



CITY OF NOVI CITY COUNCIL
SEPTEMBER 11, 2023

SUBJECT: Approval of a Resolution to Amend Community Development Department Review and Permitting Fees per attached schedule effective for permits invoiced 30 days from date of approval.

SUBMITTING DEPARTMENT: Community Development

BACKGROUND INFORMATION:

The Community Development Department provides a wide variety of services to residents, businesses, and visitors to our community. Fees are collected for many of those services where appropriate, including many Planning and Building related functions. Developers, contractors and DIY homeowners are charged to offset Building and trade (Plumbing, Electrical, Heating and Refrigeration) related permit review and inspection costs. These fees are set in a schedule approved by City Council. Commercial and Multi-Family Building Permit values and costs are referenced to Square Foot Construction Costs published and updated by the International Code Council (ICC) and adjusted with construction costs. A number of other fees are fixed and have not been revised for a number of years. These have been reviewed for and amendment is proposed in the attached strike through Fee Schedule attached. These are specifically as follows:

Construction Permit Application Fees: These fees offset the cost of reviewing, processing, administrative follow-through, collections and return of bonds, expiration notification, issuance of Temporary and Final Certificates of Occupancy and file closeout for permits. Applications must be checked for completeness and correct information, appropriate licenses and insurance as well as coordinated with the balance of project and related permit and Site Plan approvals. While most commercial contractors should be aware of the typical requirements, a significant number of applications and submittals are incomplete. Specific and detailed assistance is also provided for homeowners for DIY projects including explanation of the inspection process and basic information of permit needs and submittal documentation.

Online applications for trade permits were implemented several years ago for registered contractors and allow significant efficiencies when complete and correct, but applications still require review, and other approval and verification workflow by our staff. These application fees are currently \$30.00 per permit. These are proposed to be increased to \$40.00 per Building permit and that category clarified to include

Building permits for installation of Mobile Homes. Trade permits application fees are increased to \$35.00 per permit.

Residential Permit Fees:

These fees are the basic permit cost for new residential 1 and 2 family homes, townhouses and garages. Base permit costs are based on values calculated per square foot of construction area. These values are fixed in the fee schedule and have not been increased in a number of years. Current values for new work without adjustment are as follows:

1 and 2 family homes and townhouses	\$44.20/sf
Garages (private)	\$13.40/sf
Finished basements(existing)	\$4.00/sf
Basements (unfinished)	\$13.40/sf
Decks	\$19.47-28.22/sf

It is important to note that the “values” are for the completed work and include both materials and labor. While the material cost for a homeowner may be significantly less the value of the finished product will be identical exclusive of who provided the labor. Inspections costs to the City will be the same or more for a DIY project compared to that done by a contractor. These fees are proposed to be significantly increased to more closely match market conditions referenced in the current ICC cost data tables. While lumber pricing has eased supply chain challenges greatly increased over the past (24) months on a hopefully temporary basis. The proposed value adjustments detailed in the proposed schedule do not include the recent “bubble” pricing increases.

Base, Additional and Overtime Inspection Fees:

These represent the cost for each permit final, reinspection, and additional inspection as well as hourly overtime charges for contractors requesting overtime, evening weekend and holiday inspections. Overtime inspections are subject to staff availability and are proposed to be adjusted to match current contract amounts and minimum call-in time where specified in the contract.

Trade (Heating, Refrigeration, Plumbing and Electrical) Permit Fees:

These fees cover the inspections and support of contractors installing and commissioning these systems. In addition to the basic onsite inspections and documentation there are significant education and support components to this work. Energy Efficiency Code requirements apply to each of these disciplines and often requires coordination with other trades. While our team does not design solutions, we support the contractors in exploration of the potential options to meet the minimum Code requirements.

Permits costs are based on a combination of inspections and quantities of fixtures, circuits, panels, furnaces, etc. Larger projects may require multiple underground, rough or open ceiling inspections as various portions of a building are ready to move to the next stage. While this accommodation requires additional inspection visits, contractors are typically not charged unless work is not ready, habitually incorrect or incomplete. Inspection efforts also include review and approval of system and 3rd party test results, air balance and arc-fault calculations.

Efficiencies and convenience:

The City of Novi offers walk-in service (9) hours a day (5) days a week. Online trade and Sign permit application submittals and 24-hour/ 7-day a week construction inspection scheduling are available. Payment for most invoices is available online through credit card or e-check for the convenience of our customers. Confirmation of inspection requests and result are available following field entry of results. Complete Permit status and inspection results are also available 24/7 at www.bsaonline.com through the link from the City website. Inspectors have field tablets updated in real-time and are available to contractors and permit holders via smartphone voice, text, and email. Technology upgrades afford increased efficiencies, transparency, and increased levels of service balanced with the flood of new products, construction methods, and increasingly detailed construction and building performance standards.

