

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KISSIMMEE, FLORIDA, ESTABLISHING FEES FOR BUILDING, MECHANICAL, PLUMBING AND ELECTRICAL PERMITS; PROVIDING FOR CONFLICTS, PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Kissimmee Commission established a schedule of fees for various permits required to develop, redevelop and improve property in 1995 by enacting Ordinance 2072; and

WHEREAS, the City of Kissimmee Commission thereafter amended the fee schedule by enacting Ordinance #2403, Ordinance #2422, Ordinance #2918 and Ordinance #2943; and

WHEREAS, in 2024, the City of Kissimmee Commission authorized the Matrix Consulting Group to assess and analyze the current fee schedule associated with Building, Mechanical, Plumbing and Electrical Permits; and

WHEREAS, in 2025, the City of Kissimmee Commission reviewed the findings of the Matrix Consulting Group concluding that the current permitting fees do not reflect the actual costs associated with reviewing, issuing, processing and closing-out Building, Mechanical, Plumbing and Electrical Permits and therefore should be modified; and

WHEREAS, the City of Kissimmee Commission agrees with those findings and recommendations; and

WHEREAS, the City of Kissimmee Commission deleting the schedule of permit fees in enacting Ordinance #3124 from the City Code of Ordinances; and

WHEREAS, the City of Kissimmee Commission now seeks to establish those fees as further set forth below.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KISSIMMEE, FLORIDA:

SECTION 1. That the recitals set forth above are true and correct and are incorporated in this Resolution.

SECTION 2. That the City Commission of the City of Kissimmee, hereby resolves to adopt the following Fee Schedule for Building, Mechanical, Plumbing and Electrical Permits, attached hereto as Exhibit "A."

SECTION 3. That all resolutions or parts of resolutions in conflict herewith are hereby repealed.

SECTION 4. If any clause, section, or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this Resolution.

SECTION 5. This Resolution shall become effective on November 1, 2025.

ADOPTED THIS _7th_ DAY OF _October_, 2025.

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM
AND CORRECTNESS

City Attorney

EXHIBIT A

Section 1. Commercial Permit Fees

There shall be one main building permit issued for the commercial structure, with all fees inclusive and paid under the main building permit by the general contractor. All subcontractors performing work in the general mechanical, electrical, and plumbing trades on the project shall apply for their respective trade permits as a sub-record to the main permit, and no additional fees shall be incurred for these permits. Any scope of work outside the general trade work shall require a separate permit, and fees shall be assessed accordingly. The general contractor shall immediately notify the department of any changes in subcontractors. All commercial permit fees shall be based on the construction valuation, including labor costs, and shall be inclusive of plan review fees and initial inspection fees. These fees shall be paid as required at the time of filing the permit application, in accordance with the schedule outlined below:

Project Valuation	Building Permit	Plan Review	Base Fee
\$1.00 to \$1,000.00	\$33.68	\$26.12	\$59.80
\$1,001.00 to \$50,000.00			
First \$1,000.00	\$33.68	\$26.12	\$59.80
Each additional \$1,000.00 or fraction thereof	\$18.56	\$14.39	\$32.95
\$50,001.00 to \$100,000.00			
First \$50,000.00	\$942.99	\$731.34	\$1,674.32
Each additional \$1,000.00 or fraction thereof	\$9.43	\$7.31	\$16.74
\$100,001.00 to \$250,000.00			
First \$100,000.00	\$1,414.48	\$1,097.01	\$2,511.49
Each additional \$1,000.00 or fraction thereof	\$6.06	\$4.70	\$10.76
\$250,001.00 to \$500,000.00			
First \$250,000.00	\$2,323.78	\$1,802.23	\$4,126.01
Each additional \$1,000.00 or fraction thereof	\$9.30	\$7.21	\$16.50
\$500,001.00 to \$1,000,000.00			
First \$500,000.00	\$4,647.57	\$3,604.45	\$8,252.02
Each additional \$1,000.00 or fraction thereof	\$6.47	\$5.22	\$11.96
\$1,000,001.00 and over			
First \$100,000.00	\$8,015.37	\$6,216.38	\$14,231.75

EXHIBIT A

Each additional \$1,000.00 or fraction thereof	\$3.37	\$2.61	\$5.98
--	--------	--------	--------

Section 2. Multifamily Permit Fees

There shall be one main building permit issued for the multi-family structure, with all fees inclusive and paid under the main building permit by the general contractor. All subcontractors performing work in the general mechanical, electrical, and plumbing trades on the project shall apply for their respective trade permits as a sub-record to the main permit, and no additional fees shall be incurred for these permits. Any scope of work outside the general trade work shall require a separate permit, and fees shall be assessed accordingly. The general contractor shall immediately notify the department of any changes in subcontractors. All commercial permit fees shall be based on the construction valuation, including labor costs, and shall be inclusive of plan review fees and initial inspection fees. These fees shall be paid as required at the time of filing the permit application, in accordance with the schedule outlined below:

