

# City of Oxford – 2023 Permit-Related Fees

Established through the 2023 Fees and Charges (Ordinance 3700).

SF = square feet

## Division of Zoning Fees

Administrative Zoning Review Item	Fee
Building accessory or minor improvement, including shed, fence, and temporary tent – residential	\$50.00
Building accessory or minor improvement, including shed, fence, and temporary tent – commercial	\$100.00
One- or two-family residential – New home	\$100.00
One- or two-family residential – Existing	\$50.00
Three-family or more residential	\$50.00 per unit
Commercial (existing and new)	\$200.00 per unit
Resubmittal (third and each subsequent resubmittal/revision)	\$100.00 per resubmittal
Signs	\$25.00 plus \$1.00 per SF per side, per sign
Sign face change	\$25.00 per face
Site work permit or Construction Drawings	\$200.00 plus \$10.00 per acre
Demolition	\$50.00
Zoning approval extension	\$50.00

## Building Department Fees

One-, Two-, and Three-Family Dwellings and Accessory Buildings (Residential Code of Ohio)

RCO Item	Fee
Building – 1-family/2-family/3-family – new/addition/alteration/remodel	\$120.00 plus \$0.32 per SF
Mechanical (HVAC) – new/addition/alteration/remodel	\$90.00 plus \$0.05 per SF
Electrical - new/addition/alteration/remodel	\$90.00 plus \$0.05 per SF
Second and each subsequent plan review (1/4 hour increments)	\$65.00 per hour
Minor alteration (per each type of building, electrical, or mechanical permit)	\$80.00
Accessory structure: awning, deck, shed (Accessory building under 200 SF does not require Building review)	\$90.00 plus \$0.15 per SF
Furnace or air conditioner replacement	\$85.00 per unit
Heat pump	\$85.00
Gas piping	\$75.00
Geothermal trench/pressure test	\$75.00 per inspection
Electrical service upgrade/new/reconnect	\$90.00
Electric for swimming pool (in-ground/above ground bonding/wiring)	\$90.00
Demolition	\$75.00 per structure
Industrialized unit – foundation only (does not include electrical service, decks, porches, garages, or other add.)	\$125.00

<b>RCO Item</b>	<b>Fee</b>
Roof replacement or structural change	\$50.00
Partial permit (where granted)	\$50.00
Temporary Certificate of Occupancy (30 days)	\$150.00
Certificate of Occupancy	\$50.00
Occupying without a Certificate of Occupancy	\$250.00
Permit extension if approved	\$100.00
Copy plans and re-stamp	\$50.00 plus copy cost – estimate provided
Re-Inspection (Third and each subsequent inspection for the same permit)	\$90.00
Non-permit inspection request	\$80.00
Out of normal hours inspection	\$125.00 per hour/3 hour minimum
Swimming pool (greater than 24" deep)	\$100.00
Solar array	\$90.00 plus \$5.50 per panel
Solar array with battery storage	\$120 plus \$5.50 per panel
Temporary supply	\$75.00
Temporary Tent 400-699 SF with sides	\$80.00 plus \$0.15 per SF
Temporary Tent 700 SF or more with or without sides	\$80.00 plus \$0.12 per SF
Fence over 6 feet tall	\$50.00
Work Without Permit	Doubled permit fee
Change of Building Plans (after approval)	\$75.00 plus \$65.00 per hour (1/4 hour increments)
Ohio Board of Building Standards Residential Surcharge <sup>1</sup>	1% of all fees above

### Commercial Buildings (Ohio Building Code)

<b>OBC Item</b>	<b>Fee</b>
Building (except multi-family)	\$220.00 plus \$0.18 per SF
Building (multi-family)	\$220.00 plus \$0.23 per SF
Mechanical (HVAC)	\$220.00 plus \$0.06 per SF
Electrical	\$220.00 plus \$0.06 per SF
Minor alteration (per each type of permit: building, electrical, mechanical, etc.)	\$100.00
Fire suppression system (all suppressed areas)	\$250.00 plus \$0.065 per SF
Kitchen exhaust hood	\$250.00
Hood suppression system	\$250.00 plus \$50.00 for each additional unit
Underground fire line	\$250.00 plus \$0.065 per linear foot
Fire alarm system	\$250.00 plus \$6.50 per device
Plan review (1/4 hour increments)	\$90.00 per hour
Revision to approved plan	\$125.00 plus plan review
Demolition	\$100.00 per structure
Roof replacement	\$250.00
Storage rack system	\$220.00 plus \$0.18 per SF
Furnace or air conditioner replacement	\$150.00 plus \$65.00 per each additional unit
Geothermal trench/pressure test	\$100.00 per inspection

