

124

RESOLUTION R-23-049

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, TRANSFERRING DRIVEWAY PERMIT FEE FROM BUILDING PERMIT SCHEDULE TO PLANNING FEE SCHEDULE FOR UNINCORPORATED MANATEE COUNTY; PROVIDING DIRECTIONS REGARDING CODIFICATION; REPEALING AND SUPERSEDING CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 125.01, Florida Statutes, authorizes the Board of County Commissioners to exercise the power to carry on the county government, provided that such power is not inconsistent with general or special law; and

WHEREAS, Resolution R-18-098, adopted a fee for Driveway Permits under Miscellaneous fees, which took effect on August 13, 2018; and

WHEREAS, the inspection of driveways for Driveway Permits and associated service is conducted by the Public Works Infrastructure Inspection section, not the Building and Permits section, and the Development Services collects this fee; and

WHEREAS, fees associated with services provided by the Public Works Department are currently reflected on the Development Services Planning Fee Schedule, which was adopted by R-21-023 and took effect on March 29, 2021; and

WHEREAS, Manatee County incurs costs for conducting Driveway Permit inspections, issuing certificates, and other related services; and

WHEREAS, this proposed resolution contemplates no modification to the amount of the Driveway Permit fee, it only proposes transferring this fee to the Planning Fee Schedule; and

WHEREAS, The Board of County Commissioners finds that placing the Driveway Permit fee in the Planning Fee Schedule more accurately houses this fee; and

WHEREAS, Manatee County Development Services Department has reviewed, and recommended approval of the transfer of the Driveway Permit fee to the Planning Fee Schedule as proposed in this resolution; and

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

Section 1. Adoption of transferal of Driveway Permit fee.
The Board of County Commissioners hereby deletes the Driveway Permit fee from the

Building Fee Schedule and adopts an amended Planning Fee Schedule (the "Amended Schedule"). The Amended Schedule shall consist of the charges and fees as set forth in Exhibit A, a copy of which is attached hereto and made a part hereof by reference and is hereby established as the Amended Schedule for unincorporated Manatee County.

Section 2. Directions regarding codification. This resolution shall not be codified in the Manatee County Code of Ordinances.

Section 3. Conflicting Resolutions. Effective April 1, 2023, all resolutions, and parts of resolutions in conflict with the provisions of this resolution, including, but not limited to, Resolution No. R-18-098, shall be repealed, rescinded, superseded, and replaced by this resolution to the extent of such conflict.

Section 4. Severability. In the event that any provisions, portion or section of this resolution is determined to be invalid, illegal or unconstitutional by a court of competent jurisdiction, such decision shall in no manner affect the remaining provisions, portions or section of this resolution which shall remain in full force and effect.

Section 5. Effective date. This resolution and the fee and charges established in this resolution take effect April 1, 2023.

DULY ADOPTED with a quorum present and voting this 28th day of February, 2023.

BOARD OF COUNTY COMMISSIONERS
OF MANATEE COUNTY, FLORIDA



By: [Signature]
Chairperson

ATTEST: ANGELINA COLONNESO
CLERK OF THE CIRCUIT COURT AND COMPTROLLER

By: [Signature]
Deputy Clerk

Effective - August 13, 2018

**Manatee County Development Services
Department**



Permitting Fee Schedule

BUILDING FEES

ACCESSORY STRUCTURE	
Commercial or Residential	\$0.25 per square foot
Pre-fabricated utility shed	\$70.00

ALUMINUM STRUCTURE	
Glass Room	\$162.00
Lanai	\$162.00
Miscellaneous	\$162.00
Screen Enclosure	\$162.00

ANTENNA	
Antenna, Radio, Television, Satellite Dish (commercial)	\$188.00

COMMERCIAL	
Addition/Alteration	\$0.25 per square foot
New Construction	\$0.25 per square foot
	Green Building 10% permitting fee reduction on new commercial or major renovations to any commercial structure exceeding 50% of the total footprint area