The proposed effective date (30) days following approval allows sufficient time for entry/testing of updated fees in permitting software. Please see the attached memorandum from June 2023 for additional details, impact on sample projects, and comparison with other communities.

RECOMMENDED ACTION: Approval of a Resolution to Amend Community Development Department Review and Permitting Fees per attached schedule effective for permits invoiced 30 days from date of approval.

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: CHARLES BOULARD, COMMUNITY DEVELOP.
DIRECTOR
SUBJECT: FEE REVIEW
DATE: JUNE 21, 2023,

Background:

The Community Development Department provides a wide variety of services to residents, businesses, and visitors to our community. Fees are collected for many of those services where appropriate including many Planning and Building related functions. Developers, contractors and DIY homeowners are charged to offset Building and trade (Plumbing, Electrical, Heating and Refrigeration) related permit, review and inspections costs. These fees are set in a schedule approved by City Council. Commercial and Multi-Family Building Permit values and costs are referenced to Square Foot Construction Costs published and updated by the International Code Council (ICC) and adjust with construction costs. A number of other fees are fixed and have not been revised for a number of years. These have been reviewed for amendment. These are specifically as follows:

Construction Permit Application Fees: These fees offset the cost of reviewing, processing, administrative follow through, collections and return of bonds, expiration notification, issuance of Temporary and Final Certificates of Occupancy and file closeout for permits. Applications must be checked for completeness and correct information, appropriate licenses and insurance as well as coordinated with the balance of project and related permit and Site Plan approvals. While most commercial contractors should be aware to the typical requirements, a significant number of applications and submittals are incomplete. Specific and detailed assistance is also provided for homeowners for DIY projects including explanation of the inspection process and basic information of permit needs and submittal documentation. Online applications for trade permits were implemented several years ago for registered contractors and allow significant efficiencies when complete and correct. The applications still require review and other approval and verification workflow by our staff. These application fees are currently \$30.00 per permit. These are proposed to be increased to \$40.00 per permit and the category clarified to include Building Permits for installation of Mobile Homes.

Residential Permit Fees:

These fees are the basic permit cost for new residential 1 and 2 family homes, townhouses and garages. Base permit costs are based on values calculated per square foot of construction area. These values are fixed in the fee schedule and have

not been increased in a number of years. Current values for new work without adjustment are as follows:

1 and 2 family homes and townhouses	\$44.20/sf
Garages (private)	\$13.40/sf
Finished basements(existing)	\$4.00/sf
Basements (unfinished)	\$13.40/sf
Decks	\$19.47-28.22/sf

It is important to note that the “values” are for the completed work and include both materials and labor. While the material cost for a homeowner may be significantly less the value of the finished product will be identical exclusive of who provided the labor. Inspections costs to the City will be the same or more for a DIY project compared to that done by a contractor. These fees are proposed to be significantly increased to more closely match market conditions referenced in the current ICC cost data tables. Lumber demand and supply chain challenges greatly increased over the past 18 months on a hopefully temporary basis. Lumber prices have already fallen. The proposed value adjustments do not include the recent “bubble” pricing.

Base, Additional and Overtime Inspection Fees:

These represent the cost for each permit Final, reinspection, and additional inspection fees as well as hourly overtime charges for contractors requesting overtime, evening weekend and holiday inspections. These are subject to staff availability and are proposed to be adjusted to match current contract amounts as and minimum call in for time where specified in the contract.

Trade (Heating, Refrigeration, Plumbing and Electrical) Permit Fees:

These fees for cover the inspections and support of contractors installing and commissioning these systems. In addition to the basic onsite inspections and documentation there are significant education and support components to this work. Energy Efficiency Code requirements apply to each of these disciplines and often requires coordination with other trades. While our team does not design solutions, we support the contractors in exploration of the potential options to meet the minimum Code requirements.

Permits costs are based on a combination of inspections and quantities of fixtures, circuits, panels, furnaces, etc. Larger projects may require multiple underground, rough or open ceiling inspections as various portions of a building are ready to move to the next stage. While this accommodation requires additional inspection visits, contractors are typically not charged unless work is not ready, habitually incorrect or incomplete. Inspection efforts also include review and approval of system test results, air balance and arc-fault calculations.

Efficiencies and convenience:

The City of Novi offers walk in service 9 hours a day 5 days a week. Online trade and Sign permit application submittals and 24 hour/7 day a week construction inspection scheduling are available. Payment for most invoices is available online through credit card or e-check for the convenience of our customers. Confirmation of inspection requests and result are available following field entry of results. Complete Permit status and inspections results are also available 24/7 at bsaonline.com through the link from

the City website. Inspectors have field tablets updated in real time and are available to contractors and permit holders via smart phone voice, text and email. Technology upgrades afford increased efficiencies, transparency and increased levels of service balanced with the flood of new products, construction methods and increasingly detailed construction and building performance standards.

