



**Pittsfield Charter Township**  
**Department of Building Services**

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**Department of Building Services Fee Schedule**  
 (Building, Trades & Housing)

**I. Building Permit Fee Schedule:**

All permits include a **\$30 non-refundable application fee.**

<u>Total Valuation</u>	<u>Fee</u>
\$1 to \$3,000	\$60
\$3,001 to \$100,000	\$60 for the first \$3,000 plus \$10 for each \$1,000 over \$3,001
\$100,001 and above	\$1,030 for the first \$100,000 plus \$8 for each \$1,000 over \$100,001

**Cancellation of Permit & Refund Request:** A *written* request must be submitted to the Building Official prior to the expiration date of the permit. All permits issued shall become subject to cancellation unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work is suspended, abandoned, or not diligently pursued for a period of 180 days after the time the work is commenced. All fees shall be forfeited for permits cancelled in accordance with this section. For permits cancelled prior to the permit's expiration date, the applicant may submit a written request for a refund. All fees will be refunded except for the application fee, 25% of the permit fee, and \$45.00 for each inspection completed prior to cancellation.

For minor improvements, the following construction values will be applied:

<u>Project Description</u>	<u>Minimum Values</u>
Basement Finish	\$30 per square foot
Concrete Flat Work	\$5 per square foot
Porches w/roof	\$25 per square foot
Porches/Decks w/o roofs	\$20 per square foot (+\$2 sq. ft/composite decking)
Screened Porches /Gazebo's	\$30 per square foot
R3 Accessory Structures w/o concrete floor (Sheds, Garages, Pole Barns)	\$25 per square foot

Building Permits **Do Not** cover the associated installation or changes to **electrical, mechanical or plumbing work.**

**Work Started Prior to the Issuance of a Permit** - All work started prior to the issuance of the Building Permit will be assessed a \$50.00 administrative fee.

**II. Plan Review Fees:**

New Residential - per unit (Includes duplex's & townhouses)	\$50.00
Minor Plan Reviews or Minor Revisions	\$15.00
Commercial Plan Reviews	\$100.00 (minimum)

**Plan reviews, including Building, Electrical, Plumbing and Mechanical reviews, completed by Township staff:** \$100 minimum, plus \$50.00 per half hour after the first hour.

**Plan reviews performed by private consultants:** 120% of actual cost to the Township with a minimum of \$100.00.

**Applicant is responsible for all plan review cost incurred by the Township even if the project is canceled.**

**III. Other Building Permits:**

Demolition Residential Accessory Buildings (under 200 square feet)	No Charge
Demolition*	\$90
Fence** (over six feet in height)	\$45
Residential Re-Roof	\$45
Signs (under \$1,000 and one inspection)	\$45
Hot Tub/Spa/Above-Ground Pools **	\$45
Mobile Home (in a mobile home park)	\$45
Sales Trailer/Construction Trailer*	\$45
Change of Use Permit**	\$100
Industrial & Commercial Annual Trade Permits (quarterly initial inspections)	\$250
Barrier Free Ramps (for one and two family dwellings)	No Charge
Permit Renewal (request must be <u>in writing</u> and can only be renewed <u>twice</u> )	\$25

\* (Performance Bond is required)

\*\* (Includes Construction Document Building Code Review and One Inspection)

**Building permits for pools must include the protective barrier.** The final building inspection on a pool will not be completed until after the required pool barrier has been inspected and approved.

**IV. Inspection Fees:**

Re-Inspection	\$45
Additional Inspection	\$45
Compliance Inspection (w/certificate)	\$60
Special Inspection (outside of normal business hours)	\$90
Code Inspection (per inspection type)	\$45
Abandoned or Vacant Structure Inspection	\$45
Building Safety/Fire Inspection	\$100
Liquor License Building Inspection	\$100

**V. Other Charges**

Residential Certificate of Occupancy (remodel, additions, renewals & replacements)	\$15
Residential Temporary Certificate of Occupancy*	\$60
Commercial Certificate of Occupancy (remodel, additions & replacements)	\$100
Commercial Temporary Certificate of Occupancy and Renewals*	\$100
Construction Board of Appeals	\$150

The **Certificate of Occupancy** fee is included in the Building Permit fee for new construction.

