



CITY OF ITHACA

108 East Green Street

Ithaca, NY 14850-5690

BUILDING DIVISION

DEPARTMENT OF PLANNING, BUILDING, ZONING & ECONOMIC DEVELOPMENT

4th Floor City Hall

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Ithaca Building Division Permit and Administrative Fee Schedule 2023-2024

Refer to Notes below.

Building or Demolition Permit Fees—Code of the City of Ithaca §146-5K(1)

Total Valuation of the Work	Fee Amount	Comments
\$0—\$5,000	\$50	Building Permit is for all types of work: New construction, Alterations, Temporary structures, Tents, Hazardous materials abatement, Site development and paving, etc.
\$5,001—\$50,000	1.0% of the total valuation of work	
\$50,001—\$500,000	0.9% of the total valuation of work	
\$500,001—\$5,000,000	0.8% of the total valuation of work	Demolition permit is for removal of an entire structure or a major portion of a structure that is not part of an Alterations project.
\$5,000,001 and greater	0.7% of the total valuation of work	

Plan Review Fees

Consultation and Plan review for preliminary or conceptual projects	\$75 per hour	Projects for which a building permit application is not ready to be submitted.
Plan review for projects exceeding \$5,000 (where no permit is requested)	50% of permit fee schedule	Fee amount collected shall be applied to total permit fee upon application.

Amendments to the Issued Permit

Additional plan review or inspections required by changes to scope of work, additions or revisions to approved plans	Permit fee schedule applied to valuation of completed work	Reconciliation fee to be calculated at Close of Permit.
Additional plan review or inspections required by changes to scope of work that did not result in an increase in the valuation of the work	\$75 per hour for each hour of review, analysis, or inspection	
Requested inspections outside of the Building Division normal business hours	\$100 per hour	Minimum 2 hours to be charged per occurrence.
Building permit renewal for 24 months	\$50 or 10% of the original permit, whichever is greater	Building permit may be renewed (or extended) one time only.

Closing the Permit

Certificate of Occupancy, for a building where no permit has been issued	\$75 per hour for each hour of review, analysis, or inspection	Reconciliation fee to be calculated at Close of Permit.
Temporary Certificate of Occupancy		
1) First six months		
For building projects with value up to \$50,000	\$100	
For building projects with value \$50,001 and greater	35% of the building permit fee schedule applied to valuation of completed work, or \$2,500, whichever is less	
2) After six months		Only one renewal period is allowed, for a final six months.
For building projects with value up to \$50,000	\$100	
For building projects with value \$50,001 and greater	50% of the building permit fee schedule applied to valuation of completed work	
Reconciliation Fee	(Permit fee schedule applied to valuation of completed work + applicable Amendment fees noted above) minus original permit fee	Reconciliation fee to be calculated at Close of Permit, with final sum to be added to or deducted from original permit fee.

1. Refer to Code of the City of Ithaca Sections 146-5K(2) and (3) for determining valuation of construction costs. All construction costs shall be included. Do not include costs for the following: Furnishings and Finishes (e.g. Window blinds, Moveable furniture, Flooring, Painting, Tiling), Financing and Administration Fees, or Professional Design or Legal fees.
2. Building Permit fee includes basic inspections to determine compliance with applicable codes and regulations.
3. A separate processing fee is assessed, as a percentage of total valuation of the work, for all online permit applications except for payment by check or money order.
4. The fees calculated above shall be REDUCED by one-half if the subject property has an exemption pursuant to Article I of Chapter 300 of the Code of the City of Ithaca.
5. The fees calculated above shall be DOUBLED where work has been started before the Building Division has issued a permit. All work shall be stopped until such time as the contractor/owner has obtained the necessary building permit.
6. Effective Date: September 18, 2023.

Electrical Permit & Inspection Fees—Code of the City of Ithaca § 146-38C(2) and §146-39F

Permit Fees

Small Job Fee and Surveys	1 Trip, Up to (5) 120v Openings	\$75.00
Base Permit Fee	2 Trips included	\$100.00
Extra Trip Fee	Per trip:	\$75.00

Devices and Equipment Inspection Fees

120v Openings and Light fixtures (receptacles, lights, switches, includes 277v)	\$0.75
AFCI/GFCI Devices	\$3.00
208+v Appliances and receptacles	\$12.00
HVAC Connections	\$25.00
Motors > 2 hp	\$25.00
Fire Alarm Panels, Battery Packs	\$25.00
Transfer Switches	\$25.00
Generators	\$25.00
Emergency devices (alarms, exit signs, emergency lights)	\$2.00
Transformers	\$50.00
Elevators	\$100.00
Solar Panel	\$2.00
Solar Inverter	\$20.00
Solar Microinverter	\$1.00

Services

200A or less (Includes 1 subpanel)	Base fee only
201A to 600A = Base Permit Fee plus:	\$75.00
> 600A = Base Permit Fee plus:	\$225.00
Subfeeds = Base Permit Fee plus:	\$40.00

Reciprocal License

Refer to Code of the City of Ithaca Section 146-36E.

License Fee

License Renewal Fee—must be renewed annually	\$100.00
Penalty Fee: Work done without a permit	\$500.00

Plumbing Permit & Inspection Fees—Code of the City of Ithaca §146-30C(1)(a) and (b)

New construction

Single-family residences:	Application fee of \$125 plus \$15 per fixture.
Multiple residences:	
Two to Ten units:	Application fee of \$150 plus \$15 per fixture.
Eleven to Twenty units:	Application fee of \$300 plus \$15 per fixture.
Twenty-one units or more:	Application fee of \$600 plus \$15 per fixture.
Commercial or other plumbing work:	
Under \$25,000:	Application fee of \$300 plus \$20 per fixture.
\$25,000—\$100,000:	Application fee of \$450 plus \$20 per fixture.
\$100,001—500,000:	Application fee of \$700 plus \$20 per fixture.
Over \$500,000:	Application fee of \$1,000 plus \$20 per fixture.

Renovations and additions

Single-family residences:	Application fee of \$100 plus \$15 per fixture.
Multiple residences:	Application fee of \$150 plus \$15 per fixture.
Commercial or other plumbing work:	Application fee of \$300 plus \$20 per fixture.