

PLANNING AND ZONING DEPARTMENT
JEFFERSON COUNTY/CITY OF MONTICELLO
445 W. PALMER MILL RD, MONTICELLO, FLORIDA 32345

Phone (850) 342-0223 - Fax: (850) 342-0225

MEMORANDUM

TO: PARRISH BARWICK; SCOTT SHIRLEY
FROM: BILL TELLEFSEN
SUBJECT: PROPOSED PLANNING DEPT. FEE SCHEDULE
DATE: 2/26/2014
CC:

To save discussion time – some background:

The 2005 pdf is the current fee schedule for building & planning. The proposed fee schedule is for planning only. Wallace has been working on a new one for building. I think they should be separate since they are truly separate departments.

The impact spreadsheet is a breakdown of fees that indicates there would have been an overall slight increase in the average of total income from fees over the approximate 4 years of data. The fees in the spreadsheet are for the application & review process of each type of development, be it a subdivision or site plan. There are currently three levels of review/approval:

1. Planning Official: Reviews all applications for development & either approves/denies or makes recommendations to PC/BOCC. Can approve Lot splits, Minor Subdivisions up to 5 lots, Minor Replats, Boundary Adjustments, Minor Development Site Plans (multi-family residential under 10 units, non-residential up to 30,000 sq. ft. impervious surface).
2. Planning Commission: Recommends BOCC on Comp Plan/LDC Amendments, major developments, approval entity for variances to LDC requirements, cell towers, & subdivisions of 5-10 lots.
3. BOCC: Approval entity for Comp Plan/LDC Amendments, Special Exceptions, and Major Developments (subdivisions over 10 lots, site plans over 30,000 sq. ft. impervious).

The proposed fees are:

- Subdivision fees based solely on number of lots, regardless of review level
- Site plan fees based on the total size of the buildings
- Development Permits are required prior to construction on any parcel (residential or non-residential) and are flat-rate fees for Planning Dept. staff review to ensure LDC compliance prior to issuance of any type of construction permit.
- Miscellaneous Permits – generally self-explanatory

Not including 6 cell towers and 1 microwave tower approved by the Planning Commission, we have had very few applications for major developments since I became the Planning Official in October 2006:

1. Florida Home Builders site plan (approved multi-use recreational/educational center- never constructed)
2. Special Exception allowing Jimmy Mincy's Horse Arena/RV Parking (approved)

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3. Hurley Booth's Conservation subdivision (Bailey's Mill, approved 121 lots - never built – sold as Conservation Easement to FDEP)
4. Apalachee Mental Health Center Expansion (approved additional new building 28,871 sqft - never built)
5. (Industrial Park) American Hunter (approved two 40,000 sqft warehouses - never built – yet – still in “limbo”)
6. Mini-warehouse site between Jimmy's Auto & Catholic Church (withdrawn after Planning Commission 1st public hearing)
7. (industrial Park) Harrell Nut Company (approved – almost complete)

The overall economic situation has created the slight increase in “small” (essentially staff-review size) development activity and the decrease in “large” (PC/BOCC-review size) development activity. Overall, major developments have actually never been our “bread and butter”. In fact, the results of the last 4 approved major subdivisions (latest to oldest) were:

- Bailey's Mill (S side US 90 W, just east of Lake Miccosukee)(see above);
- Wolf Creek (N side US 90 E, about 1.5 mi east of city) – purchased as a whole, 8 or 9 lots being donated to Humane Society for construction of a building (working on funding) & remainder kept by the new owners, who built a \$1,000,000+ home;
- Heritage Hills (W side SR 59, just N of I-10)– 72 lots – 16 purchased by an investor, about 6 homes built – rest repossessed by FMB;
- The Sanctuary (E side SR 59, 2.5 mi+/- S of I-10) – 66 lots – 6 or 7 homes built, rest repossessed by Peoples South Bank

Note that the spreadsheet does not include “development permit” fees. A development permit is required to obtain any other type of construction permit. It is essentially a “ticket” to get any other permit. As far as I know, there are only a few exceptions to that statement:

- Federal permits or any possible State permits such as FDEP permits – the county does not “get involved” with any kind of permit from FDEP (construction in wetlands, including crossings, etc.) other than to require either an approved permit or some proof of exemption.
- Water Management District permits – county just requires either an approved permit or some proof of exemption for a stormwater permit. WMD's issue permits to build some types of ponds (farm, etc.).
- I made an “executive decision” to exclude the requirement for a \$100 dev. permit to obtain a septic tank repair permit from the Health Dept. Nobody is required to get a dev. permit for a plumber to fix their toilet. The HD will not issue a septic tank permit or permit to construct a well without a dev. permit. The electric companies will not hook up power without a dev. permit.

In the current fee schedule, development permits are under C., beginning on second page. I found the first two listed items problematic because they basically indicate nothing except a reference to the Building Permit section. I've therefore eliminated them. I changed the next four items (Home additions, the small table of “Construction Valuation” below it, and the Mobile Home items) & swimming pools and placed them under Development Permit Fees as “flat” fees, with non-residential based on building area.

