



MEMORANDUM

TO: Building Contractors

FROM: Justin Crosby, Director *JC*
Building & Codes Department

SUBJECT: FY 2025 Fee Schedule Change - Effective July 1, 2024

DATE: June 28, 2024

The Clarksville City Council voted to amend City Code Section 4-203 relative to the building permit fees to update the fee structure for non-residential structures to reflect current industry practices.

The cost factors that go into the single family-housing unit, two-family housing unit, and townhouse unit building permit fee will be reviewed and analyzed for potential fee adjustments as needed. The cost factors may include services provided by building and codes, street department, and fire services. A mandatory inflation factor of one cent (\$0.01) per year will be applied. Effective July 1, 2024 the cost of a building permit for any single-family housing unit, two-family housing unit, and townhouse unit will be thirty-seven cents (\$0.37) per square foot. The revised building permit fee will be posted by January 1 of each year thereafter.

(2) (a) The cost of a building permit fee for any single-family housing unit, two-family housing unit, or townhouse renovation or addition shall be as follows:

Total Valuation	Fee
\$1,000.00 and less	A minimum fee of \$15.00 shall be charged.
\$1,000.00 to \$50,000.00	\$15.00 for the first \$1,000.00 plus \$5.00 for each additional thousand or fraction thereof, to and including \$50,000.00.
\$50,000.00 to \$100,000.00	\$260.00 for the first \$50,000.00 plus \$4.00 for each additional thousand or fraction thereof, to and including \$100,000.00.
\$100,000.00 to \$500,000.00	\$460.00 for the first \$100,000.00 plus \$3.00 for each additional thousand or fraction thereof, to and including \$500,000.00.
\$500,000.00 and up	\$1,660.00 for the first \$500,000.00 plus \$2.00 for each additional thousand or fraction thereof.

(b) The cost of a building permit fee for any project other than a single-family housing unit, two-family housing unit, or townhouse shall be as follows:

Square Footage Ranges	
0-5000	\$50 plus \$1.00 per square foot
5001-20000	\$50 plus \$1.25 per square foot
20001-50000	\$50 plus \$1.50 per square foot
50001-100000	\$50 plus \$1.75 per square foot
100001>	\$50 plus \$2.00 per square foot

The City reserves the right to require a detailed breakdown of cost, should the submitted valuation be less than seventy-five (75) percent of the most recent International Building Code (IBC) Building Valuation Table.

(3) A reinspection permit is not required for the first reinspection for a footing, framing, or final building inspection. A reinspection permit shall be required when a second or subsequent reinspection is necessary. The cost for such permit shall be forty dollars (\$40.00).

(4) When the valuation of the proposed construction of commercial buildings or multi-family dwellings exceeds one thousand dollars (\$1,000.00) and a plan is required to be submitted by 2018 International Building Code Section 106.1, a plan-checking fee shall be paid to the building official at the time of submitting plans and specifications for checking. The plan-checking fee shall be equal to one-half of the building permit fee as set forth in 2018 International Building Code Section 108.1. Such plan-checking fee is in addition to the building permit fee.

Should you have any questions with regard to this matter, please do not hesitate to contact the office.

JC/vo