

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 8, ARTICLE II, DIVISION I, § 8-31(c) OF THE LITTLE ROCK REVISED CODE OF ORDINANCES, TO PROVIDE FOR A REVISION OF PERMIT FEE SCHEDULES FOR BUILDING, ELECTRICAL, PLUMBING, MECHANICAL, FIRE AND RELATED WORK PERFORMED IN THE CITY OF LITTLE ROCK, ARKANSAS; AND DECLARING AN EMERGENCY.

WHEREAS, permit fee schedules for building, electrical, plumbing, mechanical and other related work performed in the City were last established pursuant to Little Rock, Ark. Ord. No. 22,204 (December 6, 2022); and,

WHEREAS, the City of Little Rock Administration has determined that due to increased costs for administration and inspection under the Building and Safety Codes over the past decade, the permit fee schedules should be revised as recommended by the Planning and Development Department.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF LITTLE ROCK, ARKANSAS:

Section 1. Little Rock, Ark., Rev. Code § 8-31(c) (1988) of the Little Rock Code of Ordinances amended to read as follows:

(c) *Fees.* The following are hereby established as permit fee schedules for building, electrical, plumbing, mechanical and other related work in the City.

(1) *Building permit fees, miscellaneous fees and general regulations.*

a. *Permit Fees.* Permits are required for any work that exceeds Five Thousand Dollars (\$5,000.00), including material and labor, or that requires an inspection, except for residential fences less than seven (7) feet in height, residential roofs, painting, floor coverings and cosmetic changes, one (1)-story detached accessory structure used as tool and storage sheds, playhouses, and similar uses, provided the floor area does not exceed 200 square-feet, are excluded. Proper documentation, *i.e.*, copy of contract or letter of affidavit from applicant, must be presented when obtaining a permit. If documentation is not present, or cannot be obtained, the latest building valuation data chart as published by the International Code Council will be used in determining permit fees. Fees on work requiring a Building Permit as set forth in the

1 Building and Safety Codes adopted by the City shall be paid as required at the time of
2 filing an application.

3 b. *Certificate of Occupancy Fees.*

4 1. Certificate of Occupancy Fee for a new commercial building or addition with an
5 associated Building Permit – Sixty-One and 80/100 Dollars (\$61.80).

6 2. Residential Certificate of Occupancy associated with a new single-family
7 residence, new duplex, or new townhouse Thirty and 90/100 Dollars (\$30.90).

8 3. Certificate of Occupancy Fee for existing buildings or change in in use only One
9 Hundred Three Dollars (\$103.00).

10 4. Temporary or Partial Certificate of Occupancy as set forth in Subsection (c)(1)v.

11 5. Certificate of Occupancy Update - One Hundred Three Dollars (\$103.00).

12 c. *Minimum Fee.* Minimum fee for any building permit, except as otherwise specified, shall
13 be Fifty-One and 50/100 dollars (\$51.50).

14 d. *Commercial Plan-Checking Fee.* When the valuation of the proposed construction ex-
15 ceeds five thousand dollars (\$5,000.00) and a plan is required to be submitted in accordance with
16 the Arkansas Fire Prevention Code, a plan-checking fee shall be paid to the building codes division
17 at the time of submitting plans and specifications for checking. Said plan-checking fee shall be equal
18 to one-half (½) of the building permit fee. Minimum fees shall Fifty-Six and 65/100 Dollars
19 (\$56.65) for new construction (added square feet) repair, remodels and miscellaneous permits re-
20 quiring plan review. Such plan-checking fee is in addition to the building permit fee and is non-
21 refundable.

22 e. *Data processing fee.* The following is hereby established as the data processing fee sched-
23 ule for building, electrical, plumbing, mechanical, zoning, civil, and other related work in the city.
24 Collected fees shall be placed in a separate account and shall be used for the purpose of purchasing
25 and maintaining data processing equipment, software and providing general training for planning
26 and development staff, or as determined by the planning and development director. All purchases
27 shall not be made without prior written approval from the planning and development director. The
28 data processing fee is in addition to the permit charge and is non-refundable.

