

Administrative Resolution No. 9-2019, retroactive to November 14, 2017

Residential One & Two Family Dwelling Construction

New construction – all space including living area, finished basements, garages, decks, porches and additions and accessory structures over 200 SF in area.	\$0.45 per square foot (minimum fee is \$150.00)
Renovations and alterations. *See note #9 for Historic Districts	\$300.00 - \$10,000 (for work value based on fair market value/labor & materials) \$75.00 (minimum fee is \$75.00). \$10,000.00 and up, \$75.00 plus \$10.00 for each additional thousand, rounded up to the next highest thousand.
Single Trade Permits (including mechanical/electrical/plumbing and framing) *See note #9 for Historic Districts	\$300.00 - \$10,000.00 (for work value based on fair market value/labor & materials) \$60.00 \$10,000.00 and up, \$60.00 plus \$10.00 for each additional thousand, rounded up to the next highest thousand.
Electrical Service/Fire Detection Systems	\$75.00
Replacement Exterior-doors/windows/gutters and downspouts/deck boards	\$40.00
Above or on-ground swimming pools/hot tubs/spas	\$75.00
In-ground swimming pool	\$250.00
Storable/bladder pool (any pool that contains water over 24 in deep)	\$25.00
Sewer connection fee – per connection point (plumbing permit also required)	\$250.00
Demolition of single family dwellings and accessory buildings over 200 SF	\$200.00
Permit renewal – 1 st one valid for 6 months	\$30.00
Permit renewal – 2 nd one valid for 6 months	\$50.00
Certificate of Occupancy for existing dwellings (upon request of owner)	\$25.00
Re-issue of Certificate of Occupancy on file	\$15.00

Internal Demolition Permit \$75.00

Mandatory State Education Fee \$4.50

Commercial/Mixed Use/Multi-Family Construction

New construction, additions and accessory structures \$0.50 per SF (minimum fee is \$200.00) + 3rd Party Review and Inspection fees

Renovations, (involving more than one trade or work discipline)

Tier I – All plan reviews and inspections by Third Party Agencies. Permits and C/O by city staff.

Project value X 0.0015 (Project cap at 6 million in costs for fee calculation with a \$9,000.00 maximum fee). Minimum fee of \$200.00 paid to the City, plus + 3rd Party Plan Review and Inspection fees.

Tier II – Plan reviews by city staff; inspections by Third Party Agency. Permits and C/O by City staff.

Project value X 0.002 (Project cap at 6 million in costs for fee calculation with a \$12,000.00 maximum fee). Minimum fee of \$350.00 paid to the City, plus 3rd Party Inspection fees.

Tier III – Plan reviews and inspections by City staff. Permits and C/O's by City staff.

Project value X 0.003 (Project cap at 4 million in costs for fee calculations with a \$16,000.00 maximum fee). Minimum fee of \$350.00 paid to the City.

Work involving only single trade or work disciplines (including re-roofing)
*See note #9 for Historic Districts

\$7.00 per \$1,000.00 (rounded up to the next highest thousand) for work value more than \$300.00 based on fair market value/labor & materials. Minimum fee of \$75.00 paid to the City.

All Commercial Fire systems and alterations

\$15.00 per \$1,000.00 (rounded up to the next highest thousand) for contract value. Minimum fee of \$200.00 paid to the City.

Demolition – partial interior (prior to the start of a project)

\$250.00

Demolition of building

\$500.00

Freestanding signs in excess of 20 square feet

\$100.00 + Third Party Inspection (fee)

Freestanding signs greater than 2.5 square feet, But less than 20 square feet	\$50.00 (City Inspection Included)
Building façade and façade attached signs greater than 2.5 square feet but less than 20 square feet in area	\$50.00 (City Inspection Included)
Building facade and façade attached signs in excess of 20 square feet in area.	\$100.00 + Third Party Inspection (fee)
Sewer connection fee – per connection point. (Plumbing permit is also required. Includes any increase in size of lateral connection for existing properties or new connection points).	\$250.00
Permit renewal – 1 st one valid for 6 months	\$200.00
Permit renewal – 2 nd one valid for 6 months	\$300.00
Certificate of Occupancy for existing buildings	\$179.00
Re-issue of a Certificate of Occupancy on file	\$25.00
State mandated Education fee for all permits	\$4.50
Fee for filing an Appeal with the City Building Code Appeals Board	\$300.00

Note #1. Fee schedule includes inspections by City Code Officials for each discipline when City Code Officials perform inspections. Additional re-inspections for repeat (uncorrected) deficiencies are subject to additional fees at a rate of \$55.00 per city inspection. All re-inspections conducted by Third Party Code Agencies are subject to additional billing by the Inspection Agency at their rate.

Note #2. Work initiated without a permit is subject to an additional fee equal to three times the actual permit fee. In addition, work initiated without a permit is also subject to appropriate legal action as provided by law.

Note #3. All commercial sewer lateral repairs/replacements shall be inspected by a City Code Official.

Note #4. Permits are valid for a period of one year, unless otherwise noted.

Note #5. All work with a fair market value which exceeds \$300.00 requires a permit (Except interior floor coverings and painting/papering or tiling without other renovations occurring).

Note #6. For residential construction work performed by a Registered Contractor, a copy of the contract with the home owner must be provided at the time of application submittal.

Note #7. All fees invoiced by Associated Building Inspections, Inc. (ABI) and Code Administrators, Inc. for review and/or inspections must be paid at time of permit issuance, unless other arrangements have been made and the City has been notified by ABI or CAI in writing.

Note #8. Tier II and III commercial renovation projects are based on City staff workload, availability and priorities and is not guaranteed for every project.

Note #9. Exterior work within the Historic District (HARB) of the following examples, requires either staff approval, HARB approval and/or a building permit: changes of windows, installation of storm windows, doors, shutters, exterior window boxes, sheds, fences or any exterior appurtenances effecting an appearance change or repairs, if the repairs would affect an exterior appearance change.