

CODE ENFORCEMENT BUILDING PERMITS & FEES

FEE SCHEDULE

Amended April 15, 2025

All permit fees shall double if work is started before the issuing of a permit

One & Two Family

New Construction

Up to 1,500 sq. ft.	200.00
1,501 sq. ft. to 2,000 sq. ft.	225.00
2,001 sq. ft. to 2,500 sq. ft.	300.00
2,501 sq. ft. to 3,000 sq. ft.	350.00
3,001 sq. ft. and larger	500.00

Fees assessed will **DOUBLE** for projects started without permit

Detached Garages/Storage Buildings (over 140 sq. ft.)

Up to 500 square feet	50.00
501 sq. ft. to 1,000 sq. ft.	100.00
1,001 sq. ft. to 1,500 sq. ft.	150.00
1,501 sq. ft. to 2,000 sq. ft.	200.00
2,001 sq. ft. to 2,500 sq. ft.	250.00
2,501 sq. ft. and larger	300.00

Fees assessed will **DOUBLE** for projects started without permit

Repairs, Alterations, Additions

Up to 500 square feet	50.00
501 sq. ft. to 1,000 sq. ft.	100.00
1,001 sq. ft. to 1,500 sq. ft.	200.00
1,501 sq. ft. to 3,000 sq. ft.	300.00
3,001 square feet and larger	500.00
(Includes wood stoves) (Cannot exceed cost of new construction)	

Fees assessed will **DOUBLE** for projects started without permit

Deck and/or Re-Roof Projects

Residential	40.00
Commercial (all other that is not residential)	
Less than 3,000 square feet	100.00
3,000 square feet and larger	150.00

Fees assessed will **DOUBLE** for projects started without permit

Manufactured Homes

This is to include ALL existing manufactured homes, which are being replaced or relocated, whether on private property or in a mobile home park. Approved stabilizing devices and anchoring equipment are required.

Single wide manufactured homes	100.00
Modular and Double wide manufactured homes	200.00

Fees assessed will **DOUBLE** for projects started without permit

Commercial/Industrial

Includes multiple dwelling, educational, factory, business, industrial high hazard, institutional, merchantile, hotels and motels, residential care/living facilities, commercial storage and places of assembly. Utilities include: plumbing, heating and/or electrical.

New Construction, Repairs, Alterations & Additions

NO Utilities	.05 per sq. ft.
ONE Utility	.15 per sq. ft.
TWO or more Utilities	.25 per sq. ft.
 MINIMUM FEE	 100.00

Fees assessed will **DOUBLE** for projects started without permit

Demolition

Up to \$3,000 of true assessed value	50.00
For each additional \$1,000 of true assessed value or fraction thereof	7.00

Fees assessed will **DOUBLE** for projects started without permit

Zoning Board of Appeals Application -Non refundable fee.

Interpretation Request	50.00
Residential-Area, Use Variance, Sign Variance, Special Permit	100.00
Commercial or Professional , area variance, sign variance	150.00
Commercial or Professional , special permit	200.00
Commercial or Professional , use variance	250.00

Flood Ordinance Permit

Fuel Storage Tank(s)	15.00
Flood Ordinance Permit – Residential	50.00
Flood Ordinance Permit – Commercial	100.00

Fuel Storage Tank fees for the anchoring of existing storage tanks will be waived for 60 days from the effective date of this resolution (passed 12/20/16).

Pools

In-ground Swimming Pools (over two (2) feet in depth)	100.00
On-ground Swimming Pools (over two (2) feet in depth)	50.00
90 day renewal fee	25.00

All swimming pools requiring a permit shall be **FENCED** per Appendix G section AG105 of the residential Code of New York State. Electrical inspections shall be performed by an inspection agency approved by the City of Norwich. Fees associated with this inspection are not part of this fee schedule.

Fence 25.00

Tents (for retail or public assembly use) 30.00

Sidewalks

Sidewalks \$40.00

The permit fee and inspections are waived for those residents enrolled in the City's Sidewalk Replacement Program.

Signs

Per Square Foot	4.00
Minimum	40.00
Temporary	40.00

Certificate of Occupancy Inspection (no permit required) 50.00 per hr.
(Required inspections by other governmental agencies are not included) (Minimum 1hr.)

Temporary Certificate of Occupancy 50.00

Permit Renewal Fee (except swimming pools) 50% of original permit fee
Renewable every six months after the first year upto two years.

Refund for unapproved permit (withdrawn project, provided work did not start). 50% of fee
Refunds will be issued for up to six (6) months. After six (6) months no refund will be issued.

Bulk Storage Tanks (over 1000 gallons) 100.00 per tank
Storage tanks shall not be removed or installed except upon the issuance of a permit by the Code Enforcement Officer.
Permit required for installation and/or removal of underground and/or above ground storage tanks over 1,000 gallons.

