

Builders Services
Effective October 17, 2023

DIVISION	DESCRIPTION OF SERVICES	2023	2024
Administrative	Permit lien search	\$20.00	\$20.00
	Re-submittal for Plan Review	\$60.00	\$60.00
	After Hours Inspection	\$125.00	\$125.00
	Reinspection fee (for failed inspection)	\$85.00	\$85.00
Plan Review	Residential	\$60.00	\$60.00
	Commercial	One-Half (50%) of Building Valuation Permit Fee	One-Half (50%) of Building Valuation Permit Fee
Alternate Energy Permit Electrical, Mechanical, Plumbing	1st \$1,000 or fraction	\$80.00	\$80.00
	Each additional \$1,000 or fraction	\$10.00	\$10.00
	Each additional \$1,000 or fraction over \$1,000,000	\$2.00	\$2.00
Building Permits	Based on valuation determined from Schedule B & Appendix B	Valuation table at 100%	Building Valuation Permit Fee 100%
Burglar Alarms	Up to 3,000 sq. ft.	\$60.00	DELETE
Commercial Electrical, Plumbing, Mechanical, Gas	1st \$1,000 or fraction	\$80.00	\$80.00
	Each additional \$1,000 or fraction	\$10.00	\$10.00
	Each additional \$1,000 or fraction over 1,000,000	\$2.00	\$2.00
Contractor Licenses/Competency Card Initial Registration	General Contractor	\$75.00	
	Building Contractor	\$50.00	
	All other Trades	\$50.00	
Contractor Licenses & Competency Card	Initial Registration		\$75.00
	Renewal		\$50.00
	Re-activation (Per Code 6-119(3))		\$112.50 + Catch Up
Contractor Licenses/Competency Card Renewal	Bay County resident	\$75.00	
	Out-of-county	\$200.00	
	Out-of-state	\$200.00	
	Inactive status	1/2 renewal fee	
	Journeymen tradesman (exisiting only)	\$25.00	\$25.00
Demolition Permit Residential & Commercial	Structure under 500 sq. ft.	\$65.00	
	Structure over 500 sq. ft	\$110.00	\$110.00
	Pollutant storage tank removal	\$30.00	\$30.00

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Fire Alarms, Fire or Smoke Detection & Annunciator Systems (includes renovations and repairs)	1st \$1,000 or fraction	\$80.00	\$80.00
	Each additional \$1,000 or fraction	\$8.00	\$8.00
	Each additional \$1,000 or fraction over 1,000,000	\$1.00	\$1.00
	Devices (each)	\$1.00	\$1.00
Fire Safety Inspection (Commercial-standard fire prevention or life safety inspection for change of occupancy)	First 3,000 sq. ft. & up to five residential units	\$75.00	\$75.00
	Over 3,000 sq. ft. & up to 10,000 sq. ft.	\$90.00	\$90.00
	Over 10,000 sq. ft. & up to 50,000 sq. ft.	\$125.00	\$125.00
	Over 50,000 sq. ft.	\$170.00	\$170.00
	Each additional 1,000 sq. ft. over 50,000 sq. ft.	\$2.00	\$2.00
	Commercial propane tank placement permit	\$80.00	\$80.00
	Add for Fire Alarm	\$25.00	\$25.00
	Add for Fire Sprinkler	\$25.00	\$25.00
Fire Suppression, Hood Suppression Sprinkler System (Includes renovation or repair)	1st \$1,000 or fraction	\$80.00	\$80.00
	Each additional \$1,000 or fraction	\$8.00	\$8.00
	Each additional \$1,000 or fraction over 1,000,000	\$1.00	\$1.00
	Hood Suppression Nozzles (each)	\$1.00	\$1.00
	Sprinkler heads (each)	\$1.00	\$1.00
	Fire Department connection (FDC)	\$15.00	\$15.00
Mobile Manufactured Home Set-Up Permit	Triple-wide Installation & Set-Up	\$155.00	\$155.00
	Double-wide		
	Single-wide		
DCA Modular Moving Residential & Commercial	Any size	\$155.00	\$155.00

