

City of Tampa

DGM & Right-of-Way Fee Study

September 24, 2026



Project Scope

- Construction Services Division (CSD)
 - › Review revenue sufficiency for building permit fees
 - › Simplify rate structure for new/redevelopment permit fees
 - › Update miscellaneous fees
- Also update fees for:
 - › Development Coordination
 - › Architectural Review & Historic Preservation
 - › City Clerk - Petition for Review
 - › Mobility Right-of-Way

Path to Fee Updates



Outdated Software

Legacy permitting system limited flexibility for new fee structure



Prior Policy Direction

Fees have been held flat while operating costs continued to rise



Changing Legislative Landscape

Recent state legislation changes created slowdowns during study process

Study Approach

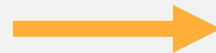
- Full cost recovery for each Division
- Activity-based costing to identify costs related to plan review, inspections, administration, etc.
- Staff interviews to capture detailed workflows and validate time allocations
- Phased implementation for fee increases to minimize impacts to customers

Construction Services Division

- The Construction Services Division is responsible for administering and enforcing building codes, regulations and permitting requirements to help ensure that construction and development within the community are safe, compliant, and properly documented. Its responsibilities encompass three interconnected areas: permits, plan reviews, and inspections.
- Fees are designed to recover costs associated with permitting, plan review, and inspections which are driven by permit scope and complexity
- 102 FTEs and \$22.2 million budget

CSD – Simplify Fee Structure

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-1	Assembly—Fixed Seating	2,000	\$ 2,845.00	\$ 22.00	\$ 2,371.00	\$ 19.00	\$ 1,897.00	\$ 15.00
	- Theater, Concert Hall	10,000	\$ 4,604.00	\$ 8.00	\$ 3,837.00	\$ 7.00	\$ 3,070.00	\$ 6.00
	-	20,000	\$ 5,343.00	\$ 10.00	\$ 4,453.00	\$ 8.00	\$ 3,562.00	\$ 7.00
	-	40,000	\$ 7,154.00	\$ 6.00	\$ 5,961.00	\$ 6.00	\$ 4,770.00	\$ 5.00
	-	100,000	\$ 10,496.00	\$ 4.00	\$ 8,747.00	\$ 3.00	\$ 6,998.00	\$ 3.00
A-2	Assembly—Food & Drink	200,000	\$ 13,439.00	\$ 8.00	\$ 11,199.00	\$ 6.00	\$ 8,960.00	\$ 5.00
	- Restaurant, Night Club, Bar	600	\$ 2,999.00	\$ 78.00	\$ 2,499.00	\$ 64.00	\$ 2,000.00	\$ 52.00
	-	3,000	\$ 4,846.00	\$ 27.00	\$ 4,038.00	\$ 23.00	\$ 3,231.00	\$ 19.00
	-	6,000	\$ 5,661.00	\$ 33.00	\$ 4,717.00	\$ 27.00	\$ 3,774.00	\$ 22.00
	-	12,000	\$ 7,619.00	\$ 21.00	\$ 6,349.00	\$ 18.00	\$ 5,080.00	\$ 14.00
A-3	Assembly—Worship, Amusement	30,000	\$ 11,310.00	\$ 12.00	\$ 9,425.00	\$ 10.00	\$ 7,540.00	\$ 8.00
	- Arcade, Church, Community Hall	60,000	\$ 14,552.00	\$ 25.00	\$ 12,126.00	\$ 21.00	\$ 9,701.00	\$ 17.00
	-	1,900	\$ 3,922.00	\$ 32.00	\$ 3,269.00	\$ 27.00	\$ 2,615.00	\$ 22.00
	-	9,500	\$ 6,335.00	\$ 12.00	\$ 5,279.00	\$ 10.00	\$ 4,224.00	\$ 8.00
	-	19,000	\$ 7,422.00	\$ 14.00	\$ 6,185.00	\$ 12.00	\$ 4,948.00	\$ 10.00
A-4	Assembly—Indoor Sport Viewing	38,000	\$ 10,014.00	\$ 9.00	\$ 8,345.00	\$ 8.00	\$ 6,676.00	\$ 7.00
	- Arena, Skating Rink, Tennis Court	95,000	\$ 14,933.00	\$ 5.00	\$ 12,445.00	\$ 5.00	\$ 9,956.00	\$ 4.00
	-	190,000	\$ 19,239.00	\$ 11.00	\$ 16,032.00	\$ 9.00	\$ 12,826.00	\$ 8.00
	-	500	\$ 4,445.00	\$ 138.00	\$ 3,704.00	\$ 115.00	\$ 2,963.00	\$ 92.00
	-	2,500	\$ 7,192.00	\$ 47.00	\$ 5,994.00	\$ 39.00	\$ 4,796.00	\$ 31.00
A-5	Assembly—Outdoor Activities	5,000	\$ 8,349.00	\$ 57.00	\$ 6,958.00	\$ 48.00	\$ 5,566.00	\$ 39.00
	- Amusement Park, Bleacher, Stadium	10,000	\$ 11,181.00	\$ 35.00	\$ 9,317.00	\$ 29.00	\$ 7,454.00	\$ 24.00
	-	25,000	\$ 16,417.00	\$ 19.00	\$ 13,681.00	\$ 16.00	\$ 10,945.00	\$ 13.00
	-	50,000	\$ 21,041.00	\$ 43.00	\$ 17,535.00	\$ 35.00	\$ 14,028.00	\$ 28.00
	-	3,000	\$ 6,584.00	\$ 34.00	\$ 5,486.00	\$ 28.00	\$ 4,389.00	\$ 23.00
B-1	Business—Animal Hospital	15,000	\$ 10,612.00	\$ 14.00	\$ 8,843.00	\$ 11.00	\$ 7,075.00	\$ 9.00
	-	30,000	\$ 12,549.00	\$ 16.00	\$ 10,458.00	\$ 13.00	\$ 8,366.00	\$ 11.00
	-	60,000	\$ 17,059.00	\$ 10.00	\$ 14,216.00	\$ 9.00	\$ 11,373.00	\$ 7.00
	-	150,000	\$ 25,839.00	\$ 6.00	\$ 21,532.00	\$ 5.00	\$ 17,226.00	\$ 4.00
	-	300,000	\$ 33,479.00	\$ 12.00	\$ 27,900.00	\$ 10.00	\$ 22,320.00	\$ 8.00
	-	1,500	\$ 3,590.00	\$ 38.00	\$ 2,991.00	\$ 31.00	\$ 2,393.00	\$ 25.00
	-	7,500	\$ 5,814.00	\$ 13.00	\$ 4,845.00	\$ 11.00	\$ 3,877.00	\$ 9.00
	-	15,000	\$ 6,717.00	\$ 16.00	\$ 5,597.00	\$ 13.00	\$ 4,479.00	\$ 11.00
	-	30,000	\$ 8,961.00	\$ 10.00	\$ 7,467.00	\$ 8.00	\$ 5,974.00	\$ 7.00
	-	75,000	\$ 13,047.00	\$ 6.00	\$ 10,873.00	\$ 5.00	\$ 8,699.00	\$ 4.00
	-	150,000	\$ 16,670.00	\$ 12.00	\$ 13,892.00	\$ 10.00	\$ 11,114.00	\$ 8.00



