



**OFFICE OF THE TOWN MANAGER**

Rafael G. Casals, ICMA-CM, CFM

Town Manager

# MEMORANDUM

**To:** Honorable Mayor and Town Council

**From:** Rafael G. Casals, ICMA-CM, CFM, Town Manager 

**Date:** December 20, 2021

**Re:** Fiscal Year (FY) 2019-2020 Permit Utilization Report pursuant to F.S.§553.80

On July 1, 2019, House Bill 127 took effect, amending Florida Statute Section 553.80 to require the compilation and publication of a Permit Utilization Report, providing detailed reporting on building permit applications, permits issued, inspection performed, revenue generated and specific other information as outlined in the Bill. This Permit Utilization Report is prepared in compliance with F.S.§553.80. attached are addenda providing complete data from which this summary report was prepared.

## PERSONNEL AND OPERATING COSTS

As provided by F.S.§553.80(7)(b)(1), the Permit Utilization Report is required to provide personnel service costs incurred by the local government to enforce the Florida Building Code (the “Code”). These costs include partial costs for personnel whose positions include Code enforcement, though it may not be their only role as well as total costs paid to the Town’s building services vendor for permit intake, plan review, inspections, and other technical functions relative to the enforcement of the Code. Personnel Service Costs are based on a pro-rata share of Department-wide Direct Personnel Costs for personnel responsible for enforcement of the Code, including fringe expenses.

a. Personnel Services Costs:

- Total Direct Personnel Costs: **\$256,655.92**
- Total paid to C.A.P. Government (building services only): **\$539,894.38**
- Contract Interim Director of Community Development: **\$58,650.00**

b. Operating Expenses:

- Dues, Subscriptions, Memberships: **\$1,889.00**
- Operating Supplies: **\$2,499.00**
- Office Supplies: **\$4,186.00**

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## OFFICE OF THE TOWN MANAGER

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### **BUILDING PERMITS AND INSPECTIONS**

As provided by F.S. §553.80(7)(b)(2), the Permit Utilization Report is required to provide permit and inspection utilization information, inclusive of permits issued, inspections performed, and other activities undertaken in the enforcement and implementation of the Code. A full breakdown of building permit types and volume can be found in Attachment “A” of this document. A breakdown of inspections and inspection types can be found in Attachment “B” of this document.

- a. Number of building permit applications submitted: **2,933**
- b. Number of building permits issued/approved: **2,820**
- c. Number of building inspections/reinspections requested: **6,823**
- d. Number of building inspections/reinspections conducted: **6,823**
- e. Number of building inspections performed by a private provider: **6,823**
- f. Number of audits conducted by local government of private provider inspections: **0**
- g. Number of Town personnel dedicated to enforcing the Florida Building Code: **3.0 FTE**
- h. Other permissible activities not otherwise captured here or above: **None**

### **REVENUE INFORMATION**

As provided by F.S. §553.80(7)(b)(3), the Permit Utilization Report is required to provide revenue information, including revenues derived from fees, fines, or other means.

- a. Revenue derived from fees: **\$742,745.00**
- b. Revenue derived from fines: **Fee/fine revenue is not separated in our permitting system**
- c. Investment earnings derived from revenue produced by fees and fines: **None**
- d. Balances carried forward pursuant to F.S. §553.80(7)(a): **None**
- e. Balances refunded pursuant to F.S. §553.80(7)(a): **None**
- f. Revenue derived from other sources (including local general revenue): **None**

### **ATTACHMENTS**

- Attachment “A” – Building Permit Applications by Type and Status
- Attachment “B” – Recorded Inspections Summary