The rest of the items have been moved to Misc. fees because they are not usually considered “development permits”. Depending on the detail of the submittal, approvals of Development Applications that are called



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Final Development Orders may also be Development Permits, particularly at the staff-review level. Conceptual plans approved as Final DO's by the PC/BOCC are not usually DP's because they do not contain enough detail.

Approval of Construction plans (site plans or roadway plans in subdivisions) reviewed by our consulting engineers would essentially be development permits allowing them to "turn dirt" once any & all other permits are approved (all case-by-case). Since the county has no environmental rules, policies, procedures, or permits, with the exception of wetlands setbacks and the upcoming floodplain management ordinance, as far as I know (and has evidently been the practice), the county has no current method established for oversight of construction for subdivisions and site plans except as provided by the permitting agencies for their permits. We have no Code Enforcement Officer or Code Enforcement Board.

As I understand it, Development Permits are required so Planning Department staff can review the proposed activity to ensure compliance with the Comprehensive Plan and Land Development Code. We are supposed to charge a reasonable fee for the service rendered. The fees should cover the cost of employee time, any materials such as forms, information brochures, etc., and a reasonable portion for everything from light/phone bills to building maintenance. I can justify fees based on structure size for non-residential developments (or larger multi-family developments) because bigger, more complex sites take more staff review time as well as engineering consultant involvement.



Impact fees

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RESOLUTION
NO. 2005-0818-01
JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

WHEREAS, the Board of County Commissioners of Jefferson County, Florida, did on July 1990, in conformity with the requirements of the Local Government Comprehensive Planning and Land Development Regulation Act, Sections 163.3161 et. Seq., Florida Statutes, and applicable laws of the State of Florida, adopt a Comprehensive Plan for Jefferson County: and

..

WHEREAS, the Board of County Commissioners of Jefferson County, Florida, did on December 13, 1990, in conformity with the requirements of Section 163.3203, Florida Statutes, and applicable laws of the State of Florida, adopt a Land Development Code for Jefferson County, the purposed of which is to serve as an instrument of implementation for the adopted Comprehensive Plan: and

WHEREAS, the Board of County Commissioners of Jefferson County, Florida, deems it necessary to adopt an amended schedule of fees for various applications made under and pursuant to the Land Development Code, so as to provide sufficient revenues to pay for the review and analysis of such applications by competent and qualified personnel, for the protection of the public health, welfare, and safety; and

WHEREAS, The Board of County Commissioners of Jefferson County, Florida, hereby finds that the amended schedule of application fees adopted herein includes no more than the reasonable costs of reviewing and analyzing each type of application:

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Jefferson County, Florida, that.:

- I. The following schedule fees to be charged, for the consideration of the specified applications made under and pursuant to the Jefferson County Land Development Code, except for applications initiated by the Planning Commission or by the Board of County Commissioners, is hereby adopted, and all prior fee schedules are hereby repealed:

A. All fees shall double if work begins before the permit is issued. Fees are not refundable.

B. Application Fees (fees are not refundable):

Preliminary Plat review of Major Developments and Subdivisions of 11 lots or more	\$1000 + \$50 per lot
Preliminary Plat review of Minor Developments, site plan reviews, and Subdivisions of 10 lots or less	\$1000 + \$50 per lot
Construction Plan engineering reviews	\$500+ consultant fees
Final Plat reviews with no improvements	\$100
Final Plat reviews with improvements,	\$700+ consultant fees

CERTIFIED TRUE AND CORRECT COPY
CARL D. BOATWRIGHT
CLERK OF CIRCUIT COURT
JEFFERSON COUNTY, FLORIDA
Carl D. Boatwright



Development of Regional Impact (DRI) and Florida Quality Developments, (major development fee listed above + consultant Fees as determined by the Planning Official	\$1000 + \$50 per lot + consultant fees
Minor Replat	\$100
Plat Vacation	\$200
Variance	\$200
Special Exception	\$1500
Land Development Code Amendment	\$300
Appeals Planning Commission or Board of County Commissioners	\$100
Concurrency Review	\$100
Comprehensive Plan Amendment	\$1500
Mining	\$300
Small scale excavation	\$300
Ponds (over one acre and under ten acres)	\$300
Ponds (over ten acres)	\$500

C. Development Permits Issuing Fees (not refundable)

Site Improvement Permit (Physical improvements)

Based on valuation of each specific improvement (See Building Permit section)

Home Additions of 600 sq. feet or less are exempt from Development permit fees.

<u>Construction Valuation</u>	<u>Fee</u>
\$501 - \$5,000	\$115
\$5,001 - \$15,000	\$205
\$15,001-\$25,000	\$295
\$25,001- \$50,000	\$545
Over \$50,000 up to 150,000 add \$2.25 per \$1,000.	
Over \$50,000 and the total is over \$150,000 add \$3.85 per \$1,000.	

