

CHAPTER 7-14. FEES<sup>[16]</sup>

Footnotes:

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**Editor's note**— The provisions of inadvertently repealed Ch. 12-7 were reenacted by § 4 or Ord. No. 27-92, adopted Aug. 13, 1992, and redesignated at the direction of the city as Ch. 7-14.

Ord. No. 27-85, §§ 1—3, adopted Sept. 26, 1985, amended §§ 7-14-2—7-14-5 of Ch. 7-14, and set out additional provisions which the editors have designated §§ 7-14-6—7-14-9 herein. Ord. No. 20-86, § 1, adopted July 10, 1986 also amended and restated the above-described sections.

Subsequently, Ord. No. 35-07, § 1, adopted July 12, 2007, provided for the amendment of Ch. 7-14 to read as herein set out. See the Code Comparative Table for a detailed analysis of inclusion.

**Cross reference**— Administration, Title II; occupational licenses, Ch. 7-2; buildings an building regulations, Ch. 7-13; zoning districts, Ch. 12-2; signs, Ch. 12-4; subdivisions, Ch. 12-8; airport zoning, Ch. 12-11; administration and enforcement, Ch. 12-12; boards and commissions, Ch. 12-13; buildings, construction and fire codes, Title XIV.

Sec. 7-14-1. - Planning and zoning fees.

The following fees to be charged by the city for development plan review, amendments, vacations of streets and alleys, subdivision plats, and division of land requiring a boundary survey shall be collected by the community development department as hereinafter set forth, and said fees shall be paid before the beginning of any administrative process required for said activities.

- (a) *Planning and development services plan review fees*: The applicant for development plan review for the following activities shall at the time of application pay the following fees:

**Table 7-14.1**

	Fee	Review Board Rehearing/Rescheduling Fee	City Council Rehearing/Rescheduling Fee
Boundary Survey for Two Lot Division	750.00	NA	NA
Preliminary Subdivision Plat	1000.00	250.00	250.00
Final Subdivision Plat plus 25.00 per lot	1,500.00	250.00	250.00
Minor Subdivision (4 lots or less combined	2,000.00	250.00	250.00

preliminary/final plat)			
ROW Vacation	2,000.00	250.00	500.00
License to Use ROW	500.00 (minor) 1,000.00 (major)	100.00	100.00
License to Use ROW for Sandwich Board Sign	100.00	NA	NA
Rezoning Without Comprehensive Plan FLUM Amendment	2,500.00	250.00	750.00
Rezoning with Small Scale Development (less than 10 acres) Comprehensive Plan FLUM Amendment	3,500.00	250.00	750.00
Rezoning with Comprehensive Plan FLUM Amendment for Development other than Small Scale	3,500.00	250.00	1,000.00
Conditional Use	2,000.00	100.00	250.00
Site Development Plan "A" - Preliminary Development Plan	1,500.00	100.00	250.00
Site Development Plan "A" - Final Development Plan	1,500.00	250.00	250.00
Site Development Plan "A" - Combined Preliminary/Preliminary Development Plan	2,000.00	250.00	250.00

Site Development Plan "B" - Preliminary Development Plan	1,500.00	250.00	250.00
Site Development Plan "B" - Final Development Plan	1,500.00	250.00	250.00
Site Development Plan "B" - Combined Preliminary/Final Development Plan	2,000.00	250.00	250.00
Site Development Plan "C" Non-Residential Parking in a Res. Zone	1,500.00	250.00	NA
Adjacent Voluntary Annexation	0.00	NA	0.00
Appeal of Planning Board Decision To City Council (Site Plan "C" only)	250.00	NA	250.00
Home Occupation Permit	50.00	NA	NA
Zoning Letter	25.00	NA	NA
Variance	500.00	250.00	NA
Front yard averaging	150.00	NA	NA
Appeal of any order, requirement, decision, or determination made by administrative official	500.00	250.00	NA
Zoning Board of Adjustment Interpretation for Historic and North Hill	300.00	300.00	NA

