

**CHESTERFIELD COUNTY DEPARTMENT OF BUILDING INSPECTION
COMMERCIAL FEE SCHEDULE SUMMARY
7/1/2022 - 6/30/2023**

The schedule of commercial fees listed below have been extracted from section § 5.5 Permit Fees, of the "Code of the County of Chesterfield," formatted and explained for ease of use and calculation of fees. The fees are reviewed annually by the Board of Supervisors and adjusted to cover operational expenses of the department. All permit fees are required to be paid at the time of application. Checks should be made payable to: "Treasurer, Chesterfield County." American Express®, Discover®, MasterCard®, and Visa® are also accepted.

The Chesterfield County commercial fee schedule effective 7/1/2022 through 6/30/2023 only pertains to commercial construction, apartment buildings, and apartment buildings with units sold as condominiums. For residential construction see the residential fee schedule. For townhouse or townhouse buildings with units sold as condominiums, see the multi-family fee schedule.

FEE EXEMPTIONS

Minor work: Building permit fees are not required when the cost of construction is less than \$500 and would not require securing any permit for electrical, gas, mechanical, or plumbing work in accordance with the Virginia Uniform Statewide Building Code (VUSBC).

Place of Worship: Building and auxiliary permit fees are not required for the construction areas designed and used for as a place of worship (sanctuaries).

STATE OF VIRGINIA LEVY effective 7/1/2022 through 6/30/2023

State Levy	of base permit fee	2.00%
• The Commonwealth of Virginia imposes a state levy on all permit fees to support continuing education and training of building code enforcement personnel. The levy is calculated on Building Inspection Department fees only. For example, if the permit fee is \$100.00 the levy is \$2.00 (100x.02).	multiplier	0.02

GENERAL FEES effective 7/1/2022 through 6/30/2023

A Elevator and Escalator Fees			
• Annual Elevator Certificate of Compliance for elevators, dumbwaiters and man-lifts.	per elevator car	\$	48.00
• Annual Certificate of Compliance for escalators	per floor traveled	\$	48.00
 B Administrative Fees			
• Change contractor, extension, takeover, transfer, reinstatement, or permit for Certificate of Occupancy (CO) purposes		\$	57.00
 C Public Service Requests			
• Staff research, computer reports, file retrieval, Freedom of Information Act requests			at cost
• Administrative research	per 15 minutes	\$	3.50
• Off-site record retrieval	per box		at cost
• Architectural drawing reproduction			at cost
• In-house copies (up to 11 x 17)	per page	\$	0.10

**CHESTERFIELD COUNTY DEPARTMENT OF BUILDING INSPECTION
COMMERCIAL FEE SCHEDULE SUMMARY
7/1/2022 - 6/30/2023**

D	Reinspection Fees		
	• Fee for each like or same-type inspection in excess of 2	\$	57.00
	• Past due reinspection fee penalty	the greater of	10% or \$10.00
E	Not Ready Fees		
	• Fee for any inspection where the inspector cannot or has not conducted an inspection as requested, because the work is not ready.	\$	57.00
	• Past due not ready fee penalty	the greater of	10% or \$10.00
F	Refunds are granted if requested in writing, provided no inspections have been performed. The refund amount will be the permit fee paid, minus the greater of 25% of the permit fee or \$119.00. If the permit fee is less than the minimum, a refund will not be granted.		
	• Environmental Engineering Department Fees, Planning Department Fees, and State Levy		non-refundable
G	Temporary CO's may be granted at the discretion of the inspection supervisor based on circumstances of the specific request. Cost for initial and subsequent extensions:	per building or, unit \$	119.00
H	Code Investigation Fee: Fee charged in addition to the required permit fees, for failure to obtain a required permit prior to performing construction.	the greater of	25% of permit fee, or \$119.00

