



**BUILDING PERMIT FEE REDUCTION PROGRAM
AFFORDABLE HOUSING PROJECTS CERTIFICATION**

By Resolution 2024-30, Palm Bay City Council approved a building permit fee reduction for eligible affordable housing projects. To be eligible, one hundred percent (100%) of the residential units must meet the definition of affordable housing pursuant to Section 420.9071, Florida Statutes, and serve persons that are less than eighty percent (80%) area median income. Upon approval, only the building permit fee portion will be reduced by 100%.

This form should be submitted to the Community and Economic Development Department at HCDinfo@pbfl.org.

Date of Request: _____

Project Name: _____
(For SHIP Rehab clients, use homeowner's name.)

Property Address: _____

Contractor Name: _____

Building Permit #: BL _____
(List all building permits associated with this project.)

IF BUILDING PERMIT FEES HAVE ALREADY BEEN PAID, THE PROJECT IS NOT ELIGIBLE TO RECEIVE A REFUND. THE REDUCTION APPLIES ONLY TO BUILDING PERMIT FEES, AND DOES NOT INCLUDE STATE SURCHARGES, PLAN REVIEW, AND OTHER FEES.

CITY STAFF USE ONLY

Verification that this project meets the definition of affordable housing pursuant to Section 420.9071, Florida Statutes: Verified by: _____ Date: _____

Verification that this project will serve persons that are less than eighty percent (80%) area median income: _____ %

Reviewed by Community & Economic Development Director or designee:

☐ APPROVE ☐ DENIED, REASON: _____

Name: _____ Signature: _____ Date: _____

Reviewed by Building Official or designee:

Total Building Permit Fee: \$ _____

Name: _____ Signature: _____ Date: _____