CONCRETE	
Wall, Foundation, Retaining – Land Constructed	\$151.00

DAMAGE ASSESSMENT	
Damage Assessment Review	\$83.00 per structure

DECK	
Commercial	\$133.00
Residential - Wood or Composite Attached Detached (higher than 30 inches or greater than 120 square feet)	\$133.00

DEMOLITION or STRUCTURE REMOVAL	
Commercial or Residential	\$140.00

ELECTRICAL	
New, Replacement, Renovation, Alteration	\$48.00

EXTERIOR WINDOW and DOOR REPLACEMENT	
Exterior Window and Door Replacement, Hurricane Shutters	\$48.00

FENCE	
Commercial/Residential Structural	\$207.00
Commercial Non-Structural	\$61.00
Residential Non-Structural	\$48.00

GENERATOR	
Generator	\$146.00

MECHANICAL	
New, Replacement, Renovation, Alteration, Ductwork	\$48.00
HVAC Change Out	\$48.00
Range Hood	\$124.00

PLUMBING	
New, Replacement, Renovation, Alteration	\$48.00
Backflow, Electric or Gas Water Heater	\$48.00
Tankless System	\$70.00

PREFABRICATED STRUCTURE	
Manufactured/Mobile (Department of Motor Vehicles)	\$282.00
Modular (Department of Community Affairs)	\$282.00

RESIDENTIAL	
Addition, Alteration	\$0.21 per square foot
New Construction	\$0.21 per square foot (Green Building 10% permitting fee reduction on new residential or major renovations to any residential structure exceeding 50% of the total footprint area)

ROOF	
Membrane, Tile, Shingle	\$118.00

SIDING, FASCIA, SOFFIT	
Siding, Fascia, Soffit	\$74.00

SIGN	
Foundation - Monument, Pole, Billboard	\$207.00
Wall	\$178.00
Face Change-Out Only Size for Size	No Permit Required

SOLAR	
Commercial or Residential	\$98.00

SWIMMING POOL or SPA	
Above Ground Pre-fabricated pool greater than 24 inches in depth	\$100.00
Spa	\$100.00
Swimming Pool	\$100.00

TANK	
LP Gas, Propane, Gas Piping	\$48.00
Storage	\$116.00

WATERFRONT STRUCTURES	
Docks, Davits, Hoists, Piles, House, Retaining Wall, Rip Rap, or Seawall	\$222.00

MISCELLANEOUS	
Construction Code Board of Appeals Application	\$95.00
Driveway	\$448.00
Local Product Approval	\$105.00 for up to one hour - \$60.00 for each additional hour
Master Plan or Private Provider Setup and Review	\$158.00
Permit Extension	\$10.00
Reinstatement of Expired	\$14.00
Release General Contractor	\$10.00
Release Subcontractor	\$10.00
Rereview of Approved or Non- Approved Plans	\$70.00 plus \$22.00 per hour
Restamping Plans (per set)	\$70.00 plus \$22.00 per hour
Stop Work Order Release	\$32.00
Temporary Certificate of Occupancy-Commercial or Residential	\$70.00 for each 30 calendar days
Temporary Use Permit	\$277.00 per permit
Work Commencing before Permit issuance	100% of permit fee plus required permit fee
Exemption Review – Agricultural	\$73.00 per review
Exemption Review – Non-Agricultural	\$ 20.00 per review

FLOODPLAIN MANAGEMENT	
No Rise Certificate	\$53.00 per permit
Flood Elevation Determination	\$14.00 per determination
Letter of Mitigation Review	\$14.00 per permit

INSPECTIONS	
Affidavit Inspection	Fee (per inspection unless otherwise specified)
Change of Occupancy Review	\$20.00
Occupying Structure without Certificate of Occupancy or Certificate of Completion:	\$116.00
Commercial	\$473.00
Residential	\$193.00
Reinspection (for same code violation) first and second reinspection	\$48.00
each subsequent reinspection	\$193.00
Special Inspection Service (weekend and holidays) two business days prior notice fee paid prior to inspection	\$95.00 plus \$28.00 for each additional hour after first two hours
Temporary Power to Permanent Service	\$48.00
Time Certain Inspection two business days prior notice fee paid prior to inspection	\$95.00

