

ORDINANCE NO. 2017-023

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF COCONUT CREEK, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF COCONUT CREEK BY AMENDING CHAPTER 2, "ADMINISTRATION," ARTICLE VII, "FINANCES," SECTION 2-468, "COPYING AND REPRODUCTION CHARGES;" BY AMENDING CHAPTER 13, "LAND DEVELOPMENT CODE," ARTICLE I, "ADMINISTRATION, REGULATIONS AND PROCEDURES," DIVISION 4, "FEE SCHEDULES," SECTIONS 13-83, "APPLICATION FEES, MISCELLANEOUS SERVICE CHARGES," AND 13-88, "ENGINEERING," BY AMENDING ARTICLE II, "SUBDIVISION REGULATIONS," DIVISION 5, "SUBDIVISION DESIGN STANDARDS," SECTION 13-236, "PURPOSE; ADOPTION OF UTILITIES AND ENGINEERING STANDARDS MANUAL," BY AMENDING ARTICLE III, "ZONING REGULATIONS," DIVISION 1, "GENERALLY," SECTION 13-293, "OFFICIAL ZONING MAP," IN ORDER TO UPDATE SAME AND PROVIDE FOR CONSISTENCY WITH FLORIDA LAWS PERTAINING TO CHARGES AUTHORIZED FOR PUBLIC RECORDS REPRODUCTION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, Section 119.07, "Inspection and copying of records; photographing public records; fees; exemptions," Florida Statutes, authorizes the City to charge certain fees for reproduction of records pursuant to public records requests; and

**WHEREAS**, the City Commission has determined that certain sections of its Code of Ordinances should be updated in order to be consistent with current Florida laws pertaining to charges for public records reproduction services; and

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WHEREAS, the City Commission finds and determines that this Ordinance is in the best interests of the residents of the City of Coconut Creek.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF COCONUT CREEK, FLORIDA:**

**Section 1:** That the City's Code of Ordinances shall be amended by amending Chapter 2, "Administration," Article VII, "Finances," Section 2-468, "Copying and reproduction charges," to read as follows:

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**Sec. 2-468. - Copying and reproduction charges.**

The Ceity shall charge ~~the following~~ fees and costs for copying and reproduction services of Ceity records and materials consistent with the fees and costs as provided by Section 119.07, Fla. Stat., as amended from time to time.:

- (1) All departments, ~~excluding, public safety:~~
  - a. ~~Code of Ordinances: .....\$100.00~~
    - ~~Land Development Code .....50.00~~
    - ~~Supplement service, per year .....55.00~~
    - ~~Supplement service, per supplement .....25.00~~
  - b. ~~Photocopies of city records or other city documents, per one-sided copy, per page .....0.15~~
  - c. ~~Photocopies of city records or other city documents, per two-side copy, per page .....0.20~~
  - d. ~~Microfiche copies, per page .....1.00~~
  - e. ~~1.~~
    - ~~Blueprint copies, per square foot .....1.00~~
    - ~~2. GIS laser copies per square foot .....1.50~~
  - f. ~~Recording tape reproduction, plus the additional charge for labor, as per subsection (3) below, per tape .....2.50~~
  - g. ~~Atlas maps (2.0'W x 1.5'L), per sheet .....3.00~~
  - h. ~~City maps (2.0'W x 5.5'L), per map .....11.00~~
  - i. ~~Project maps (3.0'W x 2.0'L), per map .....6.00~~

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~~j.— Additional charge for certified copies, per document .....1.00~~

~~k.— Notary services, per notarial act .....5.00~~

~~l.— Comprehensive plan, per copy .....50.00~~

~~(2) Public safety department:~~

~~a.— Accident report, per one-sided copy, per page plus labor charge below  
.....0.15~~

~~b.— Offense report, per one-sided copy, per page plus labor charge below  
.....0.15~~

~~c.— Fingerprint cards, per card .....10.00~~

~~d.— Identification cards, per card .....5.00~~

~~e.— Offense report for victims .....No charge~~

~~f.— Photocopies of public safety records, plus labor charge below:~~

~~i.— One sided per page .....0.15~~

~~ii.— Two sided per page .....0.20~~

~~g.— Additional charge for certified copies, per document .....1.00~~

~~h.— Additional charge for mailed report. If postage charge is higher than \$2.00,  
actual cost of postage shall be charged .....2.00~~

