



## **Department of Inspectional Services**

### **Schedule of Fees**

Effective Date: March 1<sup>st</sup>, 2024

# Table of Fee Schedules

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## **Authority**

Pursuant to Massachusetts General Law Chapter 40 Section 22 F, the Department of Inspectional Services in the City of Worcester, Massachusetts has adopted the attached fee schedule. The effective date of this schedule is February 1<sup>st</sup>, 2024. This schedule supersedes all previous schedules.

## **Fee Waivers**

All requests for fee waivers are to be processed through the City Manager's Office for approval by the Worcester City Council with the exception of the following:

- (1) In-house maintenance of City owned buildings by city forces.
- (2) Renewal Certifications of City owned buildings required by Massachusetts Building Code.

All requested fee waivers by the Worcester Housing Authority will require approval and processing by the City Manager's Office.

## **Interpretation of Fees**

All interpretations of the attached fee structure will be made by the Commissioner/Director of the Department of Inspectional Services and will be final.

## **Paper Applications**

The City has moved to an online permitting system for two main reasons.

1. To allow customers to apply for any permit anytime and place
2. It allows customers to see status of permits and communicate with ISD about their permit.
3. It keeps administrative costs under control. A processing fee of \$50.00 will be assessed to all paper permits. These fees will take effect on Jan 1, 2022. We encourage everyone to use the online permitting system for FREE!

## Building Permits

All Building permits unless otherwise noted below are calculated as follows:

\$12.00 per \$1,000.00 or fraction thereof of construction value		
\$9.00 per \$1,000.00 over \$1,000,000)	Minimum	\$100.00
Certificate of Use and Occupancy		\$100.00
Carnival		\$100.00
Change of Use (no construction involved)		\$100.00
Stove (Wood, Pellet, Coal)		\$100.00
Demolition		
\$5.00 per \$1000.00 of construction value or fraction thereof	Minimum	\$100.00
Moving of Building		\$200.00
Signs (Ground, Wall, Projecting, Roof)		\$135.00
Digital Billboards		
\$11.00 per \$1,000.00 or fraction thereof of construction value	Minimum	\$135.00
Re-inspection Fee		\$100.00
Reinstatement Fee (Stop Work Orders)		\$110.00
After Hours Inspection Fee		\$250.00

## Mechanical Permits

Residential (up to 3 dwelling units):		
First Fixture		\$100.00
Each Additional		\$15.00
Miscellaneous Repairs		\$55.00
Commercial (or more than 3 residential dwelling units):		
First Fixture		\$110.00
Each Additional		\$15.00
Miscellaneous Repairs		\$55.00

## Sprinkler/Fire Alarm Permits

Fire Alarm and Alteration of Existing Equipment	\$100.00
Plus additional fee of \$2.00 per device	
Fire Alarm and New System Extinguishing Equipment	\$135.00
Plus additional fee of \$2.00 per device	

## Zoning

Zoning Determination	\$100.00
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**NOTE: Any person or contactor working without proper permits or licenses shall be subject to a penalty triple the original permit fee. A minimum penalty will be assessed at \$500.00 for residential properties or \$1,000.00 for**

**commercial properties. All fines are subject to review by the Commissioner/Director of Inspectional Services.**

## **Rental Registration Program**

### **Registration**

All real property that is rented or leased to others shall be registered on a yearly basis.

First time or new registration for dwellings, commercial, retail, and office spaces	\$15.00 per unit
Annual renewal for dwellings, commercial, retail, office	\$ 5.00 per unit
First-time or new registration for a vacant lot	\$25.00 per lot
Annual renewal for a vacant lot	\$15.00 per lot

### **Rental Dwelling Unit Inspections**

Inspection	\$50.00 per unit
First re-inspection after a failed inspection	No additional fee
Subsequent re-inspections	\$100.00 per unit
First Missed Inspection:	No additional fee
Subsequent missed inspections	\$100.00 per unit
Subsequent failed inspections	\$100.00 per unit

