



Memorandum

Effective: July 1st, 2019

To: Property Owners, Contractors and Industry Stakeholders

From: John Cosmo, Chief Building Official

Subject: Private Provider Building Permit Fee Schedule

Authority: F.S. 553.791, 553.775 and Boca Raton Building Regulations Sec. 19-57

Code: Florida Building Code – 6th Edition (2017)

Purpose: To establish minimum fee criteria for property owners who choose to select a private provider to perform plan review and/or inspections on any new and existing buildings or structures being constructed, altered, repaired, renovated or demolished in the City of Boca Raton, Florida.

The building official is charged under F.S. 553.791 with regulating the private provider's that perform building code inspection services with their respective jurisdictions. Those duties include verification of the proper licensing of all the private providers staff, verifying proper insurance, verifying they have review all plans and specifications and ensuring the private provider is performing all the required building inspections required by the Florida Building Code and any local amendments to the Florida Building Code. The building official under the law is required to exercise all discretionary authority over a private provider project, such as approval of materials, any alternate means or methods, approval of special inspectors, issuing stop work orders and making any interpretations of the Florida Building Code and any local amendments to the Florida Building Code. Every function of the private provider must be tracked and followed by city staff to ensure the process in the field is in compliance with requirements of the Florida Building Code and proper records are kept to document all the plan revisions, design changes and inspections performed in accordance with F.S. 119 to ensure proper records retention. Local jurisdictions are authorized to charge fees to cover the cost of regulating the private providers. The following fee reduction from the cities current permit fee rate of 1.60% of the total cost of construction is based on the level of ministerial duties performed by the private provider.

Private Provider Building Permit Fees

- Private Provider's performing plan review & inspections = 1.15% of total construction costs.
- Private Provider's performing inspections only = 1.30% of total construction costs.