**VI. Performance Bonds (\*):**

Residential Temporary Certificate of Occupancy Bond (per item)	\$500
Commercial Temporary Certificate of Occupancy Bond (minimum)	\$1,000
Demolition Bond	\$5,000
Structure Moving	\$5,000
Sales Trailer/Construction Trailer Bond (Max. 10'x 40')	\$500
Applicant Performance Bond <b>(Required for each permit issued to an applicant that has been notified and has failed to act in good faith to complete expired uncompleted permits within the Township)</b>	\$500

**VII. License Registration Fees (once per license cycle):**

Builder License	\$15
Maintenance/Alteration Contractor's License	\$15
Mobile Home Installers License	\$15
Plumbing Contractor	\$15
Mechanical Contractor	\$15
Electrical Contractor	\$15
Sign Contractor	\$15
Fire Alarm Contractor	\$15

### VIII. Housing Fees (Rental)

#### Registration Fees

Initial Property Owner Registration (onetime fee per owner – additional properties may be added at no charge)	\$50
Unregistered Rental Violation	\$150

#### Rental Certification Inspections

Per Building Re-Certification Inspection (3 or more units/exterior & common areas; prior to expiration of current certificate)	\$50
Per Unit Re-Certification Inspection (prior to expiration of certificate)	\$35
Per Building Re-Certification Inspection (after certificate has expired)	\$65
Per Unit Re-Certification Inspection (after certificate has expired)	\$45
One & Two Family Detached (prior to expiration of certificate)	\$100
One & Two Family Detached (after expiration of certificate)	\$150

#### Other Fees

Re-Inspection*	\$25
Broken Appointment*	\$25
No Access/Lock Out Per Unit	\$20
Per Room for Hotel/Motel, Bed/Breakfast, Rooming House	\$25
Tenant Complaint Inspection (TCI)	\$35
TCI - Cited Violation Re-Inspection Fee (landlord is responsible for fee)	\$35
Search Warrant Fee	\$200
Property Posting Fee*	\$150
*If all violations are not approved by the 2 <sup>nd</sup> re-inspection, the property may be posted. After two cancellations or broken appointments a re-inspection fee will be assessed and the property may be posted.	

**IX. Electrical Fees:**

Application Fee (non-refundable)	\$30
Service: Temporary Service up to a 200 Amp Permanent Service	\$10
Service over 200 Amp	\$25
Generators	\$25
Circuits	\$6
Outlets – per 25	\$5
Smoke Detectors – per 25	\$4
Lighting Fixtures – per 25	\$7
Dishwasher	\$6
Furnace – Unit Heater	\$6
Electrical Heating Unit (baseboard)	\$5
Power Outlets (ranges, dryers, etc.)	\$7
Signs (illuminated & neon)	\$25
Air Conditioning	\$20
Lift Pumps	\$21
Feeder-Bus Ducts, etc (per 50')	\$7
Units up to 20 K.V.A. or H.P.	\$7
Units up to 21 K.V.A. or H.P. & over	\$11
Fire Alarms (per device) – Minimum \$45	\$6
Energy Retrofit – Temp Control	\$35
Solar Panel (U.L. Listed)	\$10
Conduit only; or grounding only	\$35
Spa/Hot Tubs	\$35
Mobile Home Park Site Feeder Connection	\$27
Pedestals Only	\$16
Special Safety Inspection	\$45
Additional Inspection	\$45
Re-Inspection	\$45
Rough Inspection	\$45
Final Inspection	\$45
Commercial Plan Review Minimum (See Plan Review Fees)	\$100
License Registration (Per cycle)	\$15

**X. Mechanical Fees**

Application Fee (non-refundable)	\$30
Residential Heating System with air conditioning (includes duct & pipe) <b>New Buildings Only</b>	\$80
Residential Heating System <u>without</u> air conditioning (includes duct & pipe) <b>New Buildings Only</b>	\$50
Furnace Replacement - Gas/Oil Burning Equipment <i>New and/or Conversion Units</i>	\$30
Residential Boiler	\$30
Water Heater	\$6
Fireplace - Solid Fuel Equipment (includes Chimney)	\$30
Chimney, Factory Built (installed separately)	\$25
Fireplace – Gas Burning (includes vent)	\$30
Gas Piping; each opening-new installation (Residential)	\$6
Air Conditioning (includes split system)	\$30
Fans; Bath & Kitchen exhaust	\$5
Tanks- *LP Requires #10 pressure test (above ground/underground)	\$25
Heat pumps; complete residential	\$50
Piping / Process piping (minimum \$25)	\$.05/ft
Duct (minimum \$25)	\$.10/ft
Heat pumps; commercial (pipe not included)	\$50
Air Handlers; Under 10,000 CFM	\$20
Air Handlers; Over 10,000 CFM	\$60
Commercial Hoods	\$20
Heat Recovery Unit	\$15
V.A.V. Boxes	\$15
Unit Ventilators	\$11
Unit Heaters (Terminal Units)	\$15
Fire Suppression/Protection (minimum \$45)	\$.75 per head
Evaporator Coils	\$30
Refrigeration (Split System)	\$30
Chiller	\$30
Cooling Towers	\$30
Compressor	\$30
Mobile Home Park (Each Site)	\$15
Special Safety Inspection	\$45
Additional Inspection	\$45

