

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING DEVELOPMENT DIVISION

NOTICE OF REVISED PERMIT AND LICENSING FEES
CHAPTER 7, ARTICLE VIII

On March 7th, 2022 the St. Joseph City Council passed the ordinance amending Chapter 7 “Building and Building Regulations” which increased fees for construction permits and trade licenses. The new ordinance also revises how permit fees are calculated. Permit fees will now be based on valuation of construction as is suggested by International Code Council and is currently in effect in a majority of municipalities across the country. These fee changes and revisions will go into effect July 1, 2022.

The following is a schedule of the permit fees. Permit fees are based on valuation of construction. The determination of the value or valuation under any of the provisions of these codes shall be made by the building official. The value to be used in computing the permit and plan review fees shall be the total value of all construction work for which the permit is issued. Separate values shall be computed and separate permits shall be obtained and separate plan review fees shall be paid for each building or structure included in an application for permits.

New commercial construction (building, mechanical, electrical, plumbing, etc) permit fees for other than one- and two- family detached dwellings are as follows:

Valuation	Fee
\$1.00 to \$500.00	\$70.00
\$501.00 to \$25,000.00	\$70.00 for first \$500.00 plus \$14.00 for each additional \$1,000 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$100,000.00	\$406.00 for first \$25,000.00 plus \$10.10 for each additional \$1,000 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for first \$100,000.00 plus \$5.60 for each additional \$1,000 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for first \$500,000.00 plus \$4.75 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.00
\$1,000,000.00 and up	\$5,608.75 for first \$1,000,000.00 plus \$3.65 for each additional \$1,000 or fraction thereof.

New residential construction (building, mechanical, electrical, plumbing, etc) for one- and two-family detached dwelling permit fees are as follows:

Valuation	Fee
\$1.00 to \$500.00	\$40.00
\$501.00 to \$50,000.00	\$40.00 for first \$500.00 plus \$4.75 for each additional \$1,000 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$275.50 for first \$50,000.00 plus \$3.15 for each additional \$1,000 or fraction thereof, to and including \$100,000.00
\$100,001.00 and up	\$433.00 for first \$100,000.00 plus \$1.50 for each additional \$1,000 or fraction thereof.

Changes were also made to the commercial plan review process with additional services and fees added. The commercial plan review fee will now be required to be paid upon the submittal of construction documents and application. Following is the new plan review fees and services.

- Initial **construction document review fee for commercial projects** other than one- and two-family dwellings, when construction documents are required to be submitted, a plan review fee shall be paid to the building official at the time of submitting the construction documents for review. Such **plan review fee shall be 15% of the permit fee** and shall be a credit toward the total fee when the permit is issued.
- **Changes to previously reviewed and approved plans** shall be assessed a plan review fee to be paid at the time of submitting the construction documents of **\$70.00**.
- **Scheduled express review fees.** When scheduled express review is requested by the applicant, a fee of **\$175.00** shall be assessed and paid upon submittal and before scheduling. Such fees shall be in addition to required permit fees. Eligibility for scheduled express review service shall be determined by the building official based on the complexity of the review.
- **Code Modification Request (CMR).**
Application by design professional requesting a modification to adopted code per section 104.10 of the IBC shall be assessed a fee of **\$165.00**.

There are changes and revisions to the issuing of some permits and Certificates of Occupancy as follows:

- A **Temporary Certificate of Occupancy (TCO)** can be issued by the building official upon request by the applicant in connection with work under a building permit. A fee shall be assessed according to the following schedule:

1 st temporary certificate.....	\$0.00
2 nd and subsequent certificates.....	\$200.00
2 nd and subsequent certificates 5 days expired	\$400.00

- **Floodplain development permit** fees as follows
 - a. One- and two- family dwelling; residential.....**\$54.00**
 - b. Other than one- and two family dwelling; commercial.....**\$105.00**

- **Grading and site drainage:**
Site grading and site drainage work shall be issued a building permit and fees assessed pursuant to the fee schedule set forth in sec. 7-400 (1)

- **Partial permits:**
When a permit for the construction of part of a building project or structure is requested by the applicant a fee of **\$175.00** shall be assessed and in addition to required permit fees.

Any individual permits not associated with construction as listed above will remain a flat fee and those permit fees have increased **10%**.
All trade licensing fees have increased **10%**

This new fee structure will help provide customers with a simpler explanation of fees and will be similar with what our commercial developers experience in other communities. A complete copy of the amended ordinance can be found on the City of St. Joseph website <https://www.ci.st-joseph.mo.us/257/Building-PermitsPlan-Review>

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