

ORDINANCE NO. ORD-2024-14

AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED "AN ORDINANCE TO ADOPT FEE SCHEDULES PROVIDING FOR THE COLLECTION OF FEES FOR ALL BUILDING/TRADE WORK PERFORMED IN WASHINGTON COUNTY, MARYLAND" (ORD-2019-32) AND TO REENACT THE ORDINANCE WITH AMENDMENTS

On April 4, 2017, by Ordinance No. ORD-2017-03, the Board adopted an ordinance entitled "An Ordinance to Adopt Fee Schedules Providing for the Collection of Fees for All Building/Trade Work Performed in Washington County, Maryland," effective July 1, 2017, modifying certain fees.

On December 3, 2019, by Ordinance No. ORD-2019-32, the Board adopted an ordinance entitled "An Ordinance to Adopt Fee Schedules Providing for the Collection of Fees for All Building/Trade Work Performed in Washington County, Maryland," effective March 1, 2020, modifying certain fees.

On February 27, 2024, the Board of County Commissioners of Washington County, Maryland (the "Board") adopted the following codes governing all building/trade work performed in Washington County, Maryland, said codes being effective July 1, 2024:

the Maryland Building Performance Standards (i.e. the *International Building Code*, with local amendments, the *International Residential Code*, with local amendments, and the *International Energy Conservation Code*, with local amendments, 2021 Editions);

the *International Existing Building Code*, 2021 Edition, with local amendments;

the *International Plumbing Code*, 2021 Edition, with local amendments;

the *International Mechanical Code*, 2021 Edition, with local amendments;

the *International Fuel Gas Code*, 2021 Edition, with local amendments;

the 2020 *National Electrical Code*, with local amendments; and

an amendment to Ordinance No. ORD-07-08 adopting the 2006 *ICC Electrical Code Administrative Provisions*, First Printing, with local amendments, and repealing

ORD-2015-33 adopted on December 15, 2015, effective March 1, 2016

(the "Codes").

The Codes provide that fees shall be paid in accordance with a fee schedule established by the applicable governing authority.

A public hearing was held on February 27, 2024, following due notice and advertisement of the Board's intention to amend Ordinance No. ORD-2019-32 to reflect the adoption of the above-referenced codes.


Any public comment was reviewed and carefully considered.

The Board believes it to be in the best interests of the citizens and residents of Washington County, Maryland, that the Fee Schedules providing for the collection of fees for all building/trade work performed under the Codes adopted in ORD-2017-03, effective July 1, 2017, remain in effect.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Washington County, Maryland, that the attached Fee Schedules (Building, Electrical, Mechanical, and Plumbing) be adopted for all building/trade work performed in Washington County, Maryland under the Maryland Building Performance Standards (i.e. the *International Building Code*, with local amendments, the *International Residential Code*, with local amendments, and the *International Energy Conservation Code*, with local amendments, 2021 Editions); the *International Plumbing Code*, 2021 Edition, with local amendments; the *International Mechanical Code*, 2021 Edition, with local amendments; the *International Fuel Gas Code*, 2021 Edition, with local amendments; the *2020 National Electrical Code*, with local amendments; and the *2006 ICC Electrical Code - Administrative Provisions*, First Printing, with local amendments, as amended.

Adopted this 27th day of February, 2024.
Effective the 1st day of July, 2024.


ATTEST:


Dawn L. Marcus
County Clerk

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

John F. Barr, President

Approved as to form
and legal sufficiency:


Zachary J. Kieffer
Interim County Attorney

After recording mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740

WASHINGTON COUNTY DIVISION OF PERMITS & INSPECTIONS
MECHANICAL FEE SCHEDULE
(Effective July 1, 2024)

NOTE: All fees are non-refundable

RESIDENTIAL PERMIT FEES

\$65.00 Application Fee

\$15.00 Technology Fee

**-Application Fee and Technology Fee Apply*

Mobile Home/Mobile Home Replacement	*\$50 per unit
Single Family Dwelling/Modular Home	*\$40 per unit
2 Family/Semi-Detached (separate application required for each unit)	*\$ 40 per unit
Townhouse (Separate application required for each unit)	*\$ 40 per unit
Multi-Family/Apartment(s) (separate application required for each unit)	*\$ 40 per unit
Addition	*\$40 per unit
Venting (Hood, Dryer, Bath fan)	*\$3 per appliance
New Installation of Manufactured Fireplace with Chimney	*\$60 per unit
New Installation of Manufactured Fireplace - Direct Vent/Ventless	*\$25 per unit
Gas Piping/LP Tank/Oil Tank	*\$40/each
Geothermal Installations	*\$40 per unit

