

**REQUEST FOR CITY COUNCIL CONSIDERATION**

Meeting Date: June 23, 2026

Agenda Item: 3F	Prepared by: L. Suzanne Pritchard, PLA, AICP, CFM
Agenda Section: Unfinished Business: Ordinance. Second Reading	Date: June 19, 2025
Subject: Amendments to Chapter 6, Buildings; Construction; Related Activities, of the Code of Ordinances of North Myrtle Beach, South Carolina, addressing permit fees [B-25-1]	Division: Planning and Development

**Background:**

The City’s building permit fee schedule has remained largely unchanged for decades, resulting in outdated rates that no longer reflect the true cost of permitting or the scope of modern development activity. Currently, a mix of flat and valuation-based fees is applied inconsistently across permit types, with some categories (like docks, pools, and fences) still assessed flat rates regardless of project size or complexity. In addition, Plan Review Fees for one- and two-family homes have been fixed at \$25, which no longer aligns with the time and resources required for thorough review. Separate permit schedules for signs and MEP trades added further inconsistency. These outdated and fragmented fees have become misaligned with both the adopted Building Code Fee Schedules and regional best practices.

**Proposal:**

Staff is proposing a revised Building Permit Fee Schedule that replaces flat fees with valuation-based fees for most construction activities and brings all valuation-based permits under the most recent model code fee schedule adopted by the City. Plan Review Fees for all permit types would be set at 50% of the permit fee, replacing the current underpriced flat fee for residential plans. While reinspection fees were updated earlier this year and will remain unchanged, other flat-rate items, such as moving structures or mobile home setups, are proposed to increase to better reflect actual staff time and administrative costs. This update is part of a broader departmental effort to modernize permitting operations, improve consistency, and ensure a more equitable and sustainable cost recovery framework.

**Recommended Action:**

Approve or deny the proposed ordinance on second reading

Reviewed by Department Head	Reviewed by City Manager	Reviewed by City Attorney

Council Action:  
Motion By \_\_\_\_\_ 2<sup>nd</sup> By \_\_\_\_\_ To \_\_\_\_\_

## ORDINANCE

### AN ORDINANCE OF THE CITY OF NORTH MYRTLE BEACH PROVIDING THAT THE CODE OF ORDINANCES, CITY OF NORTH MYRTLE BEACH, SOUTH CAROLINA, BE AMENDED BY REVISING CHAPTER 6, BUILDINGS; CONSTRUCTION; RELATED ACTIVITIES, ARTICLE I, IN GENERAL, §6-3, SCHEDULE OF PERMIT FEES OF SAID CODE.

#### BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF NORTH MYRTLE BEACH, SOUTH CAROLINA, IN COUNCIL DULY ASSEMBLED, THAT:

**Section 1.** That *Section 6-3. – Schedule of permit fees*, be revised to read as follows (*new matter underlined, deleted matter struck-through*).

#### **Sec. 6-3. Schedule of permit fees.**

(a) *Generally.*

(1) All fees for permits, inspections and certificates of occupancy required by this chapter shall be as prescribed by ordinance or resolution of the City Council of North Myrtle Beach, which ordinances and resolutions are continued in force as existing, and as modified in the future, until repealed. All such fees provided in the various codes herein adopted by reference are hereby deleted.

(2) Fees mandatory: No permit shall be issued until the fees prescribed in this section shall have been paid. Nor shall an amendment to a permit be approved until the additional fee, if any, due to an estimated increase in the valuation of the building or structure, shall have been paid.

(3) Separate ~~permit~~ permits required: A separate permit shall be required for each building. Multiple buildings are not allowed to be issued on one (1) permit.

(4) Every person, partnership, firm or corporation shall pay the required plan review, permit, inspection or other fee according to the following schedule of fees provided in this section:

(5) *Exception:* Upon request of the owner and in accord with requirements of the State of South Carolina Licensing Board for Contractors, mechanical subcontractors may contract directly with the owner and the contract amount may be deducted from the general ~~contractors~~ contractor's total contract if separate permits are issued.

(b) *Building permit fees.* ~~For new construction projects, or other projects when approved by the building official, a~~ A building permit will be issued and charged a fee as determined by the following schedule of fees. ~~When such a permit is issued, no fees shall be charged for gas, plumbing, electrical or mechanical construction associated with the project, nor shall separate permits be issued.~~ This does not include other fees required by other departments or agencies.