LOCAL CERTIFICATE OF COMPETENCY ANNUAL RENEWAL FEE	
Local License Renewal	\$21.00
Journeyman Plumber/Electrician	\$12.00
Regular (on or before September 30)	Same as applicable local license fee
Late (after September 30)	25% of applicable local license fee not to exceed \$7.50 plus fee for regular renewal

ADMINISTRATIVE FEE/CHARGE	
Local License Application	\$105.00
Examination Scheduling for local License	\$18.00
File for non-licensed trade (tents, non-structural fences) per year	\$21.00
Inactive status for registered or local specialty contractor per year	\$21.00
Inactive status for local license holder over 65 years of age per year	\$0.00
Inactive status for Manatee County employee per year	\$0.00

REFUNDS

No refund will be made for any fee, or portion thereof, on any payments equal to or less than \$150.00 unless they result from an error on the part of the County. All refunds will be at 50% of the amount greater than \$150.00, or as determined by the Director, Director's Designee, or Senior Fiscal Services Manager. No refund shall be granted if work has commenced or if permit has become inactive or expired. No refund shall be granted for permits exceeding six months from application/issue date. All refund requests must be accompanied by a validated receipt or cancelled check and a written statement showing the reason for the request along with any other pertinent information. Refund checks will be made out to the person/company/contractor that made the payment on the receipt(s).

The building permit fee and state fee must be paid in full at the time of permit application.

All building departments are required to collect a 2.5 percent fee on all permits. The minimum amount collected on any permit will be \$4.00. The fee is required by Florida Statutes to be collected for, in part to the Department of Community Affairs (DCA) to fund the Florida Building Commission and secondly, to fund the Building Code Administrators and Inspectors Board (BCAIB) and the Construction Industry Licensing Board (CILB) Homeowners Recovery Fund, both part of the Department of Business and Professional Regulation (DBPR). These fees are NON-REFUNDABLE.



Development Services Department Development Review Fees

Resolution 21-023
Effective March 29, 2021

Site Plan/Subdivision - Administrative	
Administrative Adjustment (Up to 3 hours + \$72 an hour after)	\$215
Certified Lot(s) (Per Lot)	\$1,000
Changes to Approved Site Plan	\$3,000
Changes to Approved Site Plan - Limited Review	\$1,500
Conference - Pre-Application (Fee credited towards application submittal if received within 6 month of conference)	\$1,500
Conference - Scoping	\$500
Environmental Preserve Management Plan	\$3,000
Final Site Plan	\$6,000
Modification of Standards (Up to 3 hours + \$72 an hour after)	\$215
Off Street Parking Plan	\$3,000
Off Street Parking Plan - Limited Review	\$1,500
Preliminary Plat	\$6,000
Preliminary Plat/Final Site Plan	\$8,000
Preliminary Site Plan	\$6,000
Preliminary Site Plan/Final Site Plan	\$8,000
Preliminary Site Plan/Preliminary Plat	\$8,000
Preliminary Site Plan/Preliminary Plat/Final Site Plan	\$9,000
Site Plan - Extension (Admin)	\$200
Site Plan - Legislative Directed Extension	\$70
Site Plan/Subdivision/Rezone - Public Hearing	
Adding or Changing a Use	\$6,000
Adding or Changing a Use - Limited Review	\$4,500
Changes to Approved Site Plan	\$6,000
Development of Regional Impact - Local Ordinance Amendment	\$10,000
Development of Regional Impact - Notice of Proposed Change/Development Order Amendment	\$10,000
Environmental Preserve Management Plan	\$6,000
Final Plat	\$6,000
General Development Plan	\$10,000
General Development Plan with Rezone	\$12,000
Modification of Standards	\$2,500
Preliminary Site Plan	\$11,000
Site Plan/Subdivision/Rezone - Public Hearing - Continued	
Preliminary Site Plan with Rezone	\$13,000
Site Plan - Extension (Public Hearing)	\$2,500
Special Permit	\$9,000
Special Permit - Limited Review	\$4,500
Variance (Public Hearing)	\$4,500
Zoning Atlas Amendment (Rezone)	\$7,000
Plan/Text Amendments & Agreements - Public Hearing	
Comprehensive Plan Map Amendment (Public Hearing)	\$10,000
Comprehensive Plan Text Amendment (Public Hearing)	\$5,000
Land Development Code Text Amendment (Public Hearing)	\$5,000
Local Development Agreement Application (Public Hearing)	\$11,600
Local Development Agreement Application - Amendment (Public Hearing)	\$7,300

