

RESOLUTION NO. 56-08-20

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA REPEALING RESOLUTION 59-09-18 AND 74-09-19 WHICH ESTABLISHED THE MASTER FEE SCHEDULE REPLACING AS SET FORTH IN EXHIBIT A WHICH IS ATTACHED HERETO AND INCORPORATED INTO THIS RESOLUTION; PROVIDING FOR AN INCREASE AND MODIFICATION OF CERTAIN FEES AS SHOWN IN EXHIBIT A; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park (“Town”) is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town Code authorizes the Town Commission to establish and amend a schedule of fees to be charged by the Town; and

WHEREAS, the Town Commission has previously adopted Resolution 59-09-18 and 74-09-19 which established certain fees for certain activities within the Town, or services provided by the Town; and

WHEREAS, the Town Manager has directed that the Master Fee Schedule be revised; and

WHEREAS, the Town Manager recommends that the Commission adopt the revised resolution of the Master Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AS FOLLOWS:

Section 1. The whereas clauses are hereby incorporated herein.

Section 2. The Town Commission hereby adopts the revised Master Fee Schedule as contained in **Exhibit “A”** which is attached hereto and incorporated herein. **Exhibit “B”** includes the assessment roll for sanitation services.

Section 3. All resolutions or parts of resolutions which have established fee schedules are hereby repealed.

Section 4. This Resolution shall take effect immediately upon its execution.

Exhibit “A” Master Fee Schedule



Community Development

Building Permit Fees		
The Permit Fee Schedule shall be based on total valuation as follows:		
No.	TYPE OF FEE	FEE
	Base Fee for Zoning Reviews Only (for example commercial paint permits, or landscape permits) and for Telecommunication permit applications.	\$100 (State surcharge does not apply)
	Minimum Permit Fee up to \$2,499.00 in value	\$100.00
	\$2,500.00 - \$999,999.00	\$100.00 plus 2.0%
	\$1,000,000 and up	\$100.00 plus 1.25%
If a building permit requires Engineering review, this will be assessed at an additional fee per the Town’s Engineering contract, with a minimum one (1)-hour charge.		
	Inspection Fee	\$40.00
All permit applications will include required inspections in the permit fee. If additional non-permit related inspections; zoning certificate inspections; structural code compliance inspections; fire damage inspections; courtesy inspections; and all other inspections not otherwise listed are required, a \$40 inspection fee PER inspection will be assessed		
	Re-inspection Fee	\$75.00
	Low-Voltage alarm system permit or low-voltage electric fence	As defined by Florida State Statue
Additional Permit-Related Fees		
	Permit Revision Administrative Fee utilizing the same Permit number	\$50.00
	Sub-Permit Administrative Fee	\$50.00
	Administrative Fee for Permit Renewal/Reissuance	\$60.00
ADDITIONAL PLAN REVIEW & RELATED SERVICES FEE for non-permit related Building Official; Plans Examiner; Building Inspector; and Related Services Per hour fee based on Town Contract, minimum half-hour charge. Holiday/Weekend Inspections (minimum three (3)-hour charge) Per hour fee based on Town Contract		

PERMIT PENALTIES

Any person who commences any work on a building or structure where a building or sign permit is required, who has not obtained the prior written approval from the Town's Building Official, or has not obtained the required building or sign permit shall be subject to the assessment of a penalty of two times (2Xs) the required permit fees listed herein, in addition to the regular permit fees.