Residential

Fee Description	Sq. Ft. Range	Rate Application	Rate
Minimum Fee		Per application	\$1,725.00
Tier 1	1 to 1,000 sf	Per 100 sf	\$33.35
Tier 2	1,001 to 3,000 sf	Per 100 sf	\$30.02
Tier 3	3,001 to 5,000 sf	Per 100 sf	\$26.68
Tier 4	Above 5,000 sf	Per 100 sf	\$23.35

Non-Residential

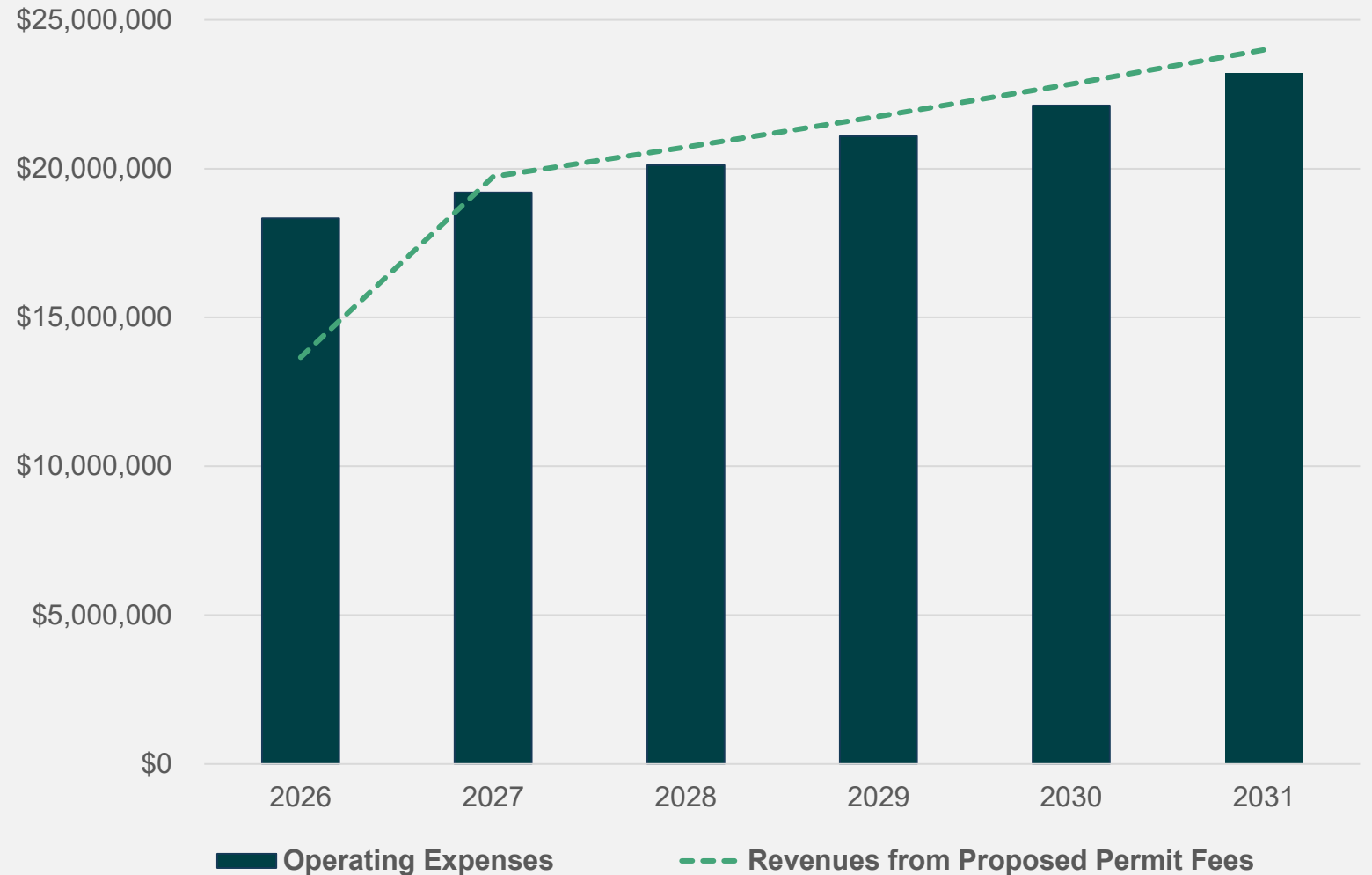
Fee Description	Sq. Ft. Range	Rate Application	Rate
Minimum Fee		Per application	\$2,875.00
Tier 1	1 to 5,000 sf	Per 100 sf	\$57.50
Tier 2	5,001 to 100,000 sf	Per 100 sf	\$51.75
Tier 3	100,001 to 750,000 sf	Per 100 sf	\$46.00
Tier 4	Above 750,000 sf	Per 100 sf	\$40.25

CSD – Revenue Enhancement

- Simplified fee structure designed to increase revenues by approximately \$2.5 million annually
- Updates to set cost-based General and Administrative permit fees estimated to increase revenues by \$0.6 million annually
- Policy implementation, along with higher permit fees, estimated to generate \$0.4 million annually from additional plan reviews, resubmittals, and plan revision activities
- Adjustments to permit fees result in increase to Enhancement Fund revenues by \$0.35 million annually