Signs	
Signs - Adjustment (Admin) (Up to 3 hours + \$72 an hour after)	\$215
Signs - Master Sign Plan (Admin)	\$2,500
Signs - Master Sign Plan or Adjustment (Public Hearing)	\$4,500
Environmental/Earthmoving/Earthwork/Tree Removal	
Earthmoving - Annual Progress Report (Admin)	\$1,500
Earthmoving - Operating Permit (Admin)	\$3,000
Earthmoving - Operating Permit Amendment (Admin)	\$2,000
Earthmoving - Site Plan Major (Admin following Special Permit)	\$3,000
Earthmoving - Site Plan Major (Public Hearing - Special Permit)	\$9,000
Earthmoving - Site Plan Minor (Admin)	\$3,000
Inspection - Environmental Planning - Conservation Easement Sign/ Nuisance Removal/ Wetland Buffer (All in One Visit)	\$140
Inspection - Environmental Planning - Conservation Easement Sign/ Nuisance Removal/ Wetland Buffer (Individually)	\$70
Inspection - Field Compliance	\$72
Tree Removal Payment in Lieu of Replacement (per 3" caliper) (Admin)	\$445
Tree Removal Payment in Lieu of Replacement (per 4" caliper) (Admin)	\$585
Tree Removal Permit (Admin)	\$144
Miscellaneous	
Addressing - Commemorative Request (Public Hearing)	\$630
Addressing - Confirmation Letter	\$40
Addressing - Street Waiver (Admin)	\$400
Administrative Determination (Up to 3 hours + \$72 an hour after)	\$215
Advertising - Signs (Per Sign)	\$20
Advertising (Per Public Hearing)	\$600
Miscellaneous - Continued	
Affordable Housing (Payment in lieu of Construction - per bonus unit not constructed or per removed unit not replaced, plus 3% administrative surcharge or other replacement mechanisms as approved by the Board of County Commissioners, which further the goals of the Manatee County Housing Partnership Program. No Local Development Agreement Fee).	\$3,889
Appeals (Public Hearing)	\$5,500
Certificate of Appropriateness/Historical Landmark/Historic Preservation Ad-Valorem Tax Exemption (Advertising Fee Only)	\$0
Community Development District - New/Modification/Dissolution/Special Powers (Public Hearing) Advertising Cost Paid Directly to Vendor	\$4,500
Development of Regional Impact - Annual & Biennial Report & Binding Letter(Admin)	\$1,000
Development of Regional Impact - Close Out (Public Hearing)	\$3,000
Individual Staff Review (Hourly)	\$72
Name Change (Project/Application) (Admin)	\$350
Postage (Based on Actual Cost)	
Private Street Amendment/ Easement Conversion	\$2,400
Release of Deeded Easement	\$1,500
Sexually Oriented Businesses - Adult Entertainment (Public Hearing)	\$4,000
Vacation Request - Easement	\$1,500
Vacation Request - Plat	\$2,000
Vacation Request - Street	\$1,500
Zoning Verification - Beverage License Only (Admin)	\$50
Zoning Verification (Up to 3 hours + \$72 an hour after) (Admin)	\$215
Public Works	
Certificate of Level of Service - Extension	\$2,100
Certificate of Level of Service - Legislative Directed Extension	\$425
Construction Drawings - Subdivision (plus \$60 per lot)	\$1,000
Construction Drawings - Mobile Home/RV Park (plus \$10 per lot)	\$1,000
Construction Drawings - Site Plan (plus \$15 per each 500 square feet of non-residential building area over 10,000 square feet)	\$1,000
Construction Plan - Amendment (1/2 of original fee)	
Driveway (Residential Stand Alone)	\$118
Driveway Access (Commercial Stand Alone)	\$200

