



**CITY OF CLEVELAND HEIGHTS  
BUILDING DEPARTMENT**

**40 SEVERANCE CIRCLE, CLEVELAND HEIGHTS, OHIO 44118  
216-291-4900 / 216-291-4421 (FAX)**

---

# PERMIT FEE SCHEDULE

*For further information on building permits,  
please call the Building Department at (216) 291-4900.*

**NOTICE: EFFECTIVE JULY 5, 1993, STATE LAW (S.B. NO. 359)  
requires a 3% “surcharge” be collected on all permits other  
than for 1, 2, & 3-family properties. This additional fee is  
remitted to the State Board of Building Standards.**

**EFFECTIVE DECEMBER 1, 2006, STATE LAW (H.B. 175)  
requires a 1% “surcharge” be collected on all permits for  
RESIDENTIAL (1, 2, & 3-family) properties. This additional  
fee is remitted to the State Board of Building Standards.**

---

**1311.05 ARCHITECTURAL BOARD OF REVIEW FEES**


---

(a) The following fees shall be paid for examination of plans by the Architectural Board of Review:

**ONE-, TWO- AND THREE-FAMILY DWELLINGS:**

<b>NEW CONSTRUCTION</b>	<b>\$50.00</b>
<b>ADDITIONS OR ALTERATIONS</b>	<b>\$35.00</b>

**ALL OTHER BUILDINGS OR STRUCTURES (NEW CONSTRUCTION AND ADDITIONS)  
SQUARE FEET OF AGGREGATE FLOOR AREA**

<b>Under 2500</b>	<b>\$ 50.00</b>
<b>2500 up to 7500</b>	<b>60.00</b>
<b>7501 up to 15,000</b>	<b>80.00</b>
<b>15,001 or over</b>	<b>120.00</b>
<b>Alterations</b>	<b>50.00</b>
<b>Signs</b>	<b>50.00</b>

(b) Fees for the Architectural Board of Review are for two appearances. There shall be a twenty-five dollar (**\$25.00**) fee for the third and each subsequent appearance.

(c) Applicants requesting a special meeting for project review shall be assessed a fee of two-hundred dollars (**\$200.00**).

---

**1311.051 PLANS EXAMINATION FEES**


---

(a) The following fees shall be paid for **plans examination** for projects subject to review under the Ohio Basic Building Code:

**INITIAL SUBMISSION:**

**Sixty dollars (\$60.00) per hour of Architect's review time, with a minimum charge of 3 hrs. (\$180.00). Add 3% State Surcharge.**

**RESUBMISSIONS:**

**Flat fee of sixty dollars (\$60.00) for each resubmission. Add 3% State Surcharge.**

(b) The following minimum deposits shall be required for plans examination for projects subject to review under the Ohio Basic Building Code:

<b>Square Feet of Aggregate Floor Area</b>	<b>Minimum Deposit</b>
<b>Under 10,000</b>	<b>\$180.00 + 3% State Surcharge</b>
<b>10,000 or over</b>	<b>\$360.00 + 3% State Surcharge</b>

Unbilled balance of deposit, if any, will be refunded to applicant upon completion of the project. Charges in excess of deposit will be billed to applicant. The City reserves the right to request additional deposit amounts when the project is expected to exceed the minimum deposit.

(c) When a submission requires preparation of an **adjudication order** by the Chief Building Official, the applicant shall be assessed an additional fee of forty dollars (\$40.00).

(d) **Preliminary review:** Applicants requesting a preliminary review of plans by the City's Plans Examiner shall be assessed a fee of sixty dollars (\$60.00) per submission.

---

### 1311.052 BUILDING PERMITS REQUIRED

---

(a) No person shall excavate, grade, or pave on any property, or construct, alter, repair, move or demolish any building or appurtenant structure on any property without first obtaining a building permit from the Building Commissioner and paying the required fee. A separate permit shall be obtained for paving, electrical work, plumbing work, heating, air conditioning, appliance and all equipment installations.

(b) In addition to any and all charges set forth in this chapter, permit fees shall be subject to the following surcharges in cases where a person commences and/or completes work without first obtaining a permit:

<b>PERMIT OBTAINED WITHIN 48 HOURS OF NOTICE ISSUED BY THE BUILDING DEPARTMENT</b>	<b>\$ 50.00</b>
<b>PERMIT OBTAINED WITHIN 5 DAYS OF NOTICE</b>	<b>\$ 75.00</b>
<b>PERMIT OBTAINED ANY TIME THEREAFTER</b>	<b>\$100.00</b>

The imposition of a permit fee surcharge shall not preclude the Director of Law, Building Commissioner, or other appropriate City official from instituting an action or proceeding in a court of competent jurisdiction for penalties as set forth in section 1311.99 of this chapter, or for remedial action pursuant to section 1311.12.

