

CITY OF NOVI COMMUNITY DEVELOPMENT DEPARTMENT



**Schedule of Permit and Plan Review Fees
Building Division
Draft June 21, 2023**

(Place pretty picture here)



COMMUNITY DEVELOPMENT DEPARTMENT

45175 Ten Mile Road
Novi, MI 48375
(248) 347-0415 Phone
(248) 735-5600 Facsimile
www.cityofnovi.org

BUILDING PERMIT FEES

APPLICATION FEES

A nonrefundable application fee shall accompany each building permit application. This fee shall be as follows:

1. Residential
 - a. New Single Family Residence, Additions, Alterations, Mobile Homes, Repairs & Zoning..... \$40
2. Nonresidential
 - a. New Commercial/Industrial & Additions, Other Non-Single Family \$40
3. Other
 - a. Construction Board of Appeals application fee, each meeting..... \$300
 - b. Zoning Boards of Appeals.....
 - i. Single Family Residential (Existing) \$220
 - ii. Single Family Residential With Violation..... \$275
 - iii. Single Family Residential (New) \$275
 - iv. Multiple/Commercial/Industrial \$330
 - v. Multiple/Commercial/Industrial With Violation \$440
 - vi. Sign \$330
 - vii. Sign With Violation \$440
 - viii. House Moves \$330
 - ix. Special Meeting (At Discretion of the Board) \$660

CONTRACTOR REGISTRATIONS/LICENSES

1. Residential: Builder or Maintenance & Alterations (duration of license) \$15

PLAN REVIEW FEES

1. Residential and Utility plan review (b,c and d per consultant contract)
 - a. Additions, alterations, & repairs etc. reviews..... \$30
 - b. Single family plan reviews \$155
 - c. MRC/Structural Review
 - i. Initial plan review \$161
 - ii. Additional reviews \$132.25
 - d. Similar/Dissimilar review
 - i. Initial review \$138
 - ii. Additional reviews \$109.25
2. Nonresidential
 - a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.
 - b. Nonresidential trade plan reviews to be computed at .0015 (base fee) X .25 of the estimated construction cost.
 - c. Minor change from original plan review..... \$130



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BUILDING PERMIT FEES

- d. Major change from the original plan review to be computed at .500 of the base fee on the estimated construction cost.
- e. Design build phases (ea) \$200
- f. Deferred submittal items (ea) \$200
- g. Rear yard façade review \$40.25

PERMIT & INSPECTION FEES

ADDRESSES

- 1. Addresses (each new or reassigned) \$15

BUILDING PERMIT VALUATION

The building permit fee shall be based on the total estimated cost of the project as noted or as computed at 95% of the current International Code Council (ICC) Building Valuation Data Report exclusive of site work. The fee shall be based on the building construction valuation as follows:

- Residential, one and two-family = \$104.46 per square foot; Private Garages = \$41.02
- Decks = \$19.47 per square foot; cedar and composite decks = \$28.22 per square foot
- Unfinished basements (all use group) = \$18.56 per square foot and \$16.00 per square foot for finished basements
- For nonresidential shell only buildings at 50% of table cost; New nonresidential building including tenant build out at 95% of table cost
- New nonresidential interior tenant improvements and mezzanine at 50% of table cost (30% for existing)

- 1. Nonresidential (MBC) Permit Cost based on Construction Valuation
 - a. Under \$1,000 \$60
 - b. \$1,001 and over. \$60

Plus \$5 for each additional \$1,000 or part thereof over \$1,001
- 2. Residential (MRC) Construction Valuation
 - a. Under \$1,000 \$60
 - b. \$1,001 and over. \$60

Plus \$4.50 for each additional \$1,000 or part thereof over \$1,001

CERTIFICATE OF OCCUPANCY TEMPORARY BONDS

Additional bond will be required of the permit holder to insure completion of work and/or correction of violations noted by the Community Development Department.

- 1. New Temporary C/O \$1,000

COMPLETION AGREEMENTS (REQUIRED UNDER CHAPTER 26.5)

- 1. Completion agreement administrative fee (per phase) \$950

DIGITAL IMAGING

All projects are required to have the project documents digitally scanned to a CD for record retention. The following is a list that will determine the amount of digital imaging fees to be charged based on the size of the project submitted. These fees will be included in the permit fee calculation for the project. A 15% fee will be added to cover the administrative cost of this task.