RESIDENTIAL RETROFIT

Mobile Home Furnace or Condenser	*\$25 per unit
Single/Modular Dwelling Furnace or Condenser	*\$35 per unit
2 Family/Semi-Detached Furnace or Condenser	*\$40 per unit
Townhouse Furnace or Condenser	*\$40 per unit
Multi-Family Furnace or Condenser	*\$40 per unit

RESIDENTIAL RETROFIT

NO APPLICATION FEE REQUIRED FOR INDIVIDUAL INSTALLATIONS

(Single appliance per application)

Manufactured Fireplace/Gas Appliance (Existing Chimney - direct vent or ventless)	\$25 (plus Technology Fee)
Pellet/Freestanding Stove/Gas Appliance	\$35 (plus Technology Fee)
UL Chimney liner (no appliance)	\$25 (plus Technology Fee)

COMMERCIAL

\$125.00 Application Fee

\$15.00 Technology Fee

**-Application Fee and Technology Fee Apply*

New/ Addition/Remodeled	*\$80/per unit
Kitchen Equipment	*\$10 per appliance
Gas Piping/LP Tank	*\$75/each

MISCELLANEOUS

(No Application Fee or Technology Fee Required)

Extra trip fees will be assessed for premature inspection requests, incomplete work, and work areas not accessible	1 st extra trip - \$50 2 nd extra trip - \$75 3 rd extra trip - \$100
Permit Extension	\$25 each
Investigation Fee (work started without permit)	\$200
Archive/Records Research	\$100 per address
File an appeal to the Plumbing/Mechanical Board	\$150

WASHINGTON COUNTY DIVISION OF PERMITS & INSPECTIONS
MECHANICAL FEE SCHEDULE
(Effective July 1, 2024)

Continued

MECHANICAL REGISTRATION FEES*

Master/Restricted/Limited License	
In-County Resident	\$50
Out-of-County Resident	\$100
Journeyman License	
In-County Resident	\$20
Out-of-County Resident	\$40

**Registration fee will be for a period of two years and must be renewed on or before the 31st day of May of the renewal year.*

WASHINGTON COUNTY DIVISION OF PERMITS & INSPECTIONS
ELECTRICAL FEE SCHEDULE
(Effective July 1, 2024)

NOTE: All fees are Non-Refundable

RESIDENTIAL PERMIT FEE

\$65.00 Application Fee

\$15.00 Technology Fee

**- Application Fee and Technology Fee Apply*

Residential

1 or 2 Family Dwelling (includes service & low voltage)	*\$.10 per sq ft/finished area
Mobile Homes (includes service & low voltage)	*\$50
Modular Homes (includes service & low voltage)	*\$75
Multi-family dwelling (semi-detached/town house/apartments (includes service and low voltage)	*\$100 each unit

Residential Additions

Addition (includes service & low voltage)	*\$.10 per sq ft
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Special Permits and Fees

Temporary Service	*\$25
Residential Service upgrade/Repair/Reintroduction (Includes up to 5 outlets)	*\$50
Construction Trailer	*\$50
Swimming Pools – In Ground	*\$100
Swimming Pools – Above Ground	*\$25
Hot tub Single inspection When separate trip required for rough wire or trench inspection	*\$50/each *\$35
Low Voltage (only)	*\$20
Illuminated Signs	*\$50/each
Outlets - Change of equipment not involving changes to service and/or change; Detached Garage/Accessory Structures Includes outlets, fixtures, appliances, transformers, generators, motors, elevators and other equipment. All equipment is counted as outlets. 1 - 5 6 - 50 outlets Each additional 25 devices	*\$15 *\$50 *\$10
Wind Turbines (No more than 2 permitted on each property)	*\$100/Each Tower
Solar Panels 1-10 KW's Each Additional 20 KW's	*\$50 *\$75

WASHINGTON COUNTY DIVISION OF PERMITS & INSPECTIONS ELECTRICAL FEE SCHEDULE <i>(Effective July 1, 2024)</i>	
<i>(Continued)</i>	
COMMERCIAL PERMIT FEE \$125.00 Application Fee \$15.00 Technology Fee <i>*-Application Fee and Technology Fee apply</i>	
Equipment List - All electrical permit applications must be accompanied by a detailed list including outlet counts, switches, and detailed list of all equipment to be installed. Additional electrical plans are not required when they have been submitted as part of an approved building permit. All others must be accompanied by 2 sets of plans, prepared and sealed by a Maryland professional engineer, architect, or a licensed Master Electrician in accordance with the Washington County Electrical Code	
New Construction or Major additions	
Includes service, feeders, wiring, switches, outlets, appliances, transformers, generators, motors, elevators, and other equipment.	
First 100 amps	*\$300
Each additional 100 amps	*\$100
New "Shell Only" Construction	
Includes service, wiring for safety equipment and alarms, and any energized feeders.	
First 100 amps	*\$100
Each additional 100 amps	*\$50
Interior Completions of Tenant Space	
Includes service, feeders, heavy ups, wiring, switches, outlets, appliances, transformers, generators, motor, elevators, and other equipment.	
Each 100 amps	*\$300
Each additional 100 amps	*\$50
Heavy UPS only (service upgrade/repair/reintroduction and including up to 5 outlets)	
First 100 amps	*\$100
Each additional 100 amps	*\$50
Change of equipment not involving changes to service and/or feeder equipment	
Includes outlets, fixtures, appliances, transformers, generators, motors, elevators, and other equipment. All equipment is counted as outlets.	
1 - 5 outlets (no application fee required - single permit only)	* \$65
6 - 25 outlets	* \$50
26 - 50 outlets	*\$100
Each additional 25 devices	*\$10
Wind Turbines (No more than 2 permitted on each property)	*\$300/Each Tower
Solar Panels	
1-25 KW's	*\$100
Each Additional 20K	*\$75