	MOVING PERMIT FEES:	
	For the moving of any building or structure exceeding 500 Sq Ft the Permit Fee shall be:	\$500.00
	CONTRACTOR REGISTRATION FEES:	\$2.00
	With Palm Beach County registration with a "W" designation	
	All Other Contractors	\$10.00
	SIGN PERMIT FEES:	\$100.00
	Minimum Permit Fee up to \$ 3,000.00 in value	
	\$3,000.00 and up in value	\$200.00
	Window Signage (per store window frontage)	\$50.00
DEVELOPMENT REVIEW FEE SCHEDULE		
1	Abandonment of rights of way	\$1,800.00
2	Abandonment of easements	\$1500.00
3	Appeal of Administrative Decisions	\$1,000.00
4	Comprehensive Plan text amendment	\$2,500.00
5	Comprehensive future land use map change, small and large	\$3,000.00
6	Development of Regional Impact	\$5,000.00
	a. Annual report review	\$500.00
7	Development Approval extension	\$1,500.00
8	Development Pre-Application Meeting	\$200.00
9	Developer Agreements	\$1,500.00
10	Planned Unit Development	
	a. Master Plan approval	\$2,000.00
	b. Modification of an approved Master Plan	\$1,000.00
	c. Per waiver request	\$250.00
11	Site plan, nonresidential or residential multi-family 6 units or greater	
	a. 0-14,999 square feet (structure size)	\$2,000.00
	b. Greater than 14,999 square feet (structure size)	\$4,000.00
	c. Per waiver request (if applicable)	\$250.00

12	Site Plan residential within Mixed-Use projects (in addition to nonresidential fees)	
	a. Base fee	\$1,500.00
	b. Additional fee, after the initial 10 units	\$ 10.00 per unit
13	Special Exception or Conditional Use, nonresidential and residential (one use per application)	
	a. 0-14,999 square feet (structure size)	\$1,500.00
	b. Greater than 14,999 square feet (structure size)	\$3,000.00
14	Variance or Waiver, nonresidential	\$1,000.00
15	Variance or Waiver, residential principal structure	\$750.00
16	Zoning code text amendment	\$2,500.00
17	Zoning map amendment	\$2,500.00
18	Zoning determination letter	\$125.00
19	Zoning Confirmation Certificate	\$125.00
20	Zoning Inspection (inspection of premises – per housing unit, or flat fee for commercial). Maximum \$500 for multiple housing units.	\$50.00
21	Home Occupation Zoning Confirmation Certificate	\$125.00
22	Special Event Permit (non-profit or individual not affiliated with for-profit entity)	\$50.00
23	Special Event Permit (commercial/for-profit entity)	\$100.00
24	Minor Replat/Plat	\$500.00
25	Telecommunications Tower Pre-application permit	\$100
26	Telecommunications Tower/Co-Location Application	\$100
27	Certificate of Appropriateness; Designation/De-designation; or Ad Valorem Tax Exemption for historic property (Historic Preservation)	\$200.00
28	Site Plan or Development Approval Amendment	\$500.00
29	Fine Reduction or Waiver Request Application – Code Compliance	\$100.00
30	Time Extension Application – Code Compliance	\$100.00
31	Out of Town/Mobile Vendor Business Registration Application	\$50.00
32	Annual Out of Town/Mobile Vendor Fee	\$250.00
33	Annual Bank Registration Fee	\$150.00
34	Unity of Title	\$500.00

Recovery of additional costs. In addition to the afore-stated fees, the Town may, in addition to the applicable application fee, recover the costs referenced below, including, but not limited to, the following:

- 1) Consultant fees incurred by the Town, whenever the Town deems it necessary to retain an outside consultant, or additional services, to assist Town staff in the review and processing of applications for approval, such as the review and analysis of property appraisals, traffic impact analysis, vegetation and environmental

assessments, archeological or historic assessments, market studies, engineering studies or reports, telecommunications facility siting, and any other documents, studies, data, reports and other materials.

