

BALTIMORE CITY BUILDING, FIRE, AND RELATED CODES 2007

Adopted by Ordinance 07 - 552, effective December 16, 2007

Modified by Ordinance 09 - 173, effective July 1, 2009

**SECTION 108 FEES**

**108.1 Permit fees.** A permit for construction, alteration, demolition, moving, or other building operation is not valid unless the fees prescribed in this Code have been paid, nor is any amendment or extension to a permit valid unless the prescribed additional fee has been paid. For construction work described in § 108.6.1a and c of this Code, payment in full must be made at the time of application; for all others, payment must be made before issuance of the permit, amendment, or extension.

**108.2 Other fees.** The payment of the fee for all work done concurrently or in connection with the work contemplated by a permit does not relieve the applicant or permit holder from the payment of other fees prescribed by law for water taps, sewer connections, electrical permits, signs and display structures, marquees, or other appurtenant structures, or fees for inspections, occupancy permits, or other privileges or requirements, whether within or without the jurisdiction of the Department.

**108.3 Minimum fees and service charges.** Fees or service charges for the various permits, certificates, inspections, tests, or other services provided under this Code are as specified in this § 108. Unless otherwise specified, the minimum fee or service charge is \$25. All fees are to be rounded to the nearest dollar.

**108.4 Refunds; credits.**

**108.4.1 Refunds.** No fee or other service charge paid for any application, permit, certificate, inspection, test, or other service may be refunded, in whole or in part, except as provided in this § 108.4.1. If no work has been done nor any privilege enjoyed under a permit, certificate, inspection, test, or other service, a refund may be granted of not more than 50% of the fee or service charge paid. In no event, however, may any refund be granted on any fee or charge of less than \$1,000.

**108.4.2 Credit for administrative error.** If the Building Official revokes a permit because of an administrative error that, through no fault of the applicant, was made in issuing the permit, the applicant may:

1. apply under § 108.4.1, if applicable, for a partial refund of the fee paid for the revoked permit, or
2. request that the fee paid for the revoked permit be applied and credited to the fee due for a new permit to replace the one revoked.

**108.5 Service charges.**

**108.5.1 Duplicate or additional documents.** The charges for copies or duplicates of permits, certificates, and other documents are:

1. for photocopies of documents other than approved plans, \$1 for the 1<sup>st</sup> page and 50¢ for each additional page,
2. for duplicates of documents other than approved plans, \$10 for each duplicate issued, and
3. for copies or duplicates of approved plans, \$10 per sheet plus any charge involved in reproducing them, with a minimum charge of \$25.

**108.5.2 Partial permits.** For a partial permit issued under this Code:

1. the charge is at the rate of:
  - a. \$10 for each \$1,000 worth of work up to \$1,000,000 worth of work, plus
  - b. \$5 for each \$1,000 worth of work in excess of \$1,000,000, and
2. the minimum charge is:
  - a. \$100 for 1- and 2-family dwellings, and
  - b. \$250 for all other structures.

**108.5.3 Permit extensions.** For a permit extension issued under this Code, the charge is as follows:

1. If the application for extension is made within 30 days after the permit expires, the fee for the extension is \$25.
2. If the application for extension is made between 30 - 60 days after the permit expires, the fee for the extension is 50% of the original permit fee. Alternatively, the applicant may apply for a new permit for the work remaining to be completed, with the fee for that permit to be based on the scope of that remaining work.

**108.5.4 Permit amendments.** For an amendment to a permit, the charge is as follows:

1. For each amendment that involves work not originally applied for to complete the entire project, the charge is the appropriate fee for the work contemplated plus a surcharge of 10%, with a minimum combined fee and surcharge of \$50.
2. For each amendment that is outside the scope of paragraph 1 above and for which revised plans are required, the charge is 20% percent of the original permit fee, with a minimum charge of \$50.
3. For each amendment that is outside the scope of paragraph 1 above and for which revised plans are not required, the charge is \$25.

