



**Culpeper County  
Building Department**  
302 N. Main Street • Culpeper, VA 22701  
P:(540) 727-3405

**Commercial Fee Schedule- Effective 7/5/2023**

**Administrative Fees:**

\*Administrative Fees - Submitted at time of application submission, this fee will be applied to the total permit fee and is calculated on the total square footage of the project. This fee is non-refundable if the project is cancelled or expired.

≤15,000 sq. ft.	125.00
>15,000 sq. ft.	250.00

**Signs Administrative Fees:**

1-5 Signs	75
6 + Signs	250

**Amendment Fees:**

Plan Amendment Fees	78 due at submission, additional fees shall include square footage, devices, heads etc. and plan review to include complexity factor. (See table #2)
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**Building & Trade Plan Review Fees:****(GBA-Gross Building Area)**

Plan Review (all occupancy groups) Total predicated on complexity factors listed in table #2)	.02 sq. ft. GBA/125 min.
Existing Building Compliance Alternative Change of Occupancy Review	150 (in addition to required building plan review fee)
Re-Review	75 per letter (After initial)
Reroofing Review	125
Alterations / Repair / Tenant Layout Plan Review (Total predicated on complexity factors listed in table #2)	.02 sq. ft. (work area / leased area)/ 125 min.
Electrical / New Service/Service & Panel Replacement	125

**Building Permit Fees**

New Construction/ Additions	Calculated by the Gross Building Area (GBA) sq. ft. using multiplying factors predicated on construction type and occupancy group - (see attached table #1)/ 125 min.
Alterations/Repair	.15 sq. ft. (work area)/ 125 min.
Tenant Layout	.15 sq. ft. (leased area)/ 125 min.
Site Plan Review	75

**Trade Permit fees/ New Construction**

Electrical (R-1 & R-2 occupancy groups)	100 per unit
Electrical (all other occupancy groups)	.03 sq. ft. GBA/ 125 min.
Electrical/Signs	65
Electrical / New Service/Service & Panel Replacement	65 - ≤200 amps 85 - 201-400 amps 105 - 401-600 amps 125 - 601-1200 amps 160 - 1200+ amps
Generator	150

Light poles	25 each/ 100 min.
Plumbing (R-1 & R-2 occupancy groups)	100 per unit (Including water and sewer laterals)
Plumbing (all other occupancy groups)	.03 sq. ft. GBA/ 125 min.
Water & Sewer Laterals	75 each
Mechanical (R-1 & R-2 occupancy groups)	100 per unit
Mechanical (all other occupancy groups)	.03 sq. ft. GBA/ 125 min.
Mechanical / Fire Dampers	20 per device/ 80 min.
Mechanical / Smoke Dampers	20 per device/ 80 min.
Mechanical / Type I, Type II and Exhaust Hoods	100 per hood
Mechanical RTU Replacements	1 <sup>st</sup> - 125, each additional 25

**Trade Permit Fees/ Alterations / Repair / Tenant Layout:**

Permits / Mechanical, Electrical and Plumbing (all occupancy groups)	03 sq. ft. (work area / leased area)/ 125 min.
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**Fire Protection Plan Review:**

Sprinkler System & Fire Alarm Plan Review (Total predicated on complexity factors listed in table #2)	.02 sq. ft. GBA / 125 min.
Sprinkler System - Limited Area (20 Heads or Less)	125
Standpipe	125
Fire Pump	125
Underground Fire Service	125
Kitchen Hood Suppression	125 first hood, 25 each additional hood
Alternative Systems	2.50 per device/ 125 min.

**Fire Protection Permit fees**

New Building Sprinkler System	3.00 per head/ 300 min.
Sprinkler Head Add/Re-Location	3.00 per head/ 125 min.
Sprinkler System - Limited Area (20 Heads or Less)	3.00 per head/ 125 min

Standpipe	125 per riser
Fire Pump	125 each
Underground Fire Service	125 each
Kitchen Hood Suppression	125 per hood
Alternative Systems	5.00 per device/ 125 min.
Fire Alarm	5.00 per device/ 125 min.
Duct Smoke Detectors	25 per device/ 80 min.
Fire Dampers (Mechanical)	20 per device/ 80 min.
Smoke Dampers (Mechanical)	20 per device/ 80 min.

