

Village of Machesney Park

FEE SCHEDULE

Revised 09/06/2023

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BUILDING PERMITS

For the purposes of determining a basis for computing building permit fees, the estimated cost of construction shall be determined by the Building Official as follows:

1. The Building Official may accept an estimate furnished by the applicant for a permit; or
2. May require a certificate of the cost of construction from a licensed architect or a registered professional engineer; or
3. May require an affidavit from the owner or the owner's agent setting forth the estimated cost of the proposed work; or
4. May make such estimate as Building Official based on the following valuation schedule;
 - *Building Permits are NOT inclusive of zoning permits when / if required.*
 - *"Processing Fees " are NOT included in the permit price listed below & will need to be added per "Trade" (One "Processing Fee" per "Trade" per Application), unless otherwise stated.*
 - *"Trade" shall reference Electrical / Heating, Ventilating, & Air Conditioning (HVAC) / Plumbing / Structural.*

Table of Contents

Section # - Item Topic

- 1 - Structural
- 2 - Electrical
- 3 - Plumbing
- 4 - Heating – A/C & Other Mechanical Systems
- 5 - Other Services Provided
- 6 - Other Information

	Permit Fee	PER
Processing Fee	\$ 40.00	trade
Contractor Change	\$ 40.00	trade
Additional Inspection/Re-Inspection	\$ 50.00	trade
Permit extensions (fees charged per unfinished trade, 60-days max)	\$ 50.00	trade

**Inspections not covered by a permit or other provisions shall be at the above stated rate per inspection.*

SQ FT = square foot flat = Flat fee (not inclusive of the processing fee if/when required) pc = per circuit (quantity) each = per unit (quantity)

SECTION 1: STRUCTURAL PERMIT FEES	Permit Fee	PER	Plus (+) Processing Fee
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A. RESIDENTIAL (VALUATION CALCULATION PER SQUARE FOOT)

*Use the below Cost (\$) per Square Foot multiplied by the project Square Footage to find the Valuation, then locate the valuation range on the "Structural Valuation Table" to find the permit cost associated with that valuation.

Finished Square Footage	**For Calculating the Cost of Construction**
Includes, but not limited to; Addition / Alteration / Conversion, Interior Remodel, Finished Basement, 3- / 4- Season Room, Etc.	\$ 60.00 SQ FT
Unfinished Square Footage	

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Includes, but not limited to; Accessory Buildings, Attached / Detached Garages, Sheds, Gazebos, Pole Barns, Carports, Porches, Decks, Pergolas, Etc.

Fire Repairs	\$ 18.00	SQ FT
Structural Valuation Table (ranges)	\$ 60.00	SQ FT
Residential / Commercial		

**See "Structural-Valuation Table" to determine the cost of the permit. Processing Fee will need to be added to the total cost.*

BUILDING PERMITS cont.

		Permit Fee	PER	Plus (+) Processing Fee
B. DEMOLITION				
*Demolition permits will have a processing fee added based on a per parcel basis. Multiple structures on a single parcel shall only have one processing fee.				
Residential	flat fee per structure	\$ 35.00	each	\$ 40.00
Commercial	0-10,000 SQ FT	\$ 60.00	each	\$ 40.00
	Over 10,000 SQ FT	\$ 120.00	each	\$ 40.00
C. SIGNS				
Non-Illuminated				
	Less than 3 SQ FT	EXEMPT (No Charge)	-	-
	3 SQ FT & Greater		\$ 0.25 SQ FT	\$ 40.00
Illuminated - All Required				
	Wiring charge	\$ 25.00	Sign	
	Square Foot	+ \$ 0.25	SQ FT	\$ 40.00
Temporary		\$10.00	-	-
D. OTHER STRUCTURAL PERMITS REQUIRED				
Re-Roof / Re-Roof & Tear Off				
Residential	House and/or Accessory Structure (1 per lot)	\$ 40.00	each	\$ 40.00
Commercial				
	<i>*Based on the Cost of Construction</i>			
	<i>(See Structural Valuation Table to determine permit cost)</i>			
Egress Window		\$ 30.00	each	\$ 40.00
	<i>*For existing structures only, new structures are required by code</i>			
Swimming Pool				
	Above Ground / In-Ground	\$ 50.00	flat	\$ 40.00
	<i>*Permit includes electrical, but may require additional permits for; heating, decking / barriers around the pool</i>			

