

## M E M O R A N D U M

**TO:** Howard Tipton, Town Manager

**From:** Allen Parsons, AICP  
Director, Planning, Zoning & Building Department

**Report Date:** October 24, 2024

**Meeting Date:** November 4, 2024

**Subject:** Resolution 2024-26, Temporary Waiver of Building Permit Fees Associated with Storm Damage from Hurricanes Helene and Milton

### **Recommended Action**

Pass Resolution 2024-26.

### **Background**

Consistent with Chapter 553, Building Construction Standards of the Florida Statutes, the Town of Longboat Key (Town) requires Building Permits pursuant to Chapter 150 of the Town Code of Ordinances and Florida Statutes. Section 150.06 of the Town Code of Ordinances requires fees for permits to be set by Resolution of the Town Commission. The Town Commission adopted Resolution No. 2022-20, which sets forth the current schedule of fees and penalties relating to the review, issuance, and inspection of permits, permit amendments, and enforcement remedies.

In response to Hurricane Helene, which greatly impacted many structures within the Town in September 2024, Sarasota and Manatee Counties declared a State of Emergency to protect the health and safety of the community and property. The federal government also approved a Florida Disaster Declaration for Hurricane Helene.

To assist in the post-storm recovery for the Town's residents, property owners, and local businesses, and to protect and promote the health, safety, and welfare of the general public, the Town Commission passed Resolution 2024-21, at the October 7, 2024 Regular Meeting, which temporarily waived a number of building-permit related fees for permit applications submitted as a result of documented property caused by Hurricane Helene. Following that meeting the Town was severely impacted by Hurricane Milton on October 9, 2024. The Town Commission therefore, seeks to explicitly include a temporary waiver of building -permit related fees for permit applications submitted as a result of documented property caused by Hurricane Milton. The following are included:

- Building Permit, including Minimum Threshold Permit
- Changes of alterations to a permit
- Moving Fee
- Mobile/Manufactured Home (within a Mobile Home Park)
- Swimming Pool/Spa

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- Pool Resurfacing
- Deck
- Lanai and Screen Enclosures
- Roof Repair/Recovering/Reroof/New Roof System
- Dock, Davit, Lift, or Hoist
- Seawalls
- Gutters, Soffits, Siding, and Facia
- Pre-construction/Pre-Engineered Structures
- Demolition
- Concrete Repair
- Garage Door
- Windows/Sliding Glass Doors/Entry Doors
- Shutters
- Stairs
- Privacy Walls
- Handrails
- Other work requiring a building permit that cannot be evaluated on a square footage basis
- Re-inspection and Additional Inspection
- Heating, Air Conditioning, Refrigeration, Ventilation and Electrical Permitting - New Residential and Commercial
- Commercial Boiler
- Air Conditioning (A/C) systems or changeouts, including with video inspections
- New Electrical Service or Electrical Change Out
- Sprinkler Pump or Pool Pump
- Construction or Sales Trailer
- Temporary Electric Service
- Other HVAC or electrical permitted work
- Electric Charging Systems
- Plumbing - New Residential and Commercial
- Water Heater, including with video inspection
- Pool Heater
- Commercial LP Gas Tank
- LP Gas System
- Backflow Preventer
- New Water Service
- Sewer
- Septic Tanks, Grease Traps, Oil Separators
- Other Plumbing Permitted Work.

- Temporary Use Permits (for construction trailers and temporary living quarters such as trailers)
- Zoning Exceptions for Fences

Resolution 2024-26 contains a provision (Section 4) that is intended to prevent a potential wave of submittals, prior to the expiration of the fee waiver, that do not intend to immediately proceed with construction. This section indicates that application that fail to proceed with any construction activity, shall not be granted extensions to these types of Emergency Storm Damage Repair Permits. This temporary waiver of building permit and review fees is intended to facilitate the repair and reconstruction of storm damaged structures from Hurricanes Helene or Milton. This temporary waiver of permit and review fees applies to any Emergency Storm Damage Permits listed above. If no work has commenced on any of the permits that have had the fees waived, they will be considered abandoned 180 days after issuance, and the applicant will have to reapply with new applications, plan packages and will be subject to all applicable fees and deadlines set forth within the Florida Building Code, including but not limited to 2023 FBC 105.3.2 and the Town Code.

This temporary waiver does not amend, suspend, waive, or modify any other fees contained in Town Resolution No. 2022-20 or any other Town Commission approved Resolutions. This temporary waiver also does not suspend, waive, or modify any regulations relating to Building Permit fees or the Town Code of Ordinances. This temporary waiver of fees applies to permit applications submitted beginning September 27, 2024, through January 31, 2025.

**Staff Recommendation**

Pass Resolution 2024-26.

**Attachments (Available in the Town Clerk's Office)**

- A. Resolution 2024-26
- B. Resolution 2022-20

**End of Agenda Item**