29
30 *Classification of Work:* Residential or Commercial Permits \$25.75

31
32 *Act 474 of 1999 surcharge.* As required by Act 474 of 1999, a surcharge of fifty cents (\$0.50) per
33 each one thousand dollars (\$1,000.00) of construction authorized on any non-residential construc-
34 tion permit issued by the city will be imposed to financially support the craft training education
35 program, with a maximum surcharge to be One Thousand Dollars (\$1,000.00).

by a licensed design professional at time of application in accordance with the current city-adopted building codes. Fees shall be as set forth in subsection 8-31(c)(1)a.

o. Fire department permits and inspection fees.

1. The permit fee for new installations and/or replacement of fire sprinklers shall be assessed as follows:

A. Buildings or structures with one (1) to five thousand (5,000) square feet shall be assessed forty-three cents (\$0.43) per square foot. Buildings or structures with five thousand one (5,001) square feet and up shall be assessed ~~two hundred dollars (\$200.00)~~ Two Hundred Six Dollars (\$206.00) for the first five thousand (5,000) square feet plus twenty-two cents (\$0.22) for each additional square foot and up. In no case shall a permit fee be less than Fifty-Five Dollars (\$55.00).

2. The permit fees for other various fire suppression systems shall be as follows:

A. The permit fee for a standpipe system shall Two Hundred Sixteen and 30/100 Dollars (\$216.30). On combination standpipe and sprinkler systems the sprinkler permit fee includes the standpipe fee.

B. The permit for a carbon dioxide fire suppression system shall Two Hundred Sixteen and 30/100 Dollars (\$216.30) for the first two hundred (200) pounds of agent plus twenty - two cents (\$0.022) for every pound in excess of two hundred (200) pounds.

C. The permit fee for a clean agent suppression system shall be Two Hundred Sixteen and 30/100 Dollars (216.30) for the first thirty-five (35) pounds of agent plus sixty-five cents (\$0.65) for each pound of agent in excess of thirty-five (35) pounds.

D. The permit fee for a foam suppression system shall be \$0.527 per gallon of foam concentrate where the system is not part of an automatic sprinkler system. Foam suppression systems that are submitted as part of an automatic sprinkler system shall be reviewed under the sprinkler fee schedule. The minimum fee shall be Two Hundred Sixteen and 30/100 Dollars (\$216.30); the maximum fee shall be One Thousand Six Hundred Twenty-Two and 25/100 Dollars (\$1,622.25).

E. The permit for a range hood suppression system shall be Two Hundred Sixteen and 30/100 Dollars (216.30).

F. The permit fee for a dry chemical suppression system shall be Two Hundred Sixteen Dollars and 30/100 Dollars (216.30) for the first thirty (30) pounds of agent plus \$0.27 for each pound in excess of thirty (30) pounds.

3. The inspection fee for various fire alarm and other miscellaneous fees shall be as follows:

A. Fire alarm test four (4) stories and above:

Inspection fee:	\$216.30
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1	Re-inspection fee:	\$108.15
2	B. Fire alarm test up to three (3) stories:	
3	Inspection fee:	\$108.15
4	Re-inspection fee:	\$ 54.59
5	C. Tent inspection:	\$ 54.59
6	D. Ansul system inspection:	\$108.15
7	E. Knox-box lock inspection:	\$ 54.59
8	F. Investigative fee:	\$ 54.59
9	G. Re-inspection fee:	\$ 54.59

10 4. Collected fees shall be distributed as follows:

11 A. Fire department: Fees collected deposited in fire marshal's education and training
12 account.

13 p. *Investigative fee.* In those instances wherein the information submitted to obtain a permit is
14 inadequate or incomplete, or work has begun without a permit, or an inspection is required to de-
15 termine the "on-site" conditions prior to issuance or denial of a permit, the building codes division
16 may charge the owner an investigative fee of Forty-Six and 35/100 Dollars (\$46.35). The payment
17 of the investigative fee shall not exempt any person from compliance with the provisions of the
18 Code, or from any penalty prescribed by law.