SECTION 2: ELECTRICAL PERMIT FEES

A. MISC. WIRING / CODE REPAIRS / ELECTRICAL RECONNECT				
Residential	<i>*(Wiring less than or equal to 100 Square Feet)</i>	\$ 25.00	flat	\$ 40.00
Commercial	<i>*(4 Circuits or less)</i>	\$ 25.00	flat	\$ 40.00

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B. WIRING

Residential *(Wiring greater than 100 square feet)

101 – 1,200 SQ FT	\$ 82.00	flat	\$ 40.00
1,201 – 1,600 SQ FT	\$ 98.00	flat	\$ 40.00
1,601 – 2,000 SQ FT	\$ 110.00	flat	\$ 40.00
2,001 – 2,400 SQ FT	\$ 122.00	flat	\$ 40.00
2,401 – 3,000 SQ FT	\$ 140.00	flat	\$ 40.00
3,001 – 4,000 SQ FT	\$ 165.00	flat	\$ 40.00
4,001 & Greater SQ FT	\$ 175.00	flat	\$ 40.00

Commercial

*5 or more Circuits	per Circuit (being used)	\$ 6.00	each	\$40.00
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C. ELECTRICAL PANEL

Residential	\$ 12.00	each	\$ 40.00
Commercial	\$ 35.00	each	\$ 40.00

BUILDING PERMITS cont.

		Permit Fee	PER	Plus (+) Processing Fee
RESIDENTIAL / COMMERCIAL				
D. SERVICE				
	0 – 200 Amps	\$ 25.00	flat	\$ 40.00
	201 – 300 Amps	\$ 35.00	flat	\$ 40.00
	301 – 400 Amps	\$ 45.00	flat	\$ 40.00
	401 – 500 Amps	\$ 55.00	flat	\$ 40.00
	501 – 600 Amps	\$ 65.00	flat	\$ 40.00
	601 – 700 Amps	\$ 75.00	flat	\$ 40.00
	701 – 800 Amps	\$ 85.00	flat	\$ 40.00
	801 – 900 Amps	\$ 95.00	flat	\$ 40.00
	901 – 1,000 Amps	\$ 105.00	flat	\$ 40.00
	1,001 – 1,100 Amps	\$ 115.00	flat	\$ 40.00
	1,101 – 1,200 Amps	\$ 125.00	flat	\$ 40.00
	<i>*Increases \$10 for every additional 100 Amps; Maximum 2,000 Amps at \$205, plus the processing fee.</i>			\$ 40.00
	Transformers & Disconnects	\$ 12.00	each	\$ 40.00
E. COMMUNICATION, BURGLAR / FIRE ALARMS				
Residential	1st Structure	\$ 18.00	flat	\$ 40.00
	Additional Structure(s)	+\$ 12.00	each	
Commercial	Per Structure	\$ 25.00	structure	\$ 40.00
F. SOLAR PANEL INSTALLATION		\$100.00	per every 25 panels	\$40.00

SECTION 3: PLUMBING PERMIT FEES

(Residential / Commercial)

A. FIXTURE / OPENING	\$10.00	each	\$ 40.00
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**Bath fixtures, kitchen sink, disposal, water heater, RPZ Valves (lawn / landscape sprinkler system), laundry trays, floor drains, sewer hookup, water hookup, water softeners, sump pump, sewage lifts, interior roof drains, storm sewer, & any other appliance for a fixture/opening not listed here that is connected to private or public plumbing system.*