Preservation Districts (for uses not expressly permitted)			
Historic Preservation District Staff Abbreviated Review	0.00	NA	NA
Historic Preservation District Residential Site Plan-Homestead	50.00	25.00	NA
Historic Preservation District Non-Homestead or Commercial Site Plan	250.00	125.00	NA
Historic Preservation District Variance	500.00	250.00	NA
Appeal of Architectural Review Board Decision to City Council	500.00	NA	250.00
Historic Preservation District Architectural Review Board Abbreviated Review	25.00	NA	NA
Gateway Redevelopment District Residential Site Plan Review	50.00	25.00	NA
Gateway Redevelopment District Commercial Site Plan Review	250.00	125.00	NA
Gateway Redevelopment District Abbreviated Review	25.00	0.00	NA
Appeal of Gateway	500.00	NA	250.00

Redevelopment District Decision to City Council			
Alcoholic Beverage License Certificate of Compliance	250.00	NA	NA
Appeal of Alcoholic Beverage License Certificate of Compliance to City Council	250.00	NA	250.00
Alcoholic Beverage License Extension of Premises	25.00	NA	NA
Adult Entertainment Establishment License	400.00	NA	NA

Notes:

Site Plan "A"

- Special Planned Developments
- Major revisions to SSD's
- Exceptions to the four thousand (4,000) sq. ft. maximum area for a commercial use in an R-NC district

Site Plan "B"

- Conservation district (CO)
- Airport district—All private, nonaviation related development in the ARZ zone and all developments except single-family in an approved subdivision in the ATZ-1 and AZT-2 zones
- Waterfront Redevelopment district (WRD)
- South Palafox Business district (SPBD)
- Interstate Corridor district (IC)
- Multi family developments over thirty-five (35) feet in height within the R-2A district;
- Buildings over forty-five (45) feet in height in the R-2, R-NC and C-1 districts.

Site Plan "C"

- Non-residential parking in a residential zone

- (b) Any fee paid in order to appeal from an allegedly erroneous decision by the city shall be refunded to the applicant in the event that the appropriate board determines that the applicant has prevailed in the appeal.
- (c) When a boundary survey, preliminary plat, final plat, combined preliminary/final plat or any site development plan is denied because it does not comply with subdivision or development requirements a plan re-submittal fee of one-half (½) the initial fee shall be paid.

(Ord. No. 35-07, § 1, 7-12-07; Ord. No. 24-09, § 1, 7-9-09; Ord. No. 26-11, § 1, 9-22-11)

Sec. 7-14-2. - Permit fees.

The following permit fees to be charged by the city for buildings, signs, manufactured buildings, mobile homes, swimming pools, television and radio antennas, roofing, moving or demolition of buildings or structures, electrical, plumbing, gas, mechanical, fire suppression and alarm system installations, penalties for starting work without a permit, and field inspection for business license certificate of occupancy shall be collected by the building inspection division for all work done within the city, as outlined below, and said fees shall be paid before the beginning of any construction or alteration as hereinafter set forth:

The applicant for any permit shall pay an administrative application fee of forty dollars (\$40.00) in addition to the building, electrical, gas, mechanical, fire protection/prevention, and plumbing permit fees specified below. Fences, tents, temporary signs and banners shall be exempt from this fee.

(a) *Building permit fees:*

- (1) The applicant for a permit for any new building or structure, for any additions to an existing building or structure or portion thereof, shall, at the time of having made application and issuance of the permit, pay for each and every building or structure fifteen cents (\$0.15) per square foot based on the square footage of gross floor area of such work. Minimum permit fees will also be based upon the number of required inspections times the minimum inspection fee of fifty dollars (\$50.00) when the square footage is such that the square footage cost will not cover the cost of inspections.
- (2) For remodeling, repairs or modifications of existing buildings or structures for which a gross floor area cannot be measured and for which a specific fee is not indicated, the fee shall be at the rate of seven dollars fifty cents (\$7.50) per one thousand dollars (\$1,000.00) of the estimated total cost of labor and materials for the work for which the permit is requested, i.e., excluding only subcontractor work that will be permitted separately.
- (3) Antennas, dish and tower, roof and ground installations:
  - a. Residential, including amateur "ham" units .....\$50.00
  - b. Commercial: Fee to be calculated in accordance with subsection 7-14-2(a)(2).
- (4) Window and door installation:  
Fee to be calculated in accordance with subsection 7-14-2(a)(2).
- (5) Demolition of buildings or structures .....100.00  
Plus one dollar (\$1.00) for each one hundred (100) square feet of total gross floor space, or portion thereof, over five thousand (5,000) square feet.
- (6) Fences and tents .....35.00
- (7) Manufactured buildings and mobile homes:
  - a. For plan review, foundation rough-in and final inspection, per unit .....140.00
  - b. Each additional inspection .....50.00