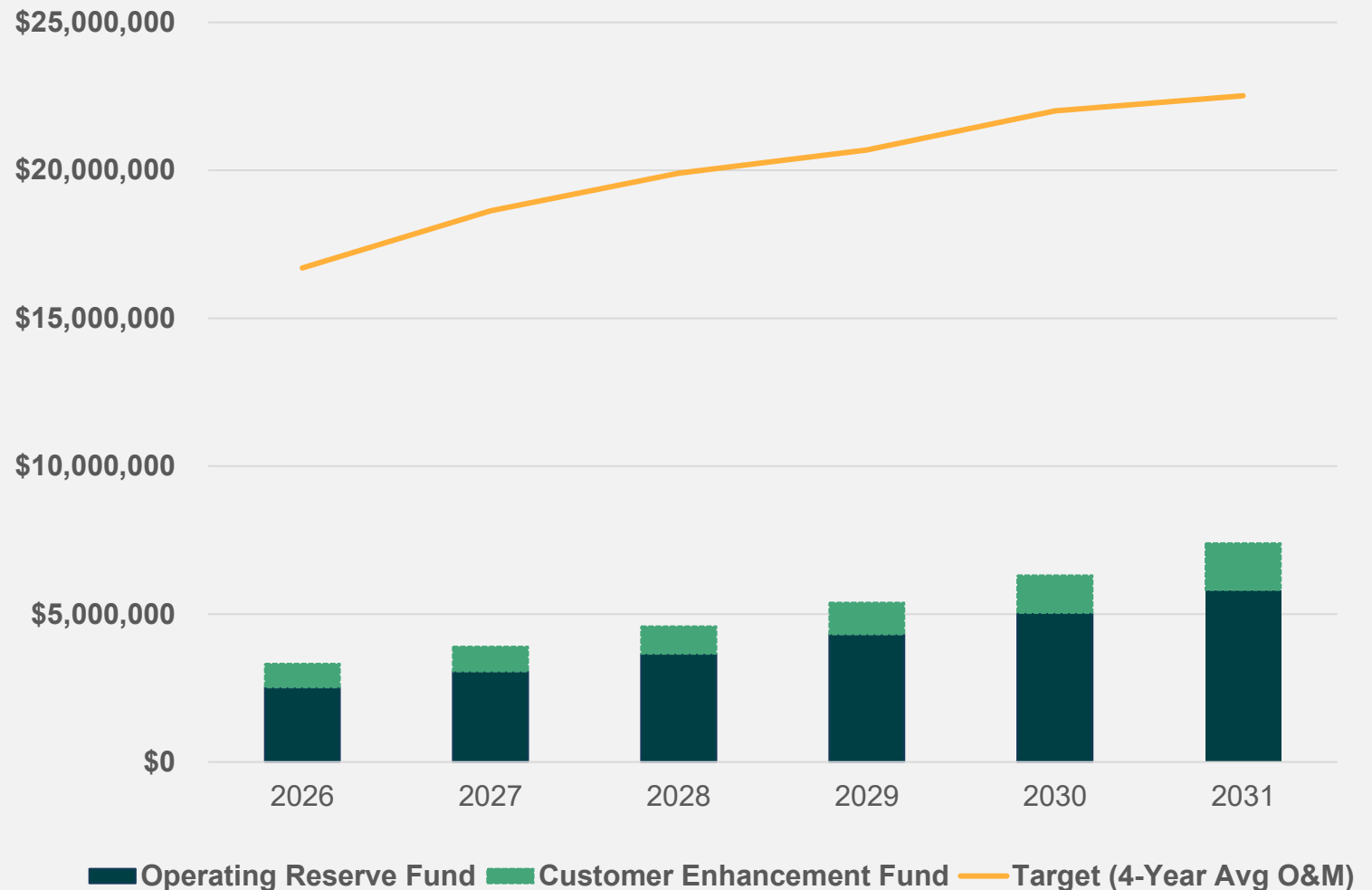
CSD – Adjust Rates for Revenue Sufficiency

- Proposed rate increases:
 - › FY 2027: New Fees
 - › FY 2028: 5%
 - › FY 2029: 5%
 - › FY 2030: 5%
 - › FY 2031: 5%



CSD – Reserve Fund Forecast

- Target balance is based on actual four-year average O&M costs
- Reserve balances have been depleted without rate adjustments in recent years



Example Proposed Fees – CS Division

Description	Existing	FY 2027 Proposed	Change
Residential Roofs	\$177.00	\$230.00	\$53.00
Commercial Roofs	\$220.00	\$299.00	\$79.00
Residential In-Ground Pools	\$716.00	\$931.00	\$215.00
Residential HVAC Change Out	\$120.00	\$155.00	\$35.00
Commercial HVAC Change Out	\$162.00	\$155.00	(\$7.00)
Residential Solar Panels	\$120.00	\$155.00	\$35.00
Residential Window/Door Replacement	\$120.00	\$155.00	\$35.00
Residential Accessory Structure	\$177.00	\$360.00	\$183.00
Commercial Accessory Structure	\$287.00	\$480.00	\$193.00

Cost Build-up Example – Accessory Structure

Accessory Structure	Position	Time (Hours)	All-in Hourly Rate	Cost
Intake and Processing	Facilitator	0.75	\$66.78	\$50.09
Plan Review	Plan Reviewer	3.00	123.02	369.09
Inspection	Inspector	0.50	103.12	51.56
Vehicle Usage Time	N/A	0.50	16.68	8.34
Total Fee				\$479.08
Total Fee (Rounded)				\$480.00