- 1. Minor tenant alteration / residential with a total of twelve 24"x36" architectural sheets or less a flat fee \$100
- 2. Tenant alterations with a total of 13-50 24"x36" architectural sheets and under 275-8 ½"x11" pages a flat fee \$260
- 3. New nonresidential building with a total of 51-100 24"x36" architectural sheets and under 475 8½"x11" pages a flat fee \$400



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BUILDING PERMIT FEES

4. New nonresidential building exceeding 100 sheets architectural sheets and 475 8 1/2"x11" the project documents will be counted by Community Development Department to calculate the fees to match what the Community Development Department is being charged for this service.

DEMOLITION

1. Base fee \$50
2. Per structure, up to 1,000 square feet of floor area \$100
3. Each additional square feet of floor area \$.03
4. Plan Review Fee (min.) \$100

MOBILE/PRE-MANUFACTURE HOME PARK (per site)

1. Within the MH district, per dwelling unit \$180
2. In other districts, the fee shall be the same as the building permit valuation.

LAND IMPROVEMENT (per consultant contract)

1. Review \$115
2. Each review for builder initiated change \$115
3. Footing elevation inspection \$155.25
4. Additional footing elevation inspection \$115
5. Final grade inspection (certification) \$155.25
6. Each additional inspection \$155.25
7. Minor Land Permit
 - a. Review \$86.25
 - b. Inspection fee \$86.25
 - c. Additional inspection fee \$86.25

RE-INSTATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

1. Minimum Fee \$50

BASE, ADDITIONAL AND OVERTIME INSPECTION FEES

- 1.
2. Residential & Nonresidential (per trade, includes fire inspection), each \$45
3. Re-inspection (re-inspection fees to be paid prior to re-inspection) \$45
Special inspection (Change of occupancy) each \$180
4. Anyother (per trade) \$45
5. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (Sat. 3 hour minimum), per hour \$53
 - b. Overtime, Sunday & Holidays (3 hour minimum), per hour \$70



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BUILDING PERMIT FEES

SIGNS

2. Ground, Temporary, Wall, Canopy or Projecting Sign(each) :..... \$75
- 3.

TEMPORARY STRUCTURES (Tents, Construction/Sales Trailers, & all other mobile units)

- a. Minimum fee..... \$100

ZONING REVIEW AND OTHER REVIEWS/INSPECTION FEES

1. Temporary Special Exception \$100
2. Temporary Special Land Use.....\$200
- 3.
4. Floodplain use permits
 - a. Major floodplain use permit \$2,000
 - b. Minor floodplain use permit \$300
 - c. Individual residential floodplain use permit \$150
 - d. Bonds
 - i. Major floodplain use permit \$10,000
 - ii. Minor floodplain use permit..... \$2,500
 - iii. Individual residential floodplain use permit..... \$1,000



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ELECTRICAL FEES

APPLICATION FEE on all permits (non-refundable) \$35

CONTRACTOR REGISTRATION/LICENSES

All contractors shall register their license with the City of Novi before work is commenced.

Registration shall be renewed each license year.

1. Electrical and Sign Specialty Contractor (duration of license) \$15
- 2.

PLAN REVIEW FEES

1. Plan review
 - a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.

SERVICE (Temporary or Permanent)

1. 200 ampere or less – each service... \$12
2. 201 – 600 ampere – each service... \$18
3. 601 – 800 ampere – each service... \$24
4. 801 – 1,200 ampere – each service... \$30
5. Over 1,200 ampere – GFI only... \$58

CIRCUITS (New, Extended or Altered)

1. Each..... \$6
2. The fees below are in addition to the circuit fee:
 - a. Lighting Fixtures – per 25..... \$7
 - b. HVAC
 - i. Furnace (unit heater)..... \$6
 - ii. Air Conditioner..... \$8
 - c. Generator..... \$8
 - d. Appliances
 - i. Electric Heating Units (baseboard)..... \$5
 - ii. Power Outlets (range, oven, water heater, dryer, water pump, dishwasher, etc.)-each..... \$7
 - e. Signs
 - i. Unit connections – each sign..... \$12
 - ii. Letters..... \$15
 - iii. Neon –each 25 feet..... \$20
 - f. Feeders – Bus Ducts, etc. – per 50 feet..... \$7
 - g. Energy Retrofit – Temperature control equipment..... \$50
 - h. Grounding Electrode..... \$10
 - i. Transformers
 - i. 0 to 20 KVP & HP..... \$8
 - ii. 21 to 50 KVP & HP..... \$12
 - iii. Over 51 JVP & HP..... \$12
 - j. Smoke detectors – per 5..... \$6