---

### 1311.053 REINSPECTION FEE

---

For work subject to **reinspection**, there shall be imposed a fee of **twenty dollars (\$20.00)** for defective work, or for failure to have work ready for inspection at the time requested for reinspection.

---

**1311.06 PERMIT FEES GENERALLY**


---

The general schedule of permit fees for each of the following categories of construction shall be as follows:

**I. NEW CONSTRUCTION OF COMMERCIAL BUILDINGS as Defined in Chapter 101.1 and 101.2 of the Ohio Building Code (INCLUDING 3 OR MORE TOWNHOMES) AND ADDITIONS TO SUCH COMMERCIAL BUILDINGS:**

<u>TYPE OF WORK</u>	<u>BASIC FEE</u>	<u>PER 100 SQUARE FEET</u>
1. BUILDING STRUCTURE	1% of the Cost of Construction of Structure Only*	
2. ELECTRICAL	\$100.00	\$5.00
3. PLUMBING	\$100.00	\$5.00
4. HEATING	\$100.00	\$5.00
5. VENTILATING	\$100.00	\$5.00

\*It shall be the obligation of the owner or his agent to furnish estimates as will enable the Building Official to determine the current cost value. Where such estimates are incomplete or inconclusive, the Building Official may require the owner or his agent to furnish an estimate by a professional individual or organization satisfactory to the Building Official.

**(b) NEW CONSTRUCTION OF RESIDENTIAL 1, 2, AND 3 FAMILY STRUCTURES AND ADDITIONS TO SUCH STRUCTURES.**

	<u>BASIC FEE</u>	<u>PER 100 SQUARE FEET</u>
1. ALL BUILDINGS OR STRUCTURES other than Residential Detached Garages	\$100.00	\$5.00
2. RESIDENTIAL DETACHED GARAGES		
Up to 500 Sq. Feet	\$ 50.00	
501 Sq. Feet or More	\$100.00	
3. ELECTRICAL	\$ 50.00	\$5.00
4. PLUMBING	\$ 50.00	\$5.00
5. HEATING	\$ 50.00	\$5.00
6. VENTILATING	\$ 50.00	\$5.00

## (c) REPAIRS/ALTERATIONS TO EXISTING COMMERCIAL AND RESIDENTIAL BUILDINGS:

	<u>BASIC FEE</u>	<u>PER 100 SQUARE FEET</u>
1. INTERIOR ALTERATION	\$100.00	\$5.00
2. DEMOLITION:		
Garage (1,2,3, family)	\$ 35.00	\$5.00
Accessory structures under		
500 Square feet	\$ 35.00	\$5.00
All other buildings	\$100.00	\$5.00
3. LIFTING DEVICES: ELEVATORS & ESCALATORS		
New	\$ 75.00	\$5.00
Alterations	\$ 50.00	\$5.00
POWER DUMBWAITER, CONVEYOR OR OTHER DEVICES		
New	\$ 50.00	\$5.00
Alterations	\$ 35.00	\$5.00
4. OTHER ALTERATIONS		
Aluminum or other siding	\$ 35.00	\$5.00
Windows	\$ 35.00	\$5.00
Roof	\$ 35.00	\$5.00
Radio, TV towers, satellite		
dish receiving antennas	\$ 35.00	\$5.00
5. SWIMMING POOLS (More than 100 sq. ft. of water surface and more than 2 ft. deep.)		
Permanent (underground)	\$ 75.00	\$5.00
Above ground	\$ 35.00	\$5.00
6. COMMERCIAL REFRIGERATION OR AIR CONDITIONING UNITS (BY WEIGHT)		
4 lbs. to 5 tons	\$ 35.00	\$5.00
More than 5 tons	\$ 50.00	\$5.00
7. CENTRAL UNIT RESIDENTIAL AIR CONDITIONING		
(including electrical or		
gas piping permit fee)	\$ 35.00	\$5.00
LIQUID STORAGE TANKS (GALLON CAPACITY)		
Up to 600	\$ 35.00	\$5.00
601 up to 3000	\$ 50.00	\$5.00
3001 up to 12,000	\$ 75.00	\$5.00
12,001 or over	\$100.00	\$5.00
8. FUEL PUMPS: PER NOZZLE	\$ 35.00	\$5.00
9. ALARM/DETECTION SYSTEMS	\$ 35.00	\$5.00
10. SPRINKLERS	\$ 35.00	\$5.00
11. REPAIRS NOT OTHERWISE SPECIFIED		
IN THIS CHAPTER WHICH REQUIRE		
A BUILDING PERMIT	\$ 35.00	\$5.00

