

VILLAGE OF BEVERLY HILLS  
SCHEDULE OF FEES  
Effective February 14, 2024

A RESOLUTION TO ESTABLISH A SCHEDULE OF FEES FOR NEW PERMIT, INSPECTION, PLUMBING AND SEWER FEES, HEATING, COOLING, EQUIPMENT AND APPARATUS FEES, ELECTRICAL FEES AND BUILDING REGULATIONS.

The Village of Beverly Hills Ordinance:

PREAMBLE: The fee schedule hereinafter established is for the purpose of ensuring adequate inspections, plan examination and compliance with respect to the various codes and ordinances of the Village of Beverly Hills as administered by the Building Department. All fees shall be paid to the Village of Beverly Hills.

FEES FOR REGISTRATION AND EXPIRATION. The following fees shall be charged for the registration of the trades indicated. Fees shall be paid at the time of registration.

1. **BUILDING**

Building Contractors Registration..... **\$25.00**

Expiration: All registrations for building licenses shall expire on the 31st day of December of the year for which issued and shall be renewed before any permits will be issued.

Building Administrative Fee (residential and commercial)..... **\$90.00**

2. **Plumbing**

Plumbing Contractors Registration..... **\$15.00**

Expiration: All plumbing licenses and registrations shall expire on the expiration date listed on the contractor's license and shall be renewed before any permits will be issued.

3. **Heating & Refrigeration**

Heating Contractors Registration (Class A & B Reciprocal) ..... **\$15.00**

Refrigeration Contractors Registration (Reciprocal) ..... **\$15.00**

Expiration: All Heating and refrigeration licenses and registrations shall expire on the expiration date listed on the contractor's license and shall be renewed before any permits will be issued.

4. **Electrical**

Electrical Contractors Registration ..... **\$15.00**

Expiration: All electrical licenses and registrations shall expire on the 31st day of December of the

year for which issued and shall be renewed before any permits will be issued.

**REINSPECTION FEES.** Any work not ready or available for inspection at the time inspection is requested will necessitate an additional reinspection and payment of the fee prescribed.

All Building and Trades ..... **\$65.00**

**OVERTIME INSPECTION FEES.** Anyone seeking inspection service during other than the normal working hours scheduled for the Building Department shall pay an overtime fee as prescribed. Minimum fee of two hours billed for any overtime inspection.

First hour or part thereof ..... **\$100.00**

Each additional hour or part thereof..... **\$100.00**

**SPECIAL INVESTIGATION:**

When work requiring a permit is started before a permit is secured, or other special investigations are necessary, a special investigation fee may be required of \$75.00 per inspector per hour.

**REQUEST FOR MEETINGS:** A fee of \$75.00 per inspector, per hour, may be charged depending on the size and scope of the meeting.

**CANCELLATION AND REFUNDS**

1. Upon written request, prior to commencement of any work, trade permits may be cancelled by the holder and 70% of the permit fee will be refunded, except that not less than \$50.00 shall be retained by the Village of Beverly Hills to cover administrative expenses.
2. Upon written request, prior to commencement of any work, building permits may be cancelled by the holder and 70% of the permit fee will be refunded except that not less than \$90.00 shall be retained by the Village of Beverly Hills to cover administrative expenses. Plan review fees paid are nonrefundable.
3. In those cases where work has commenced and a request for cancellation is received in favor of a permit to others, a fee of \$35.00 shall be charged for each inspection made and the amount of the refund shall be based on 70% of the remainder of the permit fee, except as otherwise provided above.

The new contractor completing the job must obtain a new permit in accordance with the fee schedule.

**ANY UNLISTED SERVICES** – A reasonable fee based on actual costs will be established by the Department Head in each instance.

**FAILURE TO SECURE PERMIT FOR WORK BEING DONE**

In addition to permit fees due, a penalty up to 100% of permit fee may be charged based upon investigate work required by inspectors for work performed without a permit.

VILLAGE OF BEVERLY HILLS  
SCHEDULE OF BUILDING PERMIT FEES

A building permit fee shall be paid for all building permits for new buildings, alterations, repairs, additions and accessory structures as per the following schedule.