- 2) Attorney’s fees incurred by the Town Attorney or other legal counsel retained by the Town in connection with the review and processing of an application listed herein, and the preparation and/or review of legal documents.
- 3) Costs incurred by the Town in connection with advertising, publication, and mailing of legal notices for public hearings, workshops, or other public meetings; recording fees for the cost of recording instruments in the public records of Palm Beach County.
- 4) In the event that at the time an application is received by the Town, additional costs are reasonably anticipated by the Town to be incurred by the Town, the Town may require the applicant as a condition precedent to processing the application, to deposit an amount estimated by the Town’s Community Development Director, to be a sufficient cost deposit. Any monies provided to the Town as a cost deposit, shall be placed into an escrow account created by the Town. After the application is closed out, the Town shall refund any unused cost deposit funds to the applicant.
- 5) The minimum cost deposit shall be \$1,500 or a greater amount if deemed necessary by the Town’s Community Development Director to cover all anticipated expenses, whichever is greater.

Code Section	FINE FEES Violation Description	Fine
	An administrative cost of \$10 will be added to all parking-related fines listed on this schedule to recover enforcement tracking software costs charged by the Clerk of the Court.	
10-31 and 10-32	Nuisance	\$100.00
10-153 and 10-154	Noise disturbance 1 st Offense	\$250.00
	2 nd Offense (minimum of 30 minutes following the 1 st offense and within the same 24-hour period)	\$350.00
	3 rd Offense and every subsequent offense occurring a minimum of 30 minutes after the 3 rd offense and within the same 24-hour period after the 1 st Offense)	\$450.00
16-3	Unlawful trespass on public land	\$125.00
18-61 11-14	Domestic animals prohibited in park Dogs running at large prohibited - leash required	\$50.00
18-85	Violation of permit terms for use of park	\$50.00
18-81	No permit for special event	\$250.00
20-32	No permit for garage sale	\$50.00
24-34	Illegal roll-off (residential)	\$250.00
24-74	Illegal roll-off (commercial)	\$250.00
24-8	Illegal dumping / littering	\$250.00
24-39	Overloaded sanitation container (Residential)	\$50.00
24-78	Overloaded sanitation container (Commercial)	\$50.00
30-2	Prohibited parking	\$50.00
31-9	Blocking Parking Aisles in the Marina	\$100.00

30 -33	Commercial loading and unloading	\$250.00
30 -35	Parking commercial vehicle in residential area	\$125.00
32 -57	Illegal watering 1 st offense	\$50.00
32 -57	Illegal watering 2 nd offense	\$250.00
32-57	Illegal watering 3 rd or more offense	\$500.00
34-6	Hatracking; tree topping	\$250.00
70-32	Sign code violation (Town-wide)	\$125.00
2-320	No out of Town Business Registration	\$50.00
70-103(1)(c)	Garage/Yard Sale Signage Violation	\$50.00
76-95	Failure to pay Marina Overnight Parking Fee, or Marina Launching Ramp Fee	\$100.00 per violation

Finance

Dishonored Checks	\$25.00 Face Value up to \$50.00
	\$30.00 Face Value \$50.01 - \$300.00
	\$40.00 Face Value \$300.01 - \$800.00
	Or
	5% of Face Value if over \$800.00
Service Fee structure in accordance with Florida State Statues 166.251 and 832.05	

Harbor Marina

Slip Leases	Fee
Annual (12 month minimum)	\$18.00/ft.
30' Fixed Dock Special (see vessels equal to or less than 30ft.)	\$360.00/mo.
Charter Annual	\$22.00/ft.
Commercial (requires a minimum lease of 8 slips)	\$17.50/ft.
Seasonal	
Summer Monthly – May 1 to October 31	\$20.00/ft.
Winter Monthly – November 1 to April 30	\$25.00/ft.
Winter Special – 4 months paid in advance	\$23.00/ft.
Transient	
Summer – May 1 to October 31	\$2.00/ft.
Winter – November 1 to April 30	\$2.50/ft.
Utilities – Lease (water/garbage/electric) mandatory fee	
110/30amp (add \$40.00/extra cord)	\$90.00/mo.
50amp (add \$80/extra cord)	\$130.00/mo.
Utilities – Transient (water/garbage/electric) mandatory fee	
110/30amp (per day per cord)	\$7.00/day
50amp (per day per cord)	\$9.00/day
Boat Ramp Fees	
Daily Boat Launch	\$10.00

