

ORDINANCE NO. 3719

AN ORDINANCE AMENDING ORDINANCE NO. 3704, BY AMENDING THE CITY'S ADMINISTRATIVE FEE SCHEDULE AS LISTED IN EXHIBIT "A"; PROVIDING FOR FUTURE AMENDMENTS TO THE ADMINISTRATIVE FEE SCHEDULE TO BE MADE BY RESOLUTION; PROVIDING FOR REPEAL OF ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH TO THE EXTENT OF SUCH CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PINELLAS PARK, PINELLAS COUNTY, FLORIDA, AS FOLLOWS:

**SECTION ONE:** That Ordinance No. 3704, which established the City's Administrative Fee Schedule, is hereby amended by amending **EXHIBIT "A"**, which is attached hereto and made a part hereof by this reference.

**SECTION TWO:** The fee schedule established herein may be amended from time to time by resolution, duly passed by the City Council.

**SECTION THREE:** That all Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance be, and they are hereby repealed to the extent of such conflict.

**SECTION FOUR:** That this Ordinance shall be in full force and effect immediately after its passage and approval in the manner provided by law.

FIRST READING THE 25<sup>th</sup> DAY OF February, 2010.

PUBLISHED THE 28<sup>th</sup> DAY OF February, 2010.

PUBLIC HEARING THE 11<sup>th</sup> DAY OF March, 2010.

PASSED THIS 11<sup>th</sup> DAY OF March, 2010.

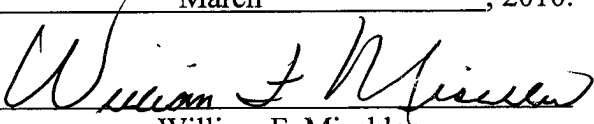
AYES:(5) Council Members; Bradbury, Butler, Mullins, Taylor and Mayor Mischler

NAYS:(0)


ABSENT:(0)

ABSTAIN:(0)

APPROVED THIS 11<sup>th</sup> DAY OF March, 2010.

  
William F. Mischler  
Mayor

ATTEST:

  
Diane M. Corna, MMC  
City Clerk

**ADMINISTRATIVE FEES**

**ALL DEPARTMENTS**

Copies of Fire, Rescue, Emergency Medical Service, and .....	\$ .15 one sided copy (when more than 10 pages)
Accident Reports and all other Miscellaneous Documents	\$ .20 two sided copy (when more than 10 pages)
Additional Charge for Mailed Copies of Documents .....	Actual Cost of Postage
Special Service Charge for Public Records Requests .....	If the nature or volume of public records requested to be inspected, examined, or copied is such as to require more than one total hour of use of information technology resources or more than one total hour of clerical or supervisory assistance by City personnel, or both, a special service charge in addition to the actual cost of duplication shall be charged based on the actual cost incurred for such use of information technology resources or the base salaries of the City personnel providing clerical and supervisory assistance required, or both. "Information technology resources" shall have the same meaning as in Florida Statutes, § 282.303(13).

**BUILDING DEVELOPMENT DIVISION**

Fees for any permit that is not specifically identified in this Schedule will be levied in the same amount as the permit fee levied for the closest comparable type of permit.

**Initial Plan Review Fee**

When the valuation of the proposed construction exceeds \$1,000.00 and a plan review is required:

One/Two Family Residence.....	\$25.00 or ½ of the total of the permit fees, whichever is greater.
Other than One and Two Family Dwellings.....	\$50.00 or 1/2 of the total of the permit fees, whichever is greater.

All such Initial Plan Review fees shall be paid upon submission of each application for a Building Permit, or if a Building Permit is not required, upon submission of an application for an Engineering Permit. Each Initial Plan Review fee is in addition to the permit fee(s) for the development.

Other Plan Review Fee

When electrical, plumbing, mechanical, gas, sign, and/or engineering plans are submitted, and an Initial Plan Review is not required and has not been conducted by the City, then the following fee(s) shall be charged for each such plan review.