While not all inclusive the highlights below summarize many of the proposed revisions noted on the attached draft fee schedule

Proposed Fees Schedule amendments:

Application fee: Increase from \$30.00 to \$40.00

This proposed increase is net of efficiency gains due to technology with increases in personal expenses and additional documentation requirements including energy efficiency submittals, firestopping and joint penetration submittals, increased 3rd party inspection requirements and frequent construction plan resubmittals.

Base Building Permit fee for Residential projects:

Residential Values: Based on 80% of current ICC Building Valuation Data. The proposed values would remain well under the current new construction appraisal values (exclusive of land).

1 and 2 family homes and townhouses	increase from \$44.20/sf to \$104.46/sf
Garages (private)	increase from \$13.40/sf to 41.02/sf
Finished basements(existing)	increase from \$4.00/sf to 16.00/sf
Basements (unfinished)	increase from \$13.40/sf to 18.56/sf
Decks	no change \$19.47-28.22/sf

Trade Permit fees:

Proposed amendments as noted in the attached schedule. These proposed increases are typically of 15 to 20% per unit (appliance, fixture, circuit, etc.) These include typical underground, rough and open ceiling inspections and impact the permit cost based on the scope of the project. Larger projects are typically ready for the various inspections in stages and require multiple inspections. These additional inspections are performed without additional cost unless the violations are repeated, work is not ready or the site cannot be accessed.

Clean ups/Clarification/Deletions:

Lastly, the proposed amendments include deletion of several scheduled fees that are no longer used or applicable. These include but are not limited to: Administrative Temporary Certificates of Occupancy (TCO), Administrative fee for Safety and Special Inspections, Sign change of face (no longer required) and Seasonal Outdoor Seating Inspections (no longer required) along with revisions intended to increase the clarity and reduce the complexity of the fee schedule. Also proposed is standardizing the contractor registration fee and extending the duration to match the expiration of the State Licenses.

Impact of proposed increases for sample projects:

Community Development staff calculated the impact of the proposed amendments for two typical projects. The projects were for construction of a new 2200 square foot single family home and a Commercial building remodel valued at \$600,000. Comparison of these is as follows:

Single Family Home:

Current fee for Zoning Review, Similar/Dissimilar review, Plan Review Building and Trade Permits and Inspections would be \$1472.13

The proposed fee for the same scope and structure would be \$2277.00

The increase represents a change of about 0.3% in the cost of a new home conservatively valued at a sales price of \$200/square foot.

Commercial Remodel/Tenant improvements:

Current fee for Zoning Review, Plan Review Building and Trade Permits and Inspections would be \$1442.13

The proposed fee for the same scope and structure would be \$2410.51

The increase represents a change of about 0.16% in the cost of alterations valued at a \$600,000.

Comparison of existing fees with similar communities:

A fee comparison and analysis was conducted by the City of Troy in the spring of 2022 included Troy, Novi, Birmingham, and Flat Rock. Fees were compared for building, deck, shed and fence projects. In the report shared Novi fees were lower than comparison communities in all categories except fences.

Novi Community Development staff made similar comparison for a sample single family residence, residential remodel, new commercial building and commercial tenant remodel. Commerce Township, Lyon Township, Meridian Township, West Bloomfield, Troy and Rochester Hills were used for the comparison.

Each project includes the cost of the building permit, including plan review and permit fees, as well as the trade permits associated with the work being performed (mechanical, electrical, plumbing, and, for commercial projects only, fire suppression). The building permit fees were calculated for each municipality based on the formulas provided on each city's website using the same square footage and valuation. The trade permits were calculated by each of our respective inspectors based on a set rubric of work. Based on the data presented below, Novi's fees fall below the average in most categories

New Single-Family Residence

The first project comparison is based on a sample of a new 2,806 square foot single family residence with a garage and an unfinished basement.

	Permit Fee	Plan Review Fee	Trade Permit Fees	Total
Commerce Twp	3,420	474	1,246	5,140
Lyon Twp	1,208	185	1,125	2,518
Meridian Twp	3,775	na	1,302	5,077
West Bloomfield Twp	2,393	350	1,473	4,216
Troy	3,650	405	783	4,838
Rochester Hills	3,083	608	1,355	5,046
Average	2,922	337	1,214	4,473
Novi	702	484	934	2,120
Difference (dollars)	(2,220)	147	(280)	(2,353)
Difference (percent)	-76%	44%	-23%	-53%

The total cost of permit fees and plan reviews for building a new single-family residence in the City of Novi is currently 53% below the average of the 5 other municipalities selected.