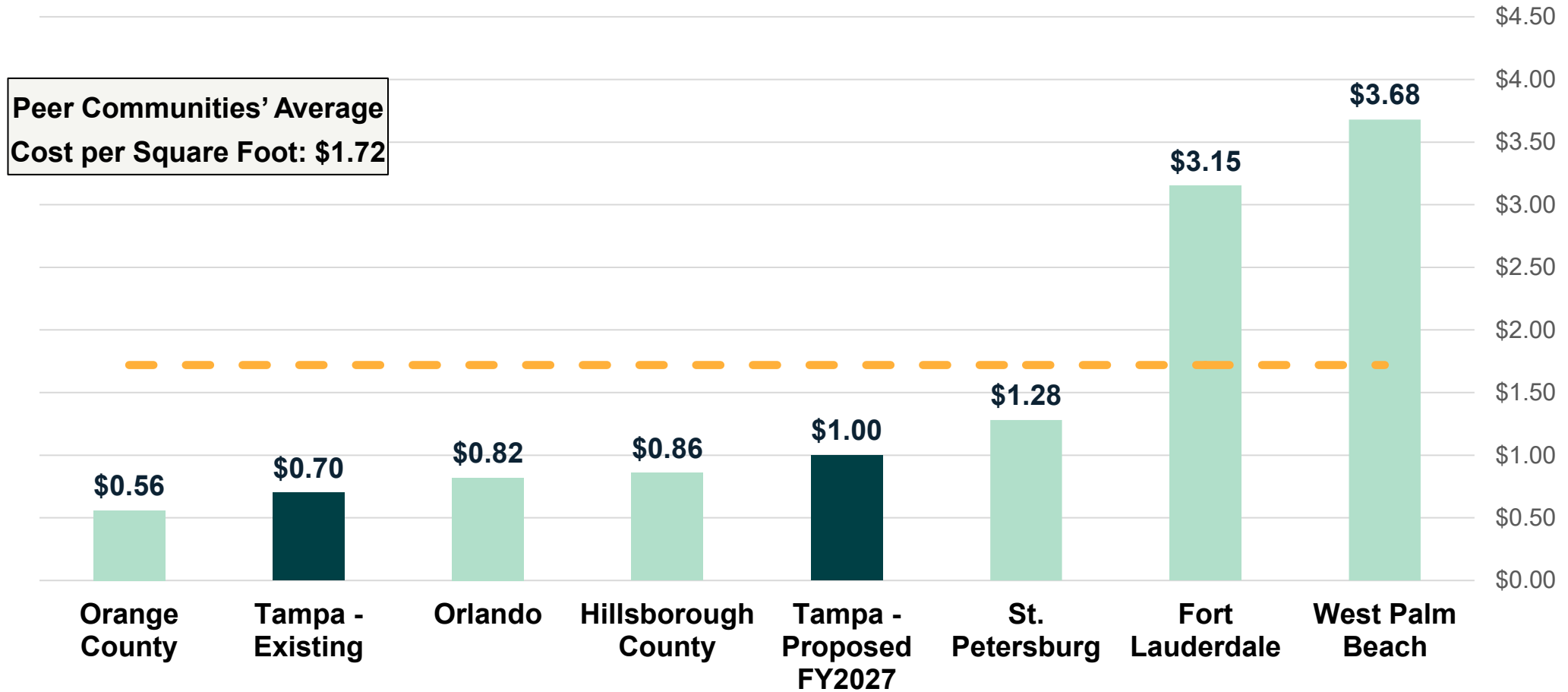
Fee Type	Existing Fee	Calculated Cost (Rounded)	FY 2027 Proposed Fee
Residential Accessory Structure	\$177.00	\$480.00	\$360.00

Fee Level Adjustments

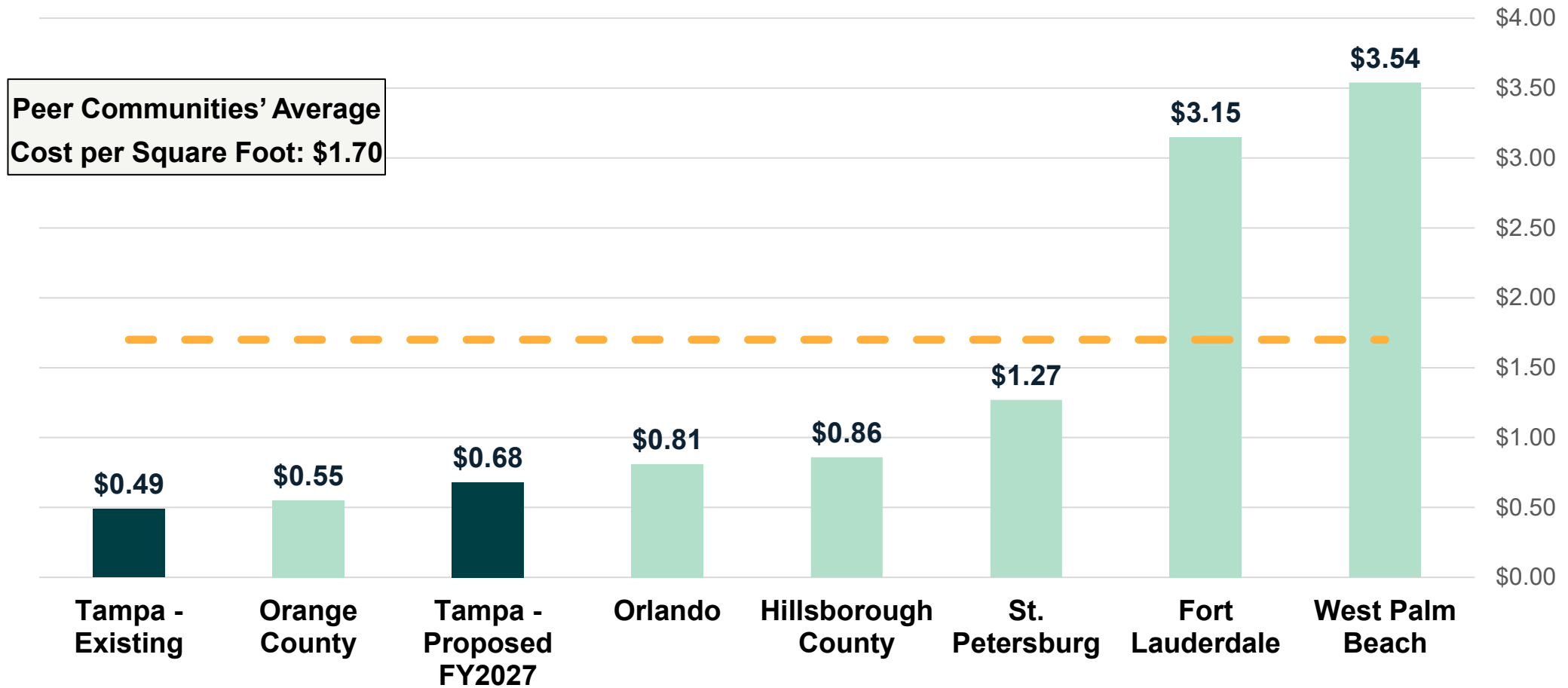
- Some fees are proposed to be lower than calculated to mitigate impact to customers

Description	Existing	FY 2027 Calculated	FY 2027 Proposed
Residential Accessory Structure	\$177.00	\$480.00	\$360.00
Commercial Accessory Structure	287.00	850.00	480.00
Residential Driveway, Patio Slab, Deck	214.00	420.00	360.00
Commercial Driveway, Patio Slab, Deck	527.00	545.00	420.00