B. FIRE SUPPRESSION SYSTEM / SPRINKLERS	\$ 12.00	system	\$ 40.00
Per Head	+\$ 0.30	head	

SECTION 4: HEATING-A/C & OTHER MECHANICAL SYSTEMS FEES *(Residential / Commercial)*

A. HEATING:

Forced Air, Hot Water, Steam, Geo-Thermal:

0 – 200,000 BTU	\$ 35.00	each	\$ 40.00
200,001 – 500,000 BTU	\$ 40.00	each	\$ 40.00
500,001 – 1,500,000 BTU	\$ 50.00	each	\$ 40.00
1,500,001 – 3,000,000 BTU	\$ 102.00	each	\$ 40.00
3,000,001 – 4,000,000 BTU	\$ 160.00	each	\$ 40.00
4,000,001 & Greater BTU	\$ 220.00	each	\$ 40.00
Electric Base Board Heat	\$ 25.00	flat	\$ 40.00
Additional Unit(s)	+\$ 6.00	each	

BUILDING PERMITS cont.

	Permit Fee	PER	Plus (+) Processing Fee
B. EXHAUST			
Fans			
First Fan	\$ 12.00	flat	\$ 40.00
Additional Fan(s)	+\$ 6.00	each	
<i>*Includes, but limited to: Bathroom Fans, Kitchen Hoods, etc.</i>			
Systems & Make-Up Air			
0 – 2,000 CFM	\$ 30.00	each	\$ 40.00
2,001 – 6,000 CFM	\$ 36.00	each	\$ 40.00
6,001 – 10,000 CFM	\$ 42.00	each	\$ 40.00
For each additional - 10,001 CFM over 10,000	+\$ 3.00	each	\$ 40.00
C. DUCT WORK	\$ 30.00	each	\$ 40.00
<i>*Includes, but limited to; New Construction, Remodels, Chimneys, Misc., Etc.</i>			
Fireplaces			
Factory Built (Prefab), Masonry	\$ 20.00	each	\$ 40.00
D. GAS PIPING			
Gas Line	\$ 12.00	each	\$40.00
Per Gas Opening	+\$ 3.00	each	
E. AIR CONDITIONING			
Forced Air: Air Conditioning			
0 – 36,000 BTU	\$ 35.00	each	\$ 40.00
(Up to 3 Ton)			

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36,001 – 60,000 BTU	(3 - 5 Tons)	\$ 40.00	each	\$ 40.00
60,001 – 240,000 BTU	(5 - 20 Tons)	\$ 45.00	each	\$ 40.00
240,001 – 600,000 BTU	(20 - 50 Tons)	\$ 50.00	each	\$ 40.00
600,001 & Greater BTU	(Greater than 50 Tons)	\$ 55.00	each	\$ 40.00

**12,000 BTU's = 1 Ton*

F. REFRIGERATION

Class A & B

\$ 25.00 flat \$ 40.00

Additional Condenser Unit(s)

+\$ 10.00 each

Incinerators

\$ 48.00 each \$ 40.00

SECTION 5: OTHER SERVICES PROVIDED

A. CODE COMPLIANCE INSPECTION

\$ 20.00 each \$ 40.00

B. OCCUPANCY (LIFE/SAFETY INSPECTION)

\$200.00 each -

C. SITE GRADING / UNDERGROUND UTILITIES

\$100 + consulting engineer review fee

D. FENCE

\$20.00 lot None

E. SHED

\$20.00 structure None

F. CELL TOWER

\$240.00 each -

G. BUILDING PLAN REVIEW

\$100 + consulting architect review fee

H. DRIVEWAY/PARKING LOT PAVING

First 2,000 square feet of paved area

\$20.00 2,000 SF None

+ \$0.01/SF for every square foot above 2,000 SF

\$0.01 SF above 2,000 SF

I. WITNESS FOR COURT & HOURLY FEE

\$ 60.00 hour*

**Per hour includes actual court time, time waiting for court call that prevents the inspector from proceeding with regular inspection duties.*