Mobile Homes replacement	\$150
Mobile Homes new location	\$285
Temporary Use	\$100
Swimming Pools up to 400 sq. feet	\$100
Swimming Pools over 400 sq. feet	\$200
Tree Removal (protected trees) New	\$50
911 Address	\$100
Change Road Name	\$150

Home Occupation Permit (Initial) Home	\$100
Occupation Permit (Renewal)	\$50
Business Permit (Initial)	\$100
Business Permit (Renewal)	\$50
Zoning Determination letter	\$75
Flood Plain Determination letter	\$75

D. Required Newspaper Public Notices

Base Newspaper legal ad fee	\$200
Base Newspaper Comprehensive Plan legal ad fee	\$450

In addition to the above-listed newspaper base legal ad fees, every applicant for any permit approval, appeal, or amendment, for which any legal notice is required to be published, shall pay any additional cost of publishing such notice. The applicant shall be notified by the Planning Official of any additional newspaper notice cost, and no application for any permit, approval, or amendment shall be considered for any final action thereon until such cost has been paid. From the time the applicant is notified of any additional cost, until such cost is paid, any applicable period or time in which final action is to be taken on the application shall be deemed to have been waived and suspended and tolled by the applicant.

E. Certified Mail Notice

The applicant shall send by certified mail a notice to all property owners within 500 feet of the site of the subject application. The Planning Department shall provide such notice to the applicant and the applicant will mail the notice and provide certified receipts to the Department.

F. Posting of Signs

In addition to the newspaper notice fees the applicant is responsible to purchase and post signs meeting the county code requirements at his own expense. If the signs are not posted in the required time to meet the sign posting requirement, the application process will be delayed until it can be considered at a later meeting of the planning commission or county commission that meets the required sign posting notice time frames.

G. Other Review Fees

For any Major Development in the Transportation/Utility overlay district; any other Major Development or any Subdivision of 11 lots or more; any Development of Regional Impact; any Florida Quality Development; and any Amendment to the Transportation Utility Overlay District Boundary, and any other development that the Planning Official requires consultant reviews, the applicant shall be notified that additional fees for consultant review time will be required. The applicant shall be obligated to pay the amount or any additional engineering or other review fees in the amount of \$165 per hour or as billed to the county. The applicant will be notified of the amount of additional fees required to be paid and no application for any permit, approval, or amendment shall be considered for any final action thereon until such additional fees have been paid. From the time the applicant is mailed or delivered notice of such additional fees, until such additional fees are paid, any applicable period of time in which final action is to be taken on the application shall be deemed to have been waived and suspended and tolled by the applicant.

H. Extraordinary Review by Consultants

Whenever, in the opinion of the Planning Official, an application and its supporting documentation cannot be fully and competently reviewed by Jefferson County employees, whether because of the complexity of the application and supporting materials, or because of a lack of expertise on staff, or because of the highly technical nature of the application materials, or because of the inclusion in the application or uses or activities involving toxic materials or other substances which are a potential threat to the natural environment, wildlife, other natural resources, ground water, surface water, or air quality in Jefferson County, or for any other reasonable grounds, the Planning Official may require that the applicant pay for the reasonable cost of outside consultants, retained by the county (which may include but is not limited to engineers, biologists, botanists, hydrologists, geologists, and attorneys), to review, analyze, critique, and report on the application and materials submitted with it. The Planning Official shall obtain an estimated cost for such consultant services and notify the applicant of the need for such services and the estimated cost thereof. The Planning Official's determination of the need for such outside consultant services shall be appealable by the applicant to the planning commission.

When the Planning Official notifies the applicant of the need for such consultant services and the estimated cost thereof, the applicant may withdraw the application or deposit with the Planning Official the estimated cost of such services and continue through the review process. Once the required deposit is made, the county shall contract for such services. If the actual cost of the consultant services exceeds the estimated amount deposited, the applicant shall pay the difference as additional review fees, and no application for any permit, approval, or amendment shall be considered for any final action thereon until such additional fees have been paid. Any applicable review period for the application shall be suspended during the time in which necessary consulting services are being retained by the County and are being performed. From the time the applicant is mailed or delivered notice of any additional fees due for such consultant services, until such additional fees are paid, any applicable period of time in which final action is to be taken on the application shall be deemed to have been further waived and suspended and tolled by the applicant.

I. SCHEDULE OF BUILDING PERMIT FEES

A minimum charge of \$35.00 for any permit issued if applicable

Add \$5.00 to each permit for permit issuing fee, (Office Use)

Demolish Building (if applicable)	\$50
Move and/or set-up structure (Electrical, plumbing or mechanical fee not included)	\$150
Lighted Unlighted Ground signs, 11 15 Sq. Ft. and over are to be permitted, Re-inspection Fee,	\$55 \$35
Advertising Signs Public	\$35
Swimming Pool Private	\$200
Swimming Pool (Enclosure Separate permit required)	\$145 \$55

Mobile Home Set Up

Single Wide	\$150
Double Wide	\$225
Attachments or portions of a section add	\$50
Used Home add	\$100

Modular Building Setup \$158

(Site built additions extra per regular permit schedule)

Set-up fee does not include electrical, plumbing~ or a/c-ventilation permit fee.