~~i.— Photographs, per reprint plus labor cost, below .....0.34~~

~~j.— Video tapes, per VHS tape plus labor cost as below, plus postage if any  
.....2.50~~

~~k.— Police Records Background check, per report, plus labor charge below  
.....5.00~~

~~n.— Notary services, per notarial act .....5.00~~

~~(3) Labor costs for search of records and reproduction of above records and  
materials, per quarter hour for clerical personnel .....4.00~~

~~Per quarter hour for supervisory or sworn personnel .....5.00~~

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**Section 2:** That the City’s Code of Ordinances shall be amended by amending Chapter 13, “Land Development Code,” Article I, “Administration, Regulations and Procedures,” Division 4, “Fee Schedules,” Section 13-83, “Application fees, miscellaneous service charges,” to read as follows:

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**Sec. 13-83. - Application fees, miscellaneous service charges.**

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(1) Miscellaneous service charges:

- a. Copying and reproduction charges as provided in Section 2-468, "Copying and reproduction charges." ~~Microfilm plan prints (per sheet) .....\$3.00~~
- b. ~~Microfilm (per sheet) .....1.00~~
- c. ~~Photocopies .....0.15~~
- d. ~~Computer printout sheets, each .....0.05~~
- eb. For any inspections requested to be performed before 7:00 a.m. and after 6:00 p.m. Monday through Thursday, or any hour during a holiday, a special overtime fee will be charged for each inspection and added to the permit fee. Inspection fees shall be prepaid.  
 Charge per hour or fraction thereof .....100.00  
 Minimum three (3) hours .....300.00
- fc. Notary fee, per permit application .....2.00
- gd. 40-year old building safety inspection report .....150.00

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**Section 3:** That the City's Code of Ordinances shall be amended by amending Chapter 13, "Land Development Code," Article I, "Administration, Regulations and Procedures," Division 4, "Fee Schedules," Section 13-88, "Engineering," to read as follows:

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**Sec. 13-88. - Engineering.**

All developers shall obtain approval of plans from the Ceity Engineer for all proposed engineering work such as drainage, paving and grading, water and wastewater, utilities, roads, sidewalks, seawalls, docks and bridges, prior to submittal of building permits.

A permit shall be required to perform engineering work such as earth work, drainage, paving and grading, water and wastewater, utilities, roads, sidewalks, seawalls, docks, bridges and all other engineering categories listed by the State of Florida and Broward County Licensing Board as requiring an engineering contractor's license. A fee shall be paid based upon the following schedule, prior to issuance. Permits shall become invalid after one hundred eighty (180) days from date of issuance if work has not begun. A renewal fee, as specified below, will be assessed for this and permitted work that has been suspended in excess of ninety (90) days.

Fees for engineering, including any engineering improvements and construction shall be as follows:

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(1)	Review fees for building permit applications		
	a.	Single family homes & multi-family homes per building .....	\$125.00
	b.	All other building permit reviews .....	75.00
(2)	Engineering permit fees:		
		All estimates for engineering construction improvements to be assessed for fee with rates based on cost engineering plan set prepared by one engineer of record for a single phase of development improvement.	
	a.	All construction, including clearing and grubbing, and earthwork, including excavation and filling, according to the estimate of the cost of engineering:	
	1.	Estimate cost the first \$900,000.00 and under .....	8%
	2.	Estimate cost over \$900,000.00 .....	4%
	b.	Minor maintenance work, with an engineering cost estimate of \$5,000.00 or less, shall have a minimum permit fee of \$100.00.	
	c.	Maintenance work, with an engineering cost estimate over \$5,000.00, shall have the permit and inspection fee at 4%.	
(3)	Per foot, television lamping inspections of gravity sanitary sewer systems, per foot .....		1.20
		Minimum .....	360.00
(4)	Reinspection fee, per visit		
	a.	Certificate of occupancy engineering inspection .....	40.00
	b.	Engineering construction inspection .....	60.00