Project Valuation	Building Permit	Plan Review	Base Fee
\$1.00 to \$1,000.00	\$33.68	\$26.12	\$59.80
\$1,001.00 to \$50,000.00			
First \$1,000.00	\$33.68	\$26.12	\$59.80
Each additional \$1,000.00 or fraction thereof	\$18.56	\$14.39	\$32.95
\$50,001.00 to \$100,000.00			
First \$50,000.00	\$942.99	\$731.34	\$1,674.32
Each additional \$1,000.00 or fraction thereof	\$9.43	\$7.31	\$16.74
\$100,001.00 to \$250,000.00			
First \$100,000.00	\$1,414.48	\$1,097.01	\$2,511.49
Each additional \$1,000.00 or fraction thereof	\$6.06	\$4.70	\$10.76
\$250,001.00 to \$500,000.00			
First \$250,000.00	\$2,323.78	\$1,802.23	\$4,126.01
Each additional \$1,000.00 or fraction thereof	\$9.30	\$7.21	\$16.50
\$500,001.00 to \$1,000,000.00			
First \$500,000.00	\$4,647.57	\$3,604.45	\$8,252.02
Each additional \$1,000.00 or fraction thereof	\$6.47	\$5.22	\$11.96

EXHIBIT A

\$1,000,001.00 and over			
First \$100,000.00	\$8,015.37	\$6,216.38	\$14,231.75
Each additional \$1,000.00 or fraction thereof	\$3.37	\$2.61	\$5.98

Section 3. Miscellaneous Permit Fees.

Where the work includes only structural or architectural elements and does not involve mechanical, electrical, or plumbing trades, the contractor shall be responsible for obtaining the required permit and shall immediately notify the department of any changes. Miscellaneous permit fees shall be inclusive of plan review fees, the initial inspection fee, and shall be paid as required at the time of filing the permit application, in accordance with the following schedules:

- (1) *General construction fee.* Unless specifically listed in subsection (2) of this section, the following fees are based on construction value:

Project Valuation	Building Permit	Plan Review	Base Fee
\$1.00 to \$1,000.00	\$33.68	\$17.41	\$51.09
\$1,001.00 to \$50,000.00			
First \$1,000.00	\$33.68	\$17.41	\$51.09
Each additional \$1,000.00 or fraction thereof	\$18.56	\$9.59	\$28.15
\$50,001.00 to \$100,000.00			
First \$50,000.00	\$942.99	\$487.56	\$1,430.54
Each additional \$1,000.00 or fraction thereof	\$9.43	\$4.88	\$14.31
\$100,001.00 to \$250,000.00			
First \$100,000.00	\$1,414.48	\$731.34	\$2,145.82
Each additional \$1,000.00 or fraction thereof	\$6.06	\$3.13	\$9.20
\$250,001.00 to \$500,000.00			
First \$250,000.00	\$2,323.78	\$1,201.48	\$3,525.27
Each additional \$1,000.00 or fraction thereof	\$9.30	\$4.81	\$14.10
\$500,001.00 to \$1,000,000.00			
First \$500,000.00	\$4,647.57	\$2,402.97	\$7,050.54
Each additional \$1,000.00 or fraction thereof	\$6.47	\$3.48	\$10.22

EXHIBIT A

\$1,000,001.00 and over			
First \$100,000.00	\$8,015.37	\$4,144.25	\$12,159.63
Each additional \$1,000.00 or fraction thereof	\$3.37	\$1.74	\$5.11

(2) *Other miscellaneous type fees.* The following fees shall include, but are not limited to, the building permit, plan review fees, and initial inspection fees:

Accessory Structure	
0 to 250 square feet	\$60.00
251 square feet and above	Based on valuation. See subsection (1) of this section
Aluminum structure including slab and footing	\$60.00
Burn	\$9.00
Change of Occupancy	\$210.00
Construction/Sales office trailer	\$159.00
Demolition	
0 to 5,000 square feet	\$68.00
Each additional 1,000 square feet and above	\$12.00
Early start	\$41.00
Fence or wall	
0 to 200 lineal feet in length	\$58.00
201 lineal feet and longer in length	Based on valuation. See subsection (1) of this section
Land clearing	\$13.00
Moving a building or structure	\$124.00
Pool demolition	\$132.00
Pool resurfacing	\$167.00
Printed copy of certificate of occupancy/temporary certificate of occupancy	\$44.00
Renewal of a temporary certificate of occupancy	\$25.00
Screen room enclosure	\$71.00
Shed	\$105.00
State of Florida required 30-year building recertification	\$350
Temporary construction pole	\$68.00
Temporary signs	
Cold air balloon	\$59.00
All other types	\$30.00
Tent	\$52.00

EXHIBIT A

Tower	\$138.00
Tree	\$13.00
Use permit/certificate of occupancy	\$175.00

Section 4. Single Family Residence Permit Fees.

There shall be one main building permit issued for the single-family structure, with all fees inclusive and paid under the main building permit by the general contractor. All subcontractors performing work in the general mechanical, electrical, and plumbing trades on the project shall apply for their respective trade permits as a sub-record to the main permit, and no additional fees shall be incurred for these permits. Any scope of work outside the general trade work shall require a separate permit, and fees shall be assessed accordingly. The general contractor shall immediately notify the department of any changes in subcontractors. All single-family permit fees shall be based on square footage and shall be inclusive of plan review fees and initial inspection fees. These fees shall be paid as required at the time of filing the permit application, in accordance with the schedule outlined below:

Project Valuation	Building Permit	Plan Review	Base Fee
0 to 1,599 square feet	\$1,414.48	\$731.34	\$2,145.82
1,600 to 1,999 square feet			
First 1,599 square feet	\$1,414.48	\$731.34	\$2,145.82
Each additional 100 square feet or fraction thereof	\$8.42	\$4.35	\$12.77
2,000 to 2,999 square feet			
First 1,999 square feet	\$1,448.16	\$748.75	\$2,196.91
Each additional 100 square feet or fraction thereof	\$10.10	\$4.22	\$15.33
3,000 to 3,999 square feet			
First 2,999 square feet	\$1,549.19	\$800.99	\$2,350.18
Each additional 100 square feet or fraction thereof	\$5.05	\$2.61	\$7.66
4,000 square feet or greater			
First 3,999 square feet	\$1,603.07	\$828.85	\$2,431.93
Each additional 100 square feet or fraction thereof	\$3.37	\$1.74	\$5.11

EXHIBIT A

Section 5. Mechanical Permits.

On all mechanical work requiring a permit, as set forth by the state building code, fees shall be paid as required at the time of filing applications, in accordance with the following schedule:

- (1) *Single Family Residential.* Flat rate fee shall be \$126.00.
- (2) *Commercial.* Fee shall be based on valuation table:

Project Valuation	Fee
<u>\$0 to \$500</u>	<u>\$126.00</u>
<u>\$501 to \$2,000</u>	
<u>First \$1,000</u>	<u>\$126.00</u>
<u>Each Additional \$1,000 or fraction thereof</u>	<u>\$37.00</u>
<u>\$2,001 to \$5,000</u>	
<u>First \$2,000</u>	<u>\$182.00</u>
<u>Each Additional \$1,000 or fraction thereof</u>	<u>\$6.00</u>
<u>\$5,001 to \$7,500</u>	
<u>First \$5,000</u>	<u>\$200.00</u>
<u>Each Additional \$1,000 or fraction thereof</u>	<u>\$8.00</u>
<u>\$7,501 to \$10,000</u>	
<u>First \$7,500</u>	<u>\$219.00</u>
<u>Each Additional \$1,000 or fraction thereof</u>	<u>\$22.00</u>
<u>\$10,001 to \$15,000</u>	
<u>First \$10,000</u>	<u>\$275.00</u>
<u>Each Additional \$1,000 or fraction thereof</u>	<u>\$11.00</u>
<u>\$15,000 and more</u>	
<u>First \$15,000</u>	<u>\$331.00</u>
<u>Each Additional \$1,000 or fraction thereof</u>	<u>\$6.00</u>

Section 6. Plumbing Permits.

On all plumbing work requiring a permit, as set forth by the state building code, fees shall be paid as required at the time of filing applications, in accordance with the following schedule:

Minimum permit issuance	\$19.00
Backflow protective devices	\$25.00
Gas installation	
1 to 4 outlets	\$25.00
Each additional outlet	\$12.00
Hose bibs	\$25.00
Landscape irrigation sprinkler system	
0 to 5 heads	\$4.50
Each additional head	\$0.40
Plumbing fixture (each)	\$25.00