Ship inspections for home sales \$65

New Construction Permit Structure

An additional fee shall be assessed upon the determination of the Building Official or Development Administrator that additional staff time for research and study is required in order to analyze the application as presented. This fee shall be a minimum of \$50.00 plus any additional staff review charges incurred at \$50.00 per hour. Should consulting services be required by the county for assistance the estimated cost of services \\ ill be provided to the applicant as a courtesy prior to initiation of work.

J. Setting Value

Commercial space (Use contract amount for each trade utilizing the schedule of fees and evaluation chart)

Use \$70.00 per square foot for residential living space (heated).

Use \$23.00 per square foot for unheated living space (porches, work shop, garages, open porches, screen rooms, or any spaces with interior improvements including metal buildings as accessories to residential construction)(Used where there is a structural requirement)

Use \$15.00 per square foot for pole barns, car ports w/o floors or interior walls and metal buildings, barns with no interior improvements or floor system.

Minimum square footage requiring a permit will be based on design, use and upon the Building Officials discretion.

Official will determine permit by judgment of type, complexity, site and style of structure.

Use the value on a signed contract for total construction of a project if it includes all labor and materials.

Total value will include the value of the finished product, labor and all structures and components and service accessories added to/for the structure(s).

<u>Construction Valuation</u>	<u>Building Permit Fee</u>
\$501.00 -- \$6000.00	\$60.00
\$6001.00 -- \$10,000.00	\$90.00
\$10,001.00 -- \$15,000.00	\$140.00
\$15,001.00 -- \$20,000.00	\$270.00
\$20,001.00 -- \$40,000.00	\$370.00
\$40,001.00 -- \$50,000.00	\$430.00
over/after \$50,000	Add \$1.50 per \$1,000.00

K. MECHANICAL

Residential.

Fee for Heating, Ventilating, Duct, Air Conditioning and Refrigeration Systems shall be \$40.00. first ton. \$10.00 per each ton thereafter. Minimum of two ton requirement.

Repairs, alterations and addition to an existing system will be permitted with the same schedule of fees as new construction (above).

Commercial.

PRICE OF MECHANICAL PERMIT IS BASED ON CONTRACT PRICE OF JOB.

L. SCHEDULE OF ELECTRICAL PERMIT FEES

Applicable to base permit

No permits for electrical work as provided and required in this schedule shall be issued until after the following inspection fees have been paid to the county.

Concealed Work and Open Work. All switches, receptacles and light terminal outlets including outlets for wall switches and controls flush or surface type, or for pendant switches \$\$.50 (With new construction)

Fans. For each ceiling or bracket fan and including exhaust / supply air fans permanently or attached to circuit wire or receiving device. (with new construction) \$2.50

Motors. For each electrical motor of three-fourths horsepower or less operating at a potential of 600 volts or less \$300 (with new construction)

For each electrical motor of over three-fourths horsepower thru five horsepower operating at a potential of 600 volts or less \$5.00

For each electrical motor of over five thru twenty horsepower operating at any voltage \$35.00

For each electrical motor of twenty one thru one hundred horsepower \$45.00

For each electrical motor of over one hundred horsepower \$125.00

Generators & Motor Generators.

For each electrical generator 600 volts or less. less but not over 10K. W. with accessories \$35.00
(with new construction)

For each electrical generator over 10 K.W. or higher in capacity at any voltage with accessories. \$70.00
Inspection of transfer switch only (all) \$35.00

Transformers and rectifiers. For each transformer fee based upon Engineer/Architectural fee is applicable, or contractor price

Electrical Devices. For each electrical cooking and heating device consuming more than 600 watts of electrical energy \$4.00

Services. Temporary or construction service and permanent electric service (With New Construction of Home) (each) \$20.00

Replacement Service for Mobile Home, or other application. \$55.00

Radio Towers & Antenna etc. (Refer to Planning Dept.) (See Commercial Fee)

Tent shows, Carnivals, Circuses, etc. For each supply service if applicable \$55.00

M. SCHEDULE OF PLUMBING PERMIT FEES

For each plumbing fixture, floor drain or trap (including water and DWV piping) \$5.00

For each house sewer or septic connection \$20.00

For each house sewer or septic having to be replaced or repaired \$35.00

Solar hot water system with construction \$30.00

Hot water system in existing building \$35.00

Hot water system for swimming pool \$35.00

Commercial (See commercial permit schedule)

Vacuum Breakers or backflow devices (hose connections)

Installed subsequent to the equipment or piping installed

1/2 inch thru 1 inch \$4.00 each with base construction permit

1.25 inch thru 2 inch \$20.00 each with base construction permit

Greater than 2 inch (Refer to commercial permit schedule.)

