

**FEE SCHEDULE  
 SUBDIVISION, E&S CONTROL WETLANDS AND ZONING  
 (EFFECTIVE JUNE 13, 2005)**

<u>Application/Permit Type</u>	<u>Fee</u>
Rezoning	\$440 + 33 per acre
Special Exception	\$412
Special Use Permit	\$550
Subdivision	
Non Exempt, Preliminary Plat	\$330 + 11 per lot
Non Exempt, Final Plat	\$330 + 11 per lot
Subdivision Waiver or Variance	\$330
Exempt	\$220 1 <sup>st</sup> lot + 55 each additional lot
Family Subdivision	\$110
Line Vacation/Adjustment (Administrative Vacations, etc. w/ Public Hearing)	No Charge \$220
Variance	\$330
Appeal (Site Plan, Subdivision, Zoning)	\$330
Chesapeake Bay Preservation Area Regulation Exception	\$330
Wetlands Permit	\$330
Wetlands Permit Extension	\$165
Site Plan	\$220 + 55 per residential dwelling unit and/or 2500 square feet of building coverage
Site Plan (Single Family Dwelling)	\$82
E&S Plan (Land Disturbing Permit) - # 1 acre - for each additional acre or portion thereof	\$82
Agreement in Lieu of E&S Plan (construction of new SFD only)	\$55
E&S Inspection following Notice to Comply	\$27
Zoning Permit	\$27
Zoning Ordinance Amendment	\$440
E-911 Address Assignment	\$27

**The fee for a permit issued after work has begun and for which a permit may be legally issued shall be double the original fee(s).**

**Permit application fees are non-refundable regardless of whether the permit application is approved, denied or withdrawn.**

**Violators may be subject to civil penalties and shall be charged with all administrative costs associated with resolution of the violation. Penalties and other charges may include, but are not limited to, \$27.00 per site visit by Code Enforcement staff and any attorney fees.**

**FEE SCHEDULE  
BUILDING PERMITS AND INSPECTIONS  
(EFFECTIVE JUNE 13, 2005)**

No permit to begin work for new construction or other building alterations shall be issued until the fees presented in this schedule have been paid. Unless otherwise indicated, fees for permits shall be based upon Gross Building Area (GBA - total square footage area of each floor including the basement and all exterior structures). Fees may also be based on the project cost for labor and materials. Costs submitted shall be no lower than those listed in the Marshall and Swift Index or other evaluation of building costs approved by the Building Official. The Building Official may assess other/additional fee upon review and approval of the permit application or plans or during construction due to change in permit status or plans.

Fees shall be charged for various types of building construction and alterations at the following rates:

NEW BUILDINGS AND ADDITIONS:

One and Two Family Dwelling (R-4), Multi-family Dwellings (R-3), including industrialized buildings (modular buildings)	.12 cents per sq. ft. \$165.00 Minimum Charge
Additions, Basements, & Attached garage and any unfinished interior space	12 cents per sq. ft. \$55.00 Minimum Charge
Single-wide manufactured homes(covers all inspections)	\$220.00
Double-wide manufactured homes(covers all inspections)	\$220.00
Triple-wide manufactured homes(covers all inspection)	\$330.00

ALTERATIONS AND REPAIRS

Alterations and/or repairs of any building or structure, Minimum Charge where there is no addition or enlargement, are based on square footage of the work,	12 cents per sq. ft \$55.00
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ACCESSORY STRUCTURES

Detached garages, carports and storage buildings	0.12 cents per sq. ft > 150 sq. ft \$55.00 Minimum Charge
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Building Permit not required for accessory storage buildings # 150 sq. ft.  
(Zoning Permit and Chesapeake Bay regulation review is required)

Permits for accessory farm buildings shall be issued without a fee provided, such buildings shall be used for agricultural purposes only do not lie within a flood plain or in

a mud slide prone area. All other farm construction shall be subject to the permit fees prescribed.

DEMOLITION OR RELOCATION

All structural demolition	\$33.00
Manufactured home removal	\$33.00
Single Family Dwelling or other structure removal	\$33.00

All demolition work and structure removal/relocation must provide proof of proper demolition, disposal or relocation.

