



## AGENDA MEMORANDUM

*Building Department*

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**City Council Regular Meeting Date: February 7, 2023**

**To:** City Council  
**From:** Craig Mole' Director of Building, Chief Building Official  
**Date:** January 30, 2023

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**SUBJECT: RESOLUTION 23-006 OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, REDUCING PERMIT FEES CHARGED FOR EMERGENCY REPAIRS FOR BUILDING ALTERATIONS, ELECTRICAL PERMITS, MECHANICAL PERMITS, PLUMBING PERMITS, AND ROOF PERMITS, AS SUBMITTED ON THE CITY OF SANIBEL EMERGENCY REPAIR PERMIT FORMS BY 25% FOR A SIX-MONTH PERIOD, AND WAIVE THE FIRST RE-INSPECTION FEE FOR A SIX-MONTH PERIOD FOR ALL EMERGENCY REPAIR PERMITS; AND PROVIDING AN EFFECTIVE DATE.**

**BACKGROUND:** On January 17<sup>th</sup> City Council unanimously agreed to provide a Fee discount of 25% for Emergency Permits to repair buildings damaged by Hurricane Ian, for a period of six-months (180 days). The 25% fee reduction applies only to the following permit fees established in Chapter 14 – Buildings and Building Regulations, Article IV – Permits, Section 14-188 Fees, of the City's Code of Ordinances:

1. Building Alterations (Building permit when material and labor exceed \$750.00 1% of the value of the project)
2. Electrical Permits
3. Mechanical Permits
4. Plumbing Permits
5. Roof Permits

All permit applications for the above listed permits must be submitted to the City on Sanibel's Emergency Repair Permit Forms. [Click Here](#) to review the Emergency Repair Permit Forms.

On January 17, 2023, the Building Director provided a presentation on Customer Service initiatives and goals. To promote enhanced Customer Service during inspections the Building Director requests a waiver of the First Re-Inspection Fees for Emergency Permits for a period of six-months (180 days). The permit re-inspection fees are established in Chapter 14 – Buildings and Building Regulations, Article IV – Permits, Section 14-188 Fees, of the City's Code of Ordinances.

*Sanibel is and shall remain a barrier island sanctuary*

During the 6-month period of fee waivers and discounts, the Building Director will initiate a Fee study to update City Building Fees based on the increases expected in Ian related Permitting.

**FUNDING SOURCE: N/A**

**RECOMMENDED ACTION:** Motion to approve Resolution 23-006, reducing the Emergency Repair Permit Fees by 25% and eliminate the First Re-Inspection Fee for a period of six months.

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