

Inspectional Services Department

The Inspectional Services Department has implemented a plan review fee for all building permits. This program and associated fee will commence on March 29, 2021. This notice supersedes all other issued memorandum and notices regarding plan review fees.

Fees for plan review services will be based up on the proposed construction value of the project being permitted as shown on the permit application. All building permits that is in excess of \$250,000 will be charged these fees so please take note of the need to calculate these fees when processing a building permit. Building permits with a construction value less than \$250,000 will NOT be charged a building plan review fee.

These fees will be placed in a revolving account, not the general fund, so care must be taken when processing a building permit application with a construction value greater than \$250,000 as the fees collected will be going to TWO different accounts.

Plan Review Fees

One & Two Family Building Permits

| Construction Value (\$) | Fee Calculation (\$) | Minimum Fee (\$) |
|-------------------------|----------------------|------------------|
| >250,000 | $2/1000 * CV$ | 500 |

All Other Building Permits

| Construction Value (CV) (\$) | Fee Calculation (\$) | Minimum Fee (\$) |
|------------------------------|------------------------------------|------------------|
| 0 – 500,000 | $5/1,000 * CV$ | 150 |
| 500,001 – 1,000,000 | $2,500 + ((CV-500,000)*0.003)$ | 2,500 |
| 1,000,001 – 3,000,000 | $4,000 + ((CV-1,000,000)*0.002)$ | 4,000 |
| > 3,000,001 | $8,000 + ((CV- 3,000,000)*0.0015)$ | 8,000 |