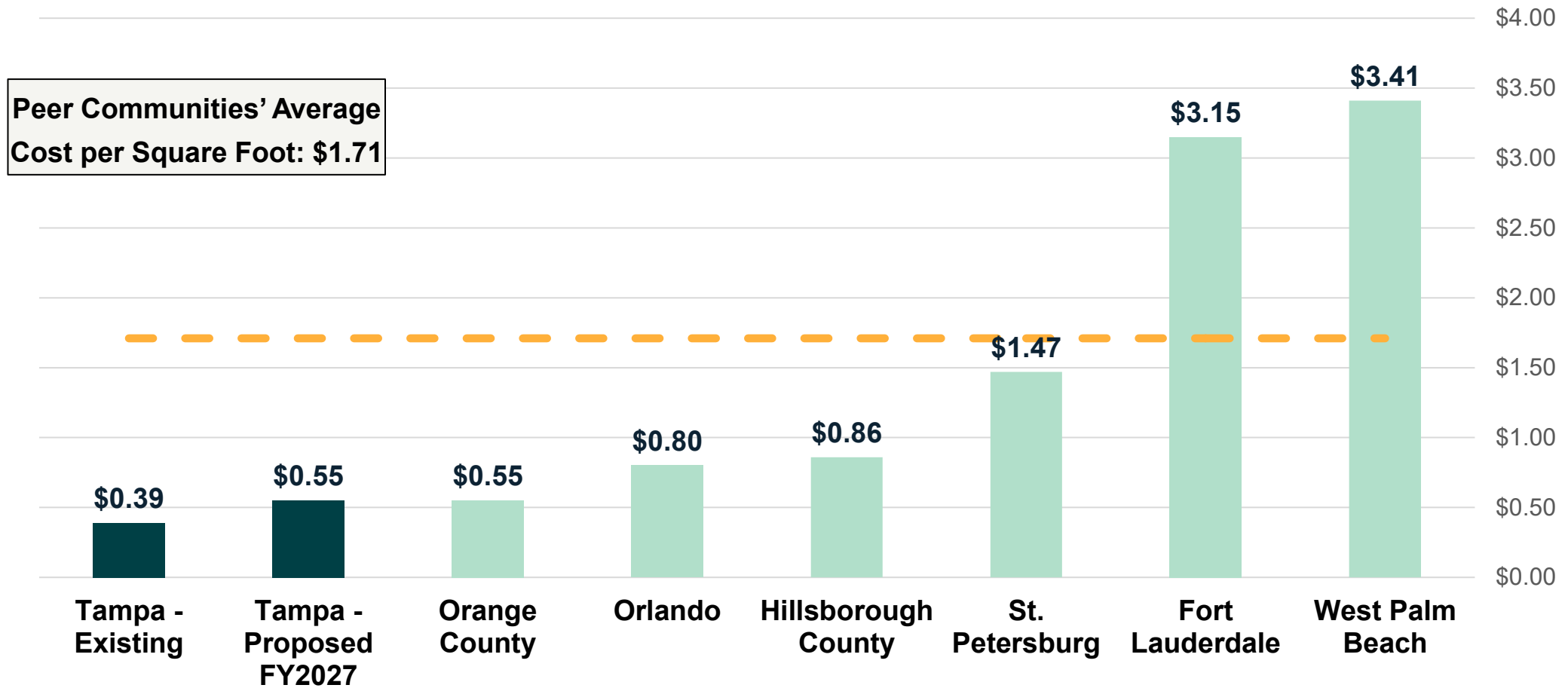
CSD Comparison: Residential 2,500 SF



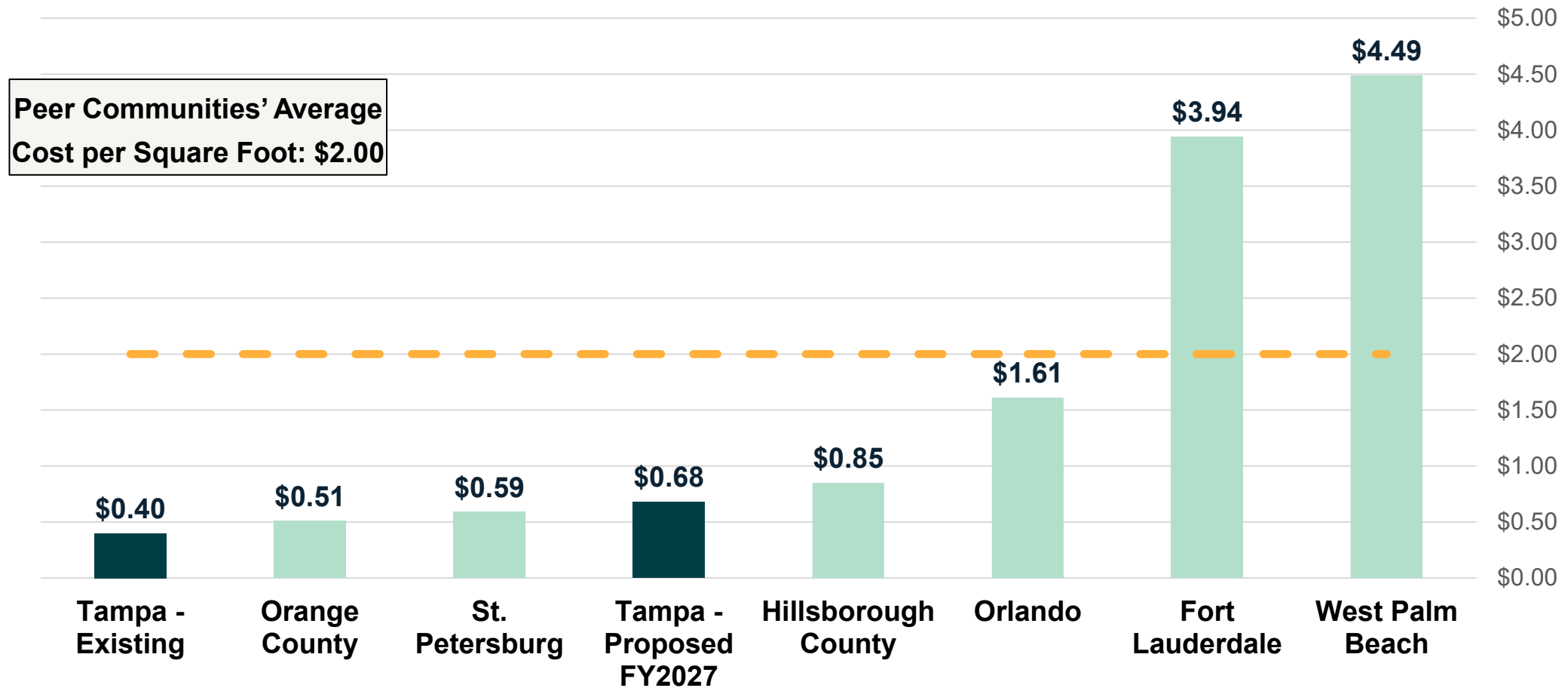
CSD Comparison: Residential 4,500 SF