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ELECTRICAL FEES

MOBILE/PRE-MANUFACTURED HOME PARK SITE

1. When installing a site service in a park, the permit application must include the application fee, service, plus the number of park sites. \$10
2. When setting a HUD mobile home in a park, a permit must include the application fee and a feeder. (by a licensed electrical contractor) \$10
3. When setting a HUD mobile home or a pre-manufacture home on private property, a permit must include the application fee, service and feeder. \$10

RE-STATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing, and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

1. Minimum Fee \$50

BASE, ADDITIONAL AND OVERTIME INSPECTIONS FEE

For the purpose of determining conformance with codes:

- 1.
2. Residential & Nonresidential (per trade, includes fire inspection), each \$45
3. Re-inspection (re-inspection fees to be paid prior to re-inspection) \$45
4. Final inspection \$45
5. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (Sat. 3 hour minimum), per hour..... \$68
 - b. Overtime, Sunday & Holidays (# hour min
 - c. imum), per hour..... \$92



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MECHANICAL FEES

APPLICATION FEE on all permits (non-refundable) \$35

CONTRACTOR REGISTRATION/LICENSES

1. Heating & Cooling and/or Commercial Boiler (duration of license) \$15

PLAN REVIEW FEES

1. Plan review
- a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.

HEATING EQUIPMENT/SYSTEMS

- 1. Residential heating system (includes duct and gas line pipe) \$60
New building only (replacement system should be itemized)
- 2. Gas/oil burning equipment (furnace, rooftop units) \$35
 - a. Compressors (split/combination) rooftop units only \$35
 - b. Gas fired generator \$35
- 3. Residential boiler \$35
Residential boiler must be installed by a licensed boiler installer
- 4. Water heater \$6
- 5. Fuel/vent damper/chimney liner \$6
- 6. Solid fuel equipment (includes chimney) \$35
- 7. Gas burning fireplace (includes chimney) \$35
- 8. Chimney, factory built-installed separately \$30
- 9. Solar; set of 3 panels (includes piping) \$24
- 10. Gas piping; each opening (new installation/gas pressure test) \$6
- 11. Heat pumps (complete residential) \$35
- 12. Bath and kitchen exhaust ducts \$6
- 13. LP Tanks; A homeowner must own tank to install. If homeowner does not own tank, a license mechanical contractor must install tank.
 - a. Aboveground \$24
 - b. Underground \$24
 - c. LP tank connection \$24
- 14. Humidifiers \$12
- 15. Ducts \$35 minimum \$.15/ft
- 16. Heat pumps; nonresidential (pipe not included) \$24
- 17. Air handlers/heat wheels
 - a. Under 10,000 CFM \$24
 - b. Over 10,001 CFM \$70
- 18. Commercial hoods/grease ducts \$18
- 19. Heat recovery units \$12
- 20. V.A.V. boxes \$12
- 21. Unit heaters \$18

PIPING SYSTEMS

- 1. Process Piping \$25 minimum \$.06/ ft
- 2. Gas Piping \$25 minimum \$.06/ft



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MECHANICAL FEES

REFRIGERATION AND AIR CONDITIONING

1. Air conditioning (includes split systems)	\$35
2. Evaporator coils	\$35
3. Refrigeration (includes split systems).....	\$35
4. Chiller	\$35
5. Cooling towers	\$35
6. Compressor	\$35
7. Ducts \$30 minimum	\$.15/ft

MOBILE/PRE-MANUFACTURE HOME PARK SITE

1. Modular Home Installation (one visit)	\$130
2. Pressure Test (per inspection)	
a. Residential.....	\$6

RE-STATEMENT (Expiration of Permit)

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1. Minimum Fee	\$50
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BASE, ADDITIONAL, AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes:

1.	
2. Residential & Nonresidential (per trade, includes fire inspection), each	\$45
3. Re-inspection (re-inspection fees to be paid prior to re-inspection)	\$45
4. Final inspection	\$45
5. Any other (per trade)	45
6. Overtime Fees (Subject to staff availability)	
a. Overtime, Evenings and Saturday (Sat. 3 hour minimum), per hour.....	\$68
b. Overtime, Sunday & Holidays (3 hour minimum), per hour... ..	\$92



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PLUMBING FEES

APPLICATION FEE on all permits (non-refundable) \$35

CONTRACTOR REGISTRATION/LICENSES

1. Water & Sewer Excavator..... \$15 2.
Plumbing Contractor (duration of license)..... \$1

5

PLAN REVIEW FEES

1. Plan review
a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.

FIXTURES (each)