Complaints 50.00 per inspection
An inspection of an existing structure shall only be performed upon the receipt of a bona fide complaint. The cost of the inspection will be directed to the owner of the building. Unfounded complaints shall be billed to the complainant.

Fire & Property Maintenance Inspections

Fire safety and property maintenance inspections of buildings that contain an area of public assembly shall be inspected at intervals not to exceed one year. (Title 19 NYCRR 1203.3 (H))

Fire safety and property maintenance inspections of common areas of all multi unit dwellings and all non-residential occupancies shall be inspected at intervals consistent with local conditions, but in no event shall such intervals exceed one year for dormitory buildings and three years for all other buildings. (Title 19 NYCRR 1203.3 (H))

Fees are based on the square footage of the foot print of the building(s) on the property as follows:

0 – 2,000 sq. ft.	\$30.00
2,001 – 8,000 sq. ft.	\$50.00
8,001 sq. ft. and over	\$100.00

The fees above include the initial inspection and one (1) compliance inspection. Each additional compliance inspection, if required, will be \$20.00.

Residential Rental Inspections for Certificate of Rental Occupancy

Per Unoccupied dwelling unit	\$ 25.00
Per Occupied dwelling unit	\$500.00

Initial re-inspection should unit fail	\$ 0.00
subsequent re-inspection related to initial failure	\$ 10.00

Mowing, Garbage/Trash, Snow, Ice and Nuisance removal:

Shall be the cost of removal PLUS: (A separate offense per each ordinance)

First occurrence within a calendar year	Warning
Second occurrence within a calendar year	\$100.00
Third occurrence within a calendar year	\$200.00
Every other occurrence within a calendar year	\$300.00

PLUMBING LICENSE

FEE SCHEDULE

Annual Active License Fee

Master Plumbing License	100.00
Master Heating License	100.00
Master Plumbing & Heating License	150.00
Reciprocating Master Plumbing License	100.00
Reciprocating Master Heating License	100.00
Reciprocating Master Plumbing & Heating License	150.00
Journeyman Plumbing License	60.00
Journeyman Heating License	60.00
Journeyman Plumbing & Heating License	80.00
Reciprocating Journeyman Plumbing License	60.00
Reciprocating Journeyman Heating License	60.00
Reciprocating Journeyman Plumbing & Heating License	80.00
Inactive license fee	1/5 of license fee

Temporary License Fees

Temporary Master Licenses for qualified Plumbing or Heating Contractors	175.00
Temporary Journeyman Licenses for qualified Plumbing or Heating License holders.	60.00

FAILURE TO APPLY FOR A RECIPROCATING OR TEMPORARY LICENSE 30 DAYS BEFORE COMMENCEMENT OF WORK, THE FEE WILL AUTOMATICALLY BE DOUBLED.

Fees for Plumbing Installations without accompanying Building Permit:

Water line connection with back flow prevention valve and expansion tank	ea.	40.00
Sanitary line connection - from clean out to structure	ea.	40.00

from street main to clean out	60.00
Fixtures - up to six	25.00
each additional	ea. 4.00
Water Heater	15.00
Heating Systems (Replacements and new installations)	
Up to 185,000 btu	50.00
185,000 to 1,000,000 btu	150.00
Over 1,000,000 btu	525.00
Sprinkler system - new or addition	350.00
Plumbing Repair/Alteration -Value of Work – including Air Conditioning	
Up to \$1,000	35.00
over \$1,000-for each additional \$1,000 portion thereof	7.00

A permit is required for **ALL** heating equipment, installed in any existing structure or on any property within the City of Norwich, which uses solid fuel, combustible liquids, or gases, also include are new or replacement chimneys, flues or gas vents. Fuel examples: outdoor wood furnaces, wood stoves, wood boilers, coal stoves, pellet or corn stoves, all gas and oil heating equipment. All heating equipment shall be required to be UL or other testing agency tested and installed according to manufacturers instructions.

**ALL PERMIT FEES SHALL DOUBLE IF WORK IS STARTED
BEFORE THE ISSUING OF A PERMIT**

ELECTRICAL LICENSE

FEE SCHEDULE

Annual Active License Fees

Master Electrician License	100.00
Reciprocating Master Electrician License	100.00
Journeyman Electrician License	60.00
Reciprocating Journeyman License	60.00
Inactive license fee	1/5 of license fee

Temporary License Fees - Single Project

Temporary Master Licenses for qualified Electrical license holders.	175.00
Temporary Journeyman Licenses for qualified Electrical License holders.	60.00

FAILURE TO APPLY FOR A RECIPROCATING OR TEMPORARY LICENSE 30 DAYS BEFORE COMMENCEMENT OF WORK, THE FEE WILL AUTOMATICALLY BE DOUBLED.