<u>TOTAL VALUATION</u>	<u>FEE</u>
<b>1. <u>Residential</u> (all zone districts)</b>	
Up to \$1,000* (minimum fee).....	<b>\$125.00</b>
Each additional \$1,000 or fraction thereof** (round up) .....	<b>\$18.00</b>
*Cost computed from current square foot construction costs of International Code Council (ICC)	
**The permit fee for projects that do not include structural alteration (as determined by the Building Official or his designee), including but not limited to window and door replacements, siding replacement, and roof replacement shall not exceed a maximum of <b>\$400.00</b> .	
 <b><u>Commercial</u> (all commercial use districts)</b>	
Up to \$1,000* (minimum fee including administrative fee).....	<b>\$250.00</b>
Each additional \$1,000 or fraction thereof less than \$10mil (round up).....	<b>\$18.00</b>
Each additional \$1,000 or fraction thereof more than \$10mil (round up).....	<b>\$15.00</b>
*Cost computed from current square foot construction costs of International Code Council (ICC)	

**2. PLAN REVIEW FEE**

Residential - A plan review fee shall be paid in the amount of \$ .0025 times the valuation of the work being done (computed from current Square Foot Construction Costs of International Code Council).

Commercial - A plan review fee shall be paid in the amount of \$ .0025 times the valuation of the work being done (computed from current Square Foot Construction Costs of International Code Council).

Minimum Plan Review Fee..... **\$150.00**

**Revised and Addendum Plans**

In the event substitute or revised plans or an addendum to the original plan are submitted for a building or site on which a permit has been requested, a charge of not less than **\$35.00** nor more than 30% of the permit fee may be added for each set of plans examined. Any additional fees related to outside services will also be charged to the applicant. Minor addendum plans that do not alter space or change structural requirements may be exempted from this provision.

3. Commercial buildings having a fire alarm system and/or fire suppression system will be charged a fee of **\$65.00** per floor for plan examination and inspection service. This fee will entitle the permit holder to one inspection and one reinspection of the system by the inspection team (building, electrical, mechanical and fire). Additional inspections will be by appointment and a fee of **\$35.00** per floor.

Zoning review fee for sheds under 200 S.F..... **\$55.00**

## ROAD PRESERVATION BOND

The Village has established a requirement of a road preservation bond for all new residential and commercial construction and demolition projects for locations that will be accessed by roads maintained by the Village. A **refundable bond in the amount of \$5,000**, adopted by a resolution of the Village Council at its January 16, 2024, meeting, shall be deposited and held until project completion to assure that no damage occurs to village roads during the construction and/or demolition process. The bond will be returned in full upon verification that no damage has occurred to the road(s) upon final completion of projects. In cases where damage has occurred, the Village shall use the bond to conduct immediate repair or retain the bond for repair in the future. Any portion of the bond not required to cover repairs will be refunded.

### EXEMPT ROADS:

Projects directly and exclusively accessed from the following roads and/or portions of roads that are not maintained by the Village of Beverly Hills are exempt from the Road Preservation Bond:

#### RCOC Roads

Lahser Road  
Southfield Road  
Southfield Road  
14 Mile Road between Southfield Greenfield  
Greenfield Road

#### Private Roads

Crimson Crossing  
Blossom Court  
Charrington Court  
Gould Court  
Village Drive  
Quail Ridge  
Riverbank Drive

#### Private Roads Cont.

Thistle Lane  
Brady Lane  
Hillview Lane  
Hilltop Court  
Orchard Way  
Spruce Court  
Village Pines  
Pine Drive  
Turberry Court  
Dover Court

Applications subject to the bond shall be accompanied by photographs of the road directly in front of the site and one hundred (100) feet in all directions from the site for which the permit is issued. Photographs must be taken at ten (10) foot intervals and may be provided in either hard copy or electronically. In lieu of photographs, a video of the same length of the road may be provided.

**ZONING, SIGN, AND DEMOLITION PERMITS**

**Concrete Permits**

Curb Cut.....	<b>\$75.00</b>
Drive Approach .....	<b>\$75.00</b>
Sidewalk (First 25 linear feet) .....	<b>\$75.00</b>
Plus \$8.00 for each additional 10 linear feet or fraction thereof.	