COMMERCIAL BUILDING PERMIT FEES effective 7/1/2022 through 6/30/2023

A	State Levy	of base permit fee multiplier	2.00% 0.02
	• The Commonwealth of Virginia imposes a state levy on all permit fees to support continuing education and training of building code enforcement personnel. The levy is calculated on Building Inspection Department fees only. For example, if the permit fee is \$100.00 the levy is \$2.00 (100x.02).		
B	Construction of buildings for commercial use including apartments and apartment with units sold as condominiums		
	• For each \$1,000 or fraction thereof of the estimated construction cost, (less the cost used to calculate auxiliary permit fees). The minimum fee applies if calculation is less than minimum fees below.	\$	7.40
	• Minimum fees:		
	1. New Construction	\$	297.00
	2. Addition	\$	178.00
C	Footing and Foundation Permits: Available for permit holder accepting risk to commence with footing and foundation construction prior to building permit approval.	\$	57.00
D	Tenant upfit, repair, or renovation of or within existing buildings without increasing the building area. Also:		

**CHESTERFIELD COUNTY DEPARTMENT OF BUILDING INSPECTION
COMMERCIAL FEE SCHEDULE SUMMARY
7/1/2022 - 6/30/2023**

•	Accessory structures		
•	Elevator and escalator: Building and mechanical permits are only required for installation of new elevator or escalator components and shafts in existing buildings; contact us for details.		
•	Fee for \$2,000 or less of the estimated construction cost, (less the cost used to calculate auxiliary permit fees)	\$	119.00
•	For each additional \$1,000 of the estimated construction cost, or fraction thereof	\$	7.40
E Fixed Fees			
•	Change of use or occupancy, when no work is being performed	\$	59.00
•	Communication Tower, including accessory structures installed with the tower	\$	238.00
•	Construction, classroom, or office trailer installation or relocation	\$	59.00
•	Demolition of a commercial structure	\$	119.00
•	Flagpole > 30 feet in height	\$	48.00
•	Industrialized building, including foundation	\$	119.00
•	Retaining Wall (includes all walls on site)	\$	119.00
•	Sign	\$	59.00
•	Planning Department Fee	\$	200.00
•	Swimming Pool	\$	178.00
•	Barrier permit if permitted separately from swimming pool permit	\$	59.00
•	Tent (greater than 900 square feet)	\$	48.00

COMMERCIAL AUXILIARY PERMIT FEES effective 7/1/2022 through 6/30/2023

A	State Levy	of base permit fee	2.00%
	• The Commonwealth of Virginia imposes a state levy on all permit fees to support continuing education and training of building code enforcement personnel. The levy is calculated on Building Inspection Department fees only. For example, if the permit fee is \$100.00 the levy is \$2.00 (100x.02).	multiplier	0.02
B	Plumbing, Electrical, Gas, Mechanical (including tank installation and removal), and Boiler		
	• Note: Installation or removal of storage tanks on state owned property, is now required to be permitted by the governing locality.		
	• Estimated construction cost less than or equal to \$1,000	minimum \$	59.00
	• For each additional \$1,000 or fraction thereof, of the estimated cost over \$1,000	\$	6.60
C	Fire Sprinkler, Suppression and Alarm System Permits		
	• Estimated construction cost less than or equal to \$1,000	minimum \$	59.00
	• For each additional \$1,000 or fraction thereof, of the estimated cost over \$1,000	\$	7.40

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COMMERCIAL FEE SCHEDULE SUMMARY
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AMUSEMENT DEVICE OPERATION PERMIT FEES

A separate building permit is required to construct permanent amusement devices.

The Virginia Amusement Device Regulations (VADR) set the maximum fee allowable for amusement devices and are subject to change. Amusement device permits are valid for one year only.

A Proof of liability insurance of an amount not less than \$1,000,000.00 per occurrence or proof of equivalent financial responsibility must be submitted with permit applications to operate amusement devices or for permit renewals.

B Administrative amusement permit for Kiddie Rides (devices designed for children 12 and under and inflatables) only, where no inspections are required. A current copy of the third party inspection ticket or sticker is required at time of application.

no fee due

C The following fees are based on Chesterfield County staff performing the inspection. The fees below may be reduced 75% if a certified third party inspector performs the inspection.

• Small mechanical ride or inflatable amusement device	each \$	35.00
• Circular or flat rides less than 20' in height	each \$	55.00
• Spectacular Rides	each \$	75.00
• Rollercoasters more than 30 feet in height	each \$	200.00

Last updated 8/11/2022