**108.5.5 Cancellation of applications.** If a legal permit cannot be issued on an application, the Department will notify the applicant of that fact, and the application may be withdrawn by the applicant or canceled by the Department. The charge for the withdrawal or cancellation is 50% of the fee prescribed for the work described in the application. However, there is no cancellation charge if the fee for the permit applied for is less than \$100.

**108.5.6 Preliminary Project Review.** For a "Preliminary Review" of a proposed project, the charge is \$50 for each half hour.

**108.5.7 Revised drawings.** For revised drawings, the charge is \$10 for each sheet submitted, with a minimum charge of \$25.

**108.5.8 Application fee.** Before an application for any permit or certificate is processed, the applicant must pay a nonrefundable application fee as follows:

1. 1- and 2-family dwellings \$25
2. All others \$50

*(Ord. 09-173.)*

**108.5.9 Inspection fees.**

**108.5.9.1 Overtime fee.** For each inspection or reinspection that, at the request of the owner or owner's agent, is made outside normal working hours, a charge is imposed at the rate of \$50 an hour for each inspector, with a minimum charge, payable in advance, of \$200 for each inspector.

**108.5.9.2 Reinspection fee.** If the owner or owner's agent schedules an inspection and, for any reason, a reinspection of the same work is required, the charge, payable in advance, is as follows:

1. \$35 for a 1<sup>st</sup> reinspection,
2. \$50 for a 2<sup>nd</sup> reinspection, and
3. \$100 for a 3<sup>rd</sup> and every subsequent reinspection.

**108.5.10 Penalty surcharge.** A surcharge may be assessed on any permit that is issued for work begun or completed:

1. without a permit,
2. beyond the scope of a permit or in a manner inconsistent with plans or drawings approved as part of a permit application, or
3. during the suspension or after the revocation of a permit for that work.

*(Ord. 09-173.)*

**108.5.10.1 Amount – In general.** Except as otherwise specified in this § 108.5.10, the amount of the surcharge is the greater of \$1,000 or 50% of the permit fee.

**108.5.10.2 Amount – Demolition work.** For demolition work done without the proper permit or in violation of the terms of a permit, the surcharge is 15¢ for each cubic foot of the structure before the demolition.

**108.5.10.3 Reductions.** The Building Official may reduce the amount of a surcharge imposed by this § 108.5.10:

1. on written application and justifiable cause demonstrated, and
2. in accordance with applicable standards and criteria contained in the rules and regulations adopted under this Code.

**108.5.10.4 Surcharge in addition to other fines, etc.** A surcharge imposed by this § 108.5.10 is in addition to any other fine or penalty imposed under this Code or any other law or regulation.

**108.5.10.5 Contractor's liability.** If the unauthorized work for which the surcharge is imposed

was performed by a contractor, the contractor:

1. is personally liable for the surcharge, and
2. may not, directly or indirectly, attempt to recoup the amount of the surcharge from the property owner.

**108.5.10.5.1 Violation.** A contractor who violates § 108.5.10.5(2):

1. is subject to the fines and penalties imposed for violations of this Code, and
2. may be reported to the relevant licensing authority and the Consumer Protection Division of the Attorney General’s Office.

**108.5.11 Violation reports.** The charge for a violation report, whether obtained from the Department or from the Bureau of Liens, is \$30, in addition to the charge for a lien certificate.

**108.6 Fee schedules.**

**108.6.1 Permit fees for construction work.**

**a. New buildings and additions.**

**1. 1- and 2-family dwellings**

\$10 for each 1,000 cubic feet (28.31 cu. m.) or fraction of 1,000 cubic feet (28.31 cu. m.) of gross volume, including all basements and cellars.

Minimums –

New building	\$150
Additions	\$75

**2. All others**

\$20 for each 1,000 cubic feet (28.31 cu. m.) or fraction of 1,000 cubic feet (28.31 cu. m.) of gross volume, including all basements and cellars.