Residential Remodel

The second sample project is based on a remodel of an existing single-family residence with a valuation of \$95,000.

	Permit Fee	Plan Review Fee	Trade Permit Fees	Total
Commerce Twp	874	114	325	1,313
Lyon Twp	380	80	354	814
Meridian Twp	900	na	653	1,553
West Bloomfield Twp	540	285	422	1,247
Troy	1,065	90	176	1,331
Rochester Hills	978	231	451	1,660
Average	790	133	397	1,320
Novi	513	25	259	797
Difference (dollars)	(277)	(108)	(138)	(523)
Difference (percent)	-35%	-81%	-35%	-40%

The total building permit fee, plan review fee, and cost of trade permits for Novi is currently an average of 40% less than the comparable municipalities.

New Commercial Building

The comparison for this project is based on a new 20,000 square foot building for mixed use (factory/warehouse and office space) and the construction type used was 2B. Trade permits now include fire suppression permits.

	Permit Fee	Plan Review Fee	Trade Permit Fees	Total
Commerce Twp	25,293	14,436	5,936	45,665
Lyon Twp	27,104	2,737	4,254	34,095
Meridian Twp	35,450	na	6,185	41,635
West Bloomfield Twp	21,222	10,642	8,515	40,379
Troy	27,944	3,547	4,886	36,377
Rochester Hills	25,509	4,888	10,705	41,102
Average	27,087	6,042	6,747	39,876
Novi	16,875	8,844	5,072	30,791
Difference (dollars)	(10,212)	2,802	(1,675)	(9,085)
Difference (percent)	-38%	46%	-25%	-23%

While the overall difference of -23% for this type of project is accurate, it is important to that the fees for Fire Alarm and Fire Suppression permits in Novi are typically higher as we require a third-party review prior to submittal to our office (third party review fees were included in Novi's fee calculations). The incorporation of fire suppression permit fees accounted for a 10% reduction in the difference between total Trade Permit Fees in Novi and the average of the comparable municipalities. This only impacts the difference for the total project cost by 1%.

Commercial Remodel

The final project comparison was based on a mixed used (factory/warehouse and office space) commercial remodel with a valuation of \$600,000 and the construction type used was 2B. Trade permits include fire suppression permits as well.

	Permit Fee	Plan Review Fee	Trade Permit Fees	Total
Commerce Twp	5,167	1,440	886	7,493
Lyon Twp	4,584	1,190	1,273	7,047
Meridian Twp	5,950	na	897	6,847
West Bloomfield Twp	3,540	1,800	1,425	6,765
Troy	6,115	630	534	7,279
Rochester Hills	4,413	1,464	1,338	7,215
Average	4,962	1,087	1,059	7,108
Novi	3,025	1,575	1,358	5,958
Difference (dollars)	(1,937)	488	299	(1,150)
Difference (percent)	-39%	45%	28%	-16%

As seen with the New Commercial Building comparison, the fire suppression permit fees impact the difference between Novi and the comparable municipality average for the Total Trade Permit Fees. The incorporation of the Fire Suppression Permit fees brought the Trade Permit Fees from -18% to 30% and the difference for the Total project cost from -22% to -16%.

While significant, the proposed adjustments would more accurately reflect the current cost of services provided as well as the value to the community. Please let me know if I can provide any additional information.

CITY OF NOVI COMMUNITY DEVELOPMENT DEPARTMENT



**Schedule of Permit and Plan Review Fees
Building Division
Draft September 5, 2023
Effective for Permits invoiced 30 days after adoption**

(Place pretty picture here)



COMMUNITY DEVELOPMENT DEPARTMENT

45175 Ten Mile Road
Novi, MI 48375
(248) 347-0415 Phone
(248) 735-5600 Facsimile
www.cityofnovi.org

BUILDING PERMIT FEES

APPLICATION FEES

A nonrefundable application fee shall accompany each building permit application. This fee shall be as follows:

- 1. Residential
 - a. New Single Family Residence, Additions, Alterations, Mobile Homes, Repairs & Zoning..... \$40
- 2. Nonresidential
 - a. New Commercial/Industrial & Additions, Other Non-Single Family \$40
- 3. Other
 - a. Construction Board of Appeals application fee, each meeting..... \$300
 - b. Zoning Boards of Appeals.....
 - i. Single Family Residential (Existing) \$220
 - ii. Single Family Residential With Violation..... \$275
 - iii. Single Family Residential (New) \$275
 - iv. Multiple/Commercial/Industrial \$330
 - v. Multiple/Commercial/Industrial With Violation \$440
 - vi. Sign \$330
 - vii. Sign With Violation \$440
 - viii. House Moves \$330
 - ix. Special Meeting (At Discretion of the Board) \$660

