

Planning



Department

COMMERCIAL BUILDING PERMIT APPLICATION

Please submit a drawing of the project with this application. All new construction and exterior building additions require a site plan drawing. Interior building projects only require interior plans. The permit must be approved before building can begin. After the project is finished, the applicant must request an inspection to ensure it was properly built as permitted.

Address of Building Project: _____

Name of Property Owner or Property Manager: _____

Phone Number of Property Owner or Property Manager: _____

Email of Property Owner or Property Manager: _____

Name of Contractor Company: _____

Address of Contractor Company: _____

Phone Number of Contractor Company: _____

Email of Contractor Company: _____

The building permit fee is determined by calculating the project valuation first and then referencing the chart below.

Square footage of the project area: _____

Indicate which one of the following best describes this project:

___ Completely New Structure ----- valuation = \$60 per square foot

___ Building Addition ----- valuation = \$60 per square foot

___ Interior Renovation or Roof Replacement ----- valuation = \$40 per square foot

PROJECT VALUATION	BUILDING PERMIT FEE
\$0-\$50,000	\$15 for the first \$1,000 plus \$5 for each additional thousand or fraction thereof.
\$50,000 - \$100,000	\$250 for the first \$50,000 plus \$4 for each additional thousand or fraction thereof.
\$100,000 - \$500,000	\$460 for the first \$100,000 plus \$3 for each additional thousand or fraction thereof.
\$500,000 - \$1,000,000	\$1,660 for the first \$500,000 plus \$2 for each additional thousand or fraction thereof.
\$1,000,000 - \$5,000,000	\$2,660 for the first \$1,00,000 plus \$1.50 for each additional thousand or fraction thereof.
\$5,000,000 +	\$8,660 for the first \$5,000,000 plus \$1 for each additional thousand or fraction thereof.

Project Valuation: \$ _____ Permit Fee: \$ _____

Contractor Signature: _____

Printed Name of Contractor: _____

FOR OFFICE USE ONLY

Payment Type: Cash Check Card

Amount Paid: _____

Date: _____