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Residential Electrical Existing Dwellings	Permit	\$65.00	\$65.00
Residential Electrical New Dwellings	First 1,500 sq. ft. or fraction	\$105.00	\$105.00
	Each additional 500 sq. ft. or fraction	\$3.00	\$3.00
Residential Electrical Other Permits	Electrical for residential pool	\$55.00	\$55.00
	Manufactured home service pole	\$60.00	\$60.00
	Temporary construction service pole	\$60.00	\$60.00
	Miscellaneous service pole	\$60.00	\$60.00
	Pre-inspection for power	\$35.00	\$35.00
	Temporary power request	\$35.00	\$35.00
Residential Gas	Permit	\$80.00	\$80.00
Residential Mechanical	Permit	\$80.00	\$80.00
Residential Plumbing	Permit	\$80.00	\$80.00
	Plumbing for residential pool	\$80.00	\$80.00
	Sewer tap	\$15.00	DELETE
Roofing Permit	1 to 5 squares	\$80.00	\$80.00
	Each additional square over 5 squares	\$1.50	\$1.50
Sign Permit	Outdoor Off premise sign permit	\$200.00	\$200.00
	On premise sign	\$60.00	\$60.00
Swimming Pool Permit	Residential	\$90.00	\$90.00
	Commercial	Based on Valuation Table and Appendix B	Based on Valuation Table and Appendix B
Tent Permit	Commercial	\$50.00	\$50.00
Tower Co-Locate	Plan review	\$125.00	\$125.00
	Antenna permit	\$125.00	\$125.00
Permit Transfer	All Permit Types	\$50.00	\$50.00
Penalties - Work Without A Permit	First Offense	\$100.00 or double the permit fee whichever is greater	\$100.00 or double the permit fee whichever is greater
	Second Offense	\$500.00 or double the permit fee whichever is greater	\$500.00 or double the permit fee whichever is greater
	Third Offense	\$1,000.00 or double the permit fee whichever is greater	\$1,000.00 or double the permit fee whichever is greater
	More than Three Offenses	License Suspension & Reported to DBPR	License Suspension & Reported to DBPR
	Working Without Proper Licensing	\$500 & Reported to DBPR	\$500 & Reported to DBPR

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	<p><u>Building Valuation:</u> Based on valuation, determined by group and type of construction, Appendix B and Building Valuation Data Table (Schedule B); includes vinyl siding - method based on updated Building Value Data Sheet using 100% of calculated value, as historically implemented.</p>		
	<p><u>Permit Transfers:</u> \$50.00</p>		
	<p><u>Refunding of Permit Fees:</u> 50% of the paid permit fee may be refunded provided no inspections have been made.</p>		
	<p><u>Plan Review Fee:</u> Half the permit fee for commercial projects – paid at submission of Permit Application. – Residential Plan Review fee – \$60.00</p>		
	<p>Credit Card use convenience fee: 2.70 Percent (2.70%) of amount charged. Bounced Check/Insufficient Funds Fee</p>		
	<p>State Surcharges: Department of Community Affairs Surcharge: 1.00 Percent (1.00%) with a minimum charge of \$2.00 for each permit. This applies to all building & sub-permits.</p>		
	<p>Department of Business & Professional Regulation Surcharge: 1.50 Percent (1.50%) with a minimum charge of \$2.00 for each permit. This applies to all building & sub-permits.</p>		
	<p>Notes: Municipalities and County contracted work requiring inspections will require full permit. In-house work not requiring permits will be given "No Fee Permits".</p>		
	<p>Penalties: Where work for which a permit is required by this code is started or proceeded prior to obtaining said permit, the penalties herein are as follow: 1st offense is \$100.00 or double the permit fee whichever is greatest, 2nd offense is \$500.00 or double the permit fee whichever is greatest, 3rd offense is \$1,000.00 or double the permit fee whichever is greatest. After three offenses certified contractors will be reported to Department of Business Professional Regulations for legal action. After three offenses registered contractors licenses will be suspended for 1 year. Working without a license when required, \$500.00. The payment of such penalties or doubled permit fee shall not relieve any persons from fully complying with the requirements of this code in the execution of the work nor from any other penalties prescribed herein.</p>		
	<p><u>Conflicts:</u> When the contractor's cost and the valuation table are in conflict, the permit will be based on the higher of the two values. Permits for structures and renovations of nature that do not have a square foot floor area will be based on the contractor's cost. Fees charged for enforcement of the Florida Building Code on buildings, structures and facilities of state universities, state colleges, and public school districts shall not be more than the actual labor and administration costs incurred for plans review and inspections to ensure compliance with the Code.</p>		
	<p><u>Insufficient Funds:</u> You have 15 days from the date of this notice to tender payment in the full amount of the check plus a service charge of \$25 if the face value does not exceed \$50, \$30 if the face value exceeds \$50 but does not exceed \$300, \$40 if the face value exceeds \$300, or 5 percent of the face amount of the check, whichever is greater.</p>		
	<p>If an applicant uses a private provider for inspection services a 60% discount will be applied to the corresponding building permit fees.</p>		