One/Two Family Residence.....	\$25.00 or ½ of the total of the permit fees, whichever is greater.
Other than One and Two Family Dwellings.....	\$50.00 or ½ of the total of the permit fees, whichever is greater.

All such other Plan Review fees shall be paid upon submission of each application for a permit. Each such other Plan Review fee is in addition to the permit fee(s) for the development.

Resubmittal Plan Review Fee

When a plan is redesigned after the Initial Plan Review, or after any other plan review, and an additional plan review is required, the following fee(s) will be charged for each such resubmittal plan review.

One/Two Family Residence.....	\$25.00 or ½ of the total of the permit fees, whichever is greater.
Other than One and Two Family Dwellings.....	\$50.00 or ½ of the total of the permit fees, whichever is greater.

All such Resubmittal Plan Review fees shall be paid upon submission of each application for a permit. Each Resubmittal Plan Review fee is in addition to the permit fee(s) for the development.

Building Permit Fees

Building permit fees will be levied in accordance with the schedule hereinafter set forth. Building Permits shall be required for all buildings, additions, alterations, roofing, reroofing, engineering, fences, sheds, mobile homes, manufactured buildings, carports, pools and spas, demolition, signs, and any other construction. The valuation of the improvements to be constructed shall be submitted with the building permit application. The submitted valuation shall be not less than the latest published ICC Construction Valuation Cost Schedule or local average.

One and Two Family Dwellings (Total Valuation)

\$1,000.00 and less.....	\$50.00 min fee charged
\$1,000.00 - \$50,000.00.....	\$50.00 for first \$1,000.00 valuation + \$5.00 for each additional \$1,000.00 or fraction hereof up to and including \$50,000.00
\$50,000.01 - \$100,000.00.....	\$295.00 for the first \$50,000.00 valuation + \$4.00 for each additional \$1,000.00 or fraction thereof up to and including \$100,000.00.
Over \$100,000.00.....	\$495.00 for the first \$100,000.00 valuation + \$3.00 for each additional \$1,000.00 or fraction thereof.

Electrical, Plumbing, Gas & Mechanical Permits

Fees will be levied for electrical, plumbing, gas, and mechanical permits upon the following basis:

One and Two Family Dwellings.....	\$0.03 per square foot with a minimum fee of Fifty Dollars
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Other than One and Two Family Dwellings

\$1,000.00 and less.....	\$50.00 minimum fee
\$1,000.00 to \$50,000.00.....	\$50.00 for first \$1,000.00 valuation + \$7.00 for each additional \$1,000.00 or fraction thereof up to and including \$50,000.00.
\$50,000.01 to \$500,000.00.....	\$393.00 for the first \$50,000.00 valuation + \$6.00 for each additional \$1,000.00 or fraction thereof up to and including \$500,000.00.

Over \$500,000.00.....	\$3,093.00 for the first \$500,000.00 valuation + \$3.00 for each additional \$1,000.00 or fraction thereof.
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Electrical, Plumbing, Gas and Mechanical Permits

Fees will be levied for electrical, plumbing, gas and mechanical permits upon the following basis:

Other than One and Two Family Dwellings.....	\$0.04 per square foot with a Minimum fee of \$50.00.
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Life Safety Plan Review/Permits Fees

Fees will be levied separately for Life Safety plans/permits such as, but not limited to, building life safety, fire alarm systems and Fire suppression systems upon the following basis:

Plan review fee.....	\$0.025 per square foot with minimum fee of \$50.00
Permit fee .....	\$0.025 per square foot with a minimum fee of \$50.00

Technology and Enhancement Fees

Technology and Enhancement fees will be levied in accordance with the schedule hereinafter set forth. These fees shall be required for all building, electrical, plumbing, mechanical, gas or any other permits issued by the Building Development Division. This fee shall be applied to total permit cost on each type of permit.