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	c.	Engineering testing observation .....	100.00
(5)		Fee for an inspection cancellation less than 24 hours. ....	20.00
(6)		Annual renewal fee	
		1% of original engineer permit fee or \$100.00, whichever is greater.	
(7)		F.E.M.A. flood insurance rate map assessment letter .....	25.00
(8)		Fire hydrant hydrostatic pressure and flow test .....	125.00
<del>(9)</del>		<del>Digital electronic data request, per one (1) megabyte (MB) (minimum \$50.00) .....</del>	<del>50.00</del>
<del>(10)</del>		<del>Scanning services, actual time city staff requires to scan and convert to city electronic format, as-built data provided in a non-electronic format, per hour (minimum \$100.00) .....</del>	<del>100.00</del>
<del>(11)</del>		<del>Blueprinting reproduction, (per square foot) .....</del>	<del>1.00</del>
<del>(12)</del>		Any work which requires a permit(s) and commences without such permit(s) may be subject to a double permit fee and/or \$150.00, whichever is greater.	
<del>(13)</del>		Utility easement document, bill of sale review, and recording fee .....	250.00
<del>(10)</del>			

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**Section 4:** That the City’s Code of Ordinances shall be amended by amending Chapter 13, “Land Development Code,” Article II, “Subdivision Regulations,” Division 5, “Subdivision Design Standards,” Section 13-236, “Purpose; Adoption of Utilities and Engineering Standards Manual,” to read as follows:

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**Sec. 13-236. - Purpose; Adoption of Utilities and Engineering Standards Manual.**

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- (a) The purpose of this division is to ensure high quality municipal improvements for the Ceity in order that the residents be served by reliable pavement, drainage and utility systems with low maintenance requirements.
- (1) The Ceity hereby adopts a utility and engineering standards manual which shall be kept in the office of the Ceity Celerk.
  - (2) Design standards shall be in conformance with the Ceity's utility and engineering standards manual, and those established in this division or as required by the city Eengineer.
  - ~~(3) The public may purchase the city's utility and engineering standards manual from the city clerk's office for a cost of thirty dollars (\$30.00) for a hard copy and fifty dollars (\$50.00) for an electronic version.~~

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**Section 5:** That the City's Code of Ordinances shall be amended by amending Chapter 13, "Land Development Code," Article III, "Zoning Regulations," Division 1, "Generally," Section 13-293, "Official zoning map," to read as follows:

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**Sec. 13-293. - Official zoning map.**

The official zoning map shall be adopted by the Ceity Ceommission. The zoning map shall contain the location and boundaries of approved zoning districts within the Ceity. The zoning map shall be maintained and kept current by the Ddirector of Sustainablecommunity Ddevelopment. Copies shall be available to the public at a fee in accordance with ~~Division 4 of Article I of this chapter~~Section 2-468, "Copying and reproduction charges."

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**Section 6: Conflicts.** That all ordinances or parts of ordinances, all City Code sections or parts of City Code sections, and all resolutions or parts of resolutions in conflict with this Ordinance are hereby repealed to the extent of such conflict.

**Section 7: Severability.** That should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence, clause, or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereof as a whole or part hereof other than the part declared invalid.

**Section 8: Codification.** That the provisions of this Ordinance shall be codified within the Code of Ordinances of the City of Coconut Creek, Florida, and any paragraph or section may be renumbered to conform with the Code of Ordinances.

**Section 9: Effective Date.** That this Ordinance shall become effective immediately upon its passage on second and final reading.

**PASSED FIRST READING THIS 22<sup>ND</sup> DAY OF JUNE, 2017.**

**PASSED SECOND READING THIS 27<sup>TH</sup> DAY OF JULY, 2017.**

\_\_\_\_\_  
Rebecca A. Tooley, Mayor

Attest:

\_\_\_\_\_  
Leslie Wallace May, City Clerk

	<u>1st</u>	<u>2nd</u>
Tooley	<u>Aye</u> ___	<u>Aye</u> ___
Rydell	<u>Aye</u> ___	<u>Aye</u> ___
Sarbone	<u>Aye</u> ___	<u>Aye</u> ___
Belvedere	<u>Aye</u> ___	<u>Aye</u> ___
Welch	<u>Aye</u> ___	<u>Aye</u> ___

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