

**HILLSBOROUGH COUNTY
BUILDING SERVICES DIVISION**

Policy No.	<u>01-005</u>
Issue Date:	<u>April 16, 2009</u>
Effective Date:	<u>June 1, 2009</u>
Supersedes:	<u>N/A</u>

Stand Alone Permits - Outstanding Fees Policy

Subject:

Stand Alone Permits with Outstanding Fees

Purpose:

Provide a policy to collect red-tag, repeat red-tag, not ready and partial inspection fees before a subsequent inspection is requested and/or performed. These types of fees are assessed during the inspection process and are frequently overlooked by the applicant, resulting in the permit, which may or may not have had a final inspection, expiring due to the outstanding fees.

Policy Statement:

In order to accomplish the goals of consistency and accountability and to continue process improvement, the following policy shall be implemented. All Stand Alone Permits with outstanding fees will not have another inspection scheduled and/or performed until the outstanding fees have been paid. Customers may use the fax-in credit card form or visit the NetPark or South County Offices of the Building Services Division to pay the outstanding fees.

Prepared by:

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Acting Building Official

April 16, 2009
Date

Approved:

Harry Heuman



Interim Division Director

April 16, 2009
Date