---

**1311.07 SIDEWALKS, DRIVEWAYS AND CURB CUT FEES**


---

(a) Sidewalks, driveways and driveway aprons shall be constructed, altered or repaired in compliance with specifications, rules and regulations of the Building Commissioner, and only after a permit is obtained therefor upon approval and payment of a fee as follows:

<b><u>TYPE OF WORK</u></b>	<b><u>BASIC FEE</u></b>
<b>NEW OR 50% OR MORE REPLACEMENT</b>	<b>\$35.00</b>
<b>REPAIR OR LESS THAN 50% REPLACEMENT</b>	<b>\$15.00</b>
<b>DRIVEWAY APRON</b>	<b>\$17.00</b>

(b) **CURB CUTS** shall be subject to prior approval of the Building Commissioner and payment of a fee of **twenty-five dollars (\$25.00)**.

---

**1311.071 PARKING LOT FEES**


---

Parking lots shall be constructed, altered or repaired in compliance with specifications, rules and regulations of the Building Commissioner, and only after a permit is obtained therefor upon approval and payment of a fee as follows:

	<b><u>BASIC FEE</u></b>
<b>Up to 1000 Square Feet</b>	<b>\$35.00</b>
<b>Each Additional 1000 Square Feet</b> <b>(Maximum Fee is \$300.00)</b>	<b>\$ 5.00</b>

---

**1311.08 STREET EXCAVATION PERMIT FEES; BACKFILL AND RESTORATION;  
UTILITY INSPECTION FEE**


---

<b><u>EXCAVATION AREA (SQUARE FEET)</u></b>	<b><u>BASIC FEE</u></b>
<b>Less Than 20</b>	<b>\$200.00</b>
<b>20 up to 50</b>	<b>\$400.00</b>
<b>50 up to 100</b>	<b>\$600.00</b>
<b>100 or Over</b>	<b>\$800.00</b>

Any contractor who requires a street opening permit shall backfill in layers of aggregate or acceptable alternate not over six inches in depth, and each layer shall be thoroughly tamped before adding the next layer. The contractor shall then form a street sub-base of not less than six inches of concrete, as the City Inspector may direct. The contractor shall then complete paving the opening with the same kind of material as the existing street, and the surface shall conform to and be flush with the abutting existing street surfaces.

The contractor must post a telephone number at the site for an emergency call twenty-four hours a day in the event that unsafe conditions or noisy disturbances are found when the contractor is not at the site.

When involved in any sub-surface work on public property within the City, any utility company shall pay an inspection service fee at the rate of ten dollars and fifty cents (\$10.50) per hour or pro-rated part thereof for the actual time spent by any City Inspector at the project site.

---

**1311.09 PLUMBING AND SEWER FEES FOR ALTERATION**


---

**THE MINIMUM PLUMBING FEE SHALL BE THIRTY-FIVE DOLLARS ( \$35.00 ), TO WHICH SHALL BE ADDED A THREE DOLLAR ( \$3.00 ) PER UNIT FEE FOR PLUMBING AND/OR SEWER FIXTURES INCLUDING, BUT NOT LIMITED TO:**

(a) Lavatories, sinks, laundry trays, bathtubs, showers, combination fixtures, urinals, floor drains, water closets, area drains, yard drains, refrigerator drains, dishwasher, sterilizer, dental chair, water filter, ejector, sump pump, garbage grinder, each three (3) feet or fraction thereof of wash sink or wash fountain length or perimeter, each (3) feet or fraction thereof of trough urinal length, and each three (3) feet or fraction thereof of gang shower length and each inside leader.

