FEE SCHEDULE
FOR
PERMITS

Revised 06-03-14
BUILDING COMMISSIONER’S OFFICE
FEE SCHEDULE
FOR
PERMITS

RESIDENTIAL:

One and Two Family Dwellings (NEW)
  Plan Review - $25.00
  Construction Permit - $200.00
  Occupancy - $25.00 (per unit)

(Replace, alter, addition or repair)
  Plan Review - $25.00
  Construction Permit - $75.00 minimum plus $0.10 per square foot
  Occupancy - $25.00 (per unit)

Mobile Homes and other Manufactured Housing (on permanent foundation)
  Plan Review - $25.00
  Construction Permit - $100.00
  Occupancy - $25.00

Residential
Garages, Carports, Accessory Buildings and Structures
  Plan Review - $25.00
  Construction Permit - $50.00
  Occupancy – applies only to an attached garage - $25.00

COMMERCIAL: (NEW)

Multi-Family (3 or more units), Commercial, Industrial, Institutional, School or Church Building or Structure
  Plan Review - $75.00
  Construction Permit – minimum $200.00 plus $0.15 per square foot
  Occupancy – 0 – 5,000 square feet - $75.00 plus $1.00 for each additional 100 square feet

(Replace, alter, addition or repair)
  All buildings or structures -
    Plan Review - $75.00
    Construction Permit - $100.00 minimum plus $0.13 per square foot
    Occupancy – 0 – 5,000 square feet - $75.00 plus $1.00 for each additional 100 square feet
Certificate of Occupancy (only)

It shall be unlawful for any owner, lessee or tenant to occupy a commercial building or structure without an Occupancy inspection fee…… $50.00

Demolition Permits
Residential (All) - $50.00
Garages & Acc. Buildings - $30.00
Commercial - $100.00 Minimum (0 – 5,000 square feet) plus $10.00 for each additional 1,000 square feet

Any re-inspections - $125.00

NOTE: Any Commercial building has to be checked by EPA first, there is a 10 day period between the testing and results (for total demo) Interior demo only requires asbestos inspection

Swimming Pools
Above Ground - $50.00
In Ground - $150.00
Public Pool - $100.00

(All the above fees apply with an additional $25.00 inspection on each pool)

NOTE: A fencing plan in compliance with the local code should be part of the application process.

Removals/Relocation (Moving)
(Residential and Commercial) – Any building or structure over 400 square feet - $100.00
Any building or structure 400 square feet or less - $10.00

NOTE: Proper application and filing of appropriate forms is required prior to issuing a permit to move a structure in the City of Muncie

Fuel Service Stations (NEW)

Plan Review - $75.00
Construction Permit -Minimum $50.00 up to 1,000 square feet. Figure at $3.50 per 100 square feet. Square footage of Canopy over pumps is to be included in gross square footage of structure.
Occupancy - 0 – 5,000 square feet - $75.00 plus $1.00 for each additional 100 square feet
1 to 12 pumps ..........$300.00
12 to 20 pumps..........$500.00
Over 20 pumps..........$50.00 each pump

(Replace, alter, addition or repair)

Same as Commercial
Plumbing Permits (NEW)

**One & two family dwelling** - $50.00 plus $25.00 inspection fee

**Three or more family dwelling, commercial, institutional, school, church or industrial building or structure** - $2.00 per $1,000.00 of actual plumbing cost – minimum $50.00 plus $25.00 inspection fee

**New water heater** - $25.00 plus $25.00 inspection fee

(Replace, alter, addition or repair)

Extension or repair of plumbing system within any existing building or structure $2.00 per $1,000.00 of actual plumbing cost – minimum - $50.00 plus $25.00 inspection fee

Electric Permits (NEW)

**Temporary service** - $25.00

**One & two family dwelling** - $50.00 plus $25.00 inspection fee

**Multi-family** – Three or more family dwelling $2.00 per $1,000.00 of actual electrical cost plus $5.00 per meter – minimum - $50.00 plus $25.00 inspection fee

**Commercial, institutional, school, church or industrial building or structure** - $2.00 per $1,000.00 of actual electrical cost – minimum - $50.00 plus $25.00 inspection fee

(Replace, alter, addition or repair)

**One & two family dwelling** – change of service or wiring for additional circuits - $25.00 plus $25.00 inspection fee

**Three or more family dwelling** - $2.00 per $1,000.00 of actual electrical cost plus $5.00 per meter – minimum $50.00 plus $25.00 inspection fee

