

CIVIL ENGINEERING CONSTRUCTION DEVELOPMENT FEES

Effective January 1, 2022

Engineering Construction Permits & Deposits

The permit fee includes plan check and inspection fees. A base fee is the minimum amount due at time of application. Hourly rates apply to plan check and inspections. Final fees paid are the greater of the base fee or actual number of hours required. Deposits are intended to cover hours needed in excess of those included in the nonrefundable base fee. Additional deposits may be required and must be submitted upon request by the City based on the City's estimate of the number of hours anticipated to finalize the permit.

Fees – Nonrefundable – Exception

All fees shall be non-refundable, except that the Department Director may allow a refund for withdrawn applications when the following circumstances are present: 1) a written request for a refund, stating reasons for withdrawing the application, has been made to the Planning Official; 2) not more than 28 business days have lapsed since the application was submitted; 3) the Department Director has determined that substantive staff review of the application has not begun; and 4) the refund is not more than 80% of the fee paid by the applicant. Any filing fee is nonrefundable in all cases.

2022 Hourly Rate: \$155

Technology Fee: 3% of Total Fees

Construction Valuation	Application Fee*	Deposit
Less than \$25,000	12.7% of construction value; 15-hour minimum	15 hours
\$25,000-49,999.99	20-hours minimum	20 hours
\$50,000-79,999.99	40-hours minimum	40 hours
\$80,000 or more	Base fee per City Engineer **	Same as base fee
<p>* Application fee consists of a filing fee, plan check and permit (construction inspection) fee. The fee is non-refundable, subject to the refund provisions. The plan check and permit fee are each considered 50% of the application fee including filing fee. Hours are tracked and billed based on actual hours spent or as set forth in city code regulating civil permit plan check and inspections, Chapter 13.05 MTMC, whichever applies (see Other Permit Fees).</p> <p>** City Engineer is authorized to make a determination on the estimated number of hours for plan review and inspection to establish initial permit fee and deposit to be paid.</p>		

Grading Permit

Cubic Yards	Fee*
51 to 100 cubic yards (40 m ³ to 76.5 m ³)	2-hours minimum
Up to 1,000 cubic yards (764.6 m ³)	2-hours minimum for the first 100 cubic yards (76.5 m ³) + \$27 for each additional 100 cubic yards (76.5 m ³) or fraction thereof
Up to 10,000 cubic yards (7645.5 m ³)	4-hours minimum for the first 1,000 cubic yards (764.6 m ³) + \$53 for each additional 1,000 cubic yards (764.6 m ³) or fraction thereof

Up to 100,000 cubic yards (76,455 m ³)	8-hours minimum for the first 10,000 cubic yards (7645.5 m ³) + \$160 for each additional 10,000 cubic yards (7645.5 m ³) or fraction thereof
* The fee for a grading permit authorizing additional work to a valid permit shall be the difference between the original permit fee and the amended fee.	

Other Permit Fees

Permit Type	Fees (Hourly Rate Applies, Unless Otherwise Noted)
Driveway, Residential	1.5 hours
Erosion Control (TESC)	2-hours minimum; hours in excess of 2-hours will be billed
Construction Staging Area	2 hours + 2 hour deposit
Hydrant Use	1-hour + field crew actual time billed + \$2,131 deposit; actual water usage billed
Landscape and Irrigation Plans	2-hour minimum; deposit amount determined at time of application
Memorial Road Sign Fee	\$307
Right-of-Way Use Permit <ul style="list-style-type: none"> Type A Type B Type C 	1-hour total 2-hours minimum and based on cost estimate 4-hours minimum (When related to work under a civil permit, additional staff time will be added to that permit. Other Type C permits to be billed hourly after 4-hours. Does not include lease agreements or other fees)
Sanitary Sewer (Side Sewer) <ul style="list-style-type: none"> New Repair 	1-hour + see Utility Connection Fee Schedule + field crew actual time billed. Connections not made at manholes will be videoed by crew and billed 2-hours minimum
Water Meter Installation - New	1-hour + capital improvement fee (see Utility Connection Fee Schedule) + Public Works crew installation & meter cost below <ul style="list-style-type: none"> 3/4" or 5/8" meter = \$400 1" meter = \$500 1.5" meter = \$900 2" meter = \$1,100 3" meter = 1-hour account setup & owner purchases-installs 4" meter = 1-hour account setup & owner purchases-installs

Performance Guarantees

Type	Deposit (Refundable When Not Used)
Erosion Control	\$1,000 for each acre of development site area or fraction thereof
Street Invasion	\$1,500 for each invasion of improved public right-of-way

Public and Privately Owned Utilities

Type of Utility Service	Fees
Overhead Services <ul style="list-style-type: none"> Individual Distribution line (with or without services) 	1-hour 1-hour per installation, or 2.2% of value of construction, whichever is greater

<p>Underground Services</p> <ul style="list-style-type: none"> • Individual, disturbing an improved portion of the right-of-way • Individual, not disturbing an improved portion of the right-of-way • Distribution line (with or without services) 	<p>\$366 per installation (street invasion deposit not applicable to companies with city franchise) 2-hours per installation 2-hours per installation including extensions, repairs or modifications, or 4.4% of value of construction, whichever is greater</p>
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Other Civil Construction Permit Services and Fees

Type	Fee
Additional plan review required by changes, additions, revision to plans and supporting documents (for approved or issued permits)	Hourly, 2-hour minimum
<p>Expedited Review request (fees are in addition to normal review and permit fees):</p> <ul style="list-style-type: none"> • In-house • Consultant 	<p>Actual time + 4 hours 4 hours, plus City’s actual cost for outside consultant</p>
Expired permit application (in review)	New filing and plan check fees (no permit fee applies)
Expired approved or issued permit	New filing fee and 50% of permit fee (no plan check fee applies)
Inspections - for which no fee is specifically indicated	2 hours, minimum
Inspection (outside of normal business hours, 8:00 a.m.- 4:00 p.m.)	Hourly x 2 (2 hours, minimum)
Investigation Fees	Equal to permit fee
Revision to approved plans	Hourly, 2 hours minimum
Re-inspection fees	2 hours minimum
Time Extensions for unexpired applications, approved or issued permits	4-hours or 50% of the application fee, whichever is less
Work without a permit	Investigation fee + permit fee