**Failure to comply with any provisions of the Rental Registration Program (registration and inspections) will be punished by a fine of three hundred (\$300.00) dollars with each day of violation constituting a separate offense.**

## Certificate of Inspection

Use Group	Description	Inspection	Certificate Period		Fee
A1A+	Assembly theater (w/stage over 400)	Semi-annual	One year		\$250.00
A1B+	Movie Theater (over 400)	Semi-annual	One year		\$250.00
A-1A	Assembly theater (w/stage 400 or less)	Annual	One year		\$150.00
A-1B	Movie Theater (400 or less)	Annual	One year		\$150.00
A-2+	Assembly-night club (over 400)	Semi annual	One year		\$250.00
A-2	Assembly-night club (400 or less)	Annual	One year		\$150.00
A-3+	Assembly-lecture hall (over 400)	Semi annual	One year	Note A	
A-3	Assembly-lecture hall (400 or less)	Annual	One year		\$150.00
A-4	Assembly-Churches (low density)	5 Years	5 Years		\$150.00
A-5	Assembly-outdoor(bleachers, Stadiums)	Annual	One year	Note B	
E	Educational	Annual	One year		\$150.00
E	Day Care (M.S.B.C. Section 633)	Annual	One year		\$150.00
I-2	Incapacitated (Hospital etc.)	Two years	Two years	Note D	
I-3	Restrained	Two years	Two years	Note C	
R-1	Hotels, Lodging House, Dorm (note G)	Annual	One year	Note E, G	
R-2	Multi-Family (note G)	Five years	Five years	Note F	
R-1	Detoxification Facilities (sec. 637)	Two years	Two years		\$150.00
R-2	Summer camp (section 634)	Annual	One year	Note H	
R-3 or R-4	Group Residence (section 631)	Annual	One year	Note H	
R-5	Limited Group Residence (section 636)	Annual	One year	Note H	
A-2 or A-3	Joint Building/Fire Inspections	Annual	One year		\$200.00

**Notes A-H on following page**

**The following additional fees may apply to Certificate of Inspection Permits:**

**Failed Inspection Fee:                   \$100.00**

**Missed Appointment Fee:               \$100.00**

**Late Payment:                           \$200.00**

**Note A:** For all buildings or structures, or parts thereof, in the A-3+ Use group, the fee is to be charged for the maximum certification period of one (1) year is \$250.00 for accommodations for up to five thousand (5,000) persons, plus \$55.00 for the accommodations for each additional one thousand (1,000) persons or fraction thereof.

**Note B:** For all buildings or structures, or parts thereof, in the A-5 use group, the fee to be charged for the maximum certification period of one (1) year is \$150.00 for seating accommodations for up to five thousand (5,000) persons, plus \$35.00 for the accommodations for each additional one thousand (1,000) persons or fraction thereof.

**Note C:** For all buildings and structures, or parts thereof, in the I-3 use group, the fee to be charges for the maximum certification period of two (2) years is \$250.00 for each structure containing up to one hundred (100) beds, plus a **\$5.00** charge for each additional ten (10) beds or fraction thereof over the initial one hundred (100) beds.

**Note D:** For hospitals, nursing homes, sanitariums, and orphanages in the I-2 use group, the fee to be charges for the maximum certification period of two (2) years is \$250.00 for each structure containing up to one hundred (100) beds, plus a \$5.00 charge for each additional ten (10) beds or fraction thereof over the initial one hundred (100) beds. All other buildings or structures or parts thereof in the I-2 use group classification shall be charged \$250.00 for a two (2) year maximum certification period.

**Note E:** For all buildings and structures or parts thereof in the R-1 use group, the fee to be charged for the maximum certification period of one (1) year shall be \$150.00 for up to five (5) units, plus \$5.00 per unit for all over five (5) units.

A unit shall be defined as follows:

- Two (2) hotel guests' rooms
- Two (2) lodging house guests' rooms
- Two (2) boarding house guest rooms
- Four (4) dormitory beds

**Note F:** For all buildings and structures or parts thereof in the R-2 use group, the fee to be charged for the maximum certification period of five (5) years shall be \$190.00 plus \$5.00 per dwelling unit, except three (3) family dwelling units which shall be a flat \$200.00.

