

Town of Sharpsburg	
Fee Schedule	
Special Permit Application Fee	\$50
Catering Application Fee	\$25
Catering License	\$100
Alcohol Licensing Fee	\$100
Initial License Fee- New Retail Consumption Dealer (Distilled Spirits; Malt Beverage and Wine)	\$2,000
Annual Customary License Fee for Retail Establishments having less than \$15,000 in alcohol sales in the preceding calendar year (Restaurant)	\$2,500
Annual Customary License Fee for Retail Establishments having more than \$15,000 in alcohol sales in the preceding calendar year (Restaurant)	\$5,000
Annual Retail License Fee- Consumption Dealer (Malt Beverage Only)	\$300
Annual Retail License Fee- Retail Package Dealer (Malt Beverage Only)	\$300
Annual Retail License Fee- Retail Consumption Dealer- (Wine Only)	\$300
Annual Retail License Fee- Retail Package Dealer (Wine Only)	\$300
Annual Retail License Fee- Wholesale Dealer (Distilled Spirits)	\$100
Ancillary Alcohol Beverage Caterer (in addition to any other license fee reference herein above, if required)	\$100
Growler License (in addition to any other license fee reference herein above, if required)	\$300
Alcohol License Transfer Fee	\$100
Background Check	\$50 per person
Occupational Tax Fee	\$25 + Estimated Gross Receipt Calculation
Variance Zoning Fees	\$250

Town of Sharpsburg		
Building Permit Fee Summary		
(For new construction and additions, the current Building Valuation Data provided by the International Code Council, shall be used to determine the value for permitting purposes).		
Building Permit		When Do I Get A Permit
Mobile Home	\$200 base fee plus \$100 per trade HVAC, Plumbing & Electrical	Before moving a mobile home into Town Limits.
Demolition	\$125	Prior to any demolition work and after an asbestos survey has been submitted for approval.
Commercial, Industrial, Office and Multifamily Residential Structures	\$6 per \$1000 of construction cost plus \$75 for Certificate of Occupancy. Minimum fee is \$100 plus \$75 for CO.	Prior to any construction of Commercial, Industrial, Office and Multifamily Residential Structures.
Residential (New One Family, Two Family & Townhouse Dwellings)	\$5 per \$1000 of construction cost plus \$75 for Certificate of Occupancy. Minimum fee is \$100 plus \$75 for CO.	Prior to any construction of Residential (New One Family & Two Family Townhouse Dwellings).
Small Outbuildings/Accessory Structures	\$100 base fee Structures 200 square feet to 400 square feet base fee only Structures 401 square feet and up base fee plus \$1.50 per \$1,000 of construction cost plus Certificate of Completion of \$75.00	Prior to placement or construction of small outbuildings/accessory structures.
Residential (Additions, Remodeling, Decks)	\$6 per \$1000 of construction plus \$75 for Certificate of Occupancy or Certificate of Completion. Minimum fee is \$100 plus \$75 for CO.	Prior to any construction.
Moved In House	\$200 Inspection and Transit Fee PLUS cost of Residential Building Permit from "One and Two Family Dwellings Permit Fee Schedule"	Prior to moving a structure within the Town limits.
Horse Barn/Pole Barn	\$.08/square feet plus \$75 Certificate of Completion Fee	Prior to start of any construction.
Sign	\$100 base fee plus \$10 per \$100 construction cost	Prior to placement of any sign regulated by Town ordinances.
Swimming Pool	\$200 plus \$75 for Certificate of Completion	Prior to start of any construction.
Permit Extension (prior to expiration)	\$50 (only two 3 month extensions before expiration)	Apply for permit extension prior to expiration.
Permit Renewal (after expiration)	\$50 for 1st renewal. 2nd or more times renewal is 25% of the initial permit fee (minimum \$50)	Renewing a permit that has expired.
Temporary Electrical Pole	\$100.00	Prior to placement of the temporary pole.

Single Trade Permit (Electric, Plumbing, Mechanical Only)	\$100.00	Prior to any electrical, plumbing or mechanical work except for emergency repairs.
Temporary Certificate of Occupancy	\$75 plus \$100 for Temporary Certificate of Occupancy inspection	Upon completion of majority of construction with approvals of all City officials.
Plan Review Fees	\$150 an hour	Due upon submission of any construction requiring a building permit or review of plans by Town Engineer or Inspector.
Site Plan Review	\$300 plus \$20/lot or acre	Prior to rezoning case or submission of construction documents.
Engineering Study	TBA	Prior to design/engineering studies.
Certificate of Occupancy (CO)		
Residential	\$75 per building or structure	Any addition, alteration or repair to any building.
Non-Residential	\$75 per building or structure	Any addition, alteration or repair to any building.
Temporary Certificate of Occupancy (TCO) or Completion (TCC)		
Residential	\$75 per building or structure	Upon completion of majority of construction with approvals of all City officials.
Non-Residential	\$75 per building or structure	Upon completion of majority of construction with approvals of all City officials.
Certificate of Completion (CC)		
Residential	\$75 per building or structure	Upon completion of all the work based on submitted documents.
Non-Residential	\$75 per building or structure	Upon completion of all the work based on submitted documents.
Miscellaneous		
Contractor Name Change	\$35	When Contractor has a name change.
Revision (Non-Residential & Multifamily)	\$5 per \$1000 of construction cost (minimum \$75)	When the work is revised.
Revision (Residential)	\$6 per \$1000 of construction cost (minimum \$100)	When the work is revised.
Card Replacement	\$35	For replacement of permit card.
Miscellaneous Inspections		
Re-Inspections (Red Tags)		
1st Re-Inspection	\$100	Applied for code deviancies upon inspection.
2nd Re-Inspection	\$125	Applied for same deficiencies upon second inspection.
3rd or more Re-Inspection	\$150	Applied for same deficiency upon third inspection.
Compliance Inspections	\$150	Occupancy inspection with Fire Marshall.
Special Inspections (not conforming to work schedule)	\$200	After hours or weekend inspection.
<u>Penalties (All Construction)</u> Where work has started prior to obtaining a permit, the fees specified herein shall be doubled. Payment of doubled fees shall not relieve anyone from fully complying with the requirements of the Standard Codes nor from any other penalties.		

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