<b><u>Culvert Permit Fee</u> (New Construction) .....</b>	<b>\$125.00</b>
Extension/alteration on existing culverts .....	<b>\$75.00</b>

<b><u>Fences</u> .....</b>	<b>\$75.00</b>
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**Signs**

**In addition to the following fees, all commercial signs must be approved by the Planning Commission before issuance**

Accessory.....	<b>\$65.00</b>
Banners.....	<b>\$55.00</b>
Billboard .....	<b>\$65.00</b>
Bulletin Board .....	<b>\$65.00</b>
Development/Subdivision .....	<b>\$65.00</b>
Direction .....	No Fee
Ground .....	<b>\$65.00</b>
Institutional .....	<b>\$65.00</b>
Marquee .....	<b>\$65.00</b>
Occupational .....	<b>\$65.00</b>
Political .....	No Fee
Projecting .....	<b>\$65.00</b>
Real Estate.....	No Fee
Temporary –.....	<b>\$55.00</b>
Time & Temperature .....	<b>\$65.00</b>

**Moving and Wrecking Permits**

Permits for the moving or wrecking of buildings shall be based on the cubic content of the building or structure to be moved or demolished in accordance with the following schedule. Contractor must submit documentation that all utilities have been disconnected, and required fencing is installed prior to demolition. Inspection required.

**Residential/Commercial:**

Up to 30,000 cubic feet without basement .....	<b>\$225.00</b>
Up to 30,000 cubic feet with basement .....	<b>\$275.00</b>
30,001 to 60,000 cubic feet .....	<b>\$225.00 + \$8.00/1,000 cu ft or fraction thereof over 30,000</b>

Over 60,000 cubic feet.....**\$275.00 + \$6.00/1,000 cu ft or fraction thereof**  
 Garages..... **\$150.00**

Cash Deposit for residential dwellings ..... **\$2,500.00**  
 Cash Deposit for accessory structures..... **\$1,000.00**  
 Cash Deposit for commercial structures\* ..... **\$5,000.00**

\*commercial demolition also requires \$50,000 Surety Bond and proof of \$1,000,000 liability insurance)

Swimming Pool Demolition – Plus **\$1,500 Bond**..... **\$100.00**

A certificate of insurance, or its equivalent, shall be furnished prior to the issuance of a building permit with the following minimums:

Public Liability Insurance (OTHER THAN SINGLE FAMILY RESIDENTIAL)

Personal Injury or death  
 1 person..... \$750,000.00  
 1 accident ..... \$1,500,000.00

TEMPORARY CERTIFICATE OF OCCUPANCY

Residential: **\$625.00**  
 Commercial: **\$750.00**

CONSTRUCTION BOARD OF APPEALS HEARINGS

Residential/Commercial – All trades **\$375.00**

VILLAGE OF BEVERLY HILLS  
SCHEDULE OF PLUMBING AND SEWER FEES

Plumbing permit fees shall be paid for all plumbing apparatus and equipment installed in new buildings, alterations, additions, repairs, field inspection service and for the change of fixtures according to the following schedule except that in no case will less than **\$75.00** be charged for any one permit.

**MINIMUM PERMIT FEE**

The minimum permit fee for the installation of any single  
Item or any single replacement item..... **\$75.00**

Each additional item shall require an additional amount in accordance with the list of fees indicated.

Backflow Preventer <sup>1</sup>	\$30.00	Sink (Other Than Bathroom/Bar)	\$18.00
Backwater Check Valve	\$24.00	Sink, Bar	\$30.00
Bathtub	\$18.00	Soda Fountain	\$30.00
Dental Chair	\$18.00	Stacks, Conductor, Vents, AAV	\$24.00
Dishwasher	\$18.00	Sump	\$30.00
Drinking Fountain	\$18.00	Urinal	\$18.00
Disconnect Lawn Sprinkling Backflow Preventer	\$30.00	Washer, Automatic, Standpipe	\$18.00
Floor Drain	\$18.00	Water Closet (toilet)	\$18.00
Garbage Disposal	\$18.00	Water Heater	\$18.00
Grease Trap	\$24.00	Water Distribution ½ inch	\$24.00
Humidifier	\$18.00	Water Distribution 1 inch	\$30.00
Ice Maker	\$18.00	Water Distribution 1 ½ inch	\$43.00
Laundry Tray	\$18.00	Water Distribution 2 inch	\$43.00
Lavatory (sink in bathroom)	\$18.00	Water Distribution 2 ½ inch	\$49.00
Lawn Sprinkling Backflow Preventer <sup>1</sup>	\$30.00	Water Distribution 3 inch	\$62.00
Medical Gas (Each System)	\$30.00	Water Distribution 4 inch	\$68.00
Medical Gas - Vacuum Pump	\$43.00	Water Distribution over 4 inch	\$81.00
Medical Gas – Air Compressor	\$43.00	Water Treatment Device	\$37.00
Pump & Water Lift	\$30.00	Weeping Tile Trap & Inside Drain	\$37.00
Roof Sump	\$18.00	Unlisted Fixtures	\$30.00
Safe Waste	\$18.00	Other unlisted item	\$30.00
Shower Trap	\$18.00		
Sill Cock/Hose Bib each	\$18.00		