CONTRACTOR REGISTRATIONS/LICENSES

- 1. Residential: Builder or Maintenance & Alterations (duration of license) \$15

PLAN REVIEW FEES

- 1. Residential and Utility plan review (b,c and d per consultant contract, includes 15% administration)
 - a. Additions, alterations, & repairs etc. reviews..... \$30
 - b. Single family plan reviews \$155
 - c. MRC/Structural Review
 - i. Initial plan review \$161.00
 - ii. Additional reviews \$132.25
 - d. Similar/Dissimilar review
 - i. Initial review \$138.00
 - ii. Additional reviews \$109.25
- 2. Nonresidential
 - a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.
 - b. Nonresidential trade plan reviews to be computed at .0015 (base fee) X .25 of the estimated construction cost.
 - c. Minor change from original plan review..... \$130



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BUILDING PERMIT FEES

- d. Major change from the original plan review to be computed at .500 of the base fee on the estimated construction cost.
- e. Design build phases (ea) \$200
- f. Deferred submittal items (ea) \$200
- g. Rear yard façade review..... \$40.25

PERMIT & INSPECTION FEES

ADDRESSES

- 1. Addresses (each new or reassigned)..... \$15

BUILDING PERMIT VALUATION

The building permit fee shall be based on the total estimated cost of the project as noted or as computed at 95% of the current International Code Council (ICC) Building Valuation Data Report exclusive of site work. The fee shall be based on the building construction valuation as follows:

- Residential, one and two-family = \$104.46 per square foot; Private Garages = \$41.02
- Decks = \$19.47 per square foot; cedar and composite decks = \$28.22 per square foot
- Unfinished basements (all use group) = \$18.56 per square foot and \$16.00 per square foot for finished basements
- For nonresidential shell only buildings at 50% of table cost; New nonresidential building including tenant build out at 95% of table cost
- New nonresidential interior tenant improvements and mezzanine at 50% of table cost (30% for existing)

- 1. Nonresidential (MBC) Permit Cost based on Construction Valuation
 - a. Under \$1,000 \$60
 - b. \$1,001 and over. \$60

Plus \$5 for each additional \$1,000 or part thereof over \$1,001
- 2. Residential (MRC) Construction Valuation
 - a. Under \$1,000 \$60
 - b. \$1,001 and over. \$60

Plus \$4.50 for each additional \$1,000 or part thereof over \$1,001

CERTIFICATE OF OCCUPANCY TEMPORARY BONDS

Additional bond will be required of the permit holder to insure completion of work and/or correction of violations noted by the Community Development Department.

- 1. New Single Family Temporary C/O \$1,000

COMPLETION AGREEMENTS (REQUIRED UNDER CHAPTER 26.5)

- 1. Completion agreement administrative fee (per phase)..... \$950

DIGITAL IMAGING

All projects are required to have the project documents digitally scanned to a CD for record retention. The following is a list that will determine the amount of digital imaging fees to be charged based on the size of the project submitted. These fees will be included in the permit fee calculation for the project. A 15% fee will be added to cover the administrative cost of this task.

- 1. Minor tenant alteration / residential with a total of twelve 24"x36" architectural sheets or less a flat fee \$100
- 2. Tenant alterations with a total of 13-50 24"x 36" architectural sheets and under 275- 8 ½"x11" pages a flat fee \$260
- 3. New nonresidential building with a total of 51-100 24"x36" architectural sheets and under 475 8½"x11" pages a flat fee \$400



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BUILDING PERMIT FEES

- 4. New nonresidential building exceeding 100 sheets architectural sheets and 475 8 1/2"x11" the project documents will be counted by Community Development Department to calculate the fees to match what the Community Development Department is being charged for this service.

DEMOLITION

- 1. Base fee \$50
- 2. Per structure, up to 1,000 square feet of floor area \$100
- 3. Each additional square feet of floor area \$.03
- 4. Plan Review Fee (min.) \$100

MOBILE/PRE-MANUFACTURE HOME

- 1. Within the MH district, per dwelling unit \$180
- 2. In other districts, the fee shall be the same as the building permit valuation.