<sup>1</sup> Mandated by Ohio Administrative Code, Section 4101:8-1-03

OBC Item	Fee
Electric Vehicle Charging Stations	\$200.00 first charger, plus \$150 per each additional charger
Solar Arrays	\$220.00 plus \$5.50 per panel
Solar Array with battery storage	\$250.00 plus \$5.50 per panel
Industrialized unit	\$220.00 plus \$0.18 per SF
Partial permit (where granted)	\$100.00
Temporary Certificate of Occupancy (30 days)	\$350.00
Certificate of Use and Occupancy (not associated with building permit)	\$250.00
Certificate of Occupancy (with a permit)	\$100.00
Re-inspection (for third and each subsequent inspection for same permit)	\$115.00 per inspection
Non-permit inspection request	\$150.00
Out of normal hours inspection	\$125.00 per hour/3 hour minimum
Permit extension, if approved	\$100.00
Temporary supply (electric)	\$90.00
Change of building plans (after approval)	\$75.00 plus \$100.00 per hour
Fuel storage tank	\$75.00 per tank
Temporary structure	\$80.00 plus \$0.12 per SF
Temporary Tent 400-699 sq. ft. with sides	\$80.00 plus \$0.15 per SF
Temporary Tent 700 sq. ft. or more with or without sides	\$80.00 plus \$0.12 per SF
Awning	\$75.00
Sign	\$125.00 without electric; \$150.00 with electric
Fence (over six feet tall)	\$50.00
Work without a permit	Doubled permit fee
Gas piping	\$75.00
Ohio Board of Building Standards Commercial Surcharge <sup>2</sup>	3% of all fees above

## Service Department Fees

### Water Service

Water Service Item	Fee
Temporary meter deposit (hydrant connection)	
5/8"	\$520.00
2"	\$1,665.00
Daily set up and removal of device	\$106.00
Cost of water by volume (temporary meter)	\$3.50 per 100 cubic feet
Bulk Water Service (Requires new account fee for service. Sanitary fees in effect for water entering sanitary system. Service available under the authority of the Service Director or his/her designee)	\$3.50 per 100 cubic feet
Account Initiation Fee	\$50.00 (50% Water, 50% Sewer)

### Water Rates

See page 8 of 2023 Fees and Charges (Ordinance 3700) for water rates.

Water Rate Item	Fee
Irrigation Meter	At cost to City

<sup>2</sup> Mandated by Ohio Administrative Code, Section 4101:2-1-50(b)

Water Rate Item	Fee
Irrigation Meter repair	\$5.00 plus costs

### Water Tap In

Water Tap In Item	Fee
Based on tap size (inch):	
1"	\$3,153.50
2"	\$3,593.80
4"	\$4,414.90
6"	\$5,462.10
8"	\$8,240.75
10"	\$11,364.50
12"	\$13,030.50
Outside city limits	35% added to amounts above
Separate meter pits	Time and materials
Meter vault and Lid (based on meter size)	\$637.60 each additional (maximum of 4 pits per residential tap)
	5/8 & 3/4" – one included in tap fee
	3" and greater installed by the contractor at developer's expense

### Water Meter

Water Meter Item	Fee
Based on tap size (inch):	
5/8 & 3/4"	\$385.00
Ally Remote Meter & Valve Assembly	\$775.00
1"	\$429.00
1 1/2"	\$2,092.00
2"	\$2,384.00
3"	\$2,967.00
4"	\$5,008.00
Greater than 4"	Cost to City plus 10% administrative fee

### Water Capacity Benefit Charges

Water Capacity Benefit Item	Fee
Meter size (inch):	
5/8 & 3/4"	\$1,730.40
1"	\$4,480.50
1 1/2"	\$9,022.80
2"	\$14,626.00
3"	\$29,097.50
4"	\$45,371.50
6"	\$90,979.90
8"	\$145,508.10
10"	\$209,502.00
Fifty percent of the required capacity benefit charge will become due for all lots platted at time of recording. The remaining fees will become due with application for a building permit.	
Interest rate on past due capacity benefit permits unpaid after 30 days	Highest rate allowable by law

### Other Water-Related Fees

Other Water-Related Item	Fee
New construction initial water inspection	\$50.00

<b>Other Water-Related Item</b>	<b>Fee</b>
Re-inspection of failed work	\$50.00
New water main chlorination/disinfection inspection	\$150.00
New water main valve operation/and line flushing	\$150.00
New water main hydrostatic testing	\$100.00 per test
New water main bacteria sampling/testing	\$150.00 per event (includes laboratory fees)
Water main installation inspection/outside normal working hours	City cost for inspection expense
Fire hydrant flow testing	\$100.00 per hydrant test
Backflow prevention permit	\$25.00
Damage to City facilities	Repair cost plus 40%

## Sanitary Sewer Rates

See page 10 of 2023 Fees and Charges (Ordinance 3700) for sanitary sewer rates.