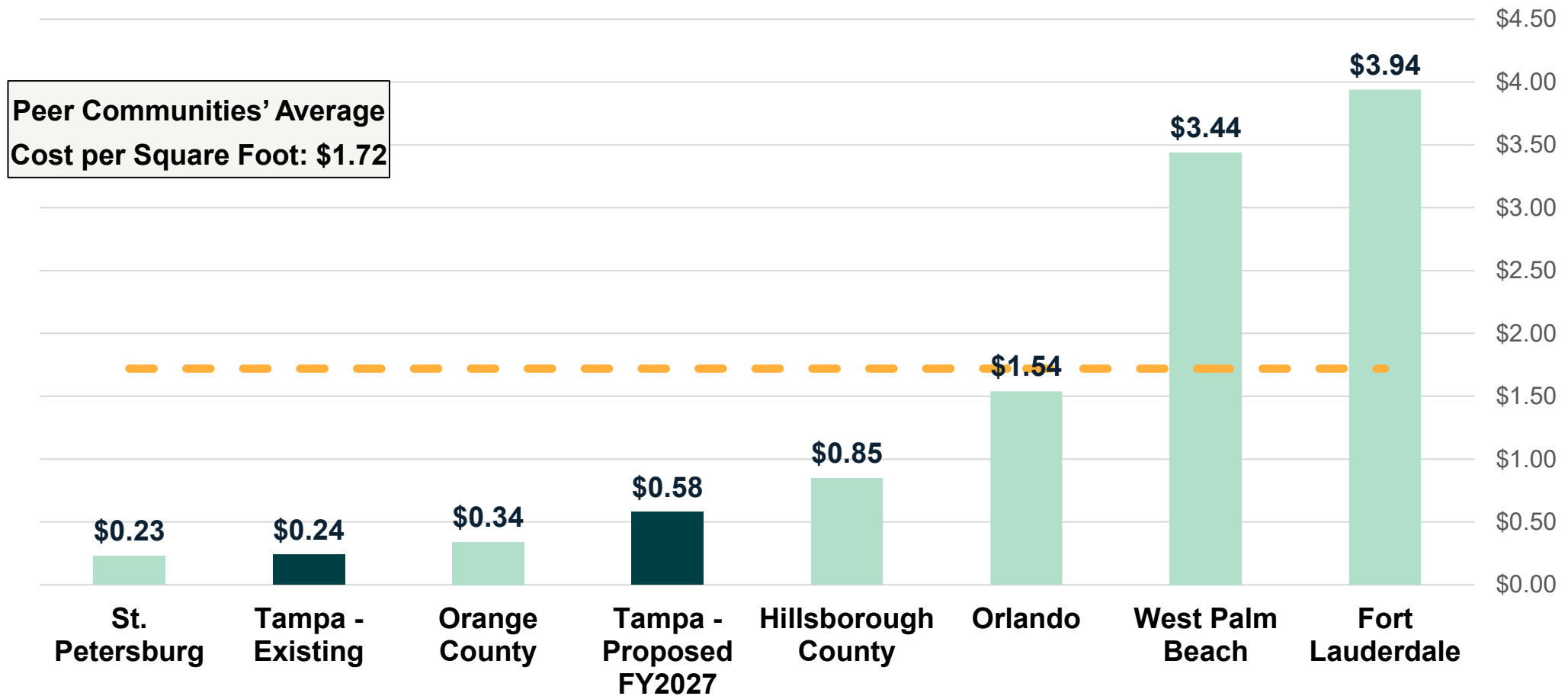
CSD Comparison: Residential 6,500 SF



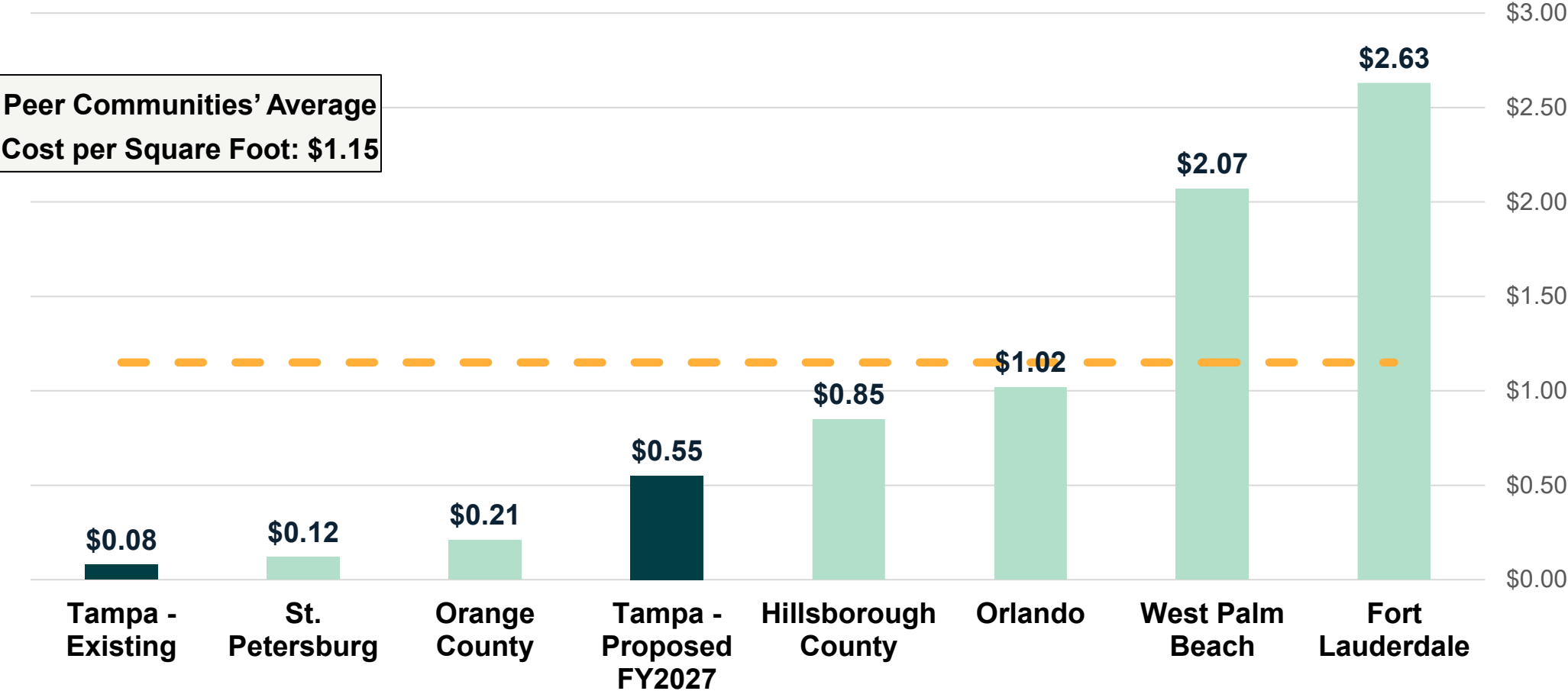
CSD Comparison: Commercial 20,000 SF (Office)