Minimums –

New building	\$250
Additions	\$150

*(Ord. 09-173.)*

**b. Structures accessory to a principal occupancy.**

Each structure of 100 square feet (9.29 sq. m.) or less of gross floor area \$25

Each structure over 100 square feet (9.29 sq. m.) of gross floor area \$50

*(Ord. 09-173.)*

**c. Alterations and repairs.**

**1. 1- and 2-family dwellings**

\$0.30 per square foot or fraction of a square foot of affected gross floor area

Minimum	\$50
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Exception: For alterations limited to the exterior, the fee is \$10 for each \$1,000 or fraction of \$1,000 estimated cost.

Minimum \$50

**2. All others**

\$0.35 per square foot or fraction of a square foot of affected gross floor area

Minimum \$150

Exception: For the following types of work, the fee is \$12 for each \$1,000 or fraction of \$1,000 estimated cost:

Alterations limited to the exterior.

Alterations limited to construction of new-tenant demising wall.

Alterations limited to creation of new-tenant shell space.

Minimum \$50

*(Ord. 09-173.)*

**d. Chimneys, stacks, towers.**

0 to 50 feet (15.24 m) high	\$35
Over 50 feet (15.24 m) to 100 feet (30.48 m) high	\$50
Over 100 feet (30.48 m) high	\$75

**e. Retaining walls.**

\$10 for each 100 square feet (9.29 sq. m.) or fraction of 100 square feet (9.29 sq. m.) of area above footing.

**f. Fences.**

\$10 for each 100 linear feet (30.38 m) or fraction of 100 linear feet (30.38 m).

**g. Grading (excavating or filling).**

0 to 5,000 cu. yd. (3822.77 cu. m.)	\$35
Over 5,000 cu. yd. (3822.77 cu. m.) to 50,000 cu. yd. (38,227.74 cu. m.)	\$50
Over 50,000 cu. yd. (38,227.74 cu. m.)	\$75

**h. Paving or surfacing.**

0 to 1,000 sq. ft. (92.90 sq. m.)	\$25
Over 1,000 sq. ft. (92.90 sq. m.) to 10,000 sq. ft. (929.03 sq. m.)	\$35
Over 10,000 sq. ft. (929.03 sq. m.) to 50,000 sq. ft. (4645.15 sq. m.)	\$60
Over 50,000 sq. ft. (4645.15 sq. m.)	\$85

**i. Erecting, placing, hanging, or reconstructing signs.**

0 to 10 sq. ft. (0.929 sq. m.)	\$25
Over 10 sq. ft. (0.929 sq. m.) to 150 sq. ft. (13.94 sq. m.)	\$35
Over 150 sq. ft. (13.94 sq. m.) to 200 sq. ft. (18.58 sq. m.)	\$60
Over 200 sq. ft. (18.58 sq. m.) to 500 sq. ft. (46.45 sq. m.)	\$150
Over 500 sq. ft. (46.45 sq. m.)	\$250

**j. Installing on-premises advertising signs.**

For erecting, placing, hanging, or reconstructing any consolidated area of signage, as described in § 11-422 of the Zoning Code, the fee is \$1 a square foot, with a minimum of \$13 for each consolidated area of signage.

The rates in items i and j are based on the gross square feet area of the sign face or faces. No fee is charged for signs less than 100 square feet (9.29 sq. m.) and used exclusively for advertising the sale or lease of the property on which they are posted.

For repairing, painting, and rehangng any sign in the same place, the fee is \$25 for each sign.

**k. Demolition.**

1- and 2-family dwellings	\$0.030 per cubic foot volume of structure
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Minimum	\$300
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All others	\$0.075 per cubic foot volume of structure
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Minimum	\$600
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Accessory structures	\$50 each
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Maximum	\$5,000 per structure
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*(Ord. 09-156.)*

**l. Temporary structures.**

For each temporary structure, the fee is \$20 a year for each 500 square feet or fraction of 500 square feet of gross floor area.