**Note G:** For purpose of determining the required number of inspections, the maximum certification period, and the fees, as specified in Table 108, dormitories are included in the R-1 use group classification rather than the R-2.

**Note H:** Summer camps for children in the use group R-2 shall be inspected and certified annually prior to the beginning of each season \$20.00 per each additional twenty-five (25) residential units, and \$30.00 for each assembly building or use (a residential unit for the purpose shall be defined as four (4) beds).

## Electrical - Residential

Work in multi-family structures are calculated per unit

Single Family Detached Home (w/ overhead service)	\$180.00
Single Family Attached and Multi Family Home (w/ overhead service)	\$180.00
Underground Utilities (for service, <b>PLUS</b> Single/ Multifamily fee)	\$100.00
Single Family detached Additions, renovations, alterations, demolition	\$100.00
With Service upgrade	\$170.00
Single Family Attached and Multi Family Home	\$100.00
With Service Upgrade (\$85.00 first meter, \$30.00 each additional)	
Boilers, HVAC units, Water Heaters	\$85.00
Security Alarms, Audio Visual, Data	\$85.00
Smoke/ CO Detectors Installations	\$85.00
Service Upgrade, repairs, grounding	\$85.00 1 <sup>st</sup> meter
Additional meters	\$30.00 each
Pools (Above Ground)	\$85.00
Pools (In Ground)	\$85.00
Residential Solar Wiring	\$250.00
Residential Generator Wiring	\$150.00
Temporary Service	\$110.00
Re-inspection Fee	\$100.00

**NOTE: Any person or contactor working without proper permits or licenses shall be subject to a penalty triple the original permit fee. A minimum penalty will be assessed at \$500.00 for residential properties or \$1,000.00 for commercial properties. All fines are subject to review by the Commissioner/Director of Inspectional Services.**

## Electrical - Commercial

### Commercial/Industrial/Residential 6+ Units:

New Construction	
Under \$10,000.00 Electrical Fair Valuation	\$200.00 minimum
(Over \$10,000.00 Electrical Fair Valuation \$8.00 per \$1,000.00 or fraction thereof)	
Additions, renovation, fit-up (existing service)	
Under \$1,500.00 Electrical Fair Valuation	\$85.00 minimum
Plus - (\$8.00 per \$500.00 or fraction thereof over \$1,500.00 Electrical Fair Valuation)	
Plus - (\$8.00 per \$1,000.00 or fraction thereof over \$10,000.00 Electrical Fair Valuation)	
Service Upgrades	\$1.00 per amp
(Underground service add \$150)	
Solar Wiring, Generator	
Under \$50,000.00 Electrical Fair Valuation	\$300.00 minimum
Plus - (\$8.00 per \$1,000.00 or fraction thereof over \$50,000.00 Electrical Fair Valuation)	
Fire, Security, Data, Temperature Control	



Under \$1,500.00 Electrical Fair Valuation	\$85.00 minimum
Plus - (\$8.00 per \$500.00 or fraction thereof over \$1,500.00 Electrical Fair Valuation)	
Plus - (\$8.00 per \$1,000.00 or fraction thereof over \$10,000.00 Electrical Fair Valuation)	

Temporary Service	\$110.00
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**Other Fees and Charges**

Temporary show permit	\$110.00
Annual maintenance permits	\$550.00
Re-inspection Fee	\$100.00
After Hours Inspection Fee	\$250.00

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**Plumbing**

**Residential** (Includes all residential buildings up to 3 dwelling units)

**Plumbing**

First fixture +\$15.00 each additional fixture	\$100.00 +\$15.00
One (1) device (i.e., dishwasher, disposer, etc.) flat fee of \$100.00 (+\$15.00 each fixture), including gas fitting	\$100.00 + \$15.00
Hot water tank new construction (+\$15.00 each tank)	\$100.00 + \$15.00
Miscellaneous repairs or piping (+\$15.00 each device)	\$100.00 + \$15.00