\$50.00 .....	\$2.00
\$50.01 - \$100.00.....	\$5.00
\$100.01 - \$1,000.00.....	\$10.00
\$1,000.01 and over.....	\$20.00

Inspection Fees

Normal work hours.....	N/A
Other than normal work hours.....	\$60.00/hr-with a minimum inspection fee of \$240.00

Notice of Commencement

Recording.....	\$5.00 for each notice + cost of recording certified copies with Clerk of Court.
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Preinspection of Used Mobile/Modular

Inspection Fee ..... \$200.00

This fee is required for an inspection of a used mobile/modular unit requested to be brought into the City of Pinellas Park. This fee is to be paid prior to the inspection being made. This inspection is to be scheduled a minimum of twenty-four (24) hours in advance of the inspection date requested.

Temporary Power

Commercial Structure..... \$ 75.00

This fee is required prior to the release of temporary power

Permit Placard Replacement

One/Two Family Residences..... \$ 25.00  
Other than One and Two Family Dwellings..... \$ 50.00

Recording Fees

Covenants & Easements..... \$25.00 each plus recording fees with the "Clerk of Court"

**CITY CLERK'S OFFICE**

Certification of Documents..... \$1.00  
Code of Ordinance and Land Development Code Books available  
www.municode.com or through Municode call 850-576-3171  
Code of Ordinance ..... \$188.24  
Update Service ..... \$ 84.24  
Land Development Code ..... \$240.24  
Update Service ..... \$110.24  
Tape Recording Duplicates..... \$ 2.00 each cassette  
  
Building and Site Plan Reproductions (11 x 17)  
Microfilm ..... \$1.00 each  
PC Generated ..... \$1.00 each  
Diskettes..... \$1.00 each  
  
Property Search Request ..... \$25.00 per address/parcel number



ALS Fire Engine .....	\$71.00/hr
1 Lieutenant .....	\$31.00/hr
2 Firefighters/Emergency Medical Technicians .....	\$23.00/hr each
1 Firefighter/Paramedic .....	\$25.00/hr
Ladder Truck .....	\$113.00/hr
1 Lieutenant .....	\$31.00/hr
2 Firefighters/Emergency Medical Technicians .....	\$23.00/hr each
Squad .....	\$35.00/hr
1 Driver .....	\$23.00/hr
Staff Vehicle .....	\$19.90/hr
1 Driver .....	\$23.00/hr
Lieutenant .....	\$31.00/hr
Command Officer .....	\$40.00/hr
Inspector .....	\$35.00/hr
Medical Director's Office .....	Vendor would contract with Medical Director's Office

**Level of Required Medical/Fire Event Support**

- No Medical Unit Required if less than 1,000 attendees
- Level I (Special Rescue Unit/First Aid Tent and 1 Lieutenant) 1,000-4,999 attendees
- Level II (Special Rescue Unit/First Aid Tent, Lieutenant, Command Officer) 5,000-15,000 attendees
- Level III (2-special Rescue Units./First Aid Tent, lieutenant, Command Officer) Greater than 15,000 attendees
- Level IV (Special Rescue Unit/First Aid Tent, Lieutenant, Command Officer, Medical Director's Office) Greater than 15,000 attendees (High Risk Population)

The Fire Department reserves the right to increase these basic levels of service if the event is considered to be a high risk event that may require more medical intervention. An example of this would be a large concert during extreme weather conditions (high heat & humidity).

