will be assessed separately and shall be equal to the total of the permit assessment, effectively doubling the permit fee.

④ Violation charges will be assessed for work completed with a suspended or expired permit in the amount of \$500 per day, or fraction thereof, per occurrence. Work completed with a suspended or expired permit will be assumed defective without inspection and may be rejected in part or entirety.

⑤ Violation charges will be assessed for closure/obstruction of roadway, sidewalk, or public access in the amount of \$500 per day, or fraction thereof, per occurrence. Violation charges will be assessed for closure/obstruction of roadway, sidewalk, or public access in the amount of \$150 per day, or fraction thereof, per occurrence for incidents that exceed valid permit work limitations.

⑥ Fees assessed for additional work, time extension, late charge, or emergency response are due upon issuance. Fees are determined to be past due if not paid within 30 calendar days of issuance.

⑦ Emergency response cost recovery expenses may be assessed in association with capital construction, site development, right-of-way construction, and infrastructure maintenance activity that result in damage or disruption of service to a Village owned facility or utility. Additional fines, fees, or cost recovery expenses may be levied by other regulatory agencies.

⑧ Actual cost will include, but is not limited to: labor, overhead, equipment, materials, laboratory analysis, and municipal contractor cost.

Planning and Zoning, Code Compliance & Addressing	
Description	Fee
Code Compliance	
Annual Abandoned Property Registration Fee	\$150
Open Code Enforcement Searches (per address)	\$75
Finding of Code Violation	\$100
Reduction of Fine Request	\$100
Code Citation Fees	
First Violation	\$25
Second Violation	\$100
Third Violation	\$150
Fourth Violation	Mandatory appearance before Special Magistrate.
Code Case Administrative Fee (per Notice of Violation issued)	\$150
Planning & Zoning Petitions (*Fees do not include advertising, legal, engineering, or other specialty consultants)	
Variances *	\$750
Preliminary or Final Plan filing fee *	\$300
Comprehensive Plan Major Amendments application fee *	\$2,500
Comprehensive Plan Minor Amendments application fee *	\$1,500
Rezoning (amendments, modify, supplement or repeal)	\$2,500
Planned Unit Development (PUD) application fee *	\$2,500
Planned Unit Development Major Amendment application fee *	\$1,500
Planned Unit Development Minor Amendment application fee *	\$750
Planned Unit Development Waiver Fee (per waiver request) *	\$100
Site Plan Major application fee*	\$1,000
Site Plan Major application fee (with waiver)*	\$1,500
Site Plan Minor application fee*	\$750
Site Plan Extension - Administration Fee*	\$500
Site Plan Extension - VC*	\$1,000
Master Plan application fee - Multi Family & Commercial*	\$2,500
Master Plan Major Amendment application fee - Multi Family & Commercial*	\$1,500
Master Plan Minor Amendment application fee - Multi Family & Commercial*	\$750
Master Sign Plan - No waivers	\$750
Master Sign Plan - Waivers*	\$1,500
Master Sign Plan - Modifications	\$1,000
Site Plan amendment application fee for previously aproved by Planning, Zoning and Adjustment Board and/or Council	\$750
Zoning Confirmation Letter	\$100
Vacation Rental Registration Application and Renewal (includes preliminary inspection)	\$600
Special Exception Fee *	\$2,000
Dock/Seawall Major Application Fee *	\$500
Dock/Seawall Minor Application Fee *	\$100
Zoning Plan Review Fee	
Reviews Hourly	\$135
Inspections Hourly	\$90
Permits	
Peddlers and Solicitors Fee, each peddler and solicitor	\$116
Temporary Commercial Signage - For Sale or For Lease (each)	\$50
Temporary Banner Fee (each)	\$50