Permit Holders must pay all disposal costs at the Transfer Station and may be required to haul demolition debris to the Regional Landfill. Call 804-493-8825 BEFORE hauling debris to verify the ability to dispose of debris and any applicable fees.

The Building Official may provide a written voucher to cover disposal costs at the Transfer Station when debris disposal is permitted by the Transfer Station, the voucher request is made in advance of disposal, and the demolition work removes a dilapidated dwelling or other structure owned by a private citizen.

ELECTRICAL

Single Family Dwelling(and /or accessory structures)	.02 cent per sq. ft. GBA	Minimum \$33.00
Temporary Electrical Service	\$33.00	
Upgrading Residential service entrance	\$33.00	
Commercial and/or Industrial electrical work	.03 cents per sq. ft. GBA	Minimum \$55.00

PLUMBING

Backflow Preventer	\$33.00	
Single Family Dwelling	.02 cent per sq. ft.of GBA	Minimum \$33.00
Commercial or industrial plumbing or mechanical construction	.03 cents per sq.ft.of GBA	Minimum \$55.00

HEATING AND AIR CONDITIONING

Single Family Dwelling .02 cent per sq. ft of GBA Minimum \$33.00

SWIMMING POOLS

Above Ground -Residential	\$38.00
In Ground - Residential	\$82.00
Non-Residential	\$165.00

(Electrical and Plumbing Permits as Required)

SIGNS

New or relocated sign, billboard or other display structure \$33.00  
(Electrical permits as required)

COMMERCIAL - INDUSTRIAL AND MARINE CONSTRUCTION OR STRUCTURES

.03cents per sq.ft. of GBA Minimum \$55.00

INSPECTIONS

Inspections called in by 3:00 p.m. will be performed the following business day as scheduling permits. Inspections time ranges can be provided but a specific time cannot be scheduled or guaranteed.

Call 804-493-0120 Monday through Friday 8:30-4:30 p.m. to request an inspection.

If leaving message on answering machine, please provide property owner name, contractor name and specific job location (County Parcel Map Number and/or E-911 Address)

Scheduled inspections (Other than normal operating hours - as approved by the Building Official)

\$55.00per hour - \$110.00 minimum

If an application for a permit is canceled on request of the applicant before a permit is issued, the permit fee shall be returned to the applicant if a written request for said refund is received by the Building Official within six (6) months after date application is received in the office of the Building Official. A fee of \$27.00 shall be charged to cover administration.

REINSPECTIONS/FAILED INSPECTIONS

A fee of \$27.00 will be charged for any reinspection when work is not ready for inspection, or the building was not accessible or open. Work has not been done as required (failed inspection) will be subject to a \$27.00 fee if work does not pass the inspection following the failed inspection (i.e. fee required for third trip to inspect work).

GENERAL

Building Appeal	\$220.00
Code Modification Request (Review Request)	
Residential	\$27.00
Non-Residential	\$55.00
(Payment of review fee does not guarantee approval)	
Construction Office Trailer/Building (Permitted During Construction Only)	\$33.00
Permit Transfer (Ownership and/or Contractor)	\$33.00

(Inspections and reinspections)

PLAN REVIEW

Residential	No Charge
Non-Residential	.02 cent per square foot - \$82.00 minimum

REVOCATION/ EXPIRATION/ INACTIVITY

In the case of a revocation or expiration of a permit or abandonment or discontinuance of a building project, fees shall not be refunded.

**Building permits are valid for one year (365 days) following the initial one year period, building permit must be renewed every six months. A fee of \$27.00 will be charged to renew building permits. Following a six (6) month period of inactivity, a fee of \$27.00 will be charged to renew permits to cover the cost of administration. Inactivity is defined as not completing any work since a previous inspection and not calling for and receiving one or more approved inspections within a six (6) month period.**

AFTER-THE-FACT PERMITS

**The fee for a permit issued after work has begun and for which a permit may be legally issued shall be double the original fee(s).**

SURCHARGE

There will be a 1.75% surcharge added to ALL permit fees, as required by State Department of Housing & Community Development.