*Note:* ~~For separate mechanical, plumbing, gas and electrical permit fees, see section 6-3(f).~~

Total Valuation	Fee
0-\$500.00	<del>\$15.00</del> <u>\$24.00</u>
\$500.01 to <del>\$1,000.00</del> <u>\$2,000.00</u>	<del>\$30.00</del> <u>\$24.00 for the first \$500; plus \$3 for each additional \$100 or fraction thereof, up to and including \$2,000.00</u>
<del>\$1000.01</del> <u>\$2,000.01</u> to <del>\$50,000.00</del> <u>\$40,000.00</u>	<del>\$30.00</del> <u>\$69.00 for the first \$2,000; plus \$11 for each additional \$1,000 or fraction thereof, up to and including \$40,000.00.</u>
<del>\$50,000.01</del> <u>\$40,000.01</u> to <del>\$100,000.00</del>	<del>\$275.00</del> <u>\$487 for the first \$40,000; plus \$9 for each additional \$1,000 or fraction thereof, up to and including \$100,000.00.</u>
<del>\$100,000.00</del> <u>\$100,000.01</u> to <del>\$500,000.00</del>	<del>\$475.00</del> <u>\$1,027.00 for the first \$100,000; plus \$7 for each additional \$1,000 or fraction thereof, up to and including \$500,000.00.</u>
<del>\$500,000.00</del> and up <del>\$500,000.01</del> to <del>\$1,000,000.00</del>	<del>\$1675.00</del> <u>\$3,827.00 for the first \$500,000; plus \$5 for each additional \$1,000 or fraction thereof, up to and including \$1,000,000.00.</u>
<del>\$1,000,000.01 to \$5,000,000</del>	<del>\$6,327.00</del> <u>\$6,327.00 for the first \$1,000,000; plus \$3 for each additional \$1,000 or fraction thereof, up to and including \$5,000,000.00.</u>
<del>\$5,000,000.01 and over</del>	<del>\$18,327.00</del> <u>\$18,327.00 for the first \$5,000,000; plus \$1 for each additional \$1,000 or fraction thereof.</u>

Notes: ~~(a)~~ (1) Valuations for new construction shall be determined by the building official or his/her designee by reference to latest building valuation data as published semiannually in the ~~Southern Building Magazine for the Myrtle Beach area~~ by the ~~Southern Building Code Congress International~~ Code Congress from data compiled from the ~~Marshall Valuation Service, Marshall and Swift Publication Company, Los Angeles, California.~~ Valuation for applicable permit fees for new construction and new additions shall be determined by reference to the average cost of construction columns per square foot of listed data as compiled by Marshall Valuation Service as published by Southern Building Code Congress International.

(b)(2) For charges for repair permits or for other types of permits not specifically listed herein refer to this section for applicable fees, including, but not limited to, electrical/plumbing/mechanical/gas, foundation, docks and piers, dune walkovers, bulkheads and seawalls, swimming pools, grading, driveway and curb cuts, signs, fences, and water well permit fees.

(c) *Penalties.* Where work for which a permit is required by the adopted codes of the city is started or proceeded prior to obtaining said permit, the fees herein shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of the adopted codes and ordinances of the city in the execution of the work nor from any other penalties prescribed herein.

(d) *Plan checking review fees.* ~~(1) Building and grading review fees: When the valuation of the proposed construction exceeds one thousand dollars (\$1,000.00) and a plan is required to be submitted, a~~ plan checking review fee shall be paid at the time of submitting plans and specifications for checking permit issuance. Said plan checking review fee shall be equal to one-half of the building or grading permit fee as set forth above. Such plan checking review fee is in addition to the building or grading permit fee.

~~(2) One and two family homes are exempt from the above plan review fees. However, each one and two family building permit application shall be assessed a twenty five dollar (\$25.00)~~

~~fee for plan checking at the time of submittal of plans for review and permit application. The twenty-five dollar submittal fee shall be applied towards the building permit fee. If the plans are approved and subsequently withdrawn the twenty five dollar (\$25.00) plan checking fee shall be retained by the city.~~

(e) *Reinspection fees.* If the building official or his/her duly authorized representative shall, upon his/her inspection after the completion of the work or apparatus, find the same does not conform to or comply with the provisions of the applicable Standard Codes or ordinances of the city, he shall notify the contractor, indicating the corrections to be made; and then he shall again inspect the work or apparatus without further charge; but when extra inspections are due to the following reasons, a charge of one hundred dollars (\$100.00) shall be made for each reinspection:

- (1) Wrong address.
- (2) Condemned work, resulting from faulty work.
- (3) Repairs or corrections not made when inspections are called.
- (4) Work not ready for inspection when called.