## Sanitary Sewer Capacity Benefit Charges

<b>Sanitary Sewer Capacity Benefit Item</b>	<b>Fee</b>
Meter size (inch):	
5/8 & 3/4"	\$1,730.00
1"	\$4,480.00
1 1/2"	\$9,023.00
2"	\$14,626.00
3"	\$29,098.00
4"	\$45,372.00
6"	\$90,980.00
8"	\$145,508.00
10"	\$209,502.00
Fifty percent of the required capacity benefit charge will become due for all lots platted at time of recording. The remaining fees will become due with application for a building permit.	
Interest rate on past due capacity benefit permits unpaid after 30 days	Highest rate allowable by law

## Other Sanitary Sewer-Related Fees

<b>Other Sanitary Sewer-Related Item</b>	<b>Fee</b>
New construction initial sanitary inspection	\$50.00
Re-inspection of failed work	\$50.00
Inspection of existing sanitary lateral repairs	\$50.00
Sanitary sewer cleaning (jet truck)	\$345.00 per hour (1 hour minimum)
Sanitary sewer main video inspection	\$345.00 per hour (1 hour minimum)
Sanitary lateral video inspection	\$345.00 per hour (1 hour minimum)
Sanitary sewer manhole inspection (vacuum method)	\$50.00 per manhole
Staff monitoring of private contractor video inspection	\$25.00 per hour (2 hour minimum)
Sanitary sewer low pressure air test (per city specs)	\$25.00 per test section
Sanitary sewer main construction (inspection beyond normal working hours - overtime expense)	Cost to city
Sanitary sewer Lift Station District Surcharge	Charge 50% surcharge to volume fee

<b>Other Sanitary Sewer-Related Item</b>	<b>Fee</b>
Locating service for private sanitary lateral	\$295.00 per hour (1 hour minimum)
Non-compliance causing blockage or damage to City facilities	Response or repair cost plus 40%
Special wastewater discharge application (tank pumping, groundwater, etc.)	\$25.00
Special wastewater contaminated discharge treatment (Acceptable analytical data required for special waste)	\$0.10 per gallon
Damage to City facilities	Repair cost plus 40%

## Refuse Service

See pages 11 through 13 of 2023 Fees and Charges (Ordinance 3700) for the complete refuse and recycling fee matrix.

## Engineering Division Fees

<b>Engineering Division Item</b>	<b>Fee</b>
Water and sanitary sewer improvement specifications	\$30.00
Storm water management design	\$25.00
Digital city standard drawings	\$15.00 Media
Plans and specifications sales	\$20.00 to \$500.00, dependent on size of project
Document handling/forwarding fee to regulating agencies	\$25.00
Engineering plan review for revisions after 2 <sup>nd</sup> submittal	\$100.00 per submission

## Street Division Fees

See page 14 of 2023 Fees and Charges (Ordinance 3700) for the complete list of Street Division fees.

<b>Street Division Item</b>	<b>Fee</b>
Street cut surface repair – April through November:	
Up to 40 SF (or 40 linear feet of curb totaling less than 40 SF)	\$148.00
More than 40 SF	\$148.00 plus \$3.20 per additional SF
Street cut surface repair – December through March	Add 50% to above costs
Brick street repair	\$60.00 per SF
Sidewalk Curb Gutter Permit	\$25.00
Work without a permit in right-of-way (starting construction or work without permit)	Greater of \$200.00 or twice the cost of permit
Street Tree Permits	No charge
Removal of hazardous trees from private property	At cost to city plus 5% Administrative fee
Street Spills	Cost of time and materials for cleanup plus 10% administrative fee
Street Signs	Cost of labor/materials used plus 10% administrative fee
Damage to City Facilities	Cost to City plus 40%

## Division of Fire Fees

<b>Administrative Zoning Review Item</b>	<b>Fee</b>
Failure to show for scheduled inspection	\$75.00
Building Plans Review	\$150.00
Fire Suppression Plans Review	\$150.00
Underground Fire Line/Fire Dept. Connection	\$125.00
Fire Alarm Plan Review	\$150.00

<b>Administrative Zoning Review Item</b>	<b>Fee</b>
Kitchen Hood	\$150.00
Kitchen Hood Suppression System	\$150.00
Revision/Change to Approved Plans	\$150.00
Tent Plan Review/Inspection	\$175.00
Demolition	\$100 residential \$150 commercial