Minimum	\$35
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Maximum	\$800
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*(Ord. 09-173.)*

**m. Moving buildings.**

\$50 each

**n. Swimming pools.**

1- and 2-family dwellings	\$50
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All others \$250

**o. Occupancy permit (including any accompanying use permit issued under Zoning Code).**

For each use in each building or part of a building \$45

**p. Sediment and erosion control.**

Sediment and erosion control permit and review fees will be assessed by the Department of Public Works in accordance with the fee schedule established from time to time by the Board of Estimates.

**q. DPW review charges.**

A fee of \$100 will be charged for review by the Department of Public Works of each application for a building permit. Additional fees for consultation meetings with the applicant will be charged at the rate of \$50 for each half hour.

**108.6.2 Permit fees for electrical work.**

**a. Electrical service wiring and equipment to be installed, replaced, or relocated, including provision for connection of meter.**

**1. Rating in Amperes**

0 to 100	\$25
Over 100 to 200	\$30
Over 200 to 400	\$40
Over 400 to 800	\$60
Over 800 to 1,000	\$100
Over 1,000 to 2,000	\$150
Over 2,000	\$200

For services over 600 volts, add \$100.

**2. Installing conduits and duct banks only**

Over 0 to 200 feet	\$25
Over 200 to 1,000 feet	\$50
Over 1,000 feet	\$100

**3. Sub feeders for additional meters only**

0 to 200 amperes	\$30
Over 200 to 400 amperes	\$40
Over 400 to 800 amperes	\$60
Over 800 to 1,000 amperes	\$100
Over 1,000 to 2,000 amperes	\$150
Over 2,000 amperes	\$200

#### **4. Photovoltaic system**

1 to 6 photovoltaic panels	\$50
Each additional panel	\$6

#### **b. Electrical wiring for new branch circuits, feeders, and extensions to or replacements of 21 branch circuits.**

For each circuit	\$6
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A 3-wire or 4-wire branch circuit serving single phase loads is considered to be a 2- or 3-branch circuit respectively.

A 3-wire branch circuit serving only 3-phase loads or serving a single appliance is considered to be a 1-branch circuit.

#### **c. Fixtures or devices only.**

For installing electrical fixtures or devices only:

1 to 25 fixtures \$25

\$5 for each additional 25 or fraction of 25 fixtures or devices.

#### **d. Temporary electrical wiring.**

##### **1. For bazaars, cinema shows, dances, displays, exhibitions, fairs, plays, rummage sales, sporting events, suppers, and other similar assemblies.**

\$20 for each 5 kilowatts or fraction of 5 kilowatts of feeder capacity supplying the wiring.

The fee is reduced 50% if the net proceeds from the event are to be used exclusively for a charitable or religious organization.

##### **2. For carnivals and circuses.**

\$25 for each 5 kilowatts or fraction of 5 kilowatts of feeder capacity supplying the wiring.

The fee is reduced 50% if the net proceeds from the event are to be used exclusively for a charitable or religious organization.

##### **3. For construction purposes.**

The fee is the same as for permanent installations, and the permits must be applied for separately.

#### **e. Electrical semiannual permits for maintenance work.**

The fee for each permit is based on the total service of the plant.

Rating of Service in Amperes

0 to 600	\$50
Over 600 to 800	\$75
Over 800 to 1,200	\$100
Over 1,200 to 2,000	\$150
Over 2,000	\$200

**f. Not otherwise classified.**

Electrical work not otherwise classified in this section	\$25 per permit
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**g. Low voltage \ wiring.**

1 to 25 devices	\$25
\$5 for each additional 10 or fraction of 10 devices	

**h. Telecommunications.**

Power Supply for Integrated Systems

Up to 50kW	\$150
Over 50kW	\$2 per additional 10kW or fraction of 10kW
Maximum	\$500

Communication hotels

Per rack	\$10
Maximum	\$300

Telecommunications antennas

1 to 5 antennas	\$25
Over 5	\$5 per additional antenna

Grounding and bonding	\$25
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**i. Installing electrical transformers only.**

