

Jefferson County, West Virginia
Engineering Department
 &
Office of Building Permits & Inspections
 116 East Washington Street
 Charles Town, WV 25414
 304-725-2998

Schedule of Residential Building Permit Fees (IRC)

Effective July 1, 2024

Residential Permit Type	Fee Amount	
	Base Fee	*plus Fee per Sq.-Ft. of Finished & Unfinished Area
Single-Family Dwelling	\$95.00	\$0.20
Mobile/Manufactured Home	\$95.00	\$0.20
Townhouse & Duplex (less than 4 story)	\$95 per unit	\$0.20
Residential Dwelling Addition	\$95.00	\$0.20
<i>(*Sq.-Ft. Fee also applies to Porch, Garage & Basement Areas; Decks are a separate Fee, see below)</i>		
Residential Interior Room/Basement Renovation	\$75.00	plus \$0.20/Sq.-Ft. of Renovated Area
Chimney/Fireplace (added to existing dwelling)	\$150 per chimney	
Sheds/Garage/Structure ancillary to Residence	\$75.00	plus \$0.20/Sq.-Ft. of Area
Decks	\$75.00	plus \$0.20/sq.-ft. of deck area
Replacement Windows	\$150.00	
Spa or Hot Tub	\$100.00	
Swimming Pool - In-Ground	\$75.00	plus \$0.20/sq.-ft. of pool area + patio area.
Swimming Pool - Above Ground	\$75.00	plus \$0.10/Sq.-Ft. of pool area (Round Pool See Table Below)
Electrical Wiring Only: (Electric panel, new outlets, new lights, HVAC, generator, solar panels, etc.)	\$150.00	
Roof Top & Ground Mounted Solar Panels - Residential Dwelling	\$400 + \$0.05/sq-ft of panels	
Retaining Wall (4' or more from footer to top wall)	\$75 plus \$0.10/lineal foot of wall	
Fence (6' or more in height above ground surface)	\$75 plus \$0.10/lineal foot of fence	
Agricultural Building	\$55.00	
Demolition - Residential Dwelling	\$125.00	
Re-inspection Fee	\$65/each re-inspection, paid prior to re-inspection	
Plan change after permit issued	\$65 plus \$65 for each additional inspection due to plan change.	
Permit Application Denied & Resubmitted within 90 days for review;	\$75 re-application fee	
Beginning Construction Without a Permit	1st time = \$75	2nd time = \$150 3rd time = \$300

Round Pool Fee Calculator				
Round Pool Diameter (Feet)	Base Fee	Area of Pool (Sq-Ft)	per Sq-Ft Fee	Total Fee
15	\$75	176.71	\$0.10	\$92.67
16	\$75	201.06	\$0.10	\$95.11
17	\$75	226.98	\$0.10	\$97.70
18	\$75	254.47	\$0.10	\$100.45
19	\$75	283.53	\$0.10	\$103.35
20	\$75	314.16	\$0.10	\$106.42
24	\$75	452.39	\$0.10	\$120.24
27	\$75	572.55	\$0.10	\$132.26
28	\$75	615.75	\$0.10	\$136.58
29	\$75	660.52	\$0.10	\$141.05
30	\$75	706.86	\$0.10	\$145.69
33	\$75	855.30	\$0.10	\$160.53

Round Pool Fee includes the Base Fee + per Sq-Ft. Fee Amounts only. The applicant will also need to add the fee for any above ground deck/platform that surrounds the pool

All fees are due upon submission of permit applications, plan changes, reinspection requests, etc; and are payable to: Jefferson County Commission