

CITY & COUNTY OF DENVER COMMUNITY PLANNING & DEVELOPMENT BUILDING PERMIT POLICY		
Subject: Building and Related Fees		
Approved: Eric Browning, P.E. – Chief Building Official		
Number: ADMIN 125 and 138	Replaces Policy Dated: June 21, 2023 Revision Date: February 1, 2024	Page: 1 of 8

SCOPE

All fees associated with and referenced in the 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) building valuation 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 \$(R-2, 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 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

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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 (ADU)) as outlined in Admin. Policy 131.4.

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:

- (1) 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.
- (2) Projects building income restricted units on-site per D.R.M.C. Chapter 27 Article X Mandatory Affordable Housing are entitled to a residential or commercial construction permit fee reduction of up to \$6,500 per income restricted unit in a typical market area and up to \$10,000 per income restricted unit in a high market area. The building permit fee reduction shall not exceed 50% of the total residential or commercial construction permit fee (per D.R.M.C. Chapter 27 Article X Section 27-224).

200 PLAN REVIEW FEES

All permit applications must be 100% complete and accepted by Community Planning and Development (CPD) staff through the online permitting portal in order to pay the plan review fee and make the application available for code compliance 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. Plan review fees not paid within 45 days of notification will result in the expiration of the application.

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

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- 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).

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.

Master and Type Approved Plan Review Fees. Plan review fees for each Master plan (model, type, etc.) shall be based on 100% of the valuation of the Master for each unique plan, which is equal to 50% of the calculated permit fee. Plan review fees for non-master, type approved (“TA”) permits shall be charged at a rate of 10% of the Permit Fee. The permit fee for TAs shall be based on 100% of the valuation for each unit..

Express (previously “over the counter” or “walk through”) plan review fees. Construction and projects classified as “express” reviews with a valuation over \$2,000 and all demolition projects, will be assessed a plan review fee upon permit issuance. Express plan review fees are charged at a rate of 20% of the permit fee with a minimum charge of \$100.

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 and FEE-IN-LIEU ALTERNATIVE COMPLIANCE

The Affordable Housing Linkage Fee established in Article V, Chapter 27 of the DRMC and the Alternative Compliance Fee-in-Lieu established in Article X, Chapter 27 of the DRMC are Tables 3.1, 3.2, and 3.3 for applicable projects. The Affordable Housing Linkage Fee applies to projects where new square footage is added and any portion of the project that is not subject to Mandatory Affordable Housing, see D.R.M.C Sec. 27-27-221, if applicable. Projects not easily discernible based on the Use Within a Structure in the table shall be determined by the Building Official in consultation with the Zoning Administrator. These fees are adjusted annually based on methods described in Articles V and X of Chapter 27 of the DRMC.

Residential developments consisting of 10 or more units that are subject to the Mandatory Affordable Housing requirement of Section 27-27-221 of the DRMC, may choose to pay a fee-in-lieu of building affordable units on-site per Section 27-225 of the DRMC. The fee-in-lieu shall be calculated as specified in Section 27-225(b) of the DRMC. These fees are adjusted annually based on methods described in Articles V and X of Chapter 27 of the DRMC.

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.

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Separate permits are required for each applicable trade. The scope of work shall be clearly described on the construction documents in accordance with Denver Building Code Article 1 Section 1 Administration, Section 135. Excavation and Shoring, Deferred Submittals, Wastewater, and Department of Transportation and Infrastructure 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.

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. Fees paid to each Building Code Board of Appeals member by the Agency are \$250 per meeting attended regardless of the number or type of cases heard.