1 to 10 KVA	\$25
Over 10 to 50 KVA	\$35
Over 50 to 100 KVA	\$75
Over 100 KVA	\$100

### 108.6.3 Permit fees for mechanical work.

#### a. Fuel-burning equipment and appliances.

BTU per hour input per unit

0 to 200,000	\$30
Over 200,000 to 500,000	\$45
Over 500,000 to 1,000,000	\$75
For each additional 1,000,000 or fraction of 1,000,000	\$75

Maximum \$300 per unit

Lab tables: \$5 per outlet

Fuel oil or natural gas piping, new or replacement

1- and 2-family dwellings	\$25
All others	\$50
Replacement of units same as new	

#### b. Air conditioning systems.

Cooling towers \$150 per unit

All others \$5 a ton  
(1 ton = 12,000 BTU per hour)

Minimum \$ 30  
Maximum \$300 per unit

#### c. Hydronic and steam-heating systems.

New installation of baseboard radiation

1- and 2-family dwellings	\$25
All others	\$50

New installation of piping

1- and 2-family dwellings	\$25
All others	\$50

New installation of radiators or convectors \$5 each

Minimum \$30

Geothermal system \$50

Replacement of unit same as new

#### d. Distribution systems.

New installation

1- and 2-family dwellings	\$25 per system
All other work	\$5 per 1000 CFM
Minimum	\$30
Maximum	\$300

Reconstruction of existing distribution systems

1 to 25 diffusers	\$35
Over 25 diffusers	\$50 per 100 or fraction of 100
VAV or mixing boxes	\$5 each

**e. Exhaust systems.**

\$5 for each 1,000 cubic feet (28.31 cu. m.) of air per minute

Minimum	\$30
Maximum	\$300

**f. Unfired pressure vessels.**

\$50 each

**g. Tanks for all liquids, including propane gas cylinders.**

LP gas cylinders in the aggregate of 1,000 gallons (3,780 L) or fraction of 1,000 gallons (3,780 L) are considered 1 tank.

0 to 1,000 gallons (3,780 L)	\$20 each
Over 1,000 gallons (3,780 L) to 10,000 gallons (37,800 L)	\$30 each
Over 10,000 gallons (37,800 L)	\$30 plus \$10 per 5,000 gallons (18,900 L) or fraction over 10,000 gallons (37,800 L); maximum \$400

Removal of tanks \$35 per tank

**h. Pumps and dispensers.**

For each hose outlet	\$10
Minimum	\$30

**i. Fire extinguishing systems.**

Sprinkler systems

1 to 25 heads	\$35
More than 25 heads	\$50 per 100 heads or fraction of 100 heads
Relocate sprinkler heads	\$5 each
Minimum	\$30
Maximum	\$100
Replace sprinkler heads only	\$20
Standpipe risers	\$50 each
Relocate hose stations	\$10 each
Chemical systems	\$50

**j. Plumbing and on-site utilities.**

Install, replace, or reconstruct plumbing fixtures	\$5 each
Remove plumbing fixtures only	\$20
Electrical water heaters, new construction or replacement	\$20 each
Grease interceptors	\$25 each
Water service pipe, new or replacement	
1-and 2-family dwellings	\$25
All other work	\$50
Sanitary connection, new or replacement	
1- and 2-family dwellings	\$25
All other work	\$50
Storm water connection, new or replacement	
1- and 2-family dwellings	\$25
All other work	\$50
Reconstruct water, sanitary, or storm lines on premises	\$20 per utility
Cap off water, sanitary, or storm lines on premises	\$50 per utility
On-site utilities (water, sanitary, or storm water)	
New or reconstruction	\$50 per utility
Multiple home site development	\$10 per utility
Private disposal systems, including septic tank, dry well, or drain fields	\$100, plus \$5 per plumbing fixture
Lawn irrigation system	\$25
Private swimming pool when connected to a water and sewer line	\$30
Backflow prevention device	