**Fire & Life Safety Division Services**

Requested/Required Hydrant Flow .....	\$70.00
Mandated State/County Licensure Fire Inspections	
ALF, Foster Homes, Nursing Homes, etc. ....	\$45.00
Mandated Fire Safety/Disaster Plan Review/Approval .....	\$35.00
Commercial Fireworks Displays permit .....	\$140.00*
*Fire Marshal may require additional fire suppression support	
Burn Permits for public/ceremonial use.....	\$35.00*
*Private recreational fires do not require permit.	
Fire Watch as required by fire marshal .....	See personnel/equipment cost

**GOVERNMENT RELATIONS**

**City Auditorium**

Rental Fee – per day, by group size	
0 – 25 (Monday thru Thursday) .....	\$25.00 per day
26 – 75 (Monday thru Thursday) .....	\$50.00 per day
76 – 200 (Monday thru Thursday) .....	\$75.00 per day
Friday/Saturday/Sunday/Holiday surcharge.....	\$50.00

**Additional City Auditorium Rental Fees**

Sales Tax .....	7%
Security/damage deposit .....	\$100.00
Maintenance fee .....	\$35.00 per day

**Additional Provisions, City Auditorium Rental**

Maintenance fee includes weekday cleaning of floors and restrooms prior to event and must be paid in advance of event; this service is not available on weekends or holidays. It is the responsibility of the user to leave the facility and grounds clean and in good repair; costs of repair, trash removal and extraordinary cleaning, and replacements will be borne by the user.

Refund of the deposit will be issued only after an inspection by City Staff has determined that no apparent damage has been done to the City Auditorium Facilities. If apparent damage has been done to the City Auditorium Facilities, the City will retain such portion of the security deposit as is necessary to properly repair such damage; the remainder of the deposit, if any, will be returned along with an itemized list of damages and costs. The security/damage deposit or any portion thereof by the City shall not constitute a waiver of any of the City’s legal or equitable rights.

All renters will be charged 7% sales tax unless a copy of the sales tax exemption certificate has been submitted at time of contract signing.

**England Brothers Band Shell/Town Square Plaza Park**

Rental Fee (1/2 of Park).....	\$150.00 per day
Rental Fee (Entire Park).....	\$300.00 per day

**Additional England Brothers Band Shell/Town Square Plaza Rental Fees**

Permit Application fee .....	\$ 25.00
Electrical Charge.....	\$ 10.00 per hour
Maintenance fee .....	\$ 35.00 per day
Additional Labor Charge (if required), minimum.....	\$ 20.00 per hour
two hours, 200% time on holidays	
Security Deposit.....	\$ 300.00

**Additional Provisions, England Brothers Band Shell/Town Square Plaza Rental**

A permit application is to be completed and returned at least two weeks prior to date of use. Non-governmental and non-City sponsored groups must pay a \$25.00 permit application fee with this application to partially defray the cost of processing the same. The permit application fee is non-refundable, whether or not the application is approved. Applications will be processed on a first-come, first-served basis.

Maintenance fee includes cleaning of facilities and restrooms prior to event. It is the responsibility of the user to leave the facilities and grounds clean and in good repair; costs of repair, trash removal and extraordinary cleaning, and replacements will be borne by the user.

Refund of the deposit will be issued only after an inspection by City Staff has determined that no apparent damage has been done to the City facilities and grounds. If apparent damage has been done, the City will retain such portion of the security deposit as is necessary to properly repair such damage; the remainder of the deposit, if any, will be returned along with an itemized list of damages and costs. The security/damage deposit or any portion thereof by the City shall not constitute a waiver of any of the City’s legal or equitable rights.

**Park Station**

Facility Usage Fee	
Meeting Room with or without Kitchen (Monday thru Friday) (2 hour Minimum) .....	\$15.00 per hour
Clean Up Charge .....	\$35.00
2 <sup>nd</sup> Floor Class Room with or without Kitchen .....	\$15.00
Computer Room (No rental allowed) .....	None
Lobby/Balcony (Monday thru Friday) .....	\$125.00 per day + tax
Lobby Clean Up Charge.....	\$35.00

**Performing Arts Center**

**Main Hall:**

**Government/Non-Profit Rental Rate**

Performance rental	\$300.00
Rehearsal rental Friday/Saturday/Sunday	\$300.00
Rehearsal rental M-Th (up to 2, week of performance)	No additional charge