Notes:

1. Device Requires Testing Prior to Approval

**WATER SERVICE FROM CURB BOX**

New or Replacement..... **\$38.00 (MUST BE MINIMUM 1" COPPER PIPE)**

**BETWEEN SEWER AND BUILDING FIRST 200 FEET OF:**

Sewer Cleanout	\$34.00		
4 inch sewer	\$59.00	12 inch sewer	\$78.00
6 inch sewer	\$59.00	15 inch sewer	\$84.00
8 inch sewer	\$66.00	16 inch sewer	\$91.00
10 inch sewer	\$72.00	18 inch sewer	\$109.00
Each additional 100 ft or fraction thereof: ½ of fee above			

SEWER OR MANHOLE TAP ..... **\$75.00**  
 SEPTIC TANK BYPASS ..... **\$75.00**

Additional Fees for Sewer Work in the Right-of-Way

It is necessary for the contractor to apply for a permit to do sewer work in the right-of-way. All sand backfill is required. The roadway shall be kept in good repair at all times, and the contractor shall furnish necessary barricades.

Inspection Fee (work in roadway) ..... **\$100.00**  
 Inspection Fee (unimproved area only)..... **\$55.00**  
 Performance Bond or Certified Check Required ..... **\$5,000**  
 (To Be Held For Not Less Than Six (6) Months By The Village of Beverly Hills)

Hood and duct fire suppression systems (Commercial)

Each establishment system – minimum..... **\$75.00**  
 Each additional system at the same location ..... **\$45.00**

LAWN SPRINKLING SYSTEM

No increase in service size ..... **\$60.00**  
 New system or increase in service size ..... **\$75.00**  
 Plus cost per sprinkler head..... **\$2.00**

In-ground Swimming Pool..... **\$75.00**  
 Above ground pool (over 2' deep) ..... Building permit required





**VILLAGE OF BEVERLY HILLS  
SCHEDULE OF ELECTRICAL FEES**

Electrical permit fees shall be paid for all electrical permits, including but not limited to, apparatus installed in new buildings, alterations, field inspection service, and repairs according to the following schedule, except that in no case shall less than **\$75.00** be charged for any one permit.

**MINIMUM PERMIT FEE..... \$75.00**

Description	Fee	Description	
Air Conditioning Comm. up to 5 Ton	62.00	Motors - Fractional up to 10 HP, KVA, KW	37.00
Air Conditioning Comm. over 5 Ton	81.00	Motors - 11to 30 HP, KVA, KW	56.00
Air Conditioning Residential	56.00	Motors - 31 to 50 HP, KVA, KW	68.00
Alarms - Alarm System	43.00	Motors - 50 + HP, KVA, KW	81.00
Alarms - each Additional	12.00	Motors each additional	24.00
Alarms - First Drill	18.00	Parking Lot Lighting	81.00
Alarms - Master Panel	24.00	Power Plugs	31.00
Alarms - 1st Fire Alarm Device	18.00	Repairs - Minimum Fee	74.00
Alarms -Each Additional FA Device	12.00	Services / Relocate Repair	49.00
Appliances   15V/ie, disposals-dishwashers etc.	18.00	Service, Sub-Panels 30-200 Amps	49.00
Appliances 230V/ie,ovens-ranges-dryers-wtr htr	31.00	Service, Sub-Panels 201-400 Amps	68.00
Circuits, First (8 Plugs) (Smoke Detectors)	24.00	Service, Sub-Panels 401+ Amps	131.00
Circuits, each additional	12.00	Service, Temp Construction up to 200	68.00
Data/Telecom Outlets (up to 10 Dev)	66.00	Service, Temp Construction 200+ Amp	99.00
Data/Telecom Outlets (11 to 20 Dev)	128.00	Service, 400+ Amps Primary Service	131.00
Data/Telecom Outlets (Each Additional 20 Dev)	9.00	Signs - Connect/Reconnect 1st Sign*	31.00
Emergency Lighting	68.00	Signs - Connect/Reconnect ea. add	24.00
Feeders Bus Duct 1st 100 feet	37.00	Signs - Connect/Reconnect Additional	24.00
Feeders etc., ea. additional 100 feet	24.00	Signs - Wiring First*	43.00
Fixtures first 25	31.00	Signs - Wiring each Additional*	31.00
Fixtures each additional 25	24.00	Swimming Pools, Jacuzzi's etc.	57.00
Furnace - new or reinstall	37.00		
Garages Residential Single Circuit	43.00		
Garages Each Additional Circuit	12.00	<b>MINIMUM ELECTRICAL PERMIT FEE</b>	<b>75.00</b>
Garages Subpanel & Feeders	81.00		