LAND IMPROVEMENT (per consultant contract)

- 1. Review \$115
- 2. Each review for builder initiated change \$115
- 3. Footing elevation inspection \$155.25
- 4. Additional footing elevation inspection \$115
- 5. Final grade inspection (certification) \$155.25
- 6. Each additional inspection \$155.25
- 7. Minor Land Permit
 - a. Review \$86.25
 - b. Inspection fee \$86.25
 - c. Additional inspection fee \$86.25

RE-INSTATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

- 1. Minimum Fee \$50

BASE, ADDITIONAL AND OVERTIME INSPECTION FEES

- 1.
- 2. Residential & Nonresidential (per trade, includes fire inspection), each \$45
- 3. Re-inspection (re-inspection fees to be paid prior to re-inspection) \$45
Special inspection (Change of occupancy) each \$180
- 4. Anyother (per trade) \$45
- 5. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (3 hour minimum), per hour \$53
 - b. Overtime, Sunday & Holidays (3 hour minimum), per hour \$70



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BUILDING PERMIT FEES

SIGNS

2. Ground, Temporary, Wall, Canopy or Projecting Signs(each) \$75
- 3.

TEMPORARY STRUCTURES (Tents, Construction/Sales Trailers, & all other mobile units)

- a. Minimum fee..... \$100

TEMPORARY USE AND FLOOD PLAIN REVIEW/INSPECTION FEES

1. Temporary Special Exception \$100
2. Temporary Special Land Use.....\$200
- 3.
4. Floodplain use permits (per consultant contract, includes admin. fee)
 - a. Major floodplain use permit \$3450
 - b. Minor floodplain use permit \$402.50
 - c. Individual residential floodplain use permit \$402.50
 - d. Bonds
 - i. Major floodplain use permit \$10,000
 - ii. Minor floodplain use permit..... \$2,500
 - iii. Individual residential floodplain use permit..... \$1,000



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ELECTRICAL FEES

APPLICATION FEE on all permits (non-refundable)..... \$35

CONTRACTOR REGISTRATION/LICENSES

All contractors shall register their license with the City of Novi before work is commenced.
Registration shall be renewed each license year.

- 1. Electrical and Sign Specialty Contractor (duration of license)..... \$15
- 2.

PLAN REVIEW FEES

- 1. Plan review
 - a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.

SERVICE (Temporary or Permanent)

- 1. 200 ampere or less – each service..... \$12
- 2. 201 – 600 ampere – each service... \$18
- 3. 601 – 800 ampere – each service... \$24
- 4. 801 – 1,200 ampere – each service \$30
- 5. Over 1,200 ampere – GFI only..... \$58

CIRCUITS (New, Extended or Altered)

- 1. Each..... \$6
- 2. The fees below are in addition to the circuit fee:
 - a. Lighting Fixtures – per 25..... \$7
 - b. HVAC
 - i. Furnace (unit heater)..... \$6
 - ii. Air Conditioner..... \$8
 - c. Generator..... \$8
 - d. Appliances
 - i. Electric Heating Units (baseboard)..... \$5
 - ii. Power Outlets (range, oven, water heater, dryer, water pump, dishwasher, etc.)- each..... \$7
 - e. Signs
 - i. Unit connections – each sign \$12
 - ii. Letters..... \$15
 - iii. Neon –each 25 feet \$20
 - f. Feeders – Bus Ducts, etc. – per 50 feet \$7
 - g. Energy Retrofit – Temperature control equipment \$50
 - h. Grounding Electrode \$10
 - i. Transformers
 - i. 0 to 20 KVP & HP \$8
 - ii. 21 to 50 KVP & HP \$12
 - iii. Over 51 JVP & HP \$12
 - j. Smoke detectors –per 5..... \$6



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ELECTRICAL FEES

RE-STATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing, and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

- 1. Minimum Fee \$50

BASE, ADDITIONAL AND OVERTIME INSPECTIONS FEE

For the purpose of determining conformance with codes:

- 1.
- 2. Residential & Nonresidential (per trade, includes fire inspection), each \$45
- 3. Re-inspection (re-inspection fees to be paid prior to re-inspection) \$45
- 4. Final inspection \$45
- 5. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (3 hour minimum), per hour... \$68
 - b. Overtime, Sunday & Holidays (# hour min
 - c. imum), per hour... \$92



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MECHANICAL FEES

APPLICATION FEE on all permits (non-refundable)..... \$35

CONTRACTOR REGISTRATION/LICENSES

1. Heating & Cooling, Water and Sewer Excavator, and/or Commercial Boiler (duration of license) ... \$15

PLAN REVIEW FEES

- 1. Plan review
 - a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.