J. TEMPORARY USE IN COMMERCIAL OR INDUSTRIAL

\$20.00 flat

PUBLIC WORKS PERMITS

SECTION 1: PUBLIC WORKS CONSTRUCTION PERMITS

	Permit Fee	PER	Plus (+) Processing Fee
A. SIDEWALK CONSTRUCTION	\$ 25.00	-	None
B. PAVEMENT CUT	\$ 100.00	-	None
C. STREET CLOSURE	\$ 100.00	-	None
D. CURB OR GUTTER REPLACEMENT	\$ 100.00	-	None
E. ROW WORK/OTHER	\$ 100.00	-	None
F. SMALL WIRELESS FACILITIES	\$ 350.00 – \$1,000.00*		None

**\$650 to collocate a single small wireless facility on an existing utility pole or wireless support structure;*

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\$350 for each small wireless facility in a consolidated application to collocate more than one small wireless facility on existing utility poles or wireless support structures; \$1,000 for each small wireless facility that includes the installation of a new utility pole for such collocation

G. EROSION & SEDIMENT CONTROL

		PERMIT EXPIRATION PERIOD		
		3 Months	6 Months	12 Months
TOTAL AREA DISTURBED	1,000 SF to 1 Acre	\$ 115.00	\$ 205.00	\$ 340.00
	1 Acre to 5 Acres	\$ 225.00	\$ 410.00	\$ 685.00
	5 Acres to 10 Acres	\$ 340.00	\$ 615.00	\$ 1,025.00
	10 Acres +	\$ 455.00	\$ 820.00	\$ 1,365.00

SECTION 2: OTHER SERVICES PROVIDED

	Permit Fee	PER	Plus (+) Processing Fee
A. BLOCK PARTY PERMIT	\$ 25.00	-	None
B. OVERWEIGHT VEHICLES			

OVERWEIGHT (LBS.)	FEES
80,001-90,000	\$ 25.00
90,001-100,000	\$ 50.00
100,001-110,000	\$ 75.00
110,001-120,000	\$ 100.00
Greater than 120,001	\$ 125.00
Each Additional 10,000 lbs.	\$ 10.00

OVERWIDTH (FT.)	FEES
Less than 12" wide	\$ 25.00
Greater than 12" wide	\$ 50.00

BUSINESS LICENSES

All license fees are per annum unless otherwise specified.

SECTION 1: LIQUOR LICENSE FEES

The application fee is equal to the annual fee and is not required for license renewal applications. Once a licensee is issued, a pro-rated annual fee will be determined based on the month in which the license is issued as compared to the number of months remaining in the Village's fiscal year.

Class A \$1,500: On-premise consumption and retail carryout in original package

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Class B \$1,500: Retail carryout in original package; no on-site consumption

Class C \$700: On-premise consumption of beer and wine only

Class R \$1,500: On-premise consumption only for restaurants (at least 50% of sales is food)

Class MT \$1,500: On-premise consumption only for a bona fide cinema or movie theater

Class BB \$1,500: On-premise consumption for bona fide video gaming parlor; must accompany current G license

Class GC \$500: On-premise consumption of beer and wine at gas stations and convenience stores; must accompany a current G license

Class G \$250 per terminal annually (cost of fee shall be shared equally between the terminal operator and license holder): Video gaming; must accompany a current A, B, C, R, BB, or GC license

Class P \$300: On-premise consumption for outdoor patios to license holders

Class SU \$100/day: Special use license (liquor permit) for existing A, C, or R license holders

Class SE \$100/day: Special event license (liquor permit) for not-for-profit organizations and/or other groups

