

CITY & COUNTY OF DENVER COMMUNITY PLANNING & DEVELOPMENT BUILDING PERMIT POLICY		
Subject: Building Code Associated Fees		
Approved: Scott V. Prisco, AIA - Building Official		
Number: ADMIN 138	Effective Date: July 6, 2011 Revised Date: July 15, 2020	Page: 1 of 7

SCOPE

All fees associated with and referenced in the 2016 Building Code of the City and County of Denver (“Code”) are as set forth in this policy.

100 PLAN REVIEW AND PERMIT FEES

The fee for each building permit shall be as set forth in Table No. 1.

Valuation. The construction value to be used in computing building plan review fees shall be the total value of all construction work for which the permit(s) is issued, including but not limited to: labor, materials, profit, overhead, finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, and any other permanent equipment. It shall also include costs for shoring and excavation when required for any single-family or duplex residential project. Shoring and excavation required for commercial projects are logged in and permitted separately from the construction. Valuation shall be the higher of either the base data derived from the current International Code Council (ICC) cost data or the value of the work covered by the permit provided by the applicant at the time of permit application. The higher of the two values shall be used to calculate the building plan review and permit fees.

- **Valuation for Townhouse Projects.** Individual unit valuations for townhouses are to be derived from the current ICC building valuation data in effect at the time of permit application, and in the following manner:

Residence gross square footage, multiplied by \$(R2, type VB)
including basement area

plus

Garage gross square footage multiplied by \$(U, type VB)

The sum is to be multiplied by an adjustment factor of 0.70 to determine permit valuation for calculating permit fees and plan review fees.

Additional plan review fees may be due at the time of permit issuance if the provided valuation was lower than the calculated valuation. Permit fees provide for the customary inspections only.

When valuation is in question, its determination under any of the provisions of the Code shall be made by the Building Official using all resources available, including but not limited to the latest “Building Valuation Data” table as published by the ICC (available at <https://www.iccsafe.org/products-and-services/i-codes/code-development-process/building-valuation-data/>). Building Official determination of valuation is not subject to appeal.

Special permit fee conditions exist when permits are issued for:

- (1) Two Phase Projects (footing/foundation and podium/superstructure)
- (2) Three or more Phase Projects

Payment of Fee Due. Permit fees are due after the plan review has been approved by all applicable agencies for the specific project. These agencies may include, but are not limited to, Residential plan review team (zoning and building review), Commercial plan

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review team (architectural, structural, mechanical, plumbing, and electrical), Denver Fire, Environmental Health, Zoning, Wastewater, Transportation, Parks and Recreation, Landmark, etc. Once released, separate permits are required for each discipline, and the permit fee is based on the valuation of the work for that specific trade permitted under that specific permit. For commercial projects, separate permits are also required for shoring and benching. Permits must be obtained by contractors licensed with the City and County of Denver. Homeowners may be issued permits for a single-family home (not an accessory dwelling unit or ADU) as outlined in Admin. Policy 131.3.

Quick Permits. Quick permits are issued for small projects that replace existing systems, including but not limited to roof coverings, hot water heaters, light fixtures and similar project types. Compliance is determined by field inspection. A review is not performed and there are no plan review fees associated with quick permits. These projects only require building permit fees as set forth in Table No. 1. Valuation will be as submitted by the applicant or as determined in Table No. 2, whichever number is higher.

Other Considerations: For Denver Housing Authority, utility and other public or public/private projects, plan review and building permit fees may be reduced or waived based on agreements established by City and County of Denver or other circumstance as deemed appropriate by the Building Official. City agencies using internal fund transfers are permitted to pay plan review and permit fees together at permit issuance.

200 PLAN REVIEW FEES

All permit applications must be 100% complete and accepted at the log-in counter in order to pay the plan review fee and make the application available for review. The plan review fee is a percentage of the building permit fee as shown in Table No. 1. The plan review fee is separate and in addition to the permit fee. The plan review process **will not begin** for a project until the plan review fee is paid in full.