\* If a window sign is provided with an approved indoor type transformer, supplied with a flexible rubber cord approved for this use, not over 6 feet in length, and is connected to a properly installed and rated outlet within 6 feet of the sign, and the sign complies with the provisions of the National Electrical Code, no permit is required.

**COMMERCIAL FIRE ALARMS**

Fire Alarm Panel..... **\$45.00**  
 Each Alarm Device ..... **\$18.00**

ROUGH INSPECTION (Concealed wiring – Each permit)

One Rough .....	<b>\$55.00</b>
Each additional Rough.....	<b>\$40.00</b>

PLAN EXAMINATION

Minimum Fee (Not on single family residential).....	<b>\$100.00</b>
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Revision of approved electrical

First page.....	<b>\$35.00</b>
Each additional page .....	<b>\$20.00</b>

VILLAGE OF BEVERLY HILLS  
SCHEDULE OF LANDLORD LICENSE FEES  
Effective June 1, 2020

Bi-Annual Landlord License Application Fee .....	<b>\$150</b> first unit
.....	<b>\$75</b> each add'l unit
Residential Reinspection Fee.....	<b>\$100</b>

VILLAGE OF BEVERLY HILLS  
 SCHEDULE OF PLANNING AND ZONING FEES  
 (Effective June 1, 2020)

<b>Site Plan Review</b>	Single Family Residential (R-A, R-1, R-1A, R-2, R-2A, R-3), Public Property (PP), or Parking (P)	Planning Commission \$650 + \$75/acre or fraction thereof
	Multi-Family (R-M) or Cluster	Planning Commission \$650 + \$75/acre or fraction thereof
	Office (O) or Business (B)	Planning Commission \$800
<b>Special Land Use (in addition to Site Plan Review)</b>	Planning Commission \$700 + \$50/acre or fraction thereof	
<b>Land Division or Combination</b>	Planning Commission \$650	
<b>Rezoning Request</b>	Any Classification To	Single Family/PP \$650
		RM – Multi Family \$800
		O, B, or Parking \$1000
<b>Subdivision</b>	Preliminary Plat	Tentative Approval \$750+\$50/lot
		Final Approval \$600
	Final Plat	\$500
<b>Escrow Deposit</b>	Any request that will require use of consultant for planning, engineering, or other professional services shall be required to submit escrow deposit	\$5,000 minimum
<b>Zoning Board of Appeals</b>	Variance (use or dimensional), Interpretation, and Appeal Requests	Residential \$200
		Office/Business \$350
<b>Zoning Ordinance</b>	Language Amendment \$500	
<b>Commercial Sign Review</b>	Planning Commission \$200 (additional permit fee upon approval)	
<b>Zoning Permit</b>	Temporary Displays/Outdoor Sales – Commercial \$70	
	Temporary Storage POD/Dumpster – Residential No Fee	

New plans, substantially revised plans or complex issues relating to regulatory, environmental, engineering or community implications that need to be addressed by Village consultants will incur additional fees to recover additional costs.

If it is determined that a Concept Review is necessary, a fee of \$50.00 plus any additional costs associated with consultation with Village consultants will be charged. Upon approval of the concept proposal normal additional schedule fees will apply.