**Miscellaneous Fees**

Local Board of Building Code Appeals Filing Fee	250
Certificate of Occupancy	50
Temporary Certificate of Occupancy	50
Certificate of Occupancy - Existing Building	125 (includes site inspection)
Change of Contractor	100
Change of Ownership	100
Change of Occupancy Group (includes pre-work inspection)	150
Code Modification Request	100
Copies (each)	.25 / 8.5x11 - 2.00 / 11x17
Copies of Plans larger than 11x17	5.00 per sheet + copy fees/ 20 min
Hard Copy Slip Sheet fee	5 per sheet
Farm Structure Affidavit	50
Construction Office Trailer (No Public Access)	75 each (No Plan Review required)
Sales/Office Trailer w/ Public Access	75 each (Plan review required)
Demolition (Asbestos report for commercial or proposed commercial)	50
Elevator permit	50
F&R Permit (framing and rough in, concealment prohibited- Applicable permit application and plans due at time of submission)	25 per trade

Light Poles (base and pole only, electrical permit separate)	25 each/ 100 min.
Merchandising Permit (must have life safety inspection prior to approval)	50
Permit Renewal Fee	25 per each 6-month interval
Phased Approval Permit (Foundation/footing and slab only)	250
Pre-Work Inspection and Report	150
Re-Inspection Fee	100
Re-roofing Permit	.03 per sq. ft./ 125 min.
Retaining Walls	.15 per sq. ft. of wall area/ 125 min.
Spray Booth	250 each
Swimming Pool/Spas	300 each
Tank (Fuel/Gas) Installation	125 each
Fuel Dispensers (1-4)	125 / 50 each additional
Tank (Fuel/Gas) Removal	125 each
Temporary Tents (over 900 sq. ft. or occupant load exceeding 50)	75 each
Temporary Electrical (tent use)	35
Working Without Permit Fee	400 per trade
Concrete Post Pour Submission	200/ per submission
After Hours Inspection	125.00 per hour/2-hour min. for first time inspection. 125.00 per hour/1 hour min. for Re-Inspection.
After Hours Plan Review	80.00 for 1 <sup>st</sup> hour minimum/ 20.00 per 30 mins thereafter. (In addition to required plan review fee)

**Signs Plan Review:**

1-5 Signs	75
6-10 Signs	125
11+ Signs	Fee determined by the Building Official

**Signs Permit Fees:**

Wall Mounted (non-illuminated, no plan review)	45 each
Platform/ Hanging Anchored	75 each

**PV Solar Panels Plan Review (not serving public utility)**

Plan Review	300
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**Photo Voltaic Solar System Plan Review and Permit (Serving a power grid provider)**

Work regulated by the building code, but not associated with a structure	\$0.02 per square foot of panel area (Owner responsible for Special Inspections in accordance with Chapter 17 of the VCC).
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**PV Solar Panels Permit Fees (not serving public utility)**

Roof Mounted	.03 sq. ft. of panel surface/ 125 min
Ground Mounted	.03 sq. ft. of panel surface/ 125 min

**Amusement Devices Permit Fees (Fees subject to change by State regulations):**

Each small mechanical or inflatable	55 each
Each circular or flat ride less than 20 feet in height	75 each
Each spectacular ride	100 each
Each coaster exceeding 30 feet in height	200 each
Each coaster exceeding 60 feet in height	400 each
Generator(s) and associated wiring	165
Zip Lines	150 each
Go-kart	300 per track, 10 for each additional kart in excess of 20