- (8) Moving of buildings or structures:
- a. From one (1) location to another within the city limits: Two hundred dollars (\$200.00) plus twenty dollars (\$20.00) for each mile within the city in excess of five (5) miles.
  - b. From outside the city limits to a location inside the city: Two hundred fifty dollars (\$250.00) plus twenty-five dollars (\$25.00) for each mile within the city in excess of five (5) miles.
  - c. For moving a building or structure through the city or from the city: Two hundred dollars (\$200.00) plus twenty dollars (\$20.00) for each mile within the city in excess of five (5) miles.

- (9) Siding or residing structures including pre-inspection .....100.00

Structural, electrical, mechanical and plumbing work required in conjunction with siding installation shall be permitted and fees charged in accordance with appropriate subsections of this chapter.

- (10) Roofing, re-roofing:

- a. Residential .....\$100.00  
Plus fifty (\$50.00) for each additional; inspection in excess of two (2) inspections.
- b. Commercial .....\$140.00  
Plus fifty (\$50.00) for each additional; inspection in excess of two (2) inspections.

- (11) Signs (including plan review):

- a. Accessory .....\$100.00
- b. Non-accessory—Billboard-type signs, including pre-inspection .....\$210.00
- c. Temporary—Portable signs and banners .....\$35.00

- (12) Swimming pools/spas:

- a. Residential .....\$150.00
- b. Commercial .....\$300.00  
Plus fifty (\$50.00) for each inspection in excess of three (3).

- (13) Minimum permit fee .....35.00

- (14) Penalty fee for work which commences prior to securing the appropriate permit or permits computed in accordance with section 7-14-6.

(b) *Electrical permit fees:*

- (1) Temporary or construction pole service .....\$50.00
- (2) Minimum fee, per inspection unless noted otherwise .....\$50.00
- (3) Electrical service: (residential and commercial, including signs, generators, and service changes:
  - 0—100 amperes .....\$90.00
  - 101—200 amperes .....\$95.00
  - 201—400 amperes .....\$125.00
  - 401—600 amperes .....\$175.00

601—800 amperes .....\$275.00  
801—1,000 amperes .....\$375.00  
1,001—1,200 amperes .....\$475.00  
1,201—1,600 amperes .....\$675.00  
1,601—2,000 amperes .....\$875.00  
2,001—2,400 amperes .....\$1,075.00  
Over 2,401 amperes .....\$1,275.00

Plus fifty cents (\$0.50) per ampere over two thousand four hundred one (2,401)

- (4) For sub-meters derived from main service, per meter .....\$50.00
  - (5) For swimming pools, spas and hot tubs .....\$100.00
  - (6) Commercial computer and communications systems including fire/security alarm systems ("system" defined as detection devices connected to a control panel), including alterations:
    - a. Base fee (includes two (2) inspections) .....\$100.00
    - b. Each additional inspection .....\$50.00
  - (7) Residential fire and security systems .....\$50.00
  - (8) Penalty fee for work which commences prior to securing the appropriate permit or permits computed in accordance with section 7-14-6.
- (c) *Gas installation permit fees:* The following fees shall be charged for both natural and liquid petroleum gas installations:
- (1) Permit fee based upon number of inspections, per inspection .....\$50.00
  - (2) Penalty fee for work which commences prior to securing the appropriate permit or permits computed in accordance with section 7-14-6.
- (d) *Mechanical permit fees:*
- (1) For heating, ventilation, air conditioning, and refrigeration systems: Fifty dollars (\$50.00) per inspection plus three dollars (\$3.00) for each ton or fraction thereof in excess of fifteen (15) tons.
  - (2) All other mechanical work, including, but not limited to, installation, replacement or alteration of duct work, hydraulic lifts, pumps, air compressors, refrigeration equipment, high-pressure washers, medical gas systems, extractors, boilers, incinerators etc., for each inspection .....\$50.00
  - (3) Penalty fee for work which commences prior to securing the appropriate permit or permits computed in accordance with section 7-14-6.
- (e) *Fire protection/prevention permit fees:*
- (1) Fire sprinkler systems (includes plan review):
    - a. Residential (one- or two-family dwelling .....\$170.00
    - b. Commercial; small, six (6) heads or less .....\$170.00  
Large .....\$500.00
  - (2) Fire suppression systems (includes plan review):