Installation	
Less than 2" diameter	\$25 each
2" diameter or more	\$100 each
Annual testing inspection	\$30

**k. Installing elevators, escalators, etc.**

Installation per unit:

Passenger, power freight, and parking elevators	\$50, plus \$5 per floor
Maximum	\$150
Escalators	\$60
Hand or gravity elevators	\$35
Stage or orchestra console elevators	\$50
Private residence elevators or inclined lifts	\$35
Person lifts	\$50
Automobile service lifts	\$20
Power dumbwaiters	\$35
Hand dumbwaiters	\$30
Temporary material hoists and elevators	\$35
Workers' hoists	\$35, plus \$5 per floor
Alterations	\$50 per elevator

**108.6.4 Fees for certificates.**

**a. Electrical certificates of approval.**

1. \$10 each when issued as part of original permit.
2. \$20 each when issued separately.

**b. Mechanical certificates of approval.**

1. \$10 each when issued as part of original permit.
2. \$20 each when issued separately.

**c. Certificates of completion or other.**

\$45 each

**108.6.5 Fees for inspection registration permits.** For inspection registration permits, the fees are as follows:

**a. Public assemblies – Annual.**

For public assemblies, the annual fee is:

0 to 6,000 sq. ft. (557.42 sq. m.)	\$55
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Over 6,000 sq. ft. (557.42 sq. m.) to 12,000 sq. ft. (1114.84 sq. m.)	\$60
Over 12,000 sq. ft. (1114.84 sq. m.) to 25,000 sq. ft. (2322.58 sq. m.)	\$75
Over 25,000 sq. ft. (2322.58 sq. m.)	\$85

If the net proceeds from any of these assemblies are to be used continuously and exclusively for a charitable or religious organization, the fee is reduced 50%.

**b. Public assemblies – Short term.**

For public assemblies for which an annual permit has not been obtained, fees are charged as follows:

For each 10,000 square feet (929.03 sq. m.) or fraction of 10,000 square fee (929.03 sq. m.)

<i>Purpose</i>	<i>1 Day</i>	<i>1 Week</i>
Bazaars	\$20	\$ 60
Carnivals	\$35	\$ 95
Circuses	\$60	\$200
Dances	\$30	\$ 70
Displays	\$20	\$ 50
Exhibitions	\$20	\$ 50
Fairs	\$35	\$ 85
Lectures	\$20	\$ 50
Movies or videos	\$20	\$ 60
Plays	\$20	\$ 50
Rummage Sales	\$20	\$ 50
Sporting events	\$35	\$ 85
Suppers	\$20	\$ 50
Other assemblies	\$20	\$ 50
Amusement devices	\$30 each	—

If the net proceeds from any of these activities, except amusement devices, are to be used exclusively for a charitable or religious organization, the fee is reduced 50%.

**c. Roof tanks and roof signs.**

For roof tanks and roof signs, the annual fee is:

Roof tanks	\$20 each
Roof signs	
100 sq. ft. (9.29 sq. m.) to 500 sq. ft. (46.45 sq. m.)	\$20
Over 500 sq. ft. (46.45 sq. m.) to 1,000 sq. ft. (92.90 sq. m.)	\$35
Over 1,000 sq. ft. (92.90 sq. m.)	\$50

**108.6.6 Fees for miscellaneous work.** Permit fees for miscellaneous work, operations, and other purposes, not elsewhere provided for in this Code, are charged at the rate of \$10 for each \$1,000 or fraction of \$1,000 of estimated cost.

**108.7 Building Code Permit Tax.** A tax is levied and imposed on every issuance of a permit under this Code. The amount of the tax is 5% of the final cost of that permit rounded up to the nearest whole dollar. The funds so collected are to be deposited to the General Fund and accounted for in a revenue account entitled “Homeless Relief Assistance”, with the legislative intent that an equivalent amount be appropriated in the future for the relief of the homeless.