HEATING EQUIPMENT/SYSTEMS

- 1. Residential heating system (includes duct and gas line pipe)..... \$60
New building only (replacement system should be itemized)
- 2. Gas/oil burning equipment (furnace, rooftop units) \$35
 - a. Compressors (split/combination) rooftop units only \$35
 - b. Gas fired generator \$35
- 3. Residential boiler \$35
Residential boiler must be installed by a licensed boiler installer
- 4. Water heater \$6
- 5. Flue/vent damper/chimney liner \$6
- 6. Solid fuel equipment (includes chimney) \$35
- 7. Gas burning fireplace (includes chimney) \$35
- 8. Chimney, factory built-installed separately..... \$30
- 9. Solar; set of 3 panels (includes piping) \$24
- 10. Gas piping; each opening (new installation/gas pressure test) \$6
- 11. Heat pumps (complete residential)..... \$35
- 12. Bath and kitchen exhaust ducts..... \$6
- 13. LP Tanks; A homeowner must own tank to install. If homeowner does not own tank, a license mechanical contractor must install tank.
 - a. Aboveground \$48
 - b. Underground..... \$48
- 14. Humidifiers \$12
- 15. Ducts \$35 minimum \$.15/ft
- 16. Heat pumps; nonresidential (pipe not included) \$24
- 17. Air handlers/heat wheels
 - a. Under 10,000 CFM \$24
 - b. Over 10,001 CFM \$70
- 18. Commercial hoods/grease ducts \$18
- 19. Heatrecovery units..... \$12
- 20. V.A.V. boxes..... \$12
- 21. Unit heaters \$18

PIPING SYSTEMS

- 1. Process Piping \$25 minimum \$.06/ ft
- 2. Gas Piping \$25 minimum..... \$.06/ft



COMMUNITY DEVELOPMENT DEPARTMENT

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MECHANICAL FEES

REFRIGERATION AND AIR CONDITIONING

1. Air conditioning (includes split systems)	\$35
2. Evaporator coils	\$35
3. Refrigeration (includes split systems).....	\$35
4. Chiller	\$35
5. Cooling towers	\$35
6. Compressor	\$35
7. Ducts \$30 minimum	\$.15/ft

RE-STATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

1. Minimum Fee	\$50
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BASE, ADDITIONAL, AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes:

1.	
2. Residential & Nonresidential (per trade, includes fire inspection), each	\$45
3. Re-inspection (re-inspection fees to be paid prior to re-inspection)	\$45
4. Final inspection	\$45
5. Any other (per trade)	45
6. Overtime Fees (Subject to staff availability)	
a. Overtime, Evenings and Saturday (3 hour minimum), per hour... ..	\$68
b. Overtime, Sunday & Holidays (3 hour minimum), per hour... ..	\$92



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PLUMBING FEES

APPLICATION FEE on all permits (non-refundable)..... \$35

CONTRACTOR REGISTRATION/LICENSES

- 1. Water & Sewer Excavator..... \$15 2.
- Plumbing Contractor (duration of license)..... \$1

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PLAN REVIEW FEES

- 1. Plan review
 - a. Nonresidential to be computed at .0015 (base fee) X 1.75 of the estimated construction cost. This includes (trade) electrical, mechanical and plumbing plan reviews.

FIXTURES (each)

As follows:

Bath Related

Bathtub	\$6
Bidet	\$6
Lavatories	\$6
Shower Pan	\$6
Urinal	\$6
Water Closet (toilet)	\$6

Kitchen/Bar Related

Disposal	\$6
Dishwasher	\$6
Grease Trap.....	\$6
Ice Making Machine.....	\$6
Refrigerator.....	\$6
Sink	\$6

Business/Medical Related

Bed Pan Washer.....	\$6
Carbonated Beverage Dispenser	\$6
Dental Chair.....	\$6
Drinking Fountain.....	\$6
Embalming Table	\$6
Emergency Eye Washer	\$6
Emergency Shower	\$6
Slop Sink.....	\$6
Medical Gas (per opening).....	\$6

Other Misc. Fixture, Drains, etc.

Acid Drain	\$6
Autopsy.....	\$6
Building Drains	\$6
Lavatories	\$6
Condensate Drain	\$6
Floor Drain	\$6
Hot Water Tank (Heater).....	\$6
Laundry Trays	\$6
Manholes, Catch Basins.....	\$6
Mobile Home Park Site	\$6
Outlet/Connection to Heating System.....	\$6
Outlet/Connection to Make-up Water Tank	\$6
Plaster Trap	\$6
Pump (Sump, Ejector, Wtr. Drv) (backflow) .	\$6
Roof Sump/Drains (Conductor)	\$6
Sprinkler System (Irrigation)	\$6
Starch Trap	\$6
Sterilizer	\$6
Stub Ups (underground only)	\$6
Sub Soil Drains	\$6
Washing Machine	\$6
Water Connected Still	\$6
Water Softener/Filtering Equip	\$6
Fixtures not listed above	\$6



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PLUMBING FEES

RE-STATEMENT (Expiration of Permit)