SECTION 2: TOBACCO & ALTERNATIVE NICOTINE PRODUCTS LICENSING FEE

		Plus (+)
License Fee	PER	Processing Fee
\$ 150.00	-	None

SECTION 3: MISCELLANEOUS BUSINESS LICENSE FEES

	License Fee	PER	Plus (+) Processing Fee
A. MOVIE THEATER			
Live Theater	\$ 75.00	flat	None
Indoor Theater	\$ 50.00	screen*	None
Outdoor Theater	\$ 75.00	screen*	None
			<i>*Not to exceed \$200.00</i>
B. ITINERANT MERCHANTS			
1 Day	\$ 25.00	-	None
7 Days	\$ 100.00	-	None
30 Days	\$ 200.00	-	None
31-120 Days	\$ 350.00	-	None
C. ICE CREAM TRUCK	\$ 250.00	-	None

BUSINESS LICENSES cont.

		Plus (+)
License Fee	PER	Processing Fee

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D. MASSAGE THERAPY ESTABLISHMENT	\$ 200.00	flat	\$ 50.00
E. TATTOO ESTABLISHMENT	\$ 200.00	flat	\$ 50.00
F. DOG KENNEL	\$ 100.00	flat	None
G. HOME OCCUPATION	\$ 10.00	year	None
H. GOING OUT-OF-BUSINESS SALE	\$ 25.00	flat	None
I. SHORT-TERM RENTALS	\$400 initial application; \$100 per annum renewal		None

ZONING PETITIONS & PERMITS

SECTION 1: ZONING MAP AMENDMENTS

Fee

A. LOTS LESS THAN ONE-HALF ACRE	\$ 200.00
B. .5 ACRE – 2 ACRES LOT	\$ 275.00
C. 2 ACRES – 5 ACRES LOT	\$ 350.00
D. 5+ ACRES LOT	\$ 350.00 - \$ 600.00*
* \$350 + \$25 for each acre above 5 acres; Shall not exceed \$600	

SECTION 2: SPECIAL USE PERMITS

A. LOT LESS THAN 2 ACRES	\$ 100.00
B. 2 – 5 ACRE LOT	\$ 175.00
C. 5+ ACRE LOT	\$ 175.00 - \$ 300.00*
* \$175 + \$10 for each acre above 5 acres; Shall not exceed \$300	

SECTION 3: ZONING VARIANCES

Fee

A. RESIDENTIAL	\$ 75.00
B. NON-RESIDENTIAL	\$ 150.00

SECTION 4: PLATS

Fee

A. TENTATIVE PLAT	\$ 2,000.00 + \$ 50 for each lot in excess of 50 lots
B. FINAL/RE-PLATS	\$150.00 + \$1.00 for each lot + engineer review fee

SECTION 4: FLOODPLAIN DEVELOPMENT

Fee

A. PERMIT	Fee determined by length of engineer review
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SECTION 5: CANNABIS ESTABLISHMENT

Fee

A. PERMIT

\$ 250.00

MISCELLANEOUS LICENSES, PERMITS, & FEES

	Fee	PER	Plus (+) Processing Fee
A. PLANTS & WEEDS VIOLATION INSPECTION & ENFORCEMENT ADMIN FEE	\$ 100.00	-	None
A. INOPERABLE/UNLICENSED MOTOR VEHICLE REMOVAL ADMIN FEE	\$200.00	-	None
B. FIREWORKS PERMIT	\$ 25.00	-	\$ 40.00
C. DOOR-TO-DOOR SALES PERMIT	\$ 75.00	flat	\$ 75.00
D. HORSE DRAWN CARRIAGE PERMIT	\$ 25.00	flat	None

E. DEBIT/CREDIT CARD PROCESSING FEES*

**All card processing fees are collected and paid to the Village's card processor*

ONLINE PAYMENT & SWIPE	
Service Fee Amount	2.95%
<i>Minimum Service Fee is \$1.00</i>	

CALL CENTER & LIVE AGENT	
Service Fee Amount	2.95%
<i>Minimum Service Fee is \$1.00 plus \$2.50 for operator assistance</i>	