19 q. *Re-inspection fee.* A re-inspection fee of Forty-Six and 35/100 Dollars (\$46.35) will be
20 charged when an additional trip is made by an inspector due to rejections, lockouts, insufficient
21 information as to location of building or structure, work not ready for inspection, or any other cause
22 due to neglect or failure on the part of the applicant.

23 r. *Penalties (working without a permit).* Where work for which a permit is required by a cur-
24 rent city-adopted building or safety code or a provision of the city Code is started or proceeded prior
25 to obtaining said permit, the fee herein specified shall be tripled; however, payment of such triple
26 fee shall not relieve any person from fully complying with the requirements of such codes in the
27 execution of the work nor from any penalties prescribed herein and no additional permits shall be
28 granted until all fees have been paid.

s. *Copy fees.*

29	1. Duplicate permit card (lost, stolen, misplaced, etc.)	\$6.18 per card
30	2. Permit background computer readout	\$1.08 per copy
31	3. Copier fees	\$0.2625 per copy
32	4. Duplicate copy of certificate of occupancy	\$11.33 per copy

33 t. *Reserved.*

1 u. *Expiration of permits/permit refunds.*

2 1. All permits issued by the building codes division shall expire one (1) year from the date
3 of issuance. Extensions of up to one (1) year after the expiration date may be granted for each
4 permit. The request for extension must be in writing to the building codes division and must
5 show just cause. A fee of One Hundred Three Dollars (\$103.00) shall be assessed for each year
6 extension.

7 2. All permits issued by the building codes division shall expire one (1) year from the date
8 of issuance. Extensions of up to ninety (90) days may be granted for permits where the original
9 fee was less than One Hundred Three Dollars (\$103.00). The fee for each ninety-day extension
10 shall be the same as the original permit fee cost.

11 3. All permits shall become invalid if work authorized is not commenced within six (6)
12 months of permit issue date, or if the work authorized is suspended or abandoned for a period
13 of six (6) months after work commences. Before work can be resumed, a new permit must be
14 obtained. The permit fee shall be one-half (½) the amount required for a new permit, provided
15 no changes have been made in the original plans and specifications for such work, and provided
16 that suspensions or abandonment have not exceeded six (6) months.

17 4. A permittee holding an unexpired permit may apply for a one-time extension, provided
18 they can show good and satisfactory reason, and beyond their control the work cannot be com-
19 menced within the six-month period from the issue date. In order to renew work on a permit
20 after it has expired, the permittee shall pay a fee in accordance with subsection 8-31(c)(1)u.1.
21 or 8-31(c)(1)u.2.

22 5. In cases where a change in contractor is made prior to completion of the job. The permit
23 fee shall be assessed based on the stage of approval of inspections. The fee assessment shall be
24 prorated in accordance with the number of remaining inspections. Inspections consist of the
25 following:

26 Building: Footing, framing, final.

27 Electrical: Pipe-in wall, rough, final.

28 Plumbing: Slab, rough, final.

29 Mechanical: Duct work, rough, final.

30 6. Permit refunds issued in accordance with finance department guidelines.

31 v. *Temporary certificate of occupancy ninety (90) days.*

32 1. *Commercial.* Sixty-One and 80/100 Dollars (\$61.80).

33 Single buildings, apartments, motels, hotels and multi-tenant occupancies when permit-
34 ted under same contractor or owner shall be assessed as follows: Sixty-One and 80/100
35 Dollars (\$61.80) for the first five (5) units and Five and 15/100 Dollars (\$5.15) for each
36 additional unit. A one-time extension of thirty (30) days may be granted if applicant can

show just cause for temporary certificate of occupancy to be extended. Applicant shall pay extension fee of Eighty-Two and 40/100 Dollars (\$82.40) for each extension request.

2. *Residential.* Fifty-One Dollars and 50/100 Dollars (\$51.50).