**Table #1 – Building Permit Fee Table**

GROUP		TYPE OF CONSTRUCTION (CF)								
		IA	IB	IIA	IIB	IIA	IIIB	IV	VA	VB
A-1	ASSEMBLY, THEATERS, WITH STAGE	1.75	1.69	1.65	1.56	1.47	1.47	1.52	1.37	1.32
	ASSEMBLY, THEATERS, WITHOUT STAGE	1.58	1.52	1.48	1.40	1.30	1.30	1.35	1.20	1.16
A-2	ASSEMBLY, NIGHTCLUBS	1.26	1.22	1.19	1.12	1.05	1.05	1.09	0.96	0.93
A-2	ASSEMBLY, RESTURANTS, BARS, BANQUET HALLS	1.25	1.21	1.16	1.11	1.02	1.03	1.07	0.93	0.91
A-3	ASSEMBLY, CHURCHES	1.59	1.54	1.50	1.41	1.32	1.31	1.37	1.21	1.17
A-3	ASSEMBLY, GENERAL COMMUNITY HALLS, LIBARIES, MUSEMS	1.25	1.19	1.14	1.07	0.96	0.97	1.02	0.86	0.83
A-4 / A5	ASSEMBLY, ARENA, STADIUMS, SWIMMING POOLS	1.25	1.21	1.16	1.11	1.02	1.03	1.07	0.93	0.91
B	BUSINESS	1.22	1.18	1.13	1.06	0.95	0.95	1.02	0.84	0.81
E	EDUCATIONAL	1.33	1.29	1.25	1.17	1.09	1.06	1.13	0.96	0.93
F-1	FACTORY & INDUSTRIAL, MODERATE HAZZARD	0.75	0.72	0.67	0.63	0.55	0.56	0.61	0.46	0.44
F-2	FACTORY & INDUSTRIAL, LOW HAZZARD	0.74	0.70	0.67	0.62	0.55	0.55	0.60	0.46	0.43
H-1	HIGH HAZZARD, EXPLOSIVES	0.72	0.69	0.65	0.60	0.53	0.53	0.58	0.45	N.P.
H-2--H-4	HIGH HAZZARD	0.72	0.69	0.65	0.60	0.53	0.53	0.58	0.45	N.P.
H-5	HPM	1.22	1.18	1.13	1.06	0.95	0.95	1.02	0.84	0.81
I-1	INSTITUTIONAL, SUPERVISED ENVIRONMENT	1.20	1.16	1.13	1.06	0.98	0.98	1.05	0.89	0.86
I-2	INSTITUTIONAL, INCAPACIATED	2.06	2.02	1.98	1.90	1.79	N.P.	1.87	1.68	N.P.
I-3	INSTITUTIONAL, RESTRAINED	1.40	1.36	1.32	1.24	1.15	1.13	1.20	1.04	0.98
I-4	INSTITUTIONAL, DAY CARE FACILITIES	1.20	1.16	1.13	1.06	0.98	0.98	1.05	0.98	0.86
M	MERCANTILE	0.95	0.92	0.87	0.82	0.74	0.74	0.78	0.64	0.63
R-1	RESIDENTIAL, HOTELS	1.31	1.26	1.23	1.17	1.08	1.08	1.16	1.00	0.96
R-2	RESIDENTIAL, MULTIPLE FAMILY	1.10	1.05	1.02	0.96	0.88	0.87	0.95	0.79	0.75
R4	RESIDENTIAL, CARE/ASSISTED LIVING FACILITIES	1.20	1.16	1.13	1.06	0.98	0.98	1.05	0.98	0.86
S-1	STORAGE, MODERATE HAZZARD	0.71	0.67	0.62	0.59	0.50	0.52	0.57	0.42	0.40
S-2	STORAGE, LOW HAZZARD	0.70	0.66	0.62	0.58	0.50	0.50	0.55	0.42	0.39
U	UTILITY, MISCELLANEOUS	0.55	0.52	0.49	0.45	0.40	0.40	0.43	0.32	0.31
<b>FORMULA: SQFT X 67 X CF X .0057</b>										

**Table #2- Plan Review Fee**

<b>Commercial New Construction Plan Review</b>	
Group	Factor - Use Description.
<b>1</b>	1- S, U, F, SHELL
<b>2</b>	1.2 - B, M
<b>3</b>	1.3 - A2, 3, 4, 5, E, I4, R2
<b>4</b>	1.4 - R1, A1
<b>5</b>	1.75 - I1, 2, 3, H

<b>Commercial Amendment Plan Review</b>	
Group	Factor - Use Description.
<b>1</b>	1- S, U, F, SHELL
<b>2</b>	1.2 - B, M
<b>3</b>	1.3 - A2, 3, 4, 5, E, I4, R2
<b>4</b>	1.4 - R1, A1
<b>5</b>	1.75 - I1, 2, 3, H

**All permits are subject to a 2% code academy levy in accordance with the current adopted Virginia Uniform Statewide Building Code. Fee subject to change by State regulations.**

**All permits are subject to a 2% local technology fee to support maintenance and future upgrades of technological software and equipment.**

**The Culpeper County Building Official reserves the right to assign fees not listed.**