As follows:

Bath Related

Bathtub \$6
Bidet \$6
Lavatories \$6
Shower Pan \$6
Urinal \$6
Water Closet (toilet) \$6

Kitchen/Bar Related

Disposal \$6
Dishwasher \$6
Grease Trap..... \$6
Ice Making Machine..... \$6
Refrigerator..... \$6
Sink \$6

Business/Medical Related

Bed Pan Washer..... \$6
Carbonated Beverage Dispenser \$6
Cuspidors \$6
Dental Chair (Cuspidor)..... \$6
Drinking Fountain..... \$6
Embalming Table \$6
Emergency Eye Washer \$6
Emergency Shower \$6
Slop Sink..... \$6

Other Misc. Fixture, Drains, etc.

Acid Drain \$6
Autopsy..... \$6
Building Drains \$6
Lavatories \$6
Condensate Drain \$6
Floor Drain \$6
Hot Water Tank (Heater)..... \$6
Laundry Trays \$6
Manholes, Catch Basins..... \$6
Mobile Home Park Site \$6
Outlet/Connection to Heating System..... \$6
Outlet/Connection to Make-up Water Tank \$6
Plaster Trap \$6
Pump (Sump, Ejector, Wtr. Drv) (backflow) . \$6
Roof Sump/Drains (Conductor) \$6
Sprinkler System (Irrigation) \$6
Starch Trap \$6
Sterilizer \$6
Stub Ups (underground only) \$6
Sub Soil Drains \$6
Washing Machine \$6
Water Connected Still \$6
Water Softener/Filtering Equip \$6
Fixtures not listed above \$6

MOBILE HOME UNIT SITE

1. When item is used for sewer excavations in a new park, the permit application should include the application fee plus the number of unit sites.
2. When setting a mobile home in a park, or a mobile or modular home on private property, a permit should include the application fee, a sewer or building drain, and a water service distribution pipe.
3. Mobile Home Park Site \$6



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PLUMBING FEES

RE-STATEMENT (Expiration of Permit)

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1. Minimum Fee \$50

BASE, ADDITIONAL AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes: 6

1.
2. Residential & Nonresidential (per trade, includes fire inspection), each \$45
3. Re-inspection (re-inspection fees to be paid prior to re-inspection) \$45
4. Final inspection \$45
5. Any other (per trade) \$45
6. Overtime Fees (Subject to staff availability)
 - c. Overtime, Evenings and Saturday (2 hour minimum), per hour... \$68
 - d. Overtime, Sunday & Holidays (2 hour minimum), per hour... \$92

WATER SERVICE (Includes any repair work)

1. Less than 2" line \$6
2. 2" to 6" line \$30
3. Over 6" line \$60

SEWERS (Sanitary, Storm, or Combined)

1. Less than 6" line \$6
2. 6" line and over \$30

WATER DISTRIBUTION PIPE (SYSTEMS)

1. 3/4" line \$6
2. 1" line \$12
3. 1 1/4" line \$18
4. 1 1/2" line \$24
5. 2" line \$30
6. Over 2" line \$35



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FIRE ALARM FEES

APPLICATION FEE on all permits (non-refundable)..... \$35

CONTRACTOR REGISTRATION/LICENSES

1. Fire Alarm Contractor..... \$15

FIRE ALARM SYSTEMS

1. New systems *(New building fire alarm plans must first be submitted to one of our third party plan review consultants and approval prior to submission to the City of Novi.)*

- Plans need to be signed and sealed by a Professional Engineer or N.I.C.E.T. level III (or above) Certified Individual
- Five (5) sets of plans are to be submitted to one of our third party plan review consultants
- Four (4) sets of folded plans approved by one of our third party plan review consultants
- Review and approval by Novi Electrical Inspector
- Field inspections and acceptance test will be performed by the Fire Department
- A Deferred Submittal Letter from the Design Professional in Responsible Charge must be included with all plan submittals

2. Alterations to existing systems

- System is designed by N.I.C.E.T. level III (or above) Certified Individual
- Four (4) sets of plans are to be submitted to Community Development Department for review
- Review and approval by Novi Electrical Inspector
- Field inspections and acceptance test will be performed by the Fire Department
- A "Deferred Submittal Letter" from the Design Professional in Responsible Charge must be included with all plan submittals

PLAN REVIEW FEES

1. Plan review performed by city employees..... \$200
2. Additional plan review performed by city employees..... \$100

FIRE ALARM SYSTEMS FEES

1. Circuits..... \$6 EA
2. Fire alarms – up to 10 devices \$60
3. Fire alarm – 11 to 20 devices..... \$120
4. Fire alarm – over 20 devices \$6 EA

