

**APPLICATION INTAKE****In Person:** 9:00 am – 4:00 pm**By Email:** buildingpermits@roswellgov.com**BUILDING  
PERMIT FEES**

**Initial fees are calculated for application & review fee only, additional fees may apply to a specific application type and will be invoiced separately prior to permit issuance.**

**Application**

Non-refundable \$25 Application fee/All Permits

**PERMIT FEE:** Based on Total Construction Cost. 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

**TOTAL PROJECT VALUATION****PERMIT FEES (in addition to Application and Plan Review fee)**

\$0 to \$75,000

\$135.00, 1 Inspection only with no plan review (over the counter permits). Each additional inspection=+\$100.00. Plan review fees per schedule below, by type.

\$75,000 and above

Cost of construction X \$.0065 + \$110.00 + Inspection and Plan Review Fees

**Plan Review:** Building, plumbing, mechanical, electrical and permanent sign permit fees will be collected in addition to fees that are based on project Valuation

Commercial

50% of the permit fee; Minimum \$125.00

Residential

25% of the permit fee; Minimum \$125.00

Consultation Meetings with Building Dept

\$125

Resubmittal review (assessed for 2nd and subsequent resubmittal of plans)

\$150.00 for resubmittals after first round of reviews

Revision to an active permit

\$150 per revision to an existing permit; see "work without permit" for additional fees. Revisions that need additional plan review to be assessed 50% of original plan review fee.

**Sign Permits**

Wall Sign

\$95 Signs Requiring 1 Inspection Only +  
\$95 Per Additional Inspection Needed

Free Standing

\$95 Signs Requiring 1 Inspection Only +  
\$95 Per Additional Inspection Needed

Banner (temp sign permit - see P &amp; Z)

See P &amp; Z schedule

**COs and Re-Inspections**

Certificate of Occupancy or Completion (C/O or C/C)

\$200 Commercial, change in tenant  
\$100 Residential for requests without permit(s)

Temporary, conditional and  
Partial certificate of occupancy  
AND for each 30-day extension

\$200

Replacement of permits, CO's, etc.

\$50

Re-inspection fee, first time

\$50

Re-inspection fee, second time

\$75

Re-inspection fee, third and each subsequent time

\$100

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<b>Others:</b>		
Each additional inspection	\$100	
Pool, Deck, Retaining Wall, Additions: Engineering Plan Review	If not triggering full LDP, Eng Plan Review still required	Building Permit Fees per above + Engineering Plan Review Fee on LDP Permit Schedule, per project type
Temporary Structure Permits	Minimum \$135 fee plus plan review fees.	
Transfer of Permit/change of contractor	\$200	
Temporary Power to Permanent	\$50	
Temporary Power Pole	\$75	
Demolition	\$250.00, Only 1 Inspection	
House Moving Permit	\$250.00, Only 1 Inspection	
Roofing/siding/windows	\$135.00, only 1 Inspection (re-inspection = per fee)	
Inspections outside of normal business hours	\$75 per hour (\$150 minimum)	
Fee for work done without a permit	200% of original permit fee	
Temporary Construction Trailer (not including electric)	\$100	
<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>	