Inspection - Zoning	\$460
Inspection - Zoning Re-Inspection	\$275
Inspections - Bond Release Inspection	\$350
Site Plan - Extension - with new Certificate of Level of Service (\$1000 site Plan + \$1500 CLOS)	\$2,500
Earthwork Plan (Admin)	\$480
Impact Fee Credit Agreement	\$2,000
Infrastructure Inspection Fee - Public Infrastructure (Per Hour)	\$100
Infrastructure Inspection Fee - Residential (Initial + One Reinspection) (plus \$100 per lot)	\$6,375
Infrastructure Inspection Fee - Commercial Small (Initial + One Reinspection) (up to 74,999 sq. ft.)	\$2,500
Public Works - Continued	
Infrastructure Inspection Fee - Commercial Moderate (Initial + One Reinspection) (75,000 - 149,999 sq. ft.)	\$3,500
Infrastructure Inspection Fee - Commercial Large (Initial + One Reinspection) (150,000+ sq. ft.)	\$4,500
Infrastructure Inspection Fee - Reinspection (subsequent inspection - all categories)	\$350
ROW Use Permit (Basic)	\$500
Sidewalk Payment in Lieu of Agreement	\$200
Surplus Properties	\$200
Transportation Concurrency Reviews - Traffic Study Review Fee (Consultant cost are billed at actual cost)	
Public School Facilities Review Fee	
School Reports - Residential Development Review Comments	
Comprehensive Plan Amendment (1)	\$500
Land Use Atlas Amendment (Rezone) (1)	\$550
Development Plan (2)	\$650
Development of Regional Impact (DRI) (3)	\$2,500
DRI Substantial Deviations and NOPC (3)	\$1,000
School Concurrency Analysis Report (4)	\$800
Local Development Agreement/Proportionate Share Mitigation (5)	\$5,000
Public School Facilities Review Fee Footnotes:	
(1) Fee only assessed for any change that would create the possibility of ten (10) dwelling units or more.	
(2) Residential applications for ten (10) or more dwelling units; not required for residential applications for horizontal or vertical construction.	
(3) Review for a DRI or an amendment to a DRI with a residential component.	
(4) Required for residential applications for horizontal or vertical construction only.	
(5) Residential applications only. Additional attorney fees may apply.	
Fee Schedule Notes	
Advertising fees shall be paid by the applicant as specified in the fee schedule for any project requiring a public hearing. Labels for notices shall be obtained from the Property Appraiser's Office.	
Before the County initiates consultant review, an applicant shall be responsible for paying one hundred and ten percent (110%) of cost estimated by the County's consultant. If, during the course of review, the County's consultant indicates additional cost will be incurred by the County, the applicant shall pay one hundred and ten percent (110%) of such estimated additional costs before additional consultant review will be authorized by the County. If, at the end of review , total costs incurred by the County exceed the fees paid by the applicant, the County will refund any fees paid to the County that exceed the County's actual cost of paying for consultant review.	
Unique Situations/Projects with limited review – fees may be adjusted at the discretion of the appropriate Department Director, Development Services Director's Designee, or Development Services Senior Fiscal Services Manager. The Development Services Director or Designee, will coordinate with the appropriate Department Director.	
No Development Order or Additional Approvals will be issued for any project with an outstanding balance due to Manatee County.	