CSD Comparison: Commercial 50,000 SF (Office)



CSD Comparison: Commercial 100,000 SF (Warehouse)



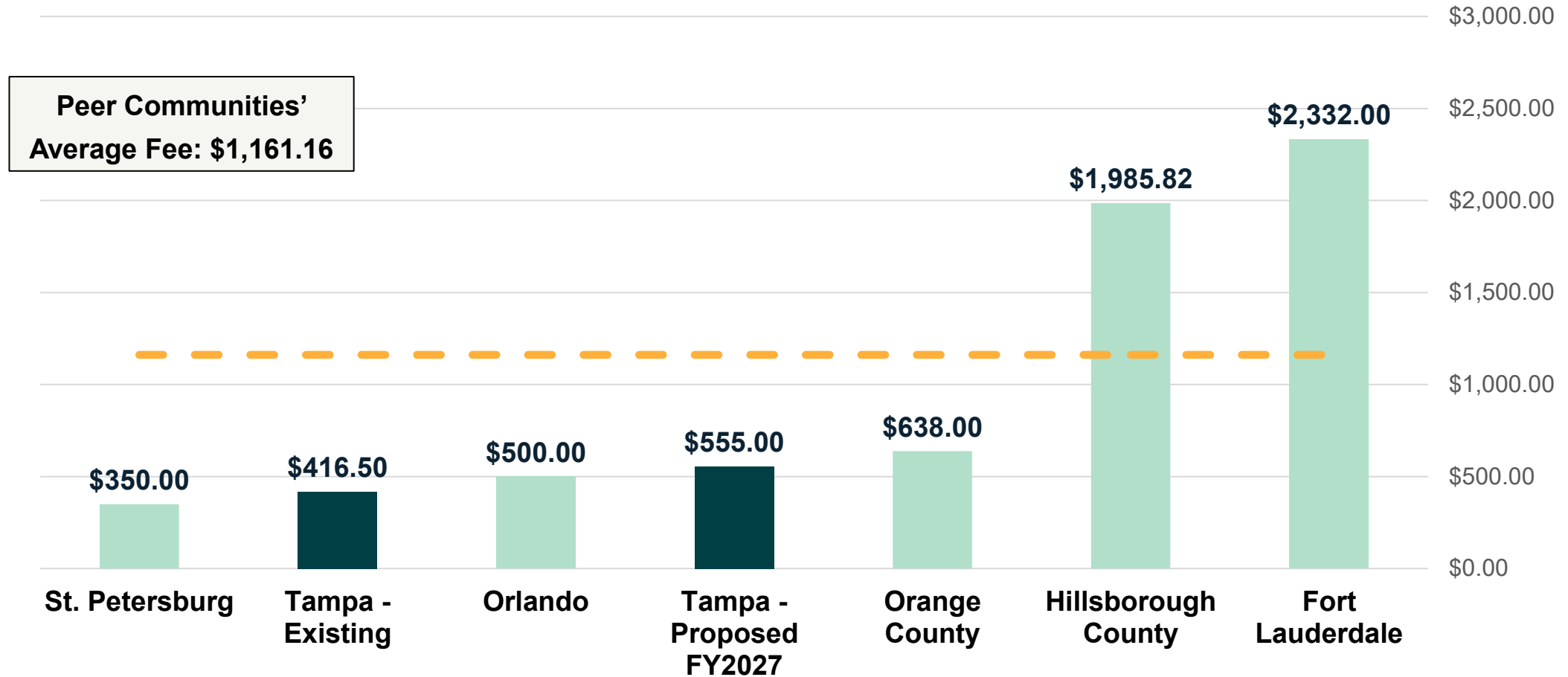
Development Coordination

- The Development Coordination Division is comprised of multiple disciplines that are directly related to current and long-range planning and development projects throughout the City of Tampa.
- The Division processes entitlements, such as rezoning, alcoholic beverage and variance requests, as well reviewing for compliance with urban design standards.
- Fees are design to recognized staff time associated with land use review, zoning administration, and boarding and hearing preparation driven by application type and complexity
- 29 FTEs and \$4.8 million budget

