

**A RESOLUTION OF THE COUNTY OF ST. JOHNS, STATE OF FLORIDA, CLARIFYING SECTION D. VESTED PERMIT APPLICATIONS OF THE IMPACT FEES GENERAL ADMINISTRATIVE GUIDELINES AND PROCEDURES MANUAL, THIS RESOLUTION CLARIFIES THE PROCEDURES FOR OBTAINING AND MAINTAINING VESTED PERMIT APPLICATIONS FOR RESIDENTIAL AND NON-RESIDENTIAL BUILDING PERMITS.**

**WHEREAS**, St. Johns County Ordinance 2005-27 consolidated the County's previously amended impact fee ordinances, and

**WHEREAS**, Section 9. of Ordinance 2005-27 allows for clarification of non-substantive administration and procedures found in the Impact Fees General Administrative Guidelines and Procedures Manual by resolution of the Board of County Commissioners of St. Johns County, and

**WHEREAS**, Section D of the Impact Fees General Administrative Guidelines and Procedures Manual addresses the procedures necessary for an application for residential and non-residential building permit to obtain and maintain a vesting, and

**WHEREAS**, after staff review it appears that Section D of the Impact Fees General Administrative Guidelines and Procedures Manual could be further clarified in order to better and more fully articulate the required procedures in place for the review of Residential and Non-Residential Building Permits, including the Development Review Committee process.

**NOW THEREFORE BE IT RESOLVED** by the Board of County Commissioners of St. Johns County, Florida:

1. The following shall amend and replace section D. introductory paragraph and subsection D. 1 and D.2 of the Impact Fees General Administrative Guidelines and Procedures Manual:

Section D. Vested Permit Applications:

Definitions:

For the purposes of this Section only, Non-Residential Building Permits shall include multi-family condominiums and apartments that do not have individual platted living units. However, these multi-family condominiums and apartments are classified as Residential for the purpose of land use categorization for impact fees as provided in the Impact Fee Schedule:

Residential Building Permit shall include: single family residential, two family dwelling (a/k/a duplex), manufactured mobile home, and townhome.

Non-Residential Building Permit shall include: multi-family condominiums and apartments that do not have individual platted living units, commercial, industrial, and all other applications other than townhomes, that require Development Review Committee approval.

In order to obtain and maintain vested status from revised impact fees for an existing permit application, the following shall apply:

1. Complete Application for Residential Building Permit:

Obtaining vesting:

Applicants for Residential Building Permits must submit a complete application for clearance sheet prior to May 2, 2005 in order to be assessed the impact fees in effect prior to May 2, 2005.

Maintain vesting:

In addition to obtaining vesting, in order to maintain the permit application's vesting the following requirements must be met, or the vested status will lapse and impact fees will be assessed pursuant to the revised Impact Fee Schedule found in Ordinance No. 2005-27:

The applicant must submit to the Building Department a completed application form with all necessary attachments, forms, plans, examples to meet the following requirements:

- a. Applications for Residential Building Permits must meet all of the requirements of the items listed on the clearance sheet and "Residential Sufficiency Checklist".

- b. Applications for Mobile Home Permits must meet all of the requirements of the items identified on the clearance sheet and "Residential Sufficiency Checklist."

The application form must have been accepted by the Building Department and logged in prior to November 2, 2005. Evidence that the applicant has filed for required permits from other agencies must be provided prior to logging in the permit application.

Other Agencies Permit Reviews:

If the applicant has experienced delays in other agencies permit review, then a receipt must be provided from that agency documenting that the applicant has submitted a complete application to the agency prior to November 2, 2005.

2. Complete Application for Non-Residential Building Permit:

Obtaining vesting:

Applicants for Non-Residential Building Permits must submit either:

(a) a complete application for Development Review Pre-application approval consistent with the requirements of Section 12.0 of the Development Review Manual prior to May 2, 2005, in order to be assessed the impact fees in effect prior to May 2, 2005, or

(b) a complete application for Construction Plan (Paving, Drainage & Utilities) approval consistent with the requirements of Section 13.0 of the Development Review Manual prior to May 2, 2005, in order to be assessed the impact fees in effect prior to May 2, 2005.

Maintain vesting:

In addition to obtaining vesting, in order to maintain the permit application's vesting the following requirements must be met, or the vested status will lapse and impact fees will be assessed pursuant to the revised Impact Fee Schedule found in Ord. 2005-27:

- a. The applicant must submit to the Building Department a completed application form with all necessary attachments, forms, plans, and items identified on the clearance sheet and "Commercial Sufficiency Checklist".

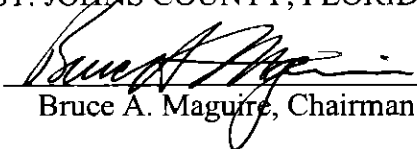
- b. The documents referenced in (a.) above must have been accepted by the Building Department and logged prior to May 2, 2006. Evidence that the applicant has filed for required permits from other agencies must be provided prior to logging in the permit application.

Other Agencies Permit Reviews:

If the applicant has experienced delays in other agencies permit review, then a receipt must be provided from that agency documenting that the applicant has submitted a complete application to the agency prior to May 2, 2006.

**PASSED AND ADOPTED** by the Board of County Commissioners of St. Johns County Florida, this 6th day of April 2005.

BOARD OF COUNTY COMMISSIONERS  
OF ST. JOHNS COUNTY, FLORIDA

By:   
Bruce A. Maguire, Chairman

ATTEST, CHERYL STRICKLAND, CLERK

  
Deputy Clerk

RENDITION DATE 4-8-05

