

**APPLICATION INTAKE**

In Person: 9:00 am – 4:00 pm

By Email: [buildingpermits@roswellgov.com](mailto:buildingpermits@roswellgov.com)**BUILDING PERMIT FEES**

<b>ALL FEES ARE PAID AT TIME OF SUBMITTAL UNLESS OTHERWISE NOTED. ALL FEES ARE NON-REFUNDABLE UNLESS AN ERROR HAS BEEN MADE INTERNALLY.</b>		
<b>Application</b>	\$25 - a non-refundable application fee is in addition to the applicable fees below	
<b>Permit Fees Based on Total Construction Cost</b>	The following fee table shall be used for all building permits including electrical, mechanical, plumbing, fire related and building permits in which square footage is not an applicable determination to calculate building fees	
	<b>TOTAL COST</b>	<b>FEES</b>
	\$0 to \$2,000	\$25
	\$2,001 to \$5,000	\$110
	\$5,001 and above	\$110 plus \$5 per \$1,000 total cost, residential \$110 plus \$6 per \$1,000 total cost, commercial
<b>Miscellaneous Permits</b>	<b>TYPE</b>	<b>FEES</b>
	Certificate of Occupancy or Completion	\$200 Commercial, for change in tenant \$100 Residential, for requests without permit(s)
	Demolition	\$145
	House Moving Permit	\$145
	Roofing/Siding/Windows	Per fee table above
	Temporary Construction Trailer	\$100
	Wall Sign	Per fee table above
	Free Standing Sign	Per fee table above
<b>Plan Review Fees</b>	Plan Review	50% of the permit fee for commercial projects. 25% of the permit fee for residential projects.
	Plan Resubmittal (1 <sup>st</sup> free)	50% of the permit fee for commercial projects. 25% of the permit fee for residential projects.
<b>Certificates and Inspections</b>	Replacement of permits, CO's, etc.	\$50
	Re-inspection fee	\$50 first time
		\$75 second time
		\$100.00 third time and each subsequent time
	Inspections outside of normal business hours	\$75 per hour (\$150 minimum)
Preliminary/Code compliance/safety inspections	\$100	
Utility Reconnect Inspection Fee	\$25	
<b>Other Fees</b>	Fee for work done without a permit	200% of original permit fee
	Minor (50% or less) Plan Revision Reviews – Revision or change to plans after approval	\$75 per hour (\$150 minimum)
	Transfer of Permit/change of contractor	\$25
	Temporary to Permanent Power	\$50
	Temporary Power Pole Only	\$25
	Fence Site Plan Review	\$25
<b>Impact Fees</b>	<b>Impact fees shall be determined by staff during the application review in accordance with Unified Development Code (UDC) Section 11.6 and shall be paid in full prior to issuance of the Building Permit. Please refer to UDC Section 11.6.4 for fee information.</b>	