<b>I. HOT WATER STORAGE TANK GALLON CAPACITY_</b>	<b><u>BASIC FEE</u></b>
150 or Less	\$ 25.00
151 to 300	\$ 30.00
301 or Over	\$ 75.00
 <b>I. EACH WATER OR SEWER CONNECTION TO THE PUBLIC SYSTEM</b>	 <b>\$ 50.00 (+ \$35.00 BASE FEE)</b>

---

**1311.10 ELECTRICAL FEES FOR ALTERATION**


---

**THE MINIMUM ELECTRICAL FEE SHALL BE THIRTY-FIVE DOLLARS ( \$35.00), TO WHICH SHALL BE ADDED THE FOLLOWING FEES FOR EACH UNIT INSTALLED**

<b>(a) LIGHTING OUTLET AND RECEPTACLE OUTLET</b>	<b><u>BASIC FEE</u></b>
Less than 50, each	\$ .50
50 or more, each	\$ .40
<b>(b) LIGHTING FIXTURE</b>	
Less than 50, each	\$ .50
50 or more, each	\$ .40
<p>Each of four (4) flourescent or other similar electric discharge fixtures and each four (4) feet of continuous neon or other similar tubing are deemed to be a separate lighting fixture.</p>	
<b>(c) OUTLETS INSTALLED 24 INCHES OR LESS ON CENTERS, AS IN STRIP LIGHTING, MARQUEE LIGHTING, FOOTLIGHTS, BORDERS</b>	
Outlet, each	\$ .40
<b>(d) FIXED MULTI-OUTLET RECEPTACLE ASSEMBLIES</b>	
6 feet, each	\$ .50
<b>(e) TEMPORARY LIGHTING INSTALLATIONS</b>	
Per 100 square feet	\$ .50
<b>(f) HIGH INTENSITY LIGHTING OUTLETS</b>	
Motion picture projectors using arc lamps or wattage of 1000 or more, each	\$10.00
<b>(g) 220 VOLT (OR HIGHER VOLTAGE)</b>	
dedicated outlets or hookups for equipment or appliances such as ranges, clothes dryers, furnaces, electric heat treating or tempering equipment, permanent wave apparatus, hair dryers, and similar heating devices, each	\$ 2.00
<b>(h) EXHAUST FANS, EACH</b>	\$ 2.00
<b>(I) OUTLETS FOR POWER, INCLUDING TRANSFORMERS, GENERATORS, BATTERIES (PRIMARY AND SECONDARY), RECTIFIERS, ELECTROSTATIC FILTERS AND MOTORS; INCLUDING CONTROLS, DISTRIBUTION PANELS AND CONNECTIONS THERETO, EACH</b>	\$10.00
<b>(j) X-RAY MACHINES AND EQUIPMENT, EACH</b>	\$20.00

---

**1311.11 HEATING; REFUSE BURNING; AND VENTILATION DUCT FEES FOR ALTERATION**


---

Fees for the examination of plans and applications of the issuance of permits, and the original inspection and certificate of operation for the construction, installation, reconstruction or alteration of any process, fuel-burning, refuse-burning or ventilation duct equipment are as follows:

**(a) PROCESS AND FUEL-BURNING EQUIPMENT FOR EACH UNIT BASIC FEE**  
**(Rated Input Capacity in BTU or Equivalent)**

Up to 50,000.....	\$ 35.00
50,000 up to 250,000.....	\$ 50.00
250,001 up to 500,000.....	\$ 75.00
500,001 up to 2,500,000.....	\$100.00
2,500,001 up to 10,000,000.....	\$150.00
10,000,001 up to 100,000,000.....	\$200.00
over 100,000,000.....	\$300.00

**(b) VENTILATION DUCTS**

For first 100 square feet or fraction thereof	\$ 35.00
For each additional 100 sq. ft. of floor area served	\$ 3.00

**(c) REFUSE BURNING EQUIPMENT FOR EACH UNIT**  
**(Primary furnace volume in cubic feet)**

Less than 6	\$35.00
6 to 49	\$50.00
50 or more	\$75.00

**(d) PROCESS EQUIPMENT**

Each installation, liquid or gas	\$50.00
(See ventilation duct for exhaust facilities.)	

**(e) FACTORY BUILT FIREPLACES AND STOVES**

For each installation	\$35.00
-----------------------	---------

<b>AIR HANDLER</b>	\$35.00
--------------------	---------

<b>FACTORY-BUILT FIREPLACES AND STOVES FOR EACH INSTALLATION</b>	\$35.00
--	---------

<b>GAS LOGS</b>	\$35.00
-----------------	---------

<b>WOOD BURNING UNIT</b>	\$35.00
--------------------------	---------