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- 1. Minimum Fee \$50

BASE, ADDITIONAL AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes: 6

- 1.
- 2. Residential & Nonresidential (per trade, includes fire inspection), each \$45
- 3. Re-inspection (re-inspection fees to be paid prior to re-inspection) \$45
- 4. Final inspection \$45
- 5. Any other (per trade) \$45
- 6. Overtime Fees (Subject to staff availability)
 - c. Overtime, Evenings and Saturday (3 hour minimum), per hour...\$68
 - d. Overtime, Sunday & Holidays (3 hour minimum), per hour... \$92

WATER SERVICE (Includes any repair work)

- 1. Less than 2" line..... \$6
- 2. 2" to 6"line..... \$30
- 3. Over 6"line..... \$60

SEWERS (Sanitary, Storm, or Combined)

- 1. Less than 6" line..... \$6
- 2. 6" line and over..... \$30

WATER DISTRIBUTION PIPE (SYSTEMS)

- 1. 3/4"line..... \$6
- 2. 1" line... \$12
- 3. 1 1/4" line \$18
- 4. 1 1/2" line \$24
- 5. 2" line... \$30
- 6. Over 2" line \$35



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FIRE ALARM FEES

APPLICATION FEE on all permits (non-refundable)..... \$35

CONTRACTOR REGISTRATION/LICENSES

1. Fire Alarm Contractor..... \$15

PLAN REVIEW FEES

1. Plan review performed by city employees..... \$200
2. Additional plan review performed by city employees..... \$100

FIRE ALARM SYSTEMS FEES

1. Circuits..... \$6 EA
2. Fire alarms – up to 10 devices \$60
3. Fire alarm – 11 to 20 devices..... \$120
4. Fire alarm – over 20 devices \$6 EA

RE-STATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

1. Minimum Fee \$50



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FIRE ALARM FEES

BASE, ADDITIONAL, AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes:

- 1.
2. Residential & Nonresidential (per trade, includes fire inspection), each \$45
3. Re-inspection (re-inspection fees to be paid prior to re-inspection) \$45
4. Final inspection \$45
5. Any other (per trade) \$45
6. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (3 hour minimum), per hour...\$68
 - b. Overtime, Sunday & Holidays (3 hour minimum), per hour... \$92



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FIRE SUPPRESSION FEES

APPLICATION FEE on all permits (non-refundable).....	\$35
CONTRACTOR REGISTRATION/LICENSES	
1. Fire Suppression Contractor.....	\$15



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FIRE SUPPRESSION FEES

PLAN REVIEW FEES

- 1. Plan review performed by city employees \$200
- 2. Additional plan review performed by city employees \$100

FIRE SUPPRESSION SYSTEMS FEES

- 1. Firesuppression/protection minimum..... \$25
- 2. Sprinkler heads (per head) \$.85
- 3. Flushing of pipe inspection..... \$50
- 4. Hydro inspection..... \$50
- 5. Hood/duct systems
 - a. minimum for one (1) \$20
 - b. Each additional..... \$6
- 6. Certification fee..... \$12

RE-INSTATEMENT (Expiration of Permit)

All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

- 1. Minimum Fee \$50

BASE, ADDITIONAL, AND OVERTIME INSPECTION FEE

For the purpose of determining conformance with codes: (Observable components for Life/Safety issues only)

- 1. Additional inspection \$45
- 2. Re-inspection (re-inspection fees to be paid prior to re-inspection) \$45
- 3. Rough inspection \$45
- 4. Final inspection \$45
- 5. Special/safety inspection/hood system. \$50
- 6. Overtime Fees (Subject to staff availability)
 - a. Overtime, Evenings and Saturday (3 hour minimum), per hour..... \$68
 - b. Overtime, Sunday & Holidays (3 hour minimum), per hour... \$92

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

RESOLUTION TO AMEND COMMUNITY DEVELOPMENT REVIEW AND PERMITTING FEES PER THE ATTACHED SCHEDULE EFFECTIVE FOR PERMITS INVOICED 30 DAYS FROM DATE OF APPROVAL.

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on September 11, 2023, at 7:00 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers _____

ABSENT: Councilmembers _____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS the Community Development Department provides Building Code Plan Review and Inspection services for construction within the City of Novi under the Stille-DeRossett-Hale Single State Construction Code act; and

WHEREAS, the State Construction Code Act allows enforcing jurisdictions to collect review and inspection fees for permits to offset the cost of providing these services; and

WHEREAS, the cost of providing services has increased significantly in the past several years;

NOW, THEREFORE, BE IT RESOLVED as follows:

The proposed amended Community Development Department Review and Permitting Fees schedule dated September 1, 2023 is hereby approved by City Council and shall be effective for permits invoiced 30 days from date of approval.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 11th day of September, 2023, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

Cortney Hanson, City Clerk
City of Novi