Overnight Parking/night	\$28.00
Annual Pass	\$195.00
Commercial Pass	\$395.00
Monthly Boat/Trailer Storage	
Boat/Trailer	\$150.00/mo.
Jet Ski single	\$100.00/mo.
Jet Ski double	\$150.00/mo.
Utilities (water/garbage) mandatory fee	\$15.00/mo.
Miscellaneous Fees	
Overnight Vehicle Parking (non-leaseholder)	\$10.00/night
Monthly billing service (manual)	\$30.00/mo.
Auto Pay (Debt/Credit/Bank Account)	\$0.00/mo.
Finance Department charge for any returned check applies.	

Library

Item	Fee
Library Cards initial library card at registration	No charge
Replacement card	\$3.00
Replacement of Barcode	\$1.00
Replacement of RFID Tag	\$1.00
Repairs & Replacement	At cost per book, same edition, same publisher. Additional \$5.00 per book for cost of labeling and other materials related to cataloging and bar code process
Replacement of volumes for multiple volume sets	Minimum \$20.00 per volume
Rebind or recover	\$10.00
Digital & Audio Media	
Replacement	At cost, \$20.00 minimum
Repair to damage item	\$10.00
Refunds – No refund if item found after four (4) days	
Replacement charges paid for any lost item, shall be refunded upon return of the item in good condition within four (4) days of payment.	
Processing fees are not refundable	
Copies	.15 per black & white page .50 per color page

Print from device	.15 per black & white .50 per color page
Fax	.50 per page within the United States
Fax International	\$2.00 per page
Scan paper to USB	.05 per page

Public Works

Equivalent Stormwater Unit (ESU)	
2017-2018	\$10.00
2018-2019	\$11.00
2019-2020	\$12.00
Sanitation Fees	
Annual Assessment per unit – single-family	\$234.88
Mobile home	\$234.88
Multi-family <5/bldg.	\$234.88
Multi-family >4/bldg.	\$159.06
Special Pickups	
Large vegetation piles (greater than twenty (20) cubic yards, one truck load)	\$35.00 per truck load plus cost of disposal
Non-containerized household trash (greater than twenty (20) cubic yards, one truck load)	\$35.00 per truck load plus the cost of disposal
Special Pickup Charge – in addition to special pickup and other charges, there will be an additional fee when trash and/or garbage, vegetation and/or recyclable items are placed out for collection and picked up on days not specified in the pickup schedule identified in the “Base Level of Service”.	\$25.00
Late fee per month on the outstanding balance beginning thirty (30) or more days following rendition of the bill	\$15.00 or 1.5% (whichever is greater)
Service removal and reinstatement – multi-family residential	
First offense	\$100.00
Second offense	\$200.00
Third and subsequent offense	\$500.00
101 gallon garbage can replacement – single-family	\$75.00
Collection – account subject to referral to collection agency or property lien for any bill remaining unpaid forty-five (45) days after rendition	
Commercial Property Assessment	
Commercial class – low generator class	\$0.016