Storage Tanks, Hot water / potable water etc. in any capacity over 1.1 gallon and/or any unit requiring use of a pressure relief valve. \$20.00

All additional tanks excluding toilets \$5.00 each

N. Fire Safety Inspection Commercial (Service's provided by Fire Department)

O. Churches and Non-profit groups (Full Fee Schedule as per commercial schedule)

2. The fee schedule adopted hereby shall apply to every application of the types specified which is filed with Jefferson County after the date of this Resolution is adopted.
3. This resolution shall supersede all previous resolutions dealing with this subject.
4. It is the declared intent of the Board of County Commissioners that, if any section, subsection, sentence, clause, phrase, or provision of this resolution is held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be construed as to render invalid or unconstitutional the remaining provisions of this resolution.
5. The effective date of this resolution shall be the date it is approved by the Jefferson County Board of County Commissioners and signed

3.

DULY ADOPTED in public meeting this 18 day of August 2005.

A handwritten signature in dark ink, appearing to read "F. Joyner", is written over a horizontal line.

Felix "Skeet" Joyner Chairman.
Jefferson County Board of County
Commissioners

ATTEST:

Carl D. Boatwright
Clerk to the
Jefferson County
Board of County
Commissioners

RESOLUTION NO. 2013-_____
JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS
PLANNING DEPARTMENT
DEVELOPMENT REVIEW & PERMIT
FEE SCHEDULE

WHEREAS, the Board of County Commissioners of Jefferson County, Florida, did on July 19, 1990, in conformity with the requirements of the Local Government Comprehensive Planning and Land Development Regulation Act, Sections 163.3 161 et. Seq., Florida Statutes, and applicable laws of the State of Florida, adopt a Comprehensive Plan for Jefferson County: and

WHEREAS, the Board of County Commissioners of Jefferson County, Florida, did on December 13, 1990, in conformity with the requirements of Section 163.3202, Florida Statutes, and applicable laws of the State of Florida, adopt a Land Development Code (LDC) for Jefferson County, the purposed of which is to serve as an instrument of implementation for the adopted Comprehensive Plan: and

WHEREAS, the Board of County Commissioners of Jefferson County, Florida, deems it necessary to adopt an amended schedule of fees for various applications made under and pursuant to the Land Development Code, so as to provide sufficient revenues to pay for the review and analysis of such applications by competent and qualified personnel, for the protection of the public health, welfare, and safety; and

WHEREAS, The Board of County Commissioners of Jefferson County, Florida, hereby finds that the amended schedule of application fees adopted herein includes no more than the reasonable costs of reviewing and analyzing each type of application:

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Jefferson County, Florida, that:

The following fee schedule to be adopted, for the consideration of the specified applications made under and pursuant to the Jefferson County Land Development Code, except for applications initiated by county staff as directed by the Board of County Commissioners, is hereby adopted, and all prior fee schedules are hereby repealed:

A. ALL FEES SHALL DOUBLE IF WORK BEGINS BEFORE A PERMIT IS ISSUED.

B. FEES ARE NOT REFUNDABLE.

C. Development Order/Development Permit Review and Issuance Fees:

Development Permit Fees shall be paid upon submittal of a complete application for review. An approved Final Development Order (FDO) may be required prior to issuance of an approved Development Permit. For many development projects, approved FDO's are Development Permits. An approved Development Permit is required prior to issuance of all other types of Jefferson County construction permits.

Consultant fees usually result when developments are large enough to warrant engineering reviews regarding utilities, traffic studies, stormwater rate control/treatment, and/or similar issues. Consultant fees shall be added to base fees when required for special review. Whenever possible, consultant fees should be established prior to submittal of an application.

DEVELOPMENT REVIEW/PERMIT FEE SCHEDULE	
Planning Commission (PC) and/or BOCC Public Hearing	
Site Plan Review (Fee based on gross square feet of all buildings)	\$50 + \$0.05/ft ²
Subdivision Review (Fee based on number of lots)	\$75/lot
Boundary Adjustment	\$25
Rezoning Application (PC + BOCC)	\$250
Planned Unit Development (PC + BOCC)	\$500
Final Plat with no improvements (BOCC only)	\$100
Final Plat with improvements (BOCC only)	\$250
Development of Regional Impact (DRI)/Florida Quality Developments (PC + BOCC)	\$1,500
DRI NOPC (Notice of Proposed Change) (PC + BOCC)	\$1,000
DRI Substantial Deviation (PC + BOCC)	\$1,000
Plat Vacation (BOCC only)	\$100
Variance (PC Only)	\$50
Special Exception (PC + BOCC)	\$250
Land Development Code Amendment (PC + BOCC)	\$300
Appeal to Planning Commission	\$500
Concurrency Review	\$100
Comprehensive Plan Amendment – Large Scale (PC + BOCC)	\$3,000
Comprehensive Plan Amendment – Small Scale (PC + BOCC)	\$1,500
Comprehensive Plan Amendment - Text (PC + BOCC)	\$750
Change Road Name (BOCC)	\$100
DEVELOPMENT PERMIT FEES	
Note: Development Permit for the following includes staff review of a site plan to verify that the location of the structures on the property meets the appropriate setbacks and all other LDC requirements.	
Non-Residential Building Addition (addition area)	\$50 + \$0.05/ft ²
Residential Building - New Construction on parcel	\$100
Mobile Home Placement Permit	\$100
Swimming Pool	\$50
Placement of any improvement requiring a 911 address that is not a principal structure or associated with any other type of permit, such as: power pole; accessory structure; septic tank; well, etc.	\$25
MISCELLANEOUS REVIEWS/PERMITS/ETC.	
Construction Plan Engineering Reviews	\$50 + Consultant fees
Ponds	WMD Approval*
Modification to an Existing Site Plan	\$250
Temporary Use Permit	\$100
Tree Removal Permit (protected trees on non-residential site)	\$50
911 Address	\$25
Business/Home Business Permit (Initial)	\$100
Business/Home Business Permit (Renewal)	\$50
“Zoning”/Permitted Use Determination letter	\$25