**Gas**

First fixture +\$15.00 each additional fixture	\$100.00 + \$15.00
One (1) device (i.e. dishwasher, disposer, etc.), including gas fitting (+\$15.00 for each additional device)	\$100.00 + \$15.00
Inspection after fire (first unit) +\$15.00 each additional unit	\$125.00 + \$15.00

**New or replacement Gas boiler requires:**

Residential: Gas	100.00
Plumbing	\$100.00
Commercial: Gas	\$125.00
Plumbing	\$125.00

**Commercial** (Includes residential structures in excess of 3 dwelling units)

**Plumbing Permits**

First fixture (including new construction) +\$15.00 each additional fixture	\$125.00 +\$15.00
Replacement hot water tanks including gas fitting per water heater	\$125.00+\$15.00
Miscellaneous repairs or piping +\$15.00 each additional	\$125.00 + \$15.00

### Gas Permits

First fixture +\$15.00 each additional fixture	\$125.00 +\$15.00
Miscellaneous repairs or piping +\$15.00 each additional	\$125.00 + \$15.00

### Other Permits of Fees

Gas test after fire (first unit) + \$15.00 each additional unit	\$125.00 + \$15.00
Re-inspection fee (defective or non-complying work)	
Residential	\$100.00
Commercial	\$125.00
After Hours Inspection Fee	\$250.00
Welding Card	\$75.00
Special Permission Gas Dual Fuel Request	\$125.00
Special Permission Gas Request	\$125.00
Special Permission Gas-Elevated Pressure (non-refundable)	\$125.00

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### Food Permits (Expire December 31<sup>st</sup> Annually)

(All food permits include Milk and Frozen Dessert)

Food and Drink Establishments		
Based upon established occupancy:		
	0 - 100	\$275.00
	101 – 499	\$350.00
	500 and above	\$450.00
Plan Review Fee (new establishments)		\$200.00
Establishment Review (change of ownership for food service establishment)		\$85.00
Re-inspection Fee (after an inspector has made multiple attempts to re-inspect And establishment with violations and the owner has been unsuccessful in Abating the violations)		\$100.00
Retail Food only		\$175.00
With Bakery		\$400.00
With Bakery and Restaurant		\$500.00
Retail Food (stores greater than 10,000 Square Feet)		\$500.00
Mobile Food Vendors		\$250.00
Commissary Kitchen		\$150.00
Institutional		\$350.00
Bakery only		\$350.00
Temporary Food Permits		
1 to 15 days (consecutive)		\$60.00
Over 15 days		\$195.00
Seasonal Concessions		\$75.00

Farmers Market with Food Preparation (Semi-Annual)	\$25.00
Farmers Market with Food Preparation (Annual)	\$50.00
Farm Stands (Residents may sell unprocessed vegetables and fruits they have grown on their own property)	No charge
Catered Event Registration	\$40.00
Plan Review Fee (New Establishment)	\$200.00
Establishment Review Fee Change of Owners	\$85.00
<u>Re-inspection</u> Fee	\$100.00
Reopening Review Fee after Closure Order	\$150.00

**Fees for Events Held Exclusively for Fundraising for a Charitable Benefactor**

(The proceeds of the event will be donated, and the vendors are donating their time and resources)

Special Event Not for profit 1 – 12 Food Vendors	\$150.00
Special Event Not for profit 13 – 24 Food Vendors	\$300.00
Special Event Not for profit 25+ Food Vendors	\$500.00

\*Subject to verification and approval by Department of Inspectional Services

**Pro-rated Fee Schedule for Food Permits**

**NOTE: Any person or contactor working without proper permits or licenses shall be subject to a penalty triple the original permit fee. A minimum penalty will be assessed at \$500.00 for residential properties or \$1,000.00 for commercial properties. All fines are subject to review by the Commissioner/Director of Inspectional Services.**

**Late Fees: All permits and license renewals are subject to a \$200.00 late fee if completed renewal application and payment is received after the due date.**