Additional Plan Review Fees for incomplete, deferred, or modified drawings. When plans are submitted affecting the scope of work previously permitted on a project, when submitted plans are incomplete or changed so as to require additional plan review, or when a project involves deferred submittals as defined in the Code, an additional fee shall be charged at the rate of \$125.00 per hour of plan review in addition to any increased valuation for such submittal that was not included in the original application.

Criteria that will result in additional fees include, but are not limited to, the following:

- 1) Reaching the third review cycle, and any review cycle after the third review, and the designer of record (or applicant) has not addressed all comments from plan review;
- 2) When there is a change in the scope of work or original intent of the project that was not done in response to a reviewer's comments; or
- 3) When the drawings in the initial submittal are incomplete and a comprehensive review cannot be performed by a specific discipline (e.g., water supply or waste lines are missing from drawings and the plumbing code reviewer cannot complete a plan review).

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The Building Official considers plans submitted on the second review cycle that address indicated Code deficiencies on initial review to be part of the initial review and not subject to additional fees.

Type Approved Plan Review Fees. Plan review fees for non-master, type approved permits shall be charged at a rate of 10% of the Permit Fee.

Over the counter plan review fees. Plan review of projects submitted through either the Commercial/Multi-Family Walk Through counter or the Single-Family/Duplex Walk Through counter shall be charged at a rate of 20% of the Permit Fee, with a minimum charge of \$100 for all projects valued over \$2,000.00.

300 INSPECTION FEES

Permit fees provide for the customary inspections only. Reinspection, inspections conducted outside of normal business hours, and miscellaneous, non-customary inspections required by the Agency shall be charged at the rate of \$100.00 per hour of inspection. Inspections conducted outside of normal business hours shall be pre-paid and incur a two-hour minimum charge, known as an after-hours inspection. However, for special event inspections, there will be no after-hours charges assessed for the first two hours of an after-hour inspection. After-hours inspections for special events that require more than two hours will be assessed fees on an hourly basis for that period of time after the initial two hours.

400 AFFORDABLE HOUSING LINKAGE FEE

The Affordable Housing Linkage Fee shall be as set forth in Table 3 and applies to projects where new square footage is added (not including parking). Single-family or duplex additions of 400 gross square feet or less, accessory dwelling units (ADUs), affordable housing, and rebuilding due to catastrophic events are not subject to the Affordable Housing Linkage Fee. Projects not easily discernible based on Project Type in the table shall be determined by the Building Official in consultation with the Zoning Administrator. These fees are adjusted annually based on the Consumer Price Index for All Urban Consumers (CPI-U).

500 PHASED CONSTRUCTION PERMITS

When it is advantageous to separate construction into two or more phases, Phased Construction Permits may be requested and processed as long as the submittal package for each phase is clearly defined in scope and includes all parts for all applicable trades included in that phase. Separate permits are required for each applicable trade. The scope of work shall be clearly described on the construction documents in accordance with Administration Section 133.2, Item 5. Excavation and Shoring, Deferred Submittals, Wastewater, and Public Works permits are not considered phases of Phased Construction. The fees for Phased Construction Permits shall be based pro-rata on the work being completed for that specific portion of the overall work ultimately permitted. However, it is the contractor's option to pay the entire fee (including superstructure) at the release of the footing and foundation permit or the pro-rata portion. The additional fee increase for phased permits is calculated on the entire building valuation and permit.

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Exclusions: Single-family homes, duplexes, and townhomes are not eligible for foundation-only or phased permits.

600 CONTRACTOR LICENSE AND CERTIFICATE OF QUALIFICATION FEES

Contractor license and certificate of qualification fees shall be as set forth in Table No. 4. These fees shall be paid every three years, except for plumbing licenses, which shall be renewed every two years. License and certificate fees are not refundable.