*Provide a copy of an approved permit from the appropriate water management district for all types of pond construction including, but not limited to, farm ponds, aquaculture ponds, recreational ponds, etc. 5 acres and less may only require a Simple Permit (no fee at time of this writing). Stormwater ponds associated with developments and other ponds over 5 acres require a General Permit.

Required Notices – Mail & Newspaper	
Certified Mail Notice to Property Owners within 500 feet of perimeter boundary of development site.	\$10.00 per letter
Newspaper Development legal ad fee	\$50
Newspaper Comprehensive Plan legal ad fee	\$100 + map preparation fee

In addition to the above-listed newspaper base legal advertisement fees, every applicant for any permit, approval, appeal, or amendment, for which any legal notice is required to be published, shall pay any additional cost of publishing such notice. The applicant shall be notified by the Planning Official of any additional newspaper notice cost and no application for any permit, approval, or amendment shall be considered for any final action thereon until such cost has been paid. From the time the applicant is noticed of any additional cost, until such cost is paid, any applicable period of time in which final action is to be taken on the application shall be deemed to have been waived and suspended and tolled by the applicant.

C. Certified Mail Notice

When mail notice is required, the applicant shall obtain a map and certified list of all property owners within 500 feet of the site of the subject application from the Property Appraiser's Office and deliver a copy of the map and list to the Planning Department. The Planning Department shall prepare and send said notice by certified mail to all property owners on the certified list.

D. Posting of Signs

In addition to the newspaper notice fees the applicant is responsible to purchase and post signs meeting the county code requirements at his own expense. If the signs are not posted in the required time to meet the sign posting requirement, the application process will be delayed until it can be considered at a later meeting of the planning commission or county commission that meets the required sign posting notice time frames

E. Other Review Fees

For any Major Development; Development of Regional Impact; Florida Quality Development; any Amendment to a Transportation Utility Overlay District Boundary, and any other development the Planning Official determines requires consultant reviews, the applicant shall be notified that additional fees for consultant review time will be required. The applicant shall be obligated to pay the amount of any additional engineering or other review fees in the amount of \$165 per hour or as billed to the county. The applicant will be notified of the amount of additional fees required to be paid and no application for any permit, approval, or amendment shall be considered for any final action thereon until such additional fees have been paid. From the time the applicant is mailed or delivered notice of such additional fees, until such additional fees are paid, any applicable period of time in which final action is to be taken on the application shall be deemed to have been waived and suspended and tolled by the applicant.

F. Extraordinary Review by Consultants

Whenever, in the opinion of the Planning Official, an application and its supporting documentation cannot be fully and competently reviewed by Jefferson County employees, whether because of the complexity of the application and supporting materials, or because of a lack of expertise on staff, or because of the highly technical nature of the application materials, or because of the inclusion in the application of uses or activities involving toxic materials or other substances which are a potential threat to the natural environment, wildlife, other natural resources, ground water, surface water, or air quality in Jefferson County, or for any other reasonable grounds, the Planning Official may require that the applicant pay for the reasonable cost of outside consultants, retained by the county (which may include but is not limited to engineers, biologists, botanists, hydrologists, geologists, and attorneys), to review, analyze, critique, and report on the application and materials submitted with it. The Planning Official shall obtain an estimated cost for such consultant services and notify the applicant of the need for such services and the estimated cost thereof. The Planning Official's determination of the need for such outside consultant services shall be appealable by the applicant to the Planning Commission.

When the Planning Official notifies the applicant of the need for such consultant services and the estimated cost thereof, the applicant may withdraw the application or deposit with the Planning Official the estimated cost of such services and continue through the review process. Once the required deposit is made, the county shall contract for such services. If the actual cost of the consultant services exceeds the estimated amount deposited, the applicant shall pay the difference as additional review fees, and no application for any permit, approval, or amendment shall be considered for any final action thereon until such additional fees have been paid. Any applicable review period for the application shall be suspended during the time in which necessary consulting services are being retained by the County and are being performed. From the time the applicant is mailed or delivered notice of any additional fees due for such consultant services, until such additional fees are paid, any applicable period of time in which final action is to be taken on the application shall be deemed to have been further waived and suspended and tolled by the applicant.