<b>Performance rental</b> – nine-hour access, 8 am -midnight .....	\$800.00
Friday/Saturday/Holiday surcharge.....	\$400.00
Additional access per hour .....	\$100.00
Security/damage deposit .....	\$500.00

<b>Reception Rental</b> – four-hour access, 8 am - midnight (no ticket sales)	\$400.00
Friday/Saturday/Holiday surcharge.....	\$200.00
Additional access per hour .....	\$ 75.00
Security/damage deposit .....	\$500.00

<b>Rehearsal rental – four-hour access, 8 am to midnight.....</b>	<b>\$300.00</b>
Friday/Saturday/Holiday surcharge.....	\$150.00
Additional access per hour .....	\$ 35.00

**Pinellas Reception Room**

<b>Four-hour access, 8 am - midnight.....</b>	<b>\$100.00</b>
Friday/Saturday/Holiday surcharge.....	\$100.00
Additional access per hour .....	\$ 25.00

**Additional Performing Arts Center Rental Fees**

Application fee (non-refundable).....	\$25.00
Maintenance fee .....	\$50.00
Sales tax .....	7%
Ticket fee (per ticket printed).....	\$1.50
Merchandise fee (for merchandise sold lobby) .....	15% of net

**Additional Provisions, Performing Arts Center Rental**

Application is to be completed and returned at least two weeks prior to date of use. Non-governmental and non-City sponsored groups must pay a \$25.00 application fee with this application to partially defray the cost of processing the same. The application fee is non-refundable, whether or not this application is approved. Applications will be processed on a first-come, first-served basis.

A down payment of 50% of total estimated fees will be due at time of contract signing.

All renters will be charged 7% sales tax unless a copy of the sales tax exemption certificate has been submitted at time of contract signing.

Maintenance fee includes cleaning of floors and restrooms prior to event. It is the responsibility of the user to leave the facility and grounds clean and in good repair; costs of repair, trash removal and extraordinary cleaning, and replacements will be borne by the user.

Security/damage deposit will be refunded upon inspection by the City and determination that no apparent damage has taken place to the City facility or grounds. If damage is detected, the City will retain such portion of the security deposit as is necessary to restore the facility to its condition prior to the event. The remainder of the deposit, if any, will be returned along with an itemized list of damages and costs, including personnel costs. The security/damage deposit or any portion thereof refunded by the City shall not constitute a waiver of any of the City’s legal or equitable rights.

Fees may be waived by the City Manager or his designee for non-profit organizations or events considered of special value or importance to residents.



Non-Catalogued items .....	Replace with same type item of equal value
Security Strip Replacement.....	\$1.00
Bindery Fee .....	\$8.00
Clean-Up Fee .....	\$1.00-5.00 depending on severity)
Preschool Story Kits.....	\$20.00
Hang up Bags for Kits and Puzzles.....	\$.75
Video Cases (VHS-DVD).....	\$2.00
Display Boxes for Sound Recordings (cassettes, CD's) .....	\$2.00
Inter-Library Loan Materials.....	\$10.00 service charge plus replacement costs per lending library
Multimedia Cases.....	\$2.00
Jewel Cases .....	\$2.00

**Photocopies/Printouts**

Patron "do it yourself", per copy .....	\$ .15
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**Miscellaneous Items For Sale**

Book Bags (plastic).....	\$.70
Computer Discs.....	\$.50 per disc
Laminations - Variable sizes.....	\$.50; \$.60; \$.75
Used Book Sale Items .....	Variable
Tote Bags (fabric) .....	\$3.00; \$4.00

**RECREATION DIVISION – RECREATION SERVICES**

**Recreation Activity Card**

City Resident* .....	\$5.00 per year
Non-Resident .....	\$85.00 per year
Duplicate card .....	\$ 2.00
City Employees .....	No Charge

\*City Employees considered as residents for purposes of Recreation Activities.