- a. Small, single hazard area .....\$35.00
- b. Large .....\$210.00
- (3) Fire alarm systems (includes plan review):
  - a. New installation, one (1) pull .....\$35.00
  - b. New installation, multi-pull .....\$85.00
  - c. Fire alarm inspection; small, six (6) or fewer initiating devices .....\$90.00
  - d. Fire alarm inspection; large .....\$250.00
- (4) Installation of pollutant/hazardous material storage tanks:
  - a. Aboveground .....\$250.00
  - b. Underground .....\$250.00
- (5) Removal of pollutant/hazardous material storage tank .....\$100.00
- (6) Penalty fee for work which commences prior to securing the appropriate permit or permits computed in accordance with section 7-14-6.
- (f) *Plumbing permit fees:*
  - (1) Base fee (includes final, inspection) .....\$50.00
    - Plus:
    - a. Additional fee for each outlet, fixture, floor drain or trap in excess of ten (10) .....\$2.00
    - b. Each additional inspection .....\$50.00
    - c. Sewer connection, in conjunction with new single-family dwelling .....\$50.00
    - All others .....\$50.00
  - (2) Plumbing permit fees for manufactured buildings/factory-built housing:
    - a. Base fee (including final inspection) .....\$50.00
    - b. Sewer connection (each) .....\$50.00
    - c. Rough-in for joining together of all components, including stack-out, for each inspection required .....\$50.00
  - (3) Lawn sprinkler system installation fees:
    - a. Installation of valves, vacuum breakers and/or back-flow preventers and sprinkler heads to a maximum of fifty (50) .....\$50.00
    - b. For each head in excess of fifty (50) add .....\$2.00
    - c. Each additional inspection .....\$50.00
  - (4) Solar heating system .....\$50.00
  - (5) Penalty fee for work which commences prior to securing the appropriate permit or permits computed in accordance with section 7-14-6.

(Ord. No. 35-07, § 1, 7-12-07; Ord. No. 24-09, § 2, 7-9-09; Ord. No. 26-11, § 1, 9-22-11; Ord. No. 26-19, § 1, 10-24-19)

Sec. 7-14-3. - Renewal of expired permits.

A permit once issued, expires if work is not commenced within one hundred eighty (180) days of issuance or if construction or work is suspended or abandoned for a period of one hundred eighty (180) days at any time after work is commenced. To avoid permit expiration, a progress report (showing progress toward the permit) needs to be submitted in writing or an extension request needs to be submitted in writing showing justifiable cause to extend the permit prior to one hundred eighty (180) days of inactivity, otherwise the permit will expire. Extensions may be granted for one hundred eighty (180) days. The fee for renewal of expired permits shall be seventy-five (75) percent of the original fee paid if the fee is paid within thirty (30) days of the expiration date. After thirty (30) days, the full original fee is due. Beginning with the second permit renewal and subsequent renewals a five hundred dollar (\$500.00) penalty will be assessed in addition to permit fees due for renewal.

(Ord. No. 26-11, § 1, 9-22-11; Ord. No. 26-19, § 2, 10-24-19)

Sec. 7-14-4. - Construction board of appeals hearing fee.

- (a) The following fees shall be paid by a hearing applicant at time of application for hearing, in advance of hearing date.

Construction board of appeals hearing .....\$300.00

- (b) Any fee paid pursuant to this section in order to appeal from an allegedly erroneous decision by a member of the city staff shall be refunded to the applicant in the event that the board determines that the applicant has prevailed in the appeal.