An additional fee shall be assessed upon the determination of the Building or Planning Official that additional staff time for research and study is required in order to analyze the application as presented. This fee shall be a minimum of \$50.00 plus any additional staff review charges incurred at \$50.00 per hour. Should consulting services be required by the county for assistance, the estimated cost of services will be provided to the applicant as a courtesy prior to initiation of work.

G. Churches and Non-profit groups

Churches and Non-profit Organizations shall be assessed fees in accordance with this full adopted Fee Schedule as per non-residential or commercial schedule.

H. General Notes:

1. The fee schedule adopted hereby shall apply to every application of the types specified which is filled with Jefferson County after the date of this Resolution is adopted.
2. This resolution shall supersede all previous resolutions dealing with this subject.
3. It is the declared intent of the Board of County Commissioners that if any section, subsection, sentence, clause, phrase, or provision of this resolution is held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be construed as to render invalid or unconstitutional the remaining provisions of this resolution.
4. The effective date of this resolution shall be the date it is approved by the Jefferson County Board of County Commissioners and signed.

DULY ADOPTED in public meeting this ____ day of _____ 2013.

John Nelson
Chairman, Jefferson County
Board of County
Commissioners

ATTEST:

Kirk Reams
Clerk to the Jefferson County
Board of County Commissioners

IMPACTS OF PROPOSED PLANNING DEPARTMENT FEE SCHEDULE CHANGE vs ACTUAL COLLECTED FEES																									
	Lot Split				Family Subdivision				Minor Replat				Minor Development					Major Development							
Existing Fee Schedule	\$100.00				\$100.00				\$100.00				Non-Residential: \$1000.00					Non-Residential: \$1000.00							
													Residential: \$1000.00 + \$50.00/Lot					Residential: \$1000.00 + \$50.00/Lot							
Proposed Fee Schedule	\$75.00/Lot				\$75.00/Lot				\$75.00/Lot				Non-Residential: \$50.00 + \$0.05/sq.ft. Impervious					Non-Residential: \$50.00 + \$0.05/sq.ft. Impervious							
													Residential: \$75.00/Lot					Residential: \$75.00/Lot							
Month-Year	Lot Split				Family Subdivision				Minor Replat				Minor Development					Major Development						TOTALS	TOTALS
	#	CURRENT	LOTS	PROPOSED	#	CURRENT	LOTS	PROPOSED	#	CURRENT	LOTS	PROPOSED	#	CURRENT	LOTS	SQ.FT.	PROPOSED	#	CURRENT	LOTS	SQ.FT.	PROPOSED		OLD	NEW
January-08	3	\$300.00	6	\$450.00				\$0.00	1	\$100.00	2	\$150.00		1	\$1,500.00			1	\$1,500.00			\$1,500.00	maj=spec exc		
February-08	1	\$100.00	2	\$150.00	3	\$300.00	7	\$525.00	1	\$100.00	2	\$150.00	1	\$1,250.00	5		\$500.00	1	\$1,000.00			\$1,500.00	maj=cell tower		
March-08	1	\$100.00	2	\$150.00	1	\$100.00	3	\$225.00				\$0.00													
April-08				\$0.00				\$0.00				\$0.00	1	\$1,000.00		16,000.00	\$1,300.00						maj=ps art addition		
April-08	2	\$200.00	4	\$300.00	3	\$300.00	17	\$1,275.00	1	\$100.00	3	\$225.00		1	\$1,000.00			1	\$1,000.00			\$500.00	min= Nash Rd. SWMF		
May-08	2	\$200.00	4	\$300.00	1	\$100.00	2	\$150.00	1	\$100.00	4	\$300.00	1	\$1,250.00	4		\$400.00	1	\$1,000.00			\$1,500.00	maj=cell tower		
June-08				\$0.00				\$0.00				\$0.00						1	\$1,000.00			\$1,500.00	maj=cell tower		
July-08				\$0.00	1	\$100.00	4	\$300.00	2	\$200.00	5	\$375.00						1	\$1,000.00			\$1,500.00	maj=cell tower		
August-08				\$0.00				\$0.00				\$0.00													
September-08				\$0.00				\$0.00				\$0.00													
Fiscal Year	9	\$900.00	18	\$1,350.00	9	\$900.00	33	\$2,475.00	6	\$600.00	16	\$1,200.00	7	\$3,500.00			\$2,200.00	4	\$6,500.00			\$8,000.00		\$12,400.00	\$15,225.00