FY 2019-20  
 Building Permit Applications by Type and Status

Permit Type	Annual Total by Permit Type	
	Applications Processed	Permits Issued
BUILDING COMMERCIAL ANTENNA	1	1
BUILDING COMMERCIAL DEMOLITION	5	4
BUILDING COMMERCIAL DRIVEWAY	1	0
BUILDING COMMERCIAL FIRE SPRINKLER	6	6
BUILDING COMMERCIAL GENERATOR	1	1
BUILDING COMMERCIAL NEW CONSTRUCTION/ADDITIONS	3	0
BUILDING COMMERCIAL REPAIR/ALTERATION	49	46
BUILDING COMMERCIAL ROOF	14	14
BUILDING COMMERCIAL SHED	1	0
BUILDING COMMERCIAL SHUTTERS	1	1
BUILDING COMMERCIAL SIGN	43	43
BUILDING COMMERCIAL TENT	8	6
BUILDING COMMERCIAL WINDOWS AND DOORS	10	9
BUILDING RESIDENTIAL ADDITION	15	15
BUILDING RESIDENTIAL ALTERATION	90	84
BUILDING RESIDENTIAL DEMOLITION	7	5
BUILDING RESIDENTIAL DRIVEWAY	104	91
BUILDING RESIDENTIAL FENCE EXCEPT MASONRY	158	153
BUILDING RESIDENTIAL FENCE MASONRY	1	0
BUILDING RESIDENTIAL FIRE DAMAGE	2	2
BUILDING RESIDENTIAL GARAGE DOOR	45	44
BUILDING RESIDENTIAL MARQUEES AND CANOPIES	1	0
BUILDING RESIDENTIAL NEW MULTIFAMILY	1	0
BUILDING RESIDENTIAL REPAIR	6	6
BUILDING RESIDENTIAL ROOFING	554	551
BUILDING RESIDENTIAL SCREEN ENCLOSURE	2	2
BUILDING RESIDENTIAL SHEDS	25	24
BUILDING RESIDENTIAL SHUTTERS	110	105
BUILDING RESIDENTIAL SINGLE FAMILY / DUPLEX	4	2
BUILDING RESIDENTIAL SLAB	23	23
BUILDING RESIDENTIAL SWIMMING POOL	76	74
BUILDING RESIDENTIAL WINDOWS AND DOORS	431	425
BUILDING SOLAR PHOTOVOLTAIC	15	12
CERTIFICATE OF OCCUPANCY	27	27
CERTIFICATE OF USE	53	49
ELECTRICAL ALARM BURGLAR	2	2
ELECTRICAL ALTERATION OR REPAIR	140	135
ELECTRICAL COMMERCIAL	4	4
ELECTRICAL COMMERCIAL ALTERATION/REPAIR	28	26
ELECTRICAL DEMOLITION	2	2
ELECTRICAL FIRE ALARM	13	13
ELECTRICAL FIRE DAMAGE	1	1
ELECTRICAL GENERATOR	22	21
ELECTRICAL LIGHT POLES	1	1
ELECTRICAL LOW VOLTAGE	21	20
ELECTRICAL NEW CONSTRUCTION	8	7
ELECTRICAL SAFETY CHECK	1	1
ELECTRICAL SIGN	35	35
ELECTRICAL SOLAR PHOTOVOLTAIC	40	35
ELECTRICAL SWIMMING POOL	77	74
ELECTRICAL TEMP FOR CONSTRUCTION	5	4
ELECTRICAL TEMPORARY TEST	16	16
MECHANICAL COMMERCIAL	18	15
MECHANICAL DUCT WORK	7	7
MECHANICAL EQUIPMENT CHANGE OUT	129	127
MECHANICAL NEW CONSTRUCTION	13	12
PLUMBING ADDITIONS	6	6
PLUMBING ALTERATION/REPAIRS	73	70
PLUMBING CHEMICAL TOILETS	7	7
PLUMBING COMMERCIAL	23	21
PLUMBING GAS	28	26
PLUMBING IRRIGATION / DOMESTIC	7	7
PLUMBING NEW CONSTRUCTION	8	8
PLUMBING OTHER	3	3
PLUMBING SWIMMING POOL	75	75
PLUMBING WATER HEATER	15	15
PUBLIC WORKS	35	24
REVISION	146	144
SHOP DRAWING	21	21
TEMPORARY CERTIFICATE OF OCCUPANCY	2	2
TEMPORARY STORAGE UNIT	8	8
<b>2019-2020 Permit Applications / Permits Issued</b>	<b>2933</b>	<b>2820</b>



FY 2019-20

Recorded Inspections Summary

Inspection Type	Total Inspections
Setbacks	10
Foundation	341
Slab	63
Columns	28
Tie Beam	44
Sheathing	39
Truss	20
Lathing	20
Framing	87
Windows/Doors	5
Insulation	34
Drywall	59
Pool Barrier	61
Pool Steel	68
Pool Deck	30
TCO	7
Insulation	1
Exterior Lath	1
Misc. Building	38
Final	1186
Low Voltage	14
Ground	82
Pool Alarm	23
Rough In	238
Underground	67
Slab (Electrical)	15
Deck Bonding	72
Work With	94
Misc. Electrical	16
Misc. Electrical	7

Inspection Type	Total Inspections
Final Electrical	502
Gas	2
Water	31
Sewer	25
PVC Test	3
Top Out	26
Sprinkler System	1
Pool Main Drain	66
Pool Piping	66
Ground Rough	160
Grease Trap	1
Misc. Plumbing	6
Final Plumbing	242
A/C Rough	71
Hood rough	3
Fire Damp	1
Chiller	1
Rough	35
Misc. Mechanical	6
Final Mechanical	255
Tin cap	717
Shingle In Progress	562
2nd Watt Barr	24
Nailing Aff.	18
Tile Placing	145
MOP In Progress	243
Final Roofing	841

Total Recorded Inspections:	6823
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