**Program and Activity Fees**

**Youth Recreation Program Fees**

Summer Play Camp .....	\$350.00
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**Youth Recreation Instructional and Activity Fees**

With Recreation Card ..... Not to exceed \$65.00

**Adult Recreation Activity Fees**

With Recreation Card ..... Not to exceed \$125.00

**Aquatics Activity Fees**

Season Pass – Youth .....	\$30.00
Season Pass – Adult .....	\$40.00
Season Pass – Employee and Family .....	No Charge
Recreation and Lap Swim – Youth .....	\$1.50
Recreation and Lap Swim – Adult .....	\$2.00
Recreation and Lap Swim – Youth Guest.....	\$2.00
Recreation and Lap Swim – Adult Guest.....	\$2.50
Recreation and Lap Swim – Summer Camp Group Rate	\$1.50

**Aquatics Program Fees**

Swim Team\* ..... \$40.00

\*meet fees additional at current prices.

**Aquatics Instructional Fees**

Swimming Lessons (5 hrs).....	\$25.00
Water Safety Instructor Course* (36 hrs) .....	\$75.00
Life Guard Training Course* (33 hrs) .....	\$65.00
Life Guard Challenge (6-8 hrs) .....	\$15.00
Guard Start Course.....	\$10.00

\*Note: American Red Cross fees, books and materials at current prices.

**Fitness Room Access**

**Forbes Recreation Center & Broderick Center**

Annual Pass .....	\$50.00
Per Visit .....	\$1.00
City Employee.....	No Charge

**Facility Rental Fees**

**Facility Rental Usage – Forbes, Broderick, and Senior Recreation Centers**

Meeting Room .....	\$10.00/hour
Meeting Room w/kitchen.....	\$15.00/hour
Deposit .....	\$25.00
Gymnasium, Forbes Recreation (minimum 2 hours)	\$25.00/hour
Deposit .....	\$100.00
Staff Charge (if required).....	\$20.00/hour each

**Facility Rental Usage – Equestrian Arena**

Rental Fee – General Public.....	\$100.00/day
Rental Fee – Non-Profit Organizations.....	\$50.00/day
Electrical Charge (lighting).....	\$17.00/hour

\*Sales tax additional as applicable.

**NEIGHBORHOOD SERVICES DEPARTMENT**

Annual Registration Fee (Foreclosures).....	\$150.00 each property
Lien Appeal Application.....	\$100.00
Lot Cleaning Administrative Fee .....	\$100.00

**PLANNING DIVISION\***

Comprehensive Plan (Hard Copy) .....	\$ 38.75
Comprehensive Plan Supporting Documents (Hard Copy) .....	\$125.00
Comprehensive Plan & Supporting Documents (CD ROM).....	\$ 15.00
Color Maps (8.5” x 11” or smaller) .....	\$1.00 each
Color Maps (11” x 17” or larger).....	\$3.00 each

\*Postage/mailing is not included and will require payment of actual costs.

**POLICE DEPARTMENT**

Accident and Offense Reports .....	<b>SEE ALL DEPARTMENTS</b>
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**Record Checks**

Service Counter - in person.....	No charge
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**PUBLIC WORKS**

Customer Service (Culvert) Estimate ..... 15% of estimate

**PURCHASING DEPARTMENT**

Contract Specification Documents ..... Varies as to project

**UTILITY BILLING**

Lock replacement ..... \$6.50  
Curb stop turn off ..... \$22.60  
Main line cap ..... \$45.00  
Pool fill reads ..... \$4.00  
Returned check ..... \$15.00

**ZONING DIVISION**

Maps (8.5" x 11" - Color) ..... \$1.00 each  
Maps – (11" x 17" or larger - Color) ..... \$3.00 each  
Miscellaneous Copies ..... **SEE ALL DEPARTMENTS**