

INDIAN RIVER COUNTY, FLORIDA

M E M O R A N D U M

TO: Jason E. Brown; County Administrator

FROM: Phillip J Matson, AICP; Community Development Director

THROUGH: Scott McAdam, CBO, MCP; Building Official

DATE: September 27, 2021

SUBJECT: Adoption of Revised Building Permit Fee Schedule, Increasing Permit Fee Valuation Factor by Ten Percent

It is requested that the data herein presented be given formal consideration by the Board of County Commissioners at its regular meeting of October 5, 2021:

BACKGROUND

The Building Division is one of several county enterprise funds. Consequently, Building Division activities and expenses are funded solely from Building permit and related fees charged and collected by the Building Division. Expressed another way, fee payers (not tax payers) fund all Building Division activities and expenses.

Over the last three years, building permit activity has increased significantly. With increased activity levels, various expenses have increased, (staffing, supplemental services, capital items) but overall revenues decreased. As a result, staff has determined that a modest fee valuation factor increase of 10% is warranted.

At the July 2021 budget workshop and at a subsequent September 2021 budget hearing, the County Administrator informed the Board of an October 2021 planned 10% increase and Board members expressed support for the planned fee increase. Staff is set to implement the fee increase on the first Monday after this meeting (Monday, October 11, 2021) and seeks the Board's formal approval of the fee increase via a revised Building Permit Fee Schedule.

ANALYSIS

Staff has reviewed trends for revenues and expenses as well as future needs and determined that a modest increase in fees based on job value is needed. A fee reduction for Private Provider related permits will be included as follows: 10% reduction in fees if a "Private Provider" is utilized for Permit Plan Review, and 25% reduction in fees if a "Private Provider" is utilized for Permit related Inspections.

The actual Building Permit Fee increase is an increase in the job value factor from 0.394% to 0.4334%, an increase of 10.00%. That change represents an increase in the building fee for a typical single family home of less than \$100.

Attached is a resolution to formally revise the building permit fee schedule to reflect the 10% increase described above and the adjustment in Private Provider reduced fees.

RECOMMENDATION

Staff recommends that the Board of County Commissioners adopt the attached resolution.

ATTACHMENT

1. Resolution