

PLANNING & INSPECTIONS CONSTRUCTION PERMIT SERVICE FEE SCHEDULE

Planning and Inspections, in collaboration with Development Services, has restructured the building permit fee schedule. The new fee schedule will establish a single fee for permits and inspections and eliminate the need for separate transactions each time an inspection is scheduled. The basis for the new fee schedule is the International Code Council Building Valuation table which is the industry standard for determining average construction values. The new fee schedule will make it easier for developers, architects, and builders to determine the permit and inspection cost prior to bidding a project.

Commercial

Minimum permit service fee is \$100 unless otherwise noted

New Construction & Additions (minimum \$400)	ICC Value per sq.ft. (A)	X	Total sq. ft. up to 15k	X	NHC cost recovery factor (B)	plus	Sq. ft. over 15k	X	ICC Value* per sq.ft.	X	Reduced Cost Factor (0.0012) [C]	equals	Permit Service Fee
Shell Buildings (minimum \$400)	ICC Value per sq.ft.	X	Total sq. ft.	X	NHC cost recovery factor	X	80% (D)					equals	Permit Service Fee
Upfit & Major Remodel (minimum \$400)	ICC Value per sq.ft.	X	Total sq. ft.	X	NHC cost recovery factor	X	50% [E]					equals	Permit Service Fee

Calculate modular buildings as new construction using the utility/miscellaneous ICC value per sq.ft.

Shell Buildings - construction partially complete - never had a tenant

Upfit - construction complete - has been occupied

- A. ICC Value - International Code Council (ICC) Building Valuation tables contains values for different types of buildings
- B. Cost Recovery Factor is calculated to recover a pre-determined percentage of Development Services and Planning and Inspections' costs
- C. Reduced Cost Factor - The square footage over 15,000 sq. ft. is reduced by this factor in order that permits for large buildings not become too costly
- D. Shell Building Permit Service Fees are 80% of the cost of new construction
- E. Upfit Building Permit Service Fees are half the cost of new construction
- F. For Wrightsville, Carolina or Kure Beach calculate trade fees at 25% of new construction permit fee for each trade needed

Additional Charges as Needed:

Plan review service fee, applied to permit fee when obtained	\$100	Window replacement	\$100 plus \$10 per window after 1st
Building relocation or Change of use includes trades	\$375	Roof repair	\$100
Accessory buildings each trade	\$100	Facility licensing inspection	\$100
Construction Site Office includes trades	\$200	Power release without CO (existing bldg)	\$200
Mobile Sales Office includes trades	\$300	Service fee for excessive inspections	\$50
Signs with foundation includes trades	\$200	Demolition	\$100
Pole signs & signs attached to buildings includes trades	\$125	Prior to final utility release*	\$50
Trade permits for minor work B, P, M, & E	\$100	*Also requires \$1,000 bond per ordinance	
Plumbing, Mechanical or Electrical appliance/equipt. changeout	\$75	Site Conference	\$50

ICC Table can be found at
<http://www.iccsafe.org/cs/Pages/BVD.aspx>

*Cost recovery factor is 0.004 up to 15,000 sq. ft.

**Cost recovery factor is 0.0012 for portion over 15,000 sq. ft.

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One and Two Family, includes Townhouses & Individual Dwelling Units

Minimum permit service fee is \$75 unless otherwise noted

New Construction and additions minimum \$400	ICC Value per sq.ft. (A)	X	Total sq. ft. up to 15K	X	NHC cost recovery factor (B)*	plus	Sq.ft over 15K	X	ICC Value per sq.ft.	X	Reduced Cost Factor (0.0012) [C]	equals	Permit Service Fee
Major Remodel minimum \$400	ICC Value per sq.ft.	X	50% (D)		Permit fee is 50% cost of permit for new construction							equals	Permit Service Fee

A. ICC Value - International Code Council (ICC) Building Valuation tables contains values for different types of buildings

B. Cost Recovery Factor is calculated to recover a pre-determined percentage of Development Services and Planning and Inspections' costs

C. Reduced Cost Factor - The square footage over 15,000 sq. ft. is reduced by this factor in order that large buildings not become too costly to build

D. Major Remodel Permit Service Fees are half the cost of new construction

E. For Wrightsville, Carolina or Kure Beach calculate trade fees at 25% of new construction permit fee for each trade needed

Additional Charges as Needed:

Mobile homes	\$300	includes all trades
Accessory buildings > 12 ft. any dimension	\$75	per trade
Trade permits for minor work	\$75	per trade
Electrical, Plumbing, Mechanical appliance/equipment changeout	\$60	includes all trades
Window replacement (in excess of \$5,000)	\$75	unlimited #
Residential building relocation	\$375	includes all trades
Prior cut on electrical /gas	\$60	per trade plus \$1000
Service fee for excessive inspections	\$50	per inspection
Site conference	\$50	

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**Cost recovery factor is 0.0012 for portion over 15,000 sq. ft.

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August 2013 Table currently used

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Miscellaneous Fees

All outstanding fees must be paid before a certificate of compliance is issued

After-hours inspections	\$120
Failure to obtain final inspection when job complete	\$100
Occupying a structure prior to CO	\$100 first day \$300 second day \$500 each day thereafter
Working without permit	
Starting work without permit	\$100
Starting and substantially completing work	\$250 first occurrence
Starting and substantially completing work	\$500 second occurrence in 12 month period
Contractor Change	
Commercial	\$45
Residential	\$35
Refunds	
Request for refunds must be made to DSC before work commences	
25% or the minimum fee whichever is greater will be retained if a permit is canceled before work begins	
No refund of plan review service fee	
No refund once work has started on a project	
No refund for expired permits	
Duplicate Inspection Card	\$ 6
Copy of Certificate of Occupancy	\$ 10
Copies of records	\$ 0.10 per page
Document research: temporary help	