WASHINGTON COUNTY DIVISION OF PERMITS & INSPECTIONS ELECTRICAL FEE SCHEDULE <i>(Effective July 1, 2024)</i>	
<i>(Continued)</i>	
Commercial (continued)	
Illuminated Sign(s)	*\$50/each
Low Voltage Only	*\$20
Temporary Service	*\$75
Miscellaneous <i>(No Application Fee or Technology Fee Required)</i>	
Archive/Records Research	\$100 per address
Extra trip fees will be assessed for premature inspection requests, incomplete work, and work areas not accessible	1st extra trip- \$50 2nd extra trip- \$75 3rd extra trip- \$100
File an appeal to the Electrical Board	\$150
Investigation Fee (work started without permit)	\$200
Permit Extension	\$25
Licensing Fees <i>(No Application Fee or Technology Fee Required)</i>	
Examination Fee	\$50
Inactive License	\$50
Late Penalty for License Renewal	\$100
Master & Restricted Licenses (Renewable every three years)	\$150
Reactivation Fee	\$50 plus \$50 for each remaining year of the licensing period

WASHINGTON COUNTY DIVISION OF PERMITS & INSPECTIONS BUILDING FEE SCHEDULE <i>(Effective July 1, 2024)</i>	
<i>Building permit fees shall be based on the square footage area of proposed structure(s) and shall include an application fee and technology fee unless otherwise noted.</i>	
\$250.00 Minimum Payment Due at Time of Submittal Permit Fees Less Than \$250.00 to be Paid in Full Note: All Fees are Non-Refundable	
RESIDENTIAL \$65.00 Application Fee \$15.00 Technology Fee <i>*Application Fee and Technology Fee Apply</i>	
Mobile Homes (Manufactured Housing)	\$65 plus \$.10/sf. (No Technology Fee Required)
New Dwelling Units - Single Family/Multi-Family/ Apartment(s)	* \$.10 sf. for finished and unfinished area
Garages, carports, sheds, porches, decks, chimney and other accessory structures	* \$.10 sf.
Interior/exterior alterations, repairs and remodeling	* \$.10 sf.
Swimming Pools	* \$75 Above-Ground * \$125 In-Ground
RESIDENTIAL NO APPLICATION OR TECHNOLOGY FEE REQUIRED	
Demolition	\$50
Fences Higher than 7 ft.	\$50
All Retaining/Masonry Walls	\$50
Solar Panel/Wind Turbines	\$50
Chimney	\$50
COMMERCIAL \$150.00 Application Fee \$15 Technology Fee <i>*Application Fee and Technology Fee Apply</i>	
All floor (new construction or additions)	* \$.15/sf.
Interior alterations	* \$.15/sf.
Tenant Fit-out	\$165 plus \$.15/sf. (no Technology Fee)
COMMERCIAL NO APPLICATION OR TECHNOLOGY FEE REQUIRED	
Demolition	\$50
Zoning Permits (No Structural Alterations) Animal Husbandry/Day Care/Change of Business Name/Home Occupation	\$65
All other zoning permits	\$165
Solar Panels/Wind Turbines	\$100
Footing and Foundation Permit	\$75
Pre-Permit Commercial Plan Review	\$200

