



Smart Processing is a City of Norfolk initiative to provide exceptional customer service by ensuring businesses and citizens have a seamless experience while going through the city's processes.

**In an effort to improve the city's building permit and inspection processes the building permit fee schedule has been revised and updated.**

This remodeled building permit fee structure is straightforward and clear for residents and builders to understand, modern and process driven, shortened and better organized than the current fee schedule, and more efficient and user-friendly.

The City of Norfolk continues to review and update all operating procedures to provide better customer service.

**The fees listed below represent the fees effective July 5, 2016**



Permitting Activity	Fee
<b>Administrative Fees</b>	
Minimum Permit Fee (Building and PME only)	\$50
Administrative Fee for work begun without a permit	\$150
Appeal to the Board of Building Code Appeals	\$75
Re-inspection Fee	\$50
Changes or corrections to the application or approved plans	\$50
Certificate of Occupancy or Certificate of Compliance	\$50 (no charge when issued in connection with building permit)
Temporary C.O. for 30 days	\$600 (plus \$600 for each additional 30 days, if granted)
<b>Building Plan Review Fees</b>	
<b>New Construction, Alterations, and Repairs</b>	
0 – 2,500 sq. ft.	\$35
2,501 – 5,000 sq. ft.	\$75
5,001 sq. ft. – Unlimited	\$100
Fire Protection Systems (includes all Fire Protection Systems and Alarms)	\$75
Swimming pools, commercial fences, riprap, bulkheads, piers and similar accessory structures (includes signs, elevators, communication towers, pump stations, vaults)	\$50
<b>Building Permit/Inspection Fees</b>	
<b>Residential</b>	
New Construction (includes additions that increase the gross area of the existing structure)	\$0.15/sq. ft.
Alterations/Repairs	\$100 (flat fee)
Accessory Structures	\$0.15/sq. ft.

Permitting Activity	Fee
<b>Commercial/Other</b>	
New Construction (including additions), Alterations, and Repairs	\$0.16/sq. ft.
Demolition (any building or structure)	\$50 each
<b>New Hydraulic and Traction Elevators, Escalators (Acceptance Tests)</b>	
Hydraulic Elevators	\$250 per unit
Traction Elevators	\$350 per unit
Escalators/Moving Walkways	\$350 per unit
Miscellaneous Elevators (chair lifts, dumbwaiters, pneumatics, material lifts, etc.)	\$250 per unit
<b>Elevator Maintenance Inspections (Operational Permits)</b>	
Annual Elevator Inspections	\$80 per unit
5-Year Elevator Inspections	\$100 per unit
Fire Protection Systems (New/Existing Sprinkler Systems)	\$100 per system or alarm
<b>Piers and Bulkheads</b>	
Residential bulkhead without tiebacks, and/or open pile pier up to 100 linear feet	\$50 (plus \$50 for each additional 100 linear feet or fraction thereof)
Residential bulkhead with tiebacks, and riprap up to 100 linear feet	\$75 (plus \$75 for each additional 100 linear feet or fraction thereof)
Commercial bulkhead and piers	\$50 plus \$1 per linear foot

Permitting Activity	Fee
<b>Porches and Decks (uncovered, one-story)</b>	
Up to 100 sq. ft.	\$50
101 – 400 sq. ft.	\$100
401 sq. ft. and above	\$125
<b>Re-roof and Siding</b>	
Residential	No permit required
Commercial	\$150 (flat fee)
<b>Signs</b>	
Any new sign	\$80
Alteration or modification of a sign	\$50
<b>Swimming Pools (Plumbing and Electrical Permits may also be required)</b>	
Above ground pool	\$50
In-ground pool	\$125
Pool barrier	\$50
Tents (901 sq. ft. or greater and Other Temporary)	\$50
Communication Tower	\$50

Permitting Activity	Fee
<b>Amusement Devices and Rides</b>	
Mechanical rides/device inspections	\$50
Small mechanical rides or inflatable amusement devices/device inspections (per Code of Virginia sections 36-98.3 and 36-105)	\$35
Tower Cranes	\$250
<b>Electrical Fee Schedule</b>	
<b>Electrical Service (Single-Phase or Three Phases)</b>	
0 – 200 AMP	\$50
201 – 400 AMP	\$100
401 – 600 AMP	\$150
Each additional 100 AMP up to 1000 AMP	\$25
Each additional 100 AMP over 1000 AMP without limit	\$50
For each piece of equipment and each circuit or feeder installed, extended, relocated, or repaired	\$3 per circuit up to 100 circuits, then \$4 per circuit
<b>Miscellaneous</b>	
Pool Grounding	\$50
Temporary Release	\$50
Temporary Electrical Construction Pole	\$50

Permitting Activity	Fee
<b>Mechanical Fee Schedule</b>	
<ul style="list-style-type: none"> <li>• Burner Replacement</li> <li>• Chiller</li> <li>• Cooling Tower/Water Tower</li> <li>• Grease Duct</li> <li>• Commercial Hoods</li> <li>• Condensate</li> <li>• Hydronic Piping (each zone)</li> <li>• Incinerator/Crematory</li> <li>• Prefab Gas Fireplace</li> <li>• Wood Stove, Fireplace Insert</li> <li>• Gas Logs</li> <li>• Replacement for Chimney or Vents</li> </ul>	\$40 each
<ul style="list-style-type: none"> <li>• Air Conditioning Equipment</li> <li>• Boiler</li> <li>• Combination Unit (gas, oil, electric)</li> <li>• Furnace</li> <li>• Heat Pump</li> <li>• Space Heater</li> <li>• Replacement Water Heater</li> <li>• Gas Line</li> <li>• Regulated equipment not addressed</li> </ul>	\$20 each
<ul style="list-style-type: none"> <li>• Air Handler</li> <li>• Commercial Clothes Dryer</li> <li>• Kitchen Cooking Equipment</li> <li>• Refrigerator Equipment (\$10 per compressor)</li> <li>• Dispenser (pump)</li> </ul>	\$10 each
<ul style="list-style-type: none"> <li>• Air Distribution System</li> <li>• Exhaust Duct System</li> <li>• Fan Exhaust</li> <li>• Make Up Air (Ventilation)</li> <li>• Fire/Smoke Dampers</li> <li>• Fueling Piping System (gasoline and oil)</li> <li>• Gas Light</li> <li>• Residential Hood/Duct</li> <li>• Residential Dryer</li> <li>• VAV Box</li> <li>• Ventilation Duct System</li> <li>• Medical Gas Piping</li> <li>• Residential Bath Fan (\$5 each)</li> <li>• Residential Bathroom Exhaust Duct</li> </ul>	\$5 each

Permitting Activity	Fee
<b>Plumbing Fee Schedule</b>	
Plumbing Equipment/Fixtures/Piping Systems (indoor)	\$7 per fixture/device/system
Plumbing Site Work (outdoor)	\$20 per sewer/storm drain/service line
Backflow Device	\$20 per device
Sewer Caps	\$50 each
<b>Refunds</b>	
<b>Inspections Completed – Percentage of Refund Allowed</b>	
Building Foundation Inspection	75%
Building Framing Inspection	25%
Electrical, Mechanical, Plumbing Rough-In	40%
<b>Comments and Notes</b> A 2% surcharge on all permits will be levied, as required by Section 36-137 of the Code of Virginia All permits include a \$5 Technology Fee	