Painting Permit Fee	\$150
Similar Use Permit Application - Special use	\$500
Special Event Permit - Profit	\$100
Special Event Permit - Non Profit	\$50
Vegetation Removal (which includes up to 2 zoning inspections)	\$150
Portable Storage Containers	\$25
Portable Storage Extension	\$25
Roll-Off Construction Dumpsters (Permit)	\$25
Roll-Off Construction Dumpsters (Permit Renewal)	\$10
Tree Removal Permit Fee	\$25 per tree
Tree Replacement / Trust Fund (In the event of tree loss, cannot be mitigated through relocation)	
Payment schedule for contributions to Tree Trust Fund:	Contribution per tree removed
Native tree with 6" or less DBH or native palm with 6' or less of clear trunk	\$150
Native tree with more than 6" DBH up to 12" DBH or native palms with more than 6' of clear trunk up to 12' of clear trunk	\$300
Native tree with more than 12" up to 18" DBH or native palm with more than 12' clear trunk	\$450
Native tree with more than 18" DBH	\$600
Swale Tree	\$600
Inspections	
Zoning Re-inspection Fee	\$75
Zoning Inspection for Business Tax Receipt	\$50
Vacation Rental Re-inspection Fee	\$75
Other Fees	
Development Order Extension Fee *	50% of original filing fee
Appeal of Administrative or Board Decision*	\$500
Pre-application Meeting (to be credited to planning petition if filed within 30 days)*	\$250
Alcohol License Application Fee	\$100
Site Plan Review Application Resubmittal Fee (after 2nd resubmittal)*	\$200
Cancellation/postponement Fee (Less than 7 days prior to scheduled meeting)	\$50
Hourly Rate Planner	\$45/hour
Engineering Escrow \$300: additional time at cost	
Legal Escrow Minor Applications \$250 ; Major Application \$750 add'l time at cost	\$250/hour
Other required professional consultants charged at cost	
Addressing	
Address Assignment, per address	\$100
Address Confirmation, per address	\$275
Address Change, per address	\$100

Building Valuation Data – FEBRUARY 2026

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. The BVD will be updated at six-month intervals, with the next update in August 2026. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the “average” construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2024 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again, it should be noted that, when using this data, these are “average” costs based on typical construction methods for each occupancy group and type of construction. The average costs include foundation work, structural and nonstructural building

components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
- 3.

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget} \times (\%)}{\text{Total Annual Construction Value}}$$

Example

The building department operates on a \$300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is \$30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300,000 \times 75\%}{\$30,000,000} = 0.0075$$

Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

$$\text{Permit Fee} = \text{Gross Area} \times \text{Square Foot Construction Cost} \times \text{Permit Fee Multiplier}$$

Example

Type of Construction: IIB

Area: 1st story = 8,000 sq. ft.
2nd story = 8,000 sq. ft.

Height: 2 stories

Permit Fee Multiplier = 0.0075

Use Group: B

1. Gross area:
Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:
B/IIB = \$274.77/sq. ft.
3. Permit Fee:
Business = 16,000 sq. ft. x \$274.77/sq. ft x 0.0075
= \$32,972.40

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

Square Foot Construction Costs ^{a, b, c}

Group (2024 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	357.33	344.89	333.96	321.01	300.49	291.98	310.03	280.47	269.61
A-1 Assembly, theaters, without stage	328.57	316.12	305.20	292.25	271.49	262.97	281.27	251.46	240.61
A-2 Assembly, nightclubs	277.44	269.30	260.84	250.89	234.99	228.61	242.28	213.69	205.58
A-2 Assembly, restaurants, bars, banquet halls	276.44	268.30	258.84	249.89	232.99	227.61	241.28	211.69	204.58
A-3 Assembly, churches	331.74	319.29	308.36	295.42	275.14	266.62	284.43	255.12	244.26
A-3 Assembly, general, community halls, libraries, museums	276.12	263.67	251.75	239.80	218.28	210.76	228.82	198.26	188.40
A-4 Assembly, arenas	327.57	315.12	303.20	291.25	269.49	261.97	280.27	249.46	239.61
B Business	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
E Educational	296.02	285.47	275.84	264.24	245.34	232.84	255.15	214.74	207.79
F-1 Factory and industrial, moderate hazard	169.11	160.95	150.84	145.13	129.25	122.95	138.37	107.18	99.77
F-2 Factory and industrial, low hazard	168.11	159.95	150.84	144.13	129.25	121.95	137.37	107.18	98.77
H-1 High Hazard, explosives	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	N.P.
H234 High Hazard	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	88.73
H-5 HPM	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
I-1 Institutional, supervised environment	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
I-2 Institutional, hospitals	485.04	473.91	463.07	450.80	425.24	N.P.	440.20	398.66	N.P.
I-2 Institutional, nursing homes	334.61	323.48	312.64	300.37	277.75	N.P.	289.77	251.17	N.P.
I-3 Institutional, restrained	325.77	314.64	303.80	291.53	269.89	260.06	280.93	263.64	230.99
I-4 Institutional, day care facilities	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
M Mercantile	207.08	198.94	189.48	180.53	164.30	158.91	171.92	143.00	135.89
R-1 Residential, hotels	286.53	276.38	266.63	256.68	234.71	228.48	256.15	211.66	204.20
R-2 Residential, multiple family	239.24	229.09	219.34	209.38	188.69	182.45	208.85	165.63	158.18
R-3 Residential, one- and two-family ^d	224.62	218.65	213.40	208.84	201.86	194.67	213.06	187.70	175.92
R-4 Residential, care/assisted living facilities	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
S-1 Storage, moderate hazard	156.75	148.59	138.48	132.77	117.20	110.90	126.00	95.13	87.73
S-2 Storage, low hazard	155.75	147.59	138.48	131.77	117.20	109.90	125.00	95.13	86.73
U Utility, miscellaneous	125.18	118.05	109.33	104.91	93.46	87.55	99.89	74.38	71.07

- Private Garages use Utility, miscellaneous
- For shell only buildings deduct 20 percent
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$31.50 per sq. ft.