October-08	1	\$100.00	2	\$150.00				\$0.00				\$0.00	1	\$1,000.00		2,101	\$605.05	1	\$1,000.00			\$1,500.00	maj=cell tower		
November-08	2	\$200.00	4	\$300.00	1	\$100.00	6	\$450.00	1	\$100.00	2	\$150.00						1	\$1,500.00			\$1,500.00	spec ex - beau turner		
December-08	4	\$400.00	8	\$600.00				\$0.00				\$0.00													
January-09				\$0.00	1	\$100.00	2	\$150.00				\$0.00						1	\$4,450.00	64		\$1,540.00	maj s/d=bailey's mill		
February-09	1	\$100.00	2	\$150.00				\$0.00				\$0.00						1	\$2,850.00	57		\$1,470.00	maj s/dbailey's mill add		
March-09	2	\$200.00	4	\$300.00	1	\$100.00	6	\$450.00				\$0.00						1	\$1,000.00		5,000	\$750.00	maj=aucilla school add		
April-09				\$0.00				\$0.00	1	\$100.00	5	\$375.00													
May-09	1	\$100.00	2	\$150.00	1	\$100.00	4	\$300.00				\$0.00													
June-09				\$0.00				\$0.00	1	\$100.00	1	\$75.00						1	\$2,400.00		28,871	\$1,943.55	maj=apalachee clinic add		
July-09	1	\$100.00	2	\$150.00				\$0.00	2	\$200.00	4	\$300.00													
August-09	1	\$100.00	2	\$150.00				\$0.00	2	\$200.00	8	\$600.00													
September-09				\$0.00				\$0.00				\$0.00													
Fiscal Year	13	\$1,300.00	26	\$1,950.00	4	\$400.00	18	\$1,350.00	7	\$700.00	20	\$1,500.00	3	\$1,000.00			\$605.05	7	\$13,200.00			\$8,703.55		\$16,600.00	\$14,108.60
October-09	1	\$100.00	2	\$150.00				\$0.00				\$0.00													
November-09	1	\$100.00	2	\$150.00	1	\$100.00	5	\$375.00	2	\$200.00	4	\$300.00													
December-09	2	\$200.00	4	\$300.00	1	\$100.00	5	\$375.00	1	\$100.00	2	\$150.00													
January-10				\$0.00	1	\$100.00	5	\$375.00				\$0.00													
February-10				\$0.00	1	\$100.00	4	\$300.00	1	\$100.00	2	\$150.00	1	\$1,150.00	3		\$300.00								
March-10	1	\$100.00	2	\$150.00				\$0.00				\$0.00	1	\$1,200.00	4		\$400.00								
March-10				\$0.00				\$0.00				\$0.00	1	\$1,000.00		6,000	\$800.00						min=church addition		
April-10	1	\$100.00	2	\$150.00				\$0.00				\$0.00													
May-10	0			\$0.00				\$0.00	1	\$100.00	2	\$150.00						1	\$1,000.00			\$1,500.00	maj=cell tower		
June-10	0			\$0.00				\$0.00				\$0.00													
July-10	3	\$300.00	6	\$450.00	1	\$100.00	6	\$450.00	1	\$100.00	2	\$150.00	1	\$1,010.00			\$0.00						min=thompson site plan		
August-10				\$0.00				\$0.00	1	\$100.00	2	\$150.00													
September-10	1	\$100.00	1	\$75.00	2	\$200.00		\$0.00	1	\$100.00	2	\$150.00													
Fiscal Year	10	\$1,000.00	19	\$1,425.00	7	\$700.00	25	\$1,875.00	8	\$800.00	16	\$1,200.00	4	\$4,360.00			\$1,500.00	1	\$1,000.00			\$1,500.00		\$7,860.00	\$7,500.00
October-10				\$0.00	1	\$100.00	3	\$225.00	2	\$200.00	4	\$300.00	1	\$1,000.00		1,920	\$596.00								
November-10	1	\$100.00	2	\$150.00	1	\$100.00	5	\$375.00				\$0.00													
December-10				\$0.00				\$0.00				\$0.00	1	\$1,000.00		480	\$524.00								
December-10				\$0.00				\$0.00	2	\$200.00	5	\$375.00	1	\$1,000.00		1,774	\$588.70								
January-11				\$0.00	1	\$100.00	7	\$525.00				\$0.00													
February-11	1	\$100.00	2	\$150.00				\$0.00				\$0.00						1	\$1,000.00			\$1,500.00	maj=microwave tower		
March-11				\$0.00				\$0.00				\$0.00													
April-11				\$0.00				\$0.00				\$0.00						1	\$1,000.00		45,215	\$2,760.75	maj=mini-warehouses		
May-11	1	\$100.00	2	\$150.00				\$0.00				\$0.00													
June-11	3	\$300.00	6	\$450.00				\$0.00				\$0.00													
July-11	1	\$100.00	2	\$150.00				\$0.00	2	\$200.00	4	\$300.00													
August-11	8	\$800.00	16	\$1,200.00				\$0.00				\$0.00													
September-11				\$0.00				\$0.00				\$0.00													
Fiscal Year	15	\$1,500.00		\$2,250.00	3	\$300.00		\$1,125.00	6	\$600.00	0	\$975.00	3	\$3,000.00			\$1,708.70	2	\$2,000.00			\$4,260.75		\$7,400.00	\$10,319.45
1/08 TO 9/11	47	\$4,700.00		\$6,975.00	23	\$2,300.00		\$6,825.00	27	\$2,700.00		\$4,875.00	17	\$11,860.00			\$6,013.75	14	\$22,700.00			\$22,464.30	TOTALS	\$44,260.00	\$47,153.05