(Ord. No. 35-07, § 1, 7-12-07; Ord. No. 26-11, § 1, 9-22-11)

Sec. 7-14-5. - Field inspection fees.

- (1) Reinspection fee .....\$50.00
- (2) Inspection for temporary power prior to final inspection (includes electrical and mechanical):  
For one- and two-family dwellings .....\$50.00  
For commercial and multi-family dwellings .....\$100.00
- (3) Special inspection conducted outside of normal working hours .....\$200.00
- (4) Contractor assistance .....\$50.00
- (5) Reinspection of temporary and construction electrical services .....\$50.00
- (6) Pre-inspection survey service .....\$50.00
- (7) Partial certificate of occupancy inspection .....\$100.00 for  
30 day  
Temp C.O.
- (8) Business certificate of occupancy inspection .....\$100.00
- (9) A fifty dollar (\$50.00) permit fee shall be charged for tree removal and/or tree trimming in the public right-of-way or canopy road tree protection zones.
- (10) Engineering "as-built" inspection fee four hundred dollars (\$400.00) plus one hundred dollars (\$100.00) per acre in the development site. Each fractional acre shall count as an acre. When an as-built inspection fails because improvements do not comply with approved engineering plans a re-inspection fee of one-half (½) the initial fee shall be paid. When an erosion control compliance inspection fails because erosion control measures do not comply with approved plans a re-inspection fee of two hundred fifty dollars (\$250.00) shall be paid.

(11) Zoning compliance inspection fees:

- (a) Zoning compliance inspection fee for one- and two-family dwellings shall be one hundred dollars (\$100.00).
- (b) Zoning compliance inspection fee for accessory structures and buildings and additions to existing single family dwellings shall be fifty dollars (\$50.00).
- (c) Zoning compliance inspection fee for all other developments shall be four hundred fifty dollars (\$450.00) plus three hundred dollars (\$300.00) per acre in the development site. Each fractional acre shall count as an acre.
- (d) When a zoning compliance inspection of landscaping, signage, parking, building features, and similar improvements fails because improvements do not comply with approved plans a re-inspection fee of two hundred fifty dollars (\$250.00) shall be paid.

(12) Overgrown lot inspection (to be added to lot cutting fee) .....\$30.00

(Ord. No. 35-07, § 1, 7-12-07; Ord. No. 24-09, § 3, 7-9-09; Ord. No. 26-11, § 1, 9-22-11; Ord. No. 26-19, § 3, 10-24-19)

Sec. 7-14-6. - Penalty fees.

- (1) For construction work which commences prior to securing the appropriate permit or permits:
  - (a) First occurrence: Four (4) times the permit fee.
  - (b) Second and repeat occurrence: Prosecution for Code violation.
- (2) Fine for removing trees or limbs without permit: One hundred dollars (\$100.00) per caliper inch of tree trunk or limb.
- (3) Nothing contained herein shall be construed to prohibit the prosecution of any Code violations, regardless of the number of times such violation may have occurred, when any person continues to perform work after being warned that a permit for the work is required and has not been issued or when work continues after a stop work order has been issued. Nor shall this provision be construed to prohibit the city from seeking injunctive or other relief from Code violations.

(Ord. No. 35-07, § 1, 7-12-07; Ord. No. 26-11, § 1, 9-22-11)

Sec. 7-14-7. - Plan review fees for building code compliance.

- (1) When construction plans are required, the plan review fee shall be one-half ( $\frac{1}{2}$ ) the permit fee for the initial review and fifty dollars (\$50.00) for the second plan review. This fee applies to each structural, electrical, mechanical and plumbing permit. However, there shall be no electrical, mechanical or plumbing plan review fee for single-family or duplex residential plans. Subsequent reviews for revised plans shall be fifty dollars (\$50.00) per discipline for review.
- (2) When a permit application is denied for the third and any subsequent time because the plans submitted do not comply with city and/or state codes, a plan re-submittal review fee of one-half ( $\frac{1}{2}$ ) the permit fee shall be paid.

(Ord. No. 35-07, § 1, 7-12-07; Ord. No. 26-11, § 1, 9-22-11)

Sec. 7-14-8. - Site plan review fees.