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Table 1 - Building Permit and Plan Review Fee Schedule

VALUATION OF WORK	PERMIT FEE	PLAN REVIEW FEE
\$1 to \$500	\$20.00	0
\$501 to \$2,000	\$35.00	0
\$2,000 to \$25,000	\$35.00 for the first \$2,000 plus \$8.00 for each additional \$1,000 or fraction thereof, to and including \$25,000	50%
\$25,000 to \$50,000	\$220.00 for the first \$25,000 plus \$8.00 for each additional \$1,000 or fraction thereof, to and including \$50,000	50%
\$50,001 to \$100,000	\$420.00 for the first \$50,000 plus \$7.00 for each additional \$1,000 or fraction thereof, to and including \$100,000	50%
\$100,001 to \$500,000	\$770.00 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof, to and including \$500,000	50%
\$500,001 to \$1,000,000	\$3,010.00 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof to and including \$1,000,000	50%
\$1,000,001 and over	\$5,385.00 for the first \$1,000,000 plus \$3.65 for each additional \$1,000 or fraction thereof.	50%
SPECIAL 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 Fees
Solar Photovoltaic (PV) and other renewable energy (RE) projects		A \$50 Flat Fee applies to each permit issued and for each subsequent modified permit issued for scope directly related to the PV or other renewable energy system projects. Plan review fee is \$0 for PV or other renewable energy system 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 (\$ / per sq ft)	
Finished basement with toilet or kitchen facility	35.00
Finished basement without toilet or kitchen facility	31.00
Residential Pop-Top (new construction portion only)	105.00
Residential interior renovations	60.00
Quick Permits	
Residential shingle roofs (SF Price)	5.25
Commercial low slope roofs (SF Price)	7.25

Table 3.1 - For Projects That Meet the Requirements of Section 4 of CB 22-0426 and CB 23-0422 that meet the specified submittal and approval timeframes
CPI-U increases will occur annually and go into effect on July 1 of each year

Fees as of July 1, 2023

Project Type	Fee, per new square foot
Single family/duplex townhomes built under the International Residential Code (IRC)	\$0.75
Multifamily, including townhomes built under the International Building Code (IBC)	\$1.84
Commercial development – hotels, office, retail, other, or civic, public, or institutional	\$2.08
Commercial development – Industrial, manufacturing, wholesale, or agricultural	\$0.49

Table 3.2 - For Projects That Submit for Building Permits on or after July 1, 2022 and do not meet the approval timeframes specified in Section 4 of CB 22-0426 and CB 23-0422, and CB 22-1355 for projects subject only to a building permit,

Table per D.R.M.C Section 27-153

Fees as of July 1, 2023

Use within a Structure	Fee, per new square foot
Dwelling unit(s) of 1,600 sq ft or less of GFA within a single-unit, two-unit or multi-unit dwelling, or live/work dwelling consisting of 9 dwelling units or less	\$2.83
Dwelling unit(s) of more than 1600 sq ft of GFA within a single-unit, two-unit or multi-unit dwelling, or live/work dwelling consisting of 9 dwelling units or less	\$4.33
Any Primary residential use other than dwelling units	\$3.83

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Any Primary commercial sales, services and repair uses, public or institutional uses in a typical market area, as typical market area is defined in D.R.M.C. Section 27-219	\$3.93
Any Primary commercial sales, services and repair uses, public or institutional uses in a high market area, as high market area is defined in D.R.M.C. Section 27-219	\$5.43
Any Primary Industrial, manufacturing, wholesale or agricultural uses	\$1.47

Table 3.3 - For Residential Projects of 10 or more units Complying by Paying the Fee-in-Lieu per Income Restricted Unit (IRU) Required

Table Per DRMC Section 27 -225, CPI-U increases will occur annually and go into effect on July 1 of each year per D.R.M.C. Section 27-225(d)

Fees as of July 1, 2023

Market Area	Percent of IRUs used for fee calculation	Development Type	Fee per IRU Required
High Market Area	10% of total dwelling units	Rental development	\$335,000.00
		Ownership development	\$516,240.00
Typical Market Area	8% of total dwelling units	Townhouses	\$270,000.00
		Ownership development, dwelling units other than townhouses	\$440,640.00
		Rental development of one to seven stories	\$270,000.00
		Rental development of eight or more stories	\$318,600.00

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.	

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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
Forestry Plan Review & Inspection	\$65.00

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