Temporary certificate of occupancies issued for residential occupancies shall expire ninety (90) days from date of issuance. A one-time extension of thirty (30) days may be granted if applicant can show cause for temporary certificate of occupancy to be extended. Applicant shall pay an extension fee of Seventy-Two Dollars and 10/100 Dollars (\$72.10) for each extension request. Failure to obtain a permanent certificate of occupancy after expiration of a temporary certificate of occupancy may result in issuance of a citation for appearance in Little Rock District Court. This may also include disconnection of utilities. Fines for occupying a structure without a permanent certificate of occupancy may be assessed up to Two Hundred Fifty-Seven and 50/100 Dollars per day for each occurrence.

(2) *Electrical permit fees.*

a. *New construction.*

1. One- and two-family dwelling: Ten cents (\$0.10) per square foot under roof.

2. All other occupancies: As set forth in the unit cost schedules in subsection 8-31(c)(2)c.

b. *Repair/alteration/addition to existing construction.* As set forth in the unit cost schedules in subsection 8-31(c)(2)c.

1. Meter loops

A. First	\$16.48
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B. Additional	\$ 8.24
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2. Load centers, regardless of voltage

Up to 60 amps	\$ 9.27
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Up to 100 amps	\$18.54
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Up to 150 amps	\$28.84
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Up to 200 amps	\$39.14
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Over 200 [amps]	\$ 6.18
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per 100 amps

over 200 amps

3. Openings

1 to 20	\$12.36
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21 to 60	\$28.84
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61 to 100	\$35.02
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101 to 200	\$58.71
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1	201 to 300	\$76.22
2	301 to 400	\$93.73
3	For each 25 over 400	\$ 6.18
4	4. Motor and generator wiring	
5	Up to 1 hp	\$6.18
6	2 to 4 hp or kW	\$9.27
7	5 to 10 hp or kW	\$14.42
8	11 to 15 hp or kW	\$17.51
9	16 to 20 hp or kW	\$21.63
10	21 or over hp or kW	\$25.75
11	Fraction horsepower motors can be grouped for their total horsepower and paid for as	
12	one (1) unit.	
13	5. Temporary power to building	\$25.75
14	6. Smoke or carbon monoxide detectors:	
15	(1-4)	\$12.36
16	Each smoke detector over 4	\$ 5.15
17	For inspection purposes smoke detectors may be grouped in a ratio of five (5) detectors	
18	to one (1) inspection provided that all detectors are ready for inspection at the same	
19	time and are located in the same structure.	
20	7. Pool bonding	\$18.54
21	8. Pool pump (each)	\$12.36
22	9. Hydro massage tub	\$10.30
23	10. Hot tub or spa	\$14.42
24	11. Miscellaneous. Special circuits such	
25	as window air conditioners, baseboard	
26	heaters, rectifiers, motion pictures	
27	machinery, x-ray machines, special	
28	equipment, outdoor lighting or any circuits	
29	not already covered:	\$18.54
30	12. Dishwashers or trash compactor	\$ 6.18
31	13. Disposal/ceiling fan, vent hood, bath fan,	
32	exhaust fan (each)	\$ 6.18
33	14. Electric heat	
34	1 to 15 kW	\$ 8.24
35	16 to 25 kW	\$15.45
36	Motor/no electric heat	

	(gas-fired furnace)	\$ 6.18
15.	Construction meter (owner or contractor)	\$28.84
16.	Range	\$17.51
17.	Dryer	\$17.51
18.	Water heater	\$17.51
19.	Sign	\$36.05
20.	Investigation	\$46.35
21.	Inspection (each)	\$25.75
22.	Re-inspection (each)	\$45.35

c. *Temporary power requirements.* Before any power is supplied to the permanent distribution system of a building under construction, written notice must be submitted to this office noting the length of time the temporary power will be needed before the final electrical inspection is made, the understanding that the structure will not be occupied until after the final inspection, and that the party submitting the request will assume liability of any damage incurred as a result of disconnection of power from the building as a result of a violation of this section. The time limit on temporary power being furnished to the building will be determined on the basis of need, not to exceed thirty (30) days. An extension of time may be granted only by special permission.