*Note:* All reinspection fees shall be paid before any further inspections are made.

~~(f) *Electrical, plumbing and mechanical (HVAC) and gas permits.* A fee of twenty-five dollars (\$25.00) for the first one thousand (\$1,000.00) of valuation plus five (\$5.00) for each one thousand dollars of value (\$1,000.00) or any portion thereof of shall be assessed for each electrical, mechanical (HVAC), or gas permit.~~

~~(1) This schedule of permit fees applies to listed types of permits above not included with a general permit for new construction.~~

~~(2) The general contractor or the owner has the option to require separate permits to be issued to individual subcontractors.~~

~~(g)(f) *Special fees:*~~

~~(1) Tenant change: For any inspection of electrical connections for restoration of power or for a change of tenant as required by section 6-8(4)(a) and (b) of City Code. For each electrical meter inspected: ~~\$15.00~~; \$50.00~~

~~(2) Safety inspection: For each unit inspected: ~~\$25.00~~~~

~~(h) *Foundation permits:* (Special permit)~~

~~(1) For each one or two family residential special permit for the building foundation only ~~25.00~~~~

~~(2) For each multifamily or commercial building special permit for the building foundation only ~~50.00~~~~

~~(i)(g) *Moving permits.* For the moving of any building or structure; ~~100.00~~ \$150.00~~

~~(j)(h) *Demolition permits.* Demolition of any building or structure; ~~100.00~~ \$150.00~~

~~(k) *Permits that may require South Carolina Coastal Council approval as a condition to issue.*~~

~~(1) *Docks and pier permits (includes floating docks).*~~

~~a. For dock or pier serving a one or two family residential building ~~25.00~~~~

~~b. For multifamily docks or piers or dock and piers serving a commercial building or a marina. Refer to section 6-3(b), Building permit fee schedule, with a minimum permit fee of twenty five dollars (\$25.00).~~

~~(2) Dune walkovers for beach access and steps to beach. For each structure 15.00~~

~~(3) Bulkhead or seawall permit.~~

~~a. Protecting a one or two family residence 25.00~~

~~b. Protecting a multifamily or commercial structure or a commercial marina. Refer to section 6-3(b), Building permit fee schedule, with a minimum permit fee of twenty five dollars (\$25.00).~~

~~Note: Bulkheads and seawalls includes rock revetments and other types of approved walls or revetment type shore protection devices.~~

~~(4) Swimming pool permits.~~

~~Fees:~~

~~Private pools for single family homes 50.00~~

~~Other pools 75.00~~

~~(5) Grading, site development, utility and stormwater project permits. Refer to section 6-3(b), Building permit fee schedule.~~

~~a. See section 6-3(d) for applicable plan and review fees.~~

~~(6) Repairs of permits listed above. (k)(1), (2), (3), (4) and (5). Refer to section 6-3(b), Building permit fees.~~

~~(l) Driveway and curb cut permits. For each driveway or curb cut not associated with an approved building permit 15.00~~

~~(m)(i) Manufactured homes and park model trailers set up on permanent sites leased or owned land. For the set-up of any one unit: 75.00 \$100.00.~~

~~(4) Includes inspections of unit set up. Inspection of supporting foundation and/or unit tie downs and inspection of electrical, gas, water, sanitary connections and any exterior installed accessory heating and air conditioning units.~~

~~(2) For permit fees for accessory decks, screened enclosures and room additions, refer to section 6-3(b), Building permit fee schedule.~~

~~(n)(j) Campers and RV (recreational vehicles) power pedestal. For inspection of electrical service: 25.00 \$50.00~~

~~(o)(k) Temporary construction job site modular office unit permit: 75.00 \$100.00~~

~~(p) Sign permits. A fee of ten dollars (\$10.00) per one thousand dollars (\$1,000.00) or any part thereof of valuation shall be assessed for each sign permit.~~

~~(q)(l) Fence permits. For each fence permit 15.00 Coastal sand fence permits: No fee~~

