

06/25/2024

## EXECUTIVE SUMMARY

**Recommendation to approve a Resolution amending the Growth Management Community Development Department Services Fee Schedule, with an effective date of August 1, 2024, in accordance with the Collier County Code of Laws and Ordinances, Section 2-13.**

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**OBJECTIVE:** To amend the Growth Management Community Development Department (GMCD) Services Fee Schedule with operating costs associated with permit review and inspection services.

**CONSIDERATION:** Several business operations within the GMCD are funded by fees within the core service areas of building plan reviews and inspections. GMCD has historically implemented cost-saving measures through staff-initiated process improvements that passed savings on to customers.

Florida Statute 553.791, Section 16(a) states that if a local enforcement agency fails to issue a building permit for a single-family residential dwelling within 30 business days after receiving the permit application, it must reduce the building permit fee by 10 percent for each business day it fails to meet the deadline. Each 10 percent reduction shall be based on the original amount of the building permit fee.

Leveraging various sources, GMCD continuously gathers input and industry guidance from the development community. This includes hosting the monthly Development Services Advisory Board (DSAC) meeting, regularly participating in the Productivity Committee, and promoting customer surveys. Staff continues to revisit services and their associated fees to determine if a modification in the current rates is appropriate.

Based on this review and to remain in compliance with Florida Statute 553.79, the following is a summary of proposed changes to the GMCD Services Fee Schedule:

***Fee changes for FEMA Review - Section N***

**Change:** The fee shall be \$50.00 for the valuation of construction costs up to \$4,999.99 or \$100.00 for the valuation of construction costs greater than \$5,000.

**Justification:** The new fee is consistent with current structural review fees and complies with Florida Statute 553.791, Section 26(a). The proposed changes will offset administrative costs associated with processing and evaluating applications.

***Fee changes for Permit Extension - Section Y***

**Change:** The filing fee for each permit extension shall be equal to 10% of the original building permit fee or \$150.00, whichever is greater, but shall not exceed \$750.00 instead of the previous amount of \$100.00 not to exceed \$500.00.

**Justification:** The proposed changes will cover rising administrative and maintenance costs associated with processing and managing extended permits, ensuring continued efficient service delivery to permit holders. The changes align fees with current economic conditions, maintaining sustainability in permit management practices.

***Fee changes for Permit Inspection and Permit Reinspection Fee - Section AA***

**Change:** The fee will change from \$45.00 per inspection to \$65.00 per inspection.

**Justification:** The proposed changes are to remain consistent and in compliance with Florida Statute 553.791. The fee increase is necessary to raise the frequency of inspections, ensuring compliance with updated safety and regulatory standards. This increase also supports training for inspectors to improve the overall service efficiency and effectiveness.

***Fee changes for Time Specific Inspection - Section AA***

**Change:** The fee will change from \$70.00 per inspection to \$130.00 per inspection.

**Justification:** The proposed changes are essential to prioritize and accommodate time-specific requests, ensuring prompt service and minimizing delays for critical inspections.

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***Fee changes for Private Provider Fee - Section PP***

**Change:** The fee will change from \$40.00 per identified inspection in the provided report to \$58.00 per identified inspection in the provided report.

**Justification:** The proposed changes align with the increase in the permit inspection fees but continue to offer a 10% reduction in cost to the applicant to remain in compliance with Florida Statute 553.791, Section 2(b).

This recommendation was unanimously supported by the Development Services Advisory Committee (DSAC) at the publicly noticed meeting on May 1, 2024.

**FISCAL IMPACT:** The existing fees, including Permit Extension, Permit Inspection, Permit Reinspection, and Time Specific, were last updated in 2018. The Private Provider fee was last updated in 2023. The recommended updates represent an increase of 50% for Permit Extension, 44% for Permit Inspection, 44% for Permit Reinspection, 86% for Time Specific, and 45% for Private Provider fees. Based on a three-year activity average, these adjustments will increase revenue for the selected fees from \$11,805,171 to \$17,033,156. Changes in revenue for Fiscal Year (FY) 2025 are dependent on permitting activity and economic conditions.

**GROWTH MANAGEMENT IMPACT:** No growth management impact is associated with this action.

**LEGAL CONSIDERATIONS:** This item is approved for form and legality and requires a majority vote for approval. (HFAC)

**RECOMMENDATION:** To approve a Resolution amending the Growth Management Community Development Department Services Fee Schedule, with an effective date of August 1, 2024, in accordance with the Collier County Code of Laws and Ordinances, Section 2-13.

Prepared by: Evelyn Trimino, Manager - Financial Operations

**ATTACHMENT(S)**

1. Resolution 6-7-24 fee schedule (PDF)
2. Exhibit A - updated (PDF)
3. Fee Schedule - Final Underline- Strikethrough (PDF)

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**COLLIER COUNTY**  
**Board of County Commissioners**

**Item Number:** 16.A.1**Doc ID:** 29098

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**Meeting Date:** 06/25/2024**Prepared by:**

Title: Operations Analyst – Planning Commission

Name: Diane Lynch

06/07/2024 12:53 PM

**Submitted by:**

Title: Department Head - GMD – Growth Management Community Development Department

Name: James C French

06/07/2024 12:53 PM

**Approved By:****Review:**

Growth Management Community Development Department Diane Lynch			GMD Approver	Completed
			06/07/2024 12:55 PM	
Transportation Management Operations Support	Evelyn Trimino		GMCCDD Reviewer	Completed
			06/07/2024 3:38 PM	
Unknown	Jaime Cook	GMCCDD Reviewer	Completed	06/10/2024 12:13 PM
Operations & Regulatory Management	Michael Stark	GMCCDD Reviewer	Completed	06/11/2024 12:50 PM
Growth Management Community Development Department James C French			Growth Management	Completed
			06/19/2024 3:21 PM	
County Attorney's Office	Heidi Ashton-Cicko	Level 2 Attorney of Record Review	Completed	06/19/2024 4:01 PM
Office of Management and Budget	Debra Windsor	Level 3 OMB Gatekeeper Review	Completed	06/19/2024 4:02 PM
Office of Management and Budget	Laura Zautcke	OMB Reviewer	Completed	06/19/2024 4:28 PM
County Attorney's Office	Jeffrey A. Klatzkow	Level 3 County Attorney's Office Review	Completed	06/19/2024 4:28 PM
County Manager's Office	Amy Patterson	Level 4 County Manager Review	Completed	06/19/2024 5:31 PM
Board of County Commissioners	Geoffrey Willig	Meeting Pending		06/25/2024 9:00 AM