After release for connection to electrical service, if connection is not made within six (6) months, a new meter loop permit and inspection approval will be required before release.

d. Expiration of permits shall be assessed as provided in subsection 8-31(c)(1)u.

e. Minimum fee for permit for electrical work shall be fifty dollars (\$50.00)

f. *Work with no permit.* In case it shall be discovered that any electrical work has been installed or put into use for which no permit has been issued, the violator shall pay a fee equal to three (3) times the permit fee which shall have been paid for work done in violation thereof and no additional permits shall be granted until all fees have been paid.

(3) *Plumbing permit fees.*

a. *New construction.*

1. One- and two-family dwellings: Ten cents (\$0.10) per square foot under roof.

2. All other occupancies:

As set forth in the unit cost schedules in subsection 8-31(c)(3)b.

b. *Repair/alterations/addition to existing construction.*

1. Unit costs-Each plumbing fixture outlet or appliance: \$6.18

Shall include each water closet, urinal, bidet, sink, lavatory, basin, laundry sink, wash tray, beer or soda fountain, bath tub, hot tub, shower, sauna, drinking fountain, wet bar, washing machine, hose cabinet or hose rack, fire pump, sewer ejector, cooling tower,

sill cock, dental unit, hub drain, floor, area or roof drain, sand trap, grease trap, sump pump or any other plumbing element commonly known as plumbing fixture.

2. Water service	\$30.90
3. Water housepipng	\$30.90
4. Water standpipe	\$30.90
5. Backflow prevention device	\$30.90
6. Sump	\$ 8.24
7. Swimming pool	\$14.42
8. Renew soil line	\$ 8.24
9. Renew gas vent	\$ 8.24
10. Gas housepipng	\$30.90
11. Additional opening	\$ 6.18
12. Floor furnace	\$17.51
13. Unit heater	\$17.51
14. Wall furnace	\$17.51
15. Commercial dryer	\$17.51
16. Commercial range	\$17.51
17. Water heater	\$17.51
18. Miscellaneous	\$17.51
19. Inspection	\$25.75
20. Investigative inspection (as per conditions of subsection 8-31(c)(1)p.)	\$45.35
21. Re-inspections	\$45.35

c. Expiration of permits shall be addressed as per conditions of subsection 8-31(c)(1)u.

d. Work located out of city limits shall be charged a surcharge of fifty (50) percent of total permit charge.

e. Minimum fee for any permit for plumbing work shall be Fifty Dollars (\$50.00).

f. *Work with no permit.* The penalty for failure to obtain a permit for work as called for in city Code shall be as described in the penalty section of this Code, and in addition to any such fine or imprisonment as may be imposed pursuant to said penalty section, the violator shall pay a fee equal to three (3) times the permit fee that was paid for work done in violation hereof.

(4) *Heating/air mechanical permit fees.*

a. *New construction.*

1. One- and two-family dwelling: Eleven cents (\$0.11) per square foot.

2. All other occupancies. As set forth in the cost schedules in subsection 8-31(c)(4)b.

b. *Commercial and residential replacements, repairs, alterations and additions.*

1	1. Total Valuation	Mechanical fee schedule
2	\$500.00 and less	No fees, unless inspection required, in which
3		case a Twenty-Five and 75/100 Dollars
4		(\$25.75) fee for each inspection shall be
5		charged.
6		
7	\$100.01 to \$50,000.00	Fifty-One 50/100 Dollars (\$51.50) for the
8		first two thousand dollars (\$2,000.00) plus
9		Six and 18/100 Dollars (\$6.18) for each addi-
10		tional one thousand dollars (\$1,000.00) or
11		fraction thereof.
12		
13	\$50,001.00 to \$100,000.00	Three Hundred Sixty and 50/100 Dollars
14		(\$360.50) for the first fifty thousand dollars
15		(\$50,000.00) plus Five and 92/100 Dollars
16		(\$5.92) for each additional one thousand dol-
17		lars (\$1,000.00) or fraction [thereof].
18		
19