Medium generator class	\$0.060
High generator class	\$0.214
Non-generator class	\$0.016
The above schedule is applicable to annual assessment calculated on the basis of the Palm Beach County Solid Waste Authority (SWA) waste generation data/property/year.	
Agricultural class	
0 – 10 acres	\$53.75
11 – 99 acres	\$5.38/acre
100 + acres	\$537.50
Commercial dumpster collection & disposal rate chart	
	1X 2X 3X 4X 5X
.5CY	20.21 40.43 60.64 80.86 100.50
2CY	80.99 161.77 242.64 323.54 404.43
3CY	121.33 242.64 363.97 485.29 606.62
4CY	161.77 323.54 485.29 647.09 808.86
6CY	242.64 485.29 727.93 970.63 1213.24
8CY	323.54 647.09 970.63 1294.18 1617.72
The above schedule reflects the Town's current collection rate	\$7.041 per cubic yard of container
Plus the Palm Beach County Solid Waste Authority's (SWA) current year disposal rate of	\$2.814 per cubic yard
Total collection and disposal rate equals	\$9.855 per cubic yard
The SWA calculates non-compacted garbage and trash to weigh 134 pounds per cubic yard and charges	\$42.00 per ton for disposal
134 lbs. per cubic yard X \$42.00 per ton / 2000 lbs. per ton equals	\$2.814 per cubic yard disposal fee
Special pickups – customer must call for special pickup	
Assigned container	\$9.855 per cubic yard container capacity
(\$6.462 collection rate + \$2.814 disposal rate) above the regularly scheduled service amount calculated on the basis of SWA waste generation data/property/year.	
In addition to the \$9.276 per cubic yard rate, there will be an additional	\$25.00

Special Events Department

Town Events	
Food Vendors	\$25.00
Arts & Craft Vendors	\$10.00
Non-Profits	\$0.00

Facility Rentals	
Mirror Ballroom – deposit	\$500.00
Residents	\$100.00/hr.
Non-residents	\$130.00/hr.
Lake Shore Park Indoor Pavilion – deposit	\$250.00
Residents	\$90.00/hr.
Non-residents	\$120.00/hr.
Lake Shore Park South Pavilion – deposit	\$100.00
Residents	\$50.00
Non-residents	\$75.00
Lake Shore Park Playground Pavilion – deposit	\$100.00
Residents	\$100.00
Non-resident	\$125.00
Lake Shore Park North Pavilion or West Ilex Park Pavilion – deposit	\$100.00
Residents	\$35.00
Non-residents	\$60.00
Blakely Commons Gazebo – deposit	\$200.00
Residents	\$50.00/hr.
Non-residents	\$75.00/hr.
Lake Park Harbor Marina, Kelsey & Lake Shore Parks – deposit	\$1,000.00
Residents	\$500.00
Non-Residents	\$600.00
Summer Camp	
Residents	\$200.00 per session
Non-Residents	\$250.00 per session
Extended Care	\$80.00 per session
Bert Bostrom Park	
Security Deposit	\$200.00
Field Rental Fee	\$10.00 per hour
Light Fee	\$20.00 per hour
Game Day Fee	\$200.00
Staff Fee	\$15.00 per hour

Town Clerk

Lien searches – includes code violations, open building permits, & Sanitation services	\$100.00 standard \$150.00 rush (within 24-hr.)
Public Records Request	\$0.15 per copy
	\$0.20 double sided copy

The foregoing Resolution was offered by Commissioner Linden who moved its adoption. The motion was seconded by Commissioner Michaud and upon being put to a roll call vote, the vote was as follows:

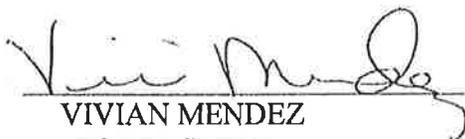
	AYE	NAY
MAYOR MICHAEL O'ROURKE	<u>✓</u>	<u>—</u>
VICE-MAYOR KIMBERLY GLAS-CASTRO	<u>✓</u>	<u>—</u>
COMMISSIONER ERIN FLAHERTY	<u>✓</u>	<u>—</u>
COMMISSIONER JOHN LINDEN	<u>—</u>	<u>✓</u>
COMMISSIONER ROGER MICHAUD	<u>✓</u>	<u>—</u>

The Town Commission thereupon declared the foregoing Resolution No. 56-08-20 duly passed and adopted this 19 day of August, 2020.

TOWN OF LAKE PARK, FLORIDA

BY: 
MICHAEL O'ROURKE
MAYOR

ATTEST:


VIVIAN MENDEZ
TOWN CLERK

Approved as to form and legal sufficiency:

BY: 
THOMAS J. BAIRD
TOWN ATTORNEY