**Commercial, institutional, school, church or industrial building or structure** - $2.00 per $1,000.00 of actual electrical cost – minimum - $50.00 plus $25.00 inspection fee

(Complete rewire)

**One & two family dwelling** – $50.00 plus $25.00 inspection fee

**Three or more family dwelling** - $2.00 per $1,000.00 of actual electrical cost plus $5.00 per meter – minimum - $50.00 plus $25.00 inspection fee

**Commercial, institutional, school, church or industrial building or structure** - $2.00 per $1,000.00 of actual electrical cost – minimum - $50.00 plus $25.00 inspection fee
H.V.A.C. (NEW)

One & two family dwelling – $50.00 plus $25.00 inspection fee
Three or more family dwelling, commercial, institutional, school, church or industrial building or structure - $2.00 per $1,000.00 of actual heating and air conditioning cost – minimum $50.00 plus $25.00 inspection fee (per unit)

DUCT WORK (RES & COM) - $25.00 plus inspection of $25.00 unless other work is being done with an inspection fee

(Extension, repair or alteration)

One & two family dwelling: (furnace) - $25.00 plus $25.00 inspection fee
                                            (air conditioning) - $25.00 plus $25.00 inspection fee
                                            (combination furnace and air conditioning unit or heat pump) - $50.00 plus $25.00 inspection fee

Three or more family dwelling, commercial, institutional, school, church or industrial building or structure – Within an existing building or structure - $2.00 per $1,000.00 of actual heating and air conditioning cost – minimum $50.00 plus $25.00 inspection fee (per unit)

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Installation, alteration, extension or replacement of air handling equipment for the removal of smoke and grease-laden vapors from cooking equipment - $25.00 plus $25.00 inspection fee (per unit)

Geothermal underground loop - $25.00 per installation

Fire Suppression

Installation, alteration, extension or replacement of a (FIRE EXTINGUISHING SYSTEM) within a building, structure or premises - $2.00 per $1,000.00 of actual cost – minimum $50.00 plus $25.00 inspection fee

Installation, alteration, extension or replacement of a (FIRE ALARM SYSTEM) within a building, structure or premises - $2.00 per $1,000.00 of actual cost – minimum $50.00 plus $25.00 inspection fee

Information Inquiry

On a property for code violations, use & zoning or occupancy certificate requests must be done in writing, review fee......$35.00
Temporary Structures

Commercial Mobile unit - $100.00 (per year)
Residential - $50.00 (per year)
Tents – (with or without sides - $50.00

Outdoor Advertising (ALL SIGNS MUST COMPLY TO ORDINANCE)

Pole, Ground or Free Standing and Projecting--------$25.00
Wall, Roof and Awning-----$15.00  Temporary-----$10.00 (30 Days)
Billboards and Off Premises $25.00 plus $20.00 for additional face on same sign.
Cluster Signs $30.00  Initial Installation $20.00 for each post-installation addition
(tenant add-on)

PENALTY

Start work without permit:
An additional fee will be assessed and added to the cost of a Permit when
construction, demolition or installation work commences prior to the issuance of a
Permit.

1st Offense - $100.00
2nd Offense - $200.00
3rd Offense – referred to City Court pursuant to section 152.99.

Inspections (not called in)

For Building, Demo, HVAC, Plumbing, Electrical, Fire Alarm & Fire Suppression
If the Building Commissioner’s Office is not notified for required inspections the
contractor will be assessed a fee of $50.00.
LICENSE/REGISTRATION FEES

** Local registration/license must be current before a permit will be issued to a contractor.

**Plumbing Registration** – (Expires December 31st of every year)

- Must have a State Master Plumber License on file to become registered locally.
- New Registration - $150.00
- Renewal - 100.00

**Electric License** – (Expires December 31st of every year)

- New License - $150.00
- Renewal - $100.00
- Bond - $5,000
- Liability - $500,000

**HVAC License** – (Expires December 31st of every year)

- (All Classifications)
- New License - $150.00
- Renewal - $100.00
- Bond - $5,000
- Liability - $500,000

**Fire Alarm/Suppression Registration** – (Expires December 31st of every year)

- New Registration - $150.00
- Renewal - $100.00
- Surety Bond - $5,000
- Liability - $500,000

**Demo** - Surety Bond $5,000

**Sign** - Liability $300,000