How to Pay Plan Review Fees

To pay your Plan Review Fees, go to
https://actiononline.stpete.org/Click2GovBP/index.html

On the left side of the screen click on “Select Permit”

Select Permit

Enter Application Number and click on “Continue”

You will then be brought to the “Status Detail” on the left side of the screen click on “Application Fees”
Select the applicable fee description & click on “Pay Now” to be brought to the next screen. **Be sure the fees you want to pay have a check box selected**

Note: *Due to merchant fees, the City of St Petersburg charges a $2.00 convenience fee for all credit card and debit card transactions made online.*

You will then complete 3 steps to complete your transaction.

1.) Enter your payment information
2.) Review & Confirm Charges
3.) Select the Print Receipt Button to print a copy of the receipt