Re-Inspection	\$45
Rough Inspection	\$45
Final Inspection	\$45
Commercial Plan Review –Minimum (See Plan Review Fees)	\$100
License Registration (per cycle)	\$15

**XI. Plumbing Fees**

Application Fee (non-refundable)	\$30
Water Connected Appliances - Fixtures, floor drains, special drains, etc (Water Heater)	\$6 each
Stacks (soil, vent and conductor)	\$6 each
Sewage ejectors, sumps	\$6 each
Sub-soil drains	\$5
Water Service - less than 2"	\$27
Water Service – 2" and over	\$53
Sewers (sanitary, storm, or combined)	\$20
Sewers – 6" and over (sanitary, storm, or combined)	\$40
Manholes, Catch Basins	\$6 each
Water Distribution Pipe: 1" or less	\$10
Water Distribution Pipe: Over 1"	\$25
Back-flow preventer	\$5 each
Medical Gas System	\$45
Special Safety Inspection	\$45
Additional Inspection	\$45
Re-Inspection	\$45
Rough Inspection	\$45
Final Inspection	\$45
Commercial Plan Review – Minimum (See Plan Review Fees)	\$100
License Registration (Per Cycle)	\$15

## **XII. When Required:**

Building Inspections – shall proceed in the following order:

**Footing:** Prior to placement of concrete, after all forms, reinforcement, stanchions, piers or trenches are in place.

**Foundation Reinforcement:** Prior to placement of concrete, after wall forms are set and all required reinforcement has been installed and securely tied in place.

**Backfill:** Prior to placement of backfill soil, so inspector can check drain tile, stone, damp-proofing and/or waterproofing, exterior insulation where provided.

**Subsoil:** For house and attached garage, prior to placement of concrete floors, after trade undergrounds are inspected and approved, if applicable. Floor base, vapor retarder and radon venting must be installed. Also walkout basement slab insulation.

**Masonry:** Inspection prior to the installation of masonry veneer and after the installation of the base course flashing and weather-resistant sheathing paper as specified and after completion of masonry construction to verify weep holes and flashing as required.

**Rough Frame:** Prior to concealing any framing, after the Electrical, Mechanical and Plumbing rough inspections have been approved.

**Fire-Resistance Rated Construction:** When fire-resistance rated construction is required, after lathing/wallboard is in place, prior to covering joints and fasteners with plaster, or taped and finished.

**Insulation:** After the insulation is installed and prior to the installation of drywall or other wall surface coverings.

**Drywall:** After fasteners are installed and before taping and finishing.

**Fireplace (Masonry):** When the damper and the first flue liner are in place.

**Final:** After the Electrical, Mechanical, Plumbing final inspections have been approved. Prior to the building being occupied.



## **Inspections When Required:**

### Electrical Inspections:

- Temporary service
- Permanent service
- Underground, before covering
- Rough, before any work is covered
- Final

### Mechanical Inspections:

#### Heating:

- Underground, propane gas lines prior to concealing
- Rough, all duct work including that under the concrete slabs, before concealing.
- Pre-Fab Fireplace Rough, before any work is covered.  
(Must provide Manufacturer's Installation book for inspections.)
- Rough, before any work is covered.
- Pre-Fab Fireplace Final
- Final

### Air Conditioning:

- Rough, needed if concealed.
- Final, only if not concealed.

### Gas Test

- A gas pressure test is required on all gas lines.

### Plumbing Inspections

- Sewer (including private sewer from house to tank) and water service inlets.
- Underground, before covering.
- Rough, before any work is covered.
- Final