~~(r)(m) Emergency coastal permits.~~

~~(1) Temporary emergency sandbags for building protection: No fee~~

~~(2) Emergency renourishment for building protection: No fee~~

~~(3) Beachfront emergency sandscraping: No fee~~

~~(s) Water well permit. For any one water well 15.00~~

~~(t) Fire prevention code fees. All permits required to be issued by the city pursuant to the Standard Fire Prevention Code, except those permits listed below, shall be one time permits. The permit fee for each permit shall be twenty five dollars (\$25.00); which shall be paid when~~

the application for the permit is issued. In addition to the above permits, the following permit fee schedule shall apply for the designated permits:

*Permit Fee*

Fireworks, discharge of ~~\$ 50.00~~

Open burning:

Residential ~~0.00~~

Construction (clearing only) ~~\$ 50.00~~

Tent ~~25.00~~

Air supported structure in excess of one hundred twenty (120) square feet, per day ~~5.00~~

~~(u)~~(n) *Amusement rides permits.* Permits for any amusement device or combination of devices which carries passengers along, around or over a fixed or restricted course for the purpose of amusement. For each amusement device ~~25.00~~: \$50.00

~~(v)~~ *Inspections fees for which no permit is required:*

For each inspection ~~15.00~~

For each reinspection ~~20.00~~

*Note:* Examples of inspection/s that may not be connected with a permit:

(1) Request of an owner or contractor for inspection of ordinary minor repairs made with the approval of the building official without a permit.

(2) Inspection of work or installation of equipment not required to be permitted by the adopted technical codes of the city.

~~(w)~~(o) *Exemption of fees.* Governmental entities shall be required to obtain permits but shall be exempt from any fee.

~~(x)~~(p) *Transferability.* Permits issued by the city shall be nontransferable permits by either location and/or owner.

~~(y)~~(q) *Refunds of the permit fee.* The director of finance of the city is authorized to make a refund of the amounts paid for permits issued under this Code at any time within ninety (90) days after the issuance of said permits provided the director of the planning and development department certifies to said director of finance as follows:

(1) That the permit for which the refund is requested has been canceled and no work begun thereunder; or

(2) That the inspection for which a refund a fee theretofore paid is requested, has not been made and is not to be made. Any refund made under the administration of this section shall be subject to an administrative charge of fifteen dollars (\$15.00), which amount shall be deducted from the amount of refund. Unless a written request and the permit holder's copy of the permit has been submitted to the director of the planning and development department within ninety (90) days ~~from~~ of the said issuance of such permit, no refund shall be made.

~~(z)~~ *Awnings.* Refer to section 6-3(b), Building permit fees.

~~(aa)~~ *Parking lots.* For the installation of commercial parking lots and off street parking areas when the installation is not included as a part of an active building permit.

For each permit ~~25.00~~

*Exception:* Off street parking areas for one and two family dwellings.

~~(bb)~~(r) *Weekend or after-hours inspection.* Fees for after-hours or weekend inspections shall be paid prior to the inspection and shall be in addition to all other fees. The minimum fee shall be forty dollars ~~(\$40.00)~~ (\$100.00) for the first hour or portion thereof, plus twenty-five dollars

~~(\$25.00)~~ (\$50.00) for each additional hour or portion thereof. Travel time shall be added to the inspection time.

~~(ee)~~(s) *New certificate of occupancy.* Applications for a new certificate of occupancy when the occupancy of any building or structure is changed or when a building or structure has been condemned by the city council shall require the payment of a fifty-dollar (\$50.00) inspection fee at the time of the application unless a building permit for alterations exceeding ten thousand dollars (\$10,000.00) is issued.

~~(dd)~~(t) *Duplicate certificate of occupancy.* For the issuance of any duplicate of certificate occupancy: \$5.00

(u) Encroachment fees: A fee shall be paid for any privately initiated encroachment into a city street right-of-way, public easement, city-owned property, the ocean/beachfront, or navigable waters lying within the city limits.

(1) Residential (one- and two-family dwellings only) rights-of-way encroachment:  
\$100

(2) Commercial (including townhomes or multiplex) rights-of-way encroachment:  
\$200

(3) Ocean/Beachfront: \$500

(4) Navigable Waters: \$250

DONE, RATIFIED AND PASSED, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
Mayor Marilyn Hatley

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

FIRST READING: 6.16.2025

SECOND READING: 6.23.2025

REVIEWED:

\_\_\_\_\_  
City Manager

ORDINANCE: 25-32