700 APPEALS, APPLICATIONS AND OTHER ADMINISTRATIVE FEES

Fees for appeals, applications and other administrative actions shall be as set forth in Table No. 5.

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Table 1 - Building Permit and Plan Review Fee Schedule

VALUATION OF WORK	PERMIT FEE	PLAN REVIEW FEE
\$1.00 to \$500.00	\$20.00	0
\$501.00 to \$2,000.00	\$35.00	0
\$2,001.00 to \$25,000.00	\$35.00 for the first \$2,000.00 plus \$8.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00	50%
\$25,001.00 to \$50,000.00	\$220.00 for the first \$25,000.00 plus \$8.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	50%
\$50,001.00 to \$100,000.00	\$420.00 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	50%
\$100,001.00 to \$500,000.00	\$770.00 for the first \$100,000 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00	50%
\$500,001.00 to \$1,000,000.00	\$3,010.00 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof to and including \$1,000,000.00	50%
\$1,000,001.00 and over	\$5,385.00 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof.	50%
SPECIAL PERMIT FEE MODIFICATIONS		
Additional Fees		Applies to Plan Review & Permit Fees
Two Phase Construction Permits		Fee plus 25%
Three or More Phase Construction Permits		Fee plus 50%
Fee Reductions		Applies to Permit and Plan Review Fees
Solar Panel or Photovoltaic Project (this only applies to the solar panel portion of the project when additional scope is part of the project)		\$50 Flat Fee all projects

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Table 2 – ICC Valuation and Quick Permit Reference

Find the latest ICC building valuation data for all IBC occupancy groups at:

<https://www.iccsafe.org/codes-tech-support/codes/code-development-process/building-valuation-data/>

Residential basement conversion to finished space	
Finished basement with toilet or kitchen facility	25.00
Finished basement without toilet or kitchen facility	21.00
Residential Pop-Top (new construction portion only)	85.00
Residential interior renovations	50.00
Quick Permits	
Residential shingle roofs (SF Price)	4.25
Commercial low slope roofs (SF Price)	6.25

Table 3 – Affordable Housing Linkage Fees

As of July 1, 2020

Project Type	Fee, per new square foot
Single family/duplex townhomes built under the International Residential Code (IRC)	\$0.65
Multifamily, including townhomes built under the International Building Code (IBC)	\$1.61
Commercial development - hotels, office, retail, other, or civic, public, or institutional	\$1.83
Commercial development - Industrial, manufacturing, wholesale, or agricultural	\$0.43

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Table 4 - Contractor License and Certificate of Qualification Fee Schedule

LICENSE / CERTIFICATE TYPE	FEE
Contractor License (A, B, C, D)*	\$250.00 every 3 years
Supervisor Certificate	\$60.00 every 3 years
Journeyman Certificate	\$40.00 every 3 years
Engineer Certificate	\$40.00 every 3 years
Operator Certificate	\$40.00 every 3 years
*Plumbing License must be renewed every two years.	

Table 5 - Appeals, Applications and Other Administrative Fee Schedule

ADMINISTRATIVE ACTION	FEE
Application for consideration of Alternate Materials, Methods, or Equipment	\$125.00 per hour of review, 2 hour minimum
Renewal of Alternate Materials, Methods, Equipment (every 3 years)	\$125.00 per hour of review, 2 hour minimum
Application for consideration of Administrative Modification	\$125.00 per hour of review, 2 hour minimum
Application for Board of Appeals Hearing	\$250.00
Permit Change of Contractor	\$100.00
Replacement of Contractor's Drawing Set	\$5.00 per page
Change of Name – License or Certificate	\$25.00
Duplicate License / Certificate	\$10.00
Permit Correction (Address)	\$25.00
Temporary Certificate of Occupancy	\$200.00
Certificate of Compliance	\$25.00
Duplicate Certificate of Occupancy Compliance	\$25.00

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