**Health Permits/ Licenses**

Tanning Establishments (expires June 30 <sup>th</sup> Annually)	\$200.00
Body Art Establishment	\$225.00
Body Art Practitioner	\$100.00
Temporary /Visiting Body Art Practitioner	\$50.00

**Issued by Housing Unit**

Haulers (Rendering, Septage, Rubbish) (expires March 31 <sup>st</sup> Annually)	\$130.00
Clothing Donation Receptacles (maximum 3 per location)	\$40.00 each
Portable Toilets (application required for each location)	\$30.00 each
3 toilets or more per location within ¼ mile up to 10	\$85.00
Each additional toilet above 10	\$15.00 each
Mobile Home Parks (expires December 31 <sup>st</sup> Annually)	\$110.00
Hotel/Motel Permits (expires December 31 <sup>st</sup> Annually)	\$100.00 plus \$1.00 per hotel room

**Late Fees: All permits and license renewals are subject to a \$200.00 late fee if completed renewal application and payment is received after the due date.**

**Lead Paint Protection Program**

Certificate of Fitness (per dwelling unit) \$110.00

**Lodging House Inspection Team**

Lodging House Building Manager CORI records check (per manager) \$25.00

**Weights & Measurers \***

Sealing Fees

	Fee
<b>SCALES</b>	
10 lbs. or less	\$ 75.00
10 lbs. – 100 lbs.	\$ 95.00
100 lbs – 1,000 lbs	\$165.00
1,000 lbs- 5,000 lbs	\$195.00
5,000 lbs. – 10,000 lbs	\$220.00
Over 10,000 lbs.	\$275.00
<b>WEIGHTS</b>	
Each Unit	\$ 2.00
<b>Capacity Measures</b>	
Vehicle Tanks (each indicator)	\$ 20.00
Liquid – 1 Gal. or less	\$ 5.00
Liquid – More than 1 Gal.	\$ 10.00
<b>Liquid Measure Meters</b>	
Oil, Grease	\$ 22.00
Gasoline	\$ 70.00
Vehicle Tank Pump	\$ 110.00
Bulk Storage	\$ 135.00
Company Supplies Prover	\$ 110.00
<b>PUMPS</b>	
Each Stop on Pump	\$ 10.00
Gasoline Meter Adjustment Fee (per meter)	\$ 75.00
<b>OTHER DEVICES</b>	
Pill Counter	\$ 45.00
Taxi Meters	\$ 100.00
Odometer-Hub Odometer	\$ 40.00
Leather (Semi-Annually)	\$ 45.00

Fabric	\$ 45.00
Wire-Rope-Carpet	\$ 45.00
Scanner 1-3	\$ 85.00
Scanner 4-10	\$ 165.00
Scanner 11+	\$ 275.00
Reverse Vending	\$ 11.00

**\*Late Fees:** Under the General Revised Ordinances, Chapter 2, Section 24, whenever the fee for any service rendered or work performed remains unpaid after the last date such fee is due and payable, the Treasurer and Collector's office may add interest until it is paid in full. In addition the Department shall collect the following late fees for unpaid invoices or work performed

After 30 days past due	\$50.00
After 60 days past due	\$100.00
After 90 days past due, seal/scanner will be identified and labeled as not sealed additional fees will apply:	
Fee for non-payment of services/renewal	\$50.00
<b>Resealing of equipment after collection of past due fees</b>	<b>\$350.00 per device</b>

### **Air, Water & Hazardous Materials**

Abandoned Septic System	\$50.00
21E Records Search	\$50.00
Ice Rink	\$100.00
rDNA Facility	\$220.00
Disposal Works Installers (including renewals)	\$110.00
Soil Percolation Test	\$220.00
Subsurface Sewage Disposal Plan Review	\$220.00
Subsurface Sewage Disposal System Installation	\$220.00
Swimming, Wading or Special Purpose Pool	\$220.00
Well	\$220.00
Summer Recreation Camps	\$225.00

**Late Fees: All permits and license renewals are subject to a \$200.00 late fee if completed renewal application and payment is received after the due date.**