Planning and Zoning, Code Compliance & Addressing

<u>Description</u>	<u>Fee</u>
Code Compliance	
Annual Abandoned Property Registration Fee	\$150.00
Open Code Enforcement Searches (per address)	\$50.00
Reduction of Fine Request	\$100.00
Code Citation Fees:	
First Violation	\$25.00
Second Violation	\$100.00
Third Violation	\$150.00
Fourth Violation	Mandatory appearance before Special Magistrate
Code Case Administrative Fee (per Notice of Violation Issued)	\$150.00
Planning & Zoning Petitions (* Fees do not include advertising, legal, etc.)	
Variances *	\$500.00
Preliminary or Final Plan filing fee *	\$300.00
Comprehensive Plan Major Amendments application fee *	\$2,500.00
Comprehensive Plan Minor Amendments application fee *	\$1,500.00
Rezoning (amendments, modify, supplement or repeal)	\$2,000.00
Planned Unit Development (PUD) application fee *	\$2,500.00
Planned Unit Development Major Amendment application fee *	\$1,500.00
Planned Unit Development Minor Amendment application fee *	\$500.00
Planned Unit Development Waiver Fee (per waiver request) *	\$100.00
Site Plan Major application fee	\$1,000.00
Site Plan Major application fee (with waiver)	\$1,500.00
Site Plan Minor application fee	\$200.00
Site Plan Extension - Administration Fee	\$500.00
Site Plan Extension - VC	\$1,000.00
Master Plan application fee - Multi Family & Commercial	\$2,500.00
Master Plan Major Amendment application fee - Multi Family & Commercial	\$200.00
Master Sign Plan - No waivers	\$1,000.00
Master Sign Plan - Waivers	\$2,000.00
Master Sign Plan - Modifications	\$1,000.00
Site Plan amendment application fee for previously approved by Planning, Zoning and Adjustment Board and/or Council	\$100.00
Zoning Confirmation Letter	\$100.00
Vacation Rental Registration Application and Renewal (includes preliminary inspection)	\$600.00
Special Exception Fee *	\$500.00
Conditional Use Fee *	\$100.00
Dock/Seawall Major Application Fee *	\$500.00
Dock/Seawall Minor Application Fee *	\$100.00

Planning and Zoning, Code Compliance & Addressing Continued

Description	Fee
Zoning Plan Review Fee:	
Permit value: \$0 - \$10,000	\$125.00
Permit value: \$10,001 - \$49,999	\$150.00
Permit value: \$50,000+	\$200.00
Permits:	
Peddlers and Solicitors Fee, each peddler and solicitor	\$115.50
Temporary Commercial Signage - For Sale or For Lease (each)	\$50.00
Temporary Banner Fee (each)	\$50.00
Painting Permit Fee	\$150.00
Similar Use Permit Application - Special use	\$500.00
Special Event Permit - Profit	\$100.00
Special Event Permit - Non Profit	\$50.00
Vegetation Removal (which includes up to 2 zoning inspections)	\$150.00
Portable Storage Containers & Roll-Off Construction Dumpsters (Permit)	\$25.00
Portable Storage Containers & Roll-Off Construction Dumpsters (Permit Renewal)	\$10.00
Inspections:	
Zoning Re-inspection Fee	\$75.00
Zoning Inspection for Business Tax Receipt	\$50.00
Vacation Rental Re-inspection Fee	\$75.00
Other Fees:	
Development Order Extension Fee	50% of original filing fee
Appeal of Administrative or Board Decision	\$500.00
Pre-application Meeting (to be credited to planning petition if filed within 30 days)	\$250.00
Alcohol License Application Fee	\$100.00
Site Plan Review Resubmittal Fee (after 2nd resubmittal)	\$200.00
Cancellation / Postponement Fee (Less than 7 days prior to scheduled meeting)	\$50.00
Hourly Rate	\$45.00/hr
Addressing:	
Address Assignment, per address	\$100.00
Address Confirmation, per address	\$275.00
Address Change, per address	\$100.00