WASHINGTON COUNTY DIVISION OF PERMITS & INSPECTIONS BUILDING FEE SCHEDULE <i>(Effective July 1, 2024)</i>	
<i>(Continued)</i>	
Temporary Occupancy	\$75
Zoning Verification Letter	\$100
Note: All measurements shall be computed using gross exterior building dimensions.	
EXCISE TAX	
In accordance with Section 2-701 of the Code of the Public Local Laws of Washington County, as amended from time to time, there is a building excise tax on building construction in Washington County. See the Building Excise Tax Ordinance for applicability.	
MISCELLANEOUS	
NO APPLICATION FEE OR TECHNOLOGY FEE REQUIRED	
Signs - On the building	\$80 plus \$.10/sf.
Freestanding	\$165 plus \$.10/sf.
Portable	\$80
Archive/Records Research	\$100 per address
File an appeal to the Building Code Board of Appeals	\$250 Commercial \$150 Residential
Inspection Fees: Extra trip fees will be assessed for premature inspection requests, incomplete work, and work areas not accessible.	1 st extra trip - \$50 2 nd extra trip - \$75 3 rd extra trip - \$100
Investigation Fee (work started without permit)	\$200
Permit Extension	\$25 each
Expedited Certificate of Occupancy	\$75
Replacement Placard	\$25
Permit/Plan Revisions	Residential - \$100 Non-Residential - \$200
Grading Permit (Processing Only)	\$20 minimum or \$5/per acre
Driveway (Entrance) Permit	\$25
Utility Permit	\$25
Home Builder Guaranty Fund Fee (<i>pursuant to Chapter 481 of the 2008 Acts of the Maryland General Assembly</i>)	\$50/unit
BOARD OF ZONING APPEALS FEES	
NO APPLICATION FEE OR TECHNOLOGY FEE REQUIRED	
Variance: 1 or 2 family residential units & accessory uses	\$150
Other Variance	\$300
Appeal charging administrative error	\$150
Special Exception	\$500
Administrative Adjustment	\$75

WASHINGTON COUNTY DIVISION OF PERMITS & INSPECTIONS
PLUMBING FEE SCHEDULE
(Effective July 1, 2024)

NOTE: All fees are non-refundable

Prior to the issuance of any permit, the applicant shall pay the following fees:

RESIDENTIAL

\$65.00 Application Fee

\$15.00 Technology Fee

**Application Fee and Technology Fee Apply*

Single-Family Dwelling	*\$60
Mobile Home	*\$60
Modular Dwelling	*\$60
2 Family/Semi-Detached (Separate application required for each unit)	*\$50 per unit
Townhouse (Separate application required for each unit)	*\$50 per unit
Multi-Family/Apartments (Separate application required for each unit)	*\$50 per unit
Single fixture only	\$25 plus technology fee
Addition/Remodel (2-4 fixtures and/or appliances)	*\$25
Addition/Remodel (more than 5 fixtures and/or appliances)	*\$50
Connection to public/private water	*\$40
Connection to public sewer/private septic	*\$40
Gas Piping/LP gas tank	*\$40/unit
Hydronic Water Connection	*\$40
Boiler	*\$40/unit

COMMERCIAL/INDUSTRIAL

\$125.00 Application Fee

\$15.00 Technology Fee

**-Application Fee and Technology Fee Apply*

Commercial/Industrial - New	*\$75
1 - 10 Fixtures/appliances	\$2 additional per fixture
11 or more	
Addition/Remodel	*\$5/fixture
Single Fixture Only	\$50 plus technology fee
Connection to Water	*\$75
Connection to Sewer	*\$75
Storm Drain	*\$75
Gas Piping/LP gas tank	*\$75/unit
Boiler	*\$40/ unit
Hydronic Water Connection	*\$40

MISCELLANEOUS

No Application Fee and Technology Fee Required

Extra trip fees will be assessed for premature inspection requests, incomplete work, and work areas not accessible.	1 st extra trip - \$50 2 nd extra trip - \$75 3 rd extra trip \$100
Permit Extension	\$25 each
Investigation Fee (work started without permit)	\$200
Archive/Records Research	\$100 per address
Permit Transfer To A New Contractor	\$75

WASHINGTON COUNTY DIVISION OF PERMITS & INSPECTIONS PLUMBING FEE SCHEDULE <i>(Effective July 1, 2024)</i>			<i>(Continued)</i>
LICENSING FEES (Biennial)			
Classification	Resident	Non-Resident	
Master Plumber	\$50	\$100	
Journeyman	\$20	\$40	
Apprentice	\$15	\$30	
On-Site Utility Contractor	\$50	\$100	
Drain Cleaner	\$50	\$100	
*Water Conditioner	N/C	N/C	
*Pump Installer	N/C	N/C	
Gas Fitter	\$50	\$100	
Exam Fee for On-Site Utility Contractor	\$50	\$50	
Late Penalty for License Renewal	\$100	\$100	
<p>*The State requires these types of licenses to be exempt from all licensing fees.</p> <p>Upon initial application, applicant shall pay the registration and/or licensing fees. The Board of County Commissioners of Washington County, Maryland may, by resolution, change periodically the registration, licensing, and biennial fees.</p> <p>No additional renewal fee will be charged to applicants who renew after March.</p>			