- (1) *Zoning review fees:*

- (a) Zoning review fee for one- and two-family dwellings shall be one hundred dollars (\$100.00).
  - (b) Zoning review fee for accessory structures and buildings and additions to existing single-family dwellings shall be fifty dollars (\$50.00).
  - (c) Zoning review fee for all other developments shall be four hundred fifty dollars (\$450.00) plus three hundred dollars (\$300.00) per acre in the development site. Each fractional acre shall count as an acre.
  - (d) When plans are denied because they do not comply with zoning requirements a plan re-submittal fee of one-half ( $\frac{1}{2}$ ) the initial fee shall be paid.
- (2) *[Engineering plan review fee.]* Engineering plan review fee shall be four hundred dollars (\$400.00) plus one hundred dollars (\$100.00) per acre in the development site. Each fractional acre shall count as an acre. When plans are denied because they do not comply with engineering requirements a plan re-submittal fee of one-half ( $\frac{1}{2}$ ) the initial fee shall be paid.

(Ord. No. 35-07, § 1, 7-12-07; Ord. No. 26-11, § 1, 9-22-11)

Sec. 7-14-9. - Bayou Texar Shoreline and Escambia Bay Protection District Fees.

- (1) Zoning review fee for one- and two-family dwellings located in the Bayou Texar Shoreline or Escambia Bay Protection Districts shall be three hundred dollars (\$300.00). When plans are denied because they do not comply with zoning requirements a plan re-submittal fee of one-half ( $\frac{1}{2}$ ) the initial fee shall be paid.
- (2) Engineering plan review fee for one- and two-family dwellings located in the Bayou Texar Shoreline or Escambia Bay Protection Districts shall be two hundred dollars (\$200.00). When plans are denied because they do not comply with engineering requirements a plan re-submittal fee of one-half ( $\frac{1}{2}$ ) the initial fee shall be paid.

(Ord. No. 35-07, § 1, 7-12-07)

Sec. 7-14-10. - Subdivision construction plan review and inspection fees.

- (1) Engineering construction plan review fee shall be five hundred dollars (\$500.00) plus fifty dollars (\$50.00) per lot in the subdivision. When plans are denied because they do not comply with engineering requirements a plan re-submittal fee of one-half ( $\frac{1}{2}$ ) the initial fee shall be paid.
- (2) Engineering "as-built" inspection fee shall be five hundred dollars (\$500.00) plus fifty dollars (\$50.00) per lot in the subdivision. When inspection fails because improvements do not comply with approved engineering plans a re-inspection fee of one-half ( $\frac{1}{2}$ ) the initial fee shall be paid.

(Ord. No. 35-07, § 1, 7-12-07)

Sec. 7-14-11. - Driveway curb-cut right-of-way permits.

- (1) *Single-family and duplex residential curb-cuts:* Seventy-five dollars (\$75.00) for each driveway curb-cut permitted.
- (2) *Commercial and all other development curb-cuts:* Two hundred dollars (\$200.00) plus one hundred dollars (\$100.00) for each additional driveway curb-cut permitted.

(Ord. No. 35-07, § 1, 7-12-07)

Sec. 7-14-12. - Miscellaneous other fees.

- (1) A three dollar (\$3.00) fee shall be charged for each document notarized.
- (2) The fee for processing lien search requests for building permit information, building code violations, and demolition liens shall be twenty-five dollars (\$25.00) per tax parcel identification number.

(Ord. No. 35-07, § 1, 7-12-07; Ord. No. 26-19, § 4, 10-24-19)

Sec. 7-14-13. - Refunds.

- (1) All fees will be refunded if a permit is issued in error by the inspection department. Otherwise, the maximum refund will exclude an amount equal to all plan review fees, an administrative fee of forty dollars (\$40.00), plus a fifty dollar (\$50.00) fee for each completed inspection.
- (2) There will be a ten (10) percent service charge on all materials such as maps which are returned in useable condition within five (5) working days of purchase. No refunds on materials after five (5) working days.
- (3) Refunds will be made by check and will not be credited toward purchase of new permit or material.
- (4) No refund will be made without a receipt.

(Ord. No. 35-07, § 1, 7-12-07; Ord. No. 26-19, § 5, 10-24-19)