EXHIBIT A

Sewer drain line installation and/or repair	\$25.00
Vacuum breakers	\$25.00
Water piping installation and/or repair	\$25.00
Any other type not specifically listed above	\$25.00
Single Family Residential	\$126.00
Commercial Building Fees. Based on valuation.	
\$0 to \$500	\$126.00
\$501 to \$2,000	
First \$1,000	\$226.00
Each Additional \$1,000 or fraction thereof	\$37.00
\$2,001 to \$5,000	
First \$2,000	\$182.00
Each Additional \$1,000 or fraction thereof	\$6.00
\$5,001 to \$7,500	
First \$5,000	\$200.00
Each Additional \$1,000 or fraction thereof	\$8.00
\$7,501 to \$10,000	
First \$7,500	\$219.00
Each Additional \$1,000 or fraction thereof	\$22.00
\$10,001 to \$15,000	
First \$10,000	\$275.00
Each Additional \$1,000 or fraction thereof	\$11.00
\$15,000 and more	
First \$15,000	\$331.00
Each Additional \$1,000 or fraction thereof	\$6.00

Section 7. Electrical Permits.

On all electrical work requiring a permit, as set forth by the state building code, fees shall be paid as required at the time of filing applications, in accordance with the following schedule:

Minimum permit issuance	\$19.00
Cooktop (each)	\$25.00
Elevator (each)	\$25.00
Exhaust fan (each)	\$25.00
Floodlights (each)	\$25.00
Grocers refrigerated display case (each)	\$25.00
Heating and heating appliances	
Up to 1 kw	\$25.00
1 to 5 kw	\$25.00
5 to 10 kw	\$25.00
10 to 15 kw	\$25.00
15 to 25 kw	\$25.00

EXHIBIT A

Over 25 Kw	\$25.00
Low volt	\$35.00
Motor generators	
Up to 1 hp	\$25.00
1 to 3 hp	\$25.00
3 to 5 hp	\$25.00
5 to 10 hp	\$25.00
10 to 25 hp	\$25.00
Over 25 hp	\$25.00
Neon transformer/tubing	
First transformer	\$25.00
Each additional transformer	\$12.00
Outlet and electrical fixture (each)	\$0.30
Power transformers (each)	\$25.00
Range/oven (each)	\$25.00
Sign	
Sign (each)	\$25.00
Sign outlet (per circuit)	\$25.00
Subpanel (each)	\$25.00
Submeter (each)	\$25.00
Temporary service (each)	\$25.00
Time clock (each)	\$25.00
Washer, dryer, and disposal (each)	\$25.00
Water heater (each)	\$25.00
Welder	
Up to 50 amps	\$25.00
Over 50 amps	\$25.00
Window HVAC outlet (each)	\$25.00
X-ray machine and dental unit (each)	\$25.00
Any other type not specifically listed above	\$25.00
Single Family Residential	\$126.00
Commercial Building Fees. Based on valuation.	
\$0 to \$500	\$126.00
\$501 to \$2,000	
First \$1,000	\$226.00
Each Additional \$1,000 or fraction thereof	\$37.00
\$2,001 to \$5,000	
First \$2,000	\$182.00
Each Additional \$1,000 or fraction thereof	\$6.00
\$5,001 to \$7,500	
First \$5,000	\$200.00
Each Additional \$1,000 or fraction thereof	\$8.00

EXHIBIT A

\$7,501 to \$10,000	
First \$7,500	\$219.00
Each Additional \$1,000 or fraction thereof	\$22.00
\$10,001 to \$15,000	
First \$10,000	\$275.00
Each Additional \$1,000 or fraction thereof	\$11.00
\$15,000 and more	
First \$15,000	\$331.00
Each Additional \$1,000 or fraction thereof	\$6.00

Section 8. Fire Permits.

For all trade work requiring a permit, as specified by the state building and fire codes, fees shall be paid at the time of filing applications, in accordance with the following schedule:

Type	Fee
Commercial Electrical Low Voltage	\$142.00
Commercial Electrical High Voltage	\$178.00
Commercial Electrical	\$106.00
Commercial Mechanical Hood System	\$213.00
Commercial Mechanical Chiller / Refrigeration System	\$106.00
Commercial Gas	\$178.00
Inspection	
Annual / Maintenance – applied after the first year	
0 to 2,000 sq.ft.	\$84.00
2,001 to 10,000 sq.ft.	\$155.00
10,001 to 100,000 sq.ft.	\$368.00
100,001 to 500,000 sq.ft.	\$511.00
500,001 sq.ft. and more	\$653.00
Re-inspection	\$84.00
Utility	\$84.00
Special Event	
Inspection	
4 hours minimum	\$297.00
Each additional hour	\$84.00
Fire standby / watch per hour, per inspector	\$92.00

Section 9. Inspections

EXHIBIT A

- (a) It shall be the responsibility of the contractor to schedule an inspection upon completion of the relevant permit type and obtain city approval. Failure to schedule or the omission of required inspection shall incur a fee of \$331.00 for each missed inspection, per inspection type, per visit.
- (b) Inspections must be requested no later than 2:00 p.m. on the business day preceding the requested inspection. Any inspection request received after 2:00 p.m. will be requested after the following business day.
- (c) Cancellation of an inspection request; received after 4:00 p.m. on the business day proceeding the scheduled inspection shall incur a fee of \$80.00 for a reinspection.
- (d) Inspections requested outside of standard inspection hours, defined as 7:00 a.m. to 4:00 p.m., Monday- Friday, excluding City recognized holidays, may be scheduled for a fee of \$235.00 per inspector for the first two hours, where applicable and based on inspector availability. Following the initial two-hour period, a fee of \$118.00 per inspector shall be charged for each additional hour increment.
- (e) Re-inspections required; due to the rejection of work by the inspector; shall incur a fee of \$80.00 per inspection type, per visit.
- (f) Any inspection conducted on a holiday, shall be \$366.00 for the first two hours. \$184.00 for every hour thereafter.
- (g) A cancellation fee of \$70.00 per hour shall be applied to all scheduled inspections anticipated to require four (4) or more hours to complete.
- (h) The fee for a Temporary Use Permit or Temporary Certification of Occupancy inspection fee shall be \$210.00.
- (i) All fees imposed against a permit, under this section, shall be paid to the city in full prior to rescheduling any further inspections.

Section 10. Valuation of Construction.

Valuation shall be determined using the most recent building valuation data published by the International Code Council (ICC) or another nationally recognized model code agency, as approved by the city.

Section 11. Failure to Obtain a Permit.

If any person commences any work on an installation before obtaining the necessary permit, a \$120.00 fine will be charged, and the permit fee will be doubled.

Section 12. Plan Revisions.

- (a) Submittal of plan revisions must be made after permit issuance and shall incur a fee of \$16 per page for each submitted revision.
- (b) and each subsequent submittal prior to permit issuance, the full amount of the original permitting fee must be paid prior to the assignment of the review. Submittals made after permit issuance shall follow the provisions outlined in Section 9-122(a).

EXHIBIT A

Section 13. Duplicate Permits.

Any person requesting a duplicate permit shall be charged \$9.00.

Section 14. Permit Extensions.

An extension of a building permit, or the re-instatement of an expired permit shall incur a fee of \$43.00.

Section 15. Annual Increase.

Fees shall increase annually on October 1, in accordance with the Consumer Price Index for All Urban Consumers (CPI-U), U.S. city average, percentage change from the previous year as determined by the U.S. Department of Bureau of Labor Statistics (BLS). Pricing shall be rounded to the nearest dollar.

Section 16. Technology Fee.

Due to the need for specialized equipment, vehicles, software and the like, a technology fee of three percent (3%) shall be applied to all applicable fees.

Section 17. Refunds.

The following establishes refund standards for permits, business tax receipt, and contractor registration fees issued by the City of Kissimmee Building Division.

- (a) Fees are typically non-refundable, except for permit fees. Refund requests will be considered if submitted within 30 days of the permit issuance date, if construction has not commenced, and no inspections have been conducted by the Building Division.
- (b) A minimum of 25% of the original permit fee or \$100.00, whichever is greater, will be retained by the Building Division. State surcharge fees and payment processing fees are non-refundable.
- (c) Refundable fees cannot be transferred to a new or any other permit of record. Refund will be issued to the credit card used in the original transaction or check. Please allow 2-4 weeks for processing after the refund request has been approved.
- (d) A permit of less than \$100.00 will not be refunded.

To be eligible for a refund, requests must include the following documents and meet the prescribed conditions:

EXHIBIT A

- (a) *Completed Refund Request Form*: Submission of a fully complete "Refund Request" form, which must be signed by the Property Owner, or the Contractor, and notarized.
- (b) *Time Frame for Request*: Refund requests must be submitted no later than 30 days after the date of issuance.
- (c) *Commencement of Work*: Work must not have commenced under the authority of the permit.
- (d) *Permit Status*: The permit must not have been revoked.

Refunds will not be granted if any of the following conditions apply:

- (a) The permit has been issued (exception: for mechanical, electrical, or plumbing permits with a separate fee charged for permit issuance and inspection, in which an inspection has not been performed.)
- (b) The permit has expired.
- (c) The permit has been revoked by the Building Official or canceled by court order.
- (d) Contractor registration has been issued.
- (e) Business tax receipts paid to the City of Kissimmee are non-refundable.