RE-INSTATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

1. Minimum Fee \$50



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FIRE ALARM FEES

BASE, ADDITIONAL, AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes:

- 1.
2. Residential & Nonresidential (per trade, includes fire inspection), each \$45
3. Re-inspection (re-inspection fees to be paid prior to re-inspection) \$45
4. Final inspection \$45
5. Any other (per trade) \$45
6. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (Sat. 3 hour minimum), per hour.....\$68
 - b. Overtime, Sunday & Holidays (3 hour minimum), per hour... \$92



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FIRE SUPPRESSION FEES

APPLICATION FEE on all permits (non-refundable)..... \$35

CONTRACTOR REGISTRATION/LICENSES

1. Fire Suppression Contractor..... \$15

FIRE SUPPRESSION SYSTEMS

- **Fire Sprinkler Plans** – Sign, sealed and folded
- **Special Suppression System**
 - Wet chemical fire extinguishing system, dry chemical fire extinguishing system, foam fire extinguishing system, carbon dioxide fire extinguishing system, halon fire extinguishing system, and clean agent fire extinguishing system
- **Limited Area Sprinkler System** (domestic water supply)
- **Modified Fire Sprinkler Plans** – 20 heads or less or as determined by the Mechanical Inspector (*plan must be drawn by person with a N.I.C.E.T. level III (or above) Certification or plans shall be signed and sealed by a design professional*)

AUTOMATIC SPRINKLER SYSTEMS

1. New systems or alterations & additions to existing systems (*New building fire suppression plans must first be submitted to one of our third party plan review consultants and approval prior to submission to the City of Novi.*)
 - Plans need to be signed and sealed by a Professional Engineer or N.I.C.E.T. level III (or above) Certified Individual
 - Five (5) sets of plans are to be submitted to one of our third party plan review consultants
 - Four (4) sets of folded plans approved by one of our third party plan review consultants
 - Review and approval by Novi Mechanical Inspector
 - Field inspections and acceptance test will be performed by the Fire Department
 - A Deferred Submittal Letter from the Design Professional in Responsible Charge must be included with all plan submittals
2. Minor alterations of existing systems (*20 heads or less or as determined by the Novi Mechanical Inspector*)
 - System is designed by N.I.C.E.T. level III (or above) Certified Individual
 - Four (4) sets of plans are to be submitted to Community Development Department for review
 - Review and approval by Novi Mechanical Inspector
 - The applicant must also provide verification that the equivalent of the piping being modified are not greater than the equivalent lengths of existing system
 - Field inspections and acceptance test will be performed by the Fire Department
 - A "Deferred Submittal Letter" from the Design Professional in Responsible Charge must be included with all plan submittals
3. Special suppression systems
 - Plans need to be signed and sealed by a Professional Engineer or N.I.C.E.T. level III (or above) Certified Individual
 - Five (5) sets of plans are to be submitted to one of our third party plan review consultants
 - Four (4) sets of folded plans approved by one of our third party plan review consultants
 - Review and approval by Novi Mechanical Inspector
 - Field inspections and acceptance test will be performed by the Fire Department
 - A Deferred Submittal Letter from the Design Professional in Responsible Charge must be included with all plan submittals



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FIRE ALARM FEES

PLAN REVIEW FEES

1. Where review of construction documents is performed by third party plan review consultants, the review fee shall be charged at 1.5 times the actual cost. Payment shall be in advance of the review based on estimated cost.
2. Plan review performed by city employees \$200
3. Additional plan review performed by city employees \$100

FIRE SUPPRESSION SYSTEMS FEES

1. Firesuppression/protection minimum..... \$25
2. Sprinkler heads (per head) \$.85
3. Flushing of pipe inspection..... \$50
4. Hydro inspection..... \$50
5. Hood/duct systems
 - a. minimum for one (1) \$20
 - b. Each additional..... \$6
6. Certification fee..... \$12

RE-STATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

1. Minimum Fee \$50

BASE, ADDITIONAL, AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes: (Observable components for Life/Safety issues only)

1. Additional inspection \$45
2. Re-inspection (re-inspection fees to be paid prior to re-inspection) \$45
3. Rough inspection \$45
4. Final inspection \$45
5. Special/safety inspection/hood system. \$50
6. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (2 hour minimum), per hour..... \$68
 - b. Overtime, Sunday & Holidays (2 hour minimum), per hour... \$92