

DEPARTMENT OF PUBLIC WORKS
Building Inspection Division



September 19, 2003

MEMORANDUM

Bulletin G-23-03

TO: All Permit Applicants

FROM: Thomas H. Goldsbury, P.E., C.B.O.
Chief, Building Inspection Division

SUBJECT: **Copies of Contracts for Fee Purposes**

As you may or may not be aware, the building permit fees charged by the City of Jacksonville are one of the lowest in the State of Florida for a municipality of this size. I want to do my best to keep it that way. Permit fees for Alterations and Repair permits are based on the value of the work. Recently we have had several cases where permit applications were submitted with a significantly low "Cost of Construction", which results in a low permit fee. In other words, they were not paying their fair share.

Therefore, effective October 1, 2003, as allowed by state law, a copy of the construction contract (or other proof of construction cost) will be required to be submitted with every Alteration and Repair permit application.

xc: Lynn Westbrook, P.E., Interim Chief Operating Officer/Director of Public Works
Edgar Hall, P.E., Deputy Director of Public Works
James Schock, P.E., Manager, Building Inspections Division
Bill Lyle, R.A., Plans Examiner Supervisor

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