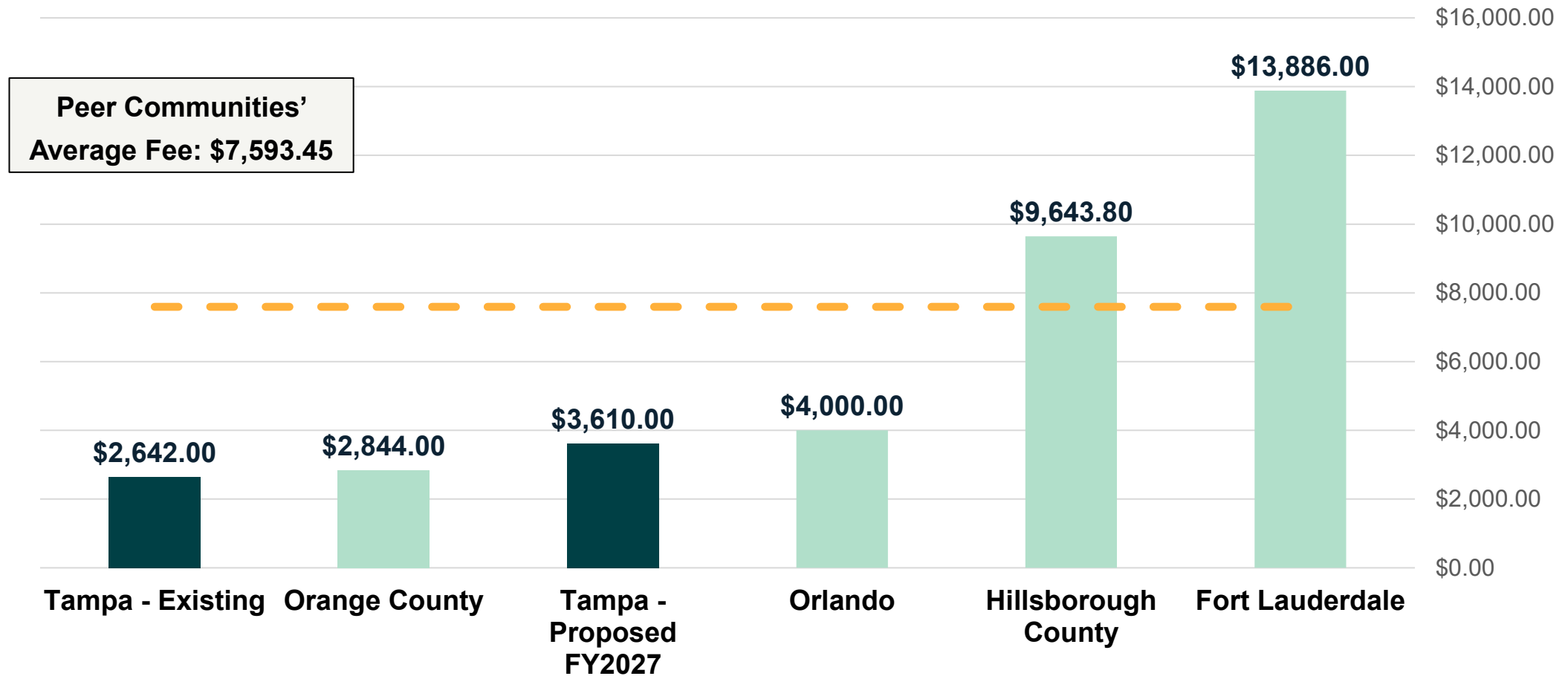
Example Proposed Fees – Development Coordination

Description	Existing	FY 2027 Proposed	Change
Advisory Opinion Letter	\$150.00	\$150.00	\$0.00
Certification Letter	\$55.50	\$75.00	\$19.50
Lot Split (Reconfiguration)	\$166.50	\$385.00	\$218.50
Overlay Review – Alternative Compliance	\$166.50	\$205.00	\$38.50
Site Plan District	\$2,642.00	\$3,610.00	\$968.00
Site Plan District – Per Acre	\$111.00	\$155.00	\$44.00
Variance Req – Public Hearing	\$416.50	\$555.00	\$138.50
Design Exception 2	\$138.50	\$185.00	\$46.50
Residential < 19 units	\$611.00	\$620.00	\$9.00
Euclidean District	\$1,073.00	\$1,145.00	\$72.00

Development Coordination Comparison: Variance



Development Coordination Comparison: PD



Architectural Review and Historic Preservation

- AR&HP is composed of team members who possess specialized qualifications and routinely conduct architectural evaluation, historical research, urban planning, while applying historic preservation principles to preserve the city's historic resources
- Fees reflect the research, documentation, and board/commission preparation required for each preservation and design review case
- 7 FTEs and \$1.1 million budget

Example Proposed Fees – ARC, BLC & HPC

Description	Existing	FY 2027 Proposed	Change
New Construction or Addition:			
Residential Minimum	\$250.00	\$1,085.00	\$835.00
Residential per SF	\$0.01 / SF	\$0.05 / SF	\$0.04 / SF
Commercial Minimum	\$250.00	\$1,115.00	\$865.00
Commercial per SF	\$0.02 / SF	\$0.10 / SF	\$0.08 / SF
Variance	\$200.00	\$665.00	\$465.00
Certificate of Appropriateness:			
Commission Review	\$100.00	\$985.00	\$885.00
Determination of Historical Significance:			
Residential Minimum	\$250.00	\$1,040.00	\$790.00
Residential per SF	\$0.01 / SF	\$0.05 / SF	\$0.04 / SF

City Clerk – Petition for Review

- The petition to review process requires significant time investment from the City's attorney's office, Clerks office, and DGM staff to research, prepare, and present findings to the appropriate boards

Proposed Fees – City Clerk Petition to Review

Description	Existing	FY 2027 Proposed	Change
Decision of Architectural Review Commission	\$271.00	\$4,000.00	\$3,729.00
Decision of Barrio Latino Commission	\$50.00	\$4,000.00	\$3,950.00
Decision of Historic Preservation Manager	\$271.00	N/A	N/A
Decision of Variance Review Board	\$271.00	\$1,000.00	\$729.00
Decision of Zoning Administrator	\$271.00	\$3,000.00	\$2,729.00
Formal Decision of Zoning Administrator	\$2,000.00	\$4,000.00	\$2,000.00

Mobility Right-of-Way

- Fees designed to recover the administrative costs related to each permit
- Future study may be warranted to capture the “use of right-of-ways” during construction, or the inconveniences to the general public for closing a sidewalk or lane of traffic

Example Proposed Fees – Mobility Right-of-Way

Description	Existing	FY 2027 Proposed	Change
Lane Closure (arterial or collector)	\$200.00	\$535.00	\$335.00
No Roadway Crossings (<= 10 feet)	\$125.000	\$285.00	\$160.00
No Roadway Crossing (>10 feet)	\$200.000	\$365.00	\$165.00
Open Trench Roadway Encroachment	\$300.00	\$380.00	\$80.00
Permanent Structures in ROW (1-3)	\$95.00	\$330.00	\$235.00
Permanent Structure in ROW (4+)	\$175.00	\$425.00	\$250.00
Sidewalk Closure for Maint, Replace, Safety	\$100.00	\$310.00	\$210.00
Temporary Structure in ROW	\$150.00	\$275.00	\$125.00
Trenchless Roadway Crossing (<= 2 inches)	\$150.00	\$375.00	\$225.00
Trenchless Roadway Crossing (>2 inches)	\$250.00	\$375.00	\$125.00

Next Steps

- Public meeting for community and developers
- Website to communicate rate and structure changes
- Development of rate resolutions
- Council consideration of rate resolution (Late Nov. – Dec.)
- Fees effective in March or April 2027

Q + A



Thank you!

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