CITY OF PORT ST. LUCIE
ENGINEERING DEPARTMENT

Accredited Agency – American Public Works Association

"A City for All Ages"

COUNCIL ITEM 13B
DATE 7/9/12

MEMORANDUM

To: Gregory J. Oravec – City Manager

Thru: Patricia Roebling, P. E. – City Engineer

From: Roxanne M. Chesser, P.E. - Civil Engineer

Date: June 21, 2012

RE: Requested Revisions to City Code
Engineering Review Fees Section 150.705 Engineering Fees

The Engineering Department has reviewed the current Engineering Fees and we are requesting the following revisions to City Code Sec. 150.705. The following pages show the current code with the proposed revisions in underline and strikeout format. The electronic version of this document is available, if needed.

As part of the regulatory rethink project, the Engineering Department has conducted a review of the review and inspections for the services we offer. We found that the previous practice of increasing the fees as a flat percentage rate has resulted in fees that no longer reflect the true costs of the services. Additionally, the implementation of new procedures has reduced staff time.

In light of these findings, we have completed a comprehensive analysis of the fees. In this analysis, the estimated time for each service as well as costs for: personnel (including salary, benefits, and insurance), office supplies, and equipment (such as computers, survey tools, and vehicles) were used to determine the fee for the service. The results of this analysis resulted in the following requested revisions that are reflected in the attached ordinance revision.

Residential Review and Inspection Fees

- Fees remained the same or were reduced.
- The fee for the reinspection of pools remained at $110.00.
- The fee reduction ranged from 2 to 81 percent.
- The overall average reduction is 33 percent.

Commercial Development Review Fees

- An abandonment of Easement fee was added. Currently, the fee exists under the "residential" category. However, this addition is requested to help clarify that the fee applies to commercial projects also.
- A fee for the participation and the review of developer agreements with the City was added.
- A fee for the review of annual or biennial reports was added.
- The fee for the annexation review by surveyor remained the same.

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- The rezoning fee will be removed.
- The remaining fees were reduced from 1 to 77 percent.
- The average overall reduction is 29 percent.

Commercial Inspection Fees

- A fee for the modification of commercial driveways was added. Currently, the fee exists under the "residential" category. However, this addition is requested to help clarify that the fee applies to commercial projects also.
- Reinspection fees for traffic signals and street/pedestrian lighting will be added. Currently, the City is not compensated for our efforts to re-inspect signals or lights that do not pass the initial inspection.
- With the exception of one service, the fees were reduced from 8 to 48 percent,
- The base fee for the commercial inspection was increased by 65 percent or $225.00; however, the rate per site construction dollar was reduced by 0.5 percent. This increase is due to the consideration of the materials and equipment costs in the proposed fee.
- The average overall reduction is 18 percent.

If you concur with the requested revision and would like to add this item to a City Council Agenda; we are available to present or answer questions during the meeting. Should you have any questions or requirement additional information, please contact me.

RC/
enclosures

c: Jesus Merejo, Utility Systems Director
James Angstadt, P.E. – Acting Assistant City Engineer
Susan Walsh, Budget Specialist

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ORDINANCE 012-___

AN ORDINANCE PROVIDING FOR THE AMENDMENT OF SECTION 150.705 OF THE CITY CODE, PROVIDING FOR THE ADJUSTMENT OF ENGINEERING DEPARTMENT FEES; PROVIDING AN EFFECTIVE DATE

THE CITY OF PORT ST. LUCIE HEREBY ORDAINS:

Section 1. That Section 150.705, Port St. Lucie City Code, is hereby amended to read as follows:

Sec. 150.705. Engineering Department Fees

(a) The City Engineer shall review and adjust the engineering fees on an annual basis, as needed.

(b) The Engineering Department shall charge the following residential fees:

RESIDENTIAL FEE SCHEDULE	
Description	*Fee*
Plot Plan Review, Culvert Design and Inspection (Includes House Move)	
Inside Lot with One Culvert (1)	~~$450.00~~ $415.00
Corner Lot with One Culvert (1)	~~$550.00~~ $460.00
Each Additional Culvert	~~$215.00~~ $125.00
Plot Plan Review For Curb and Gutter (1)	~~$255.00~~ $245.00
Plot Review & Culvert Design for Minor Rejection	~~$45.00~~ $40.00
Plot Plan Review & Culvert Design for Revision or Major Rejection:	
First	~~$140.00~~ $50.00
Second	~~$180.00~~ $75.00
Third and Each Subsequent	~~$225.00~~ $100.00
Culvert Reinspection	
First	~~$140.00~~ $95.00
Second	~~$180.00~~ $120.00
Third and Each Subsequent	~~$225.00~~ $145.00
Driveway Addition/Modification Review Culvert Design and/or Inspection	
With Culvert (1)	~~$310.00~~ $245.00
With Curb and Gutter (1)	~~$255.00~~ $155.00

Additions to text are indicated by underline; deletions by ~~strikeout~~

RESIDENTIAL FEE SCHEDULE	
Description	*Fee*
~~In Ground Pool~~ Accessory Use (e.g., pool, garage, cottage etc.) Review/Inspection (1)	~~$195.00~~ $155.00
First and Each Subsequent ~~Pool~~ Accessory Use Reinspection or Revision	$110.00
Residential Encroachment Permit (Plus Recording Fees)	~~$360.00~~ $70.00
Abandonment of Easement Request	~~$355.00~~ $125.00
Existing Structure Moving:	
Without Removal or Support of Traffic Signals	~~$115.00~~ $110.00
With Removal or Support of Traffic Signals	~~$405.00~~ $320.00

(1) Includes ~~$35.00~~ $30.00 for NPDES Program.

(c) The following commercial review and permitting/inspection fees shall be charged by the Engineering Department.

COMMERCIAL REVIEW FEE SCHEDULE	
Description	*Fee*
Abandonment of Easement	$135.00
Developer Agreement	$955.00
Annexations – Eng. Review	~~$260.00+ $2.60per acre~~ $245.00+ $1.00 per acre
Annexations – Survey Review	~~$175.00+ $1.75per acre~~ $175.00+ $1.00 per acre
Annual or Biennial Reports	$385.00
Comprehensive Plan Amendment	~~$172.50 + $4.35 per acre~~ $175.00
Development Plans--Miscellaneous— Administrative Reviews, ~~or~~ Variance Request, Conceptual Plan, Walls, Gates, Entry Features, Rezoning, Exemption From Platting, or as determined by City Engineer.	~~$265.00~~ $165.00
Development Plans— Site and Construction Plans	~~$1,725.00 + $8.65 per acre~~ $610.00+ $1.00 per acre

COMMERCIAL REVIEW FEE SCHEDULE	
Description	*Fee*
NPDES Review	~~$300.00 for 1st acre + $100.00 per acre thereafter~~ $300.00 + $1.00 per acre
Development of Regional Impact:	
New or Substantial Deviation	~~$8,625.00 + $8.65 per acre~~ $3,030.00 + $1.00 per acre
Request for Revision (NOPC)	~~$1,725.00 + $4.35 per acre~~ $1,535.00 + $1.00 per acre
Exemption from Platting	~~$435.00 + $4.35 per acre~~ $305.00
Plat	~~$545.00 first two sheets + $80.00 per sheet thereafter~~ $330.00 first two sheets + $60.00 per sheet thereafter
PUD Zoning	
New	~~$1,725.00 + $4.35 per acre~~ $395.00 + $1.00 per acre
Amendment	~~$172.50 +$4.35 per acre~~ $280.00 + $1.00 per acre
~~Rezoning~~	~~$175.00~~
Commercial Revocable Encroachment Permit Request	~~$90.00~~ $80.00
SAD Project Administration	0.005 × total contract amount
CIP Administration	0.025 × total contract amount

COMMERCIAL PERMITTING/INSPECTION FEE SCHEDULE	
Description	*Fee*
Culvert Design and Inspection	
One Culvert and Swale	~~$535.00~~ $370.00
Each Additional Culvert	~~$200.00~~ $105.00

Additions to text are indicated by underline; deletions by ~~strikeout~~

COMMERCIAL PERMITTING/INSPECTION FEE SCHEDULE	
Description	*Fee*
Culvert Reinspection	
First	~~$140.00~~ $95.00
Second	~~$180.00~~ $120.00
Third and Subsequent	~~$225.00~~ $145.00
Driveway Modification Review, Culvert Design, and/or Inspection	
With Culvert	$215.00
With Curb and Gutter	$125.00
Engineering Inspections	~~$345.00+.015 × site work costs~~ $570.00 + 0.01 x site work costs
Engineering Reinspection	
First	~~$160.00~~ $135.00
Second	~~$180.00~~ $160.00
Third and Subsequent	~~$200.00~~ $185.00
~~Traffic Signal Inspection~~	
Traffic Signal Inspection (Modification)	~~$650.00~~ $600.00
Traffic Signal Inspection (New)	~~$3,200.00~~ $1,860.00
Traffic Signal Reinspection	
First	$300.00
Second	$325.00
Third and Subsequent	$350.00
~~Inspection of~~ Street/Pedestrian Light Inspection (Modification or New) ~~(relocation or new)~~	~~$1,500.00 + $85.00 per light~~ $1,270.00 + 80 per light
Street/Pedestrian Light Reinspection	
First	$300.00
Second	$325.00
Third and Subsequent	$350.00

(d) Should the City be required to hire outside consulting services for assistance in the review and approval of any project, the developer and/or owner shall be required to reimburse the City for said expenditures, prior to City Council approval. The City Engineer shall determine when outside assistance is required. ~~An Engineering Department administrative charge of 10% will be added to each invoice for outside consultant services.~~

(e) Commercial and Residential Engineering Permits will be valid for a period of one year after date of issuance/approval. If no site work has occurred within this time, the permit is null and void and no fees will be refunded.

(f) Due to unusual circumstances and upon the approval of the City Engineer, the fee may be calculated as the actual time and expense of the Engineering Department.

Section 2. This ordinance shall become effective ten (10) days after its final adoption.

PASSED AND APPROVED by the City Council of the City of Port St. Lucie, Florida, this _____ day of _____, 2012.

CITY COUNCIL
CITY OF PORT ST. LUCIE

ATTEST:

By_____
JoAnn M. Faiella, Mayor

_____
Karen A. Phillips, City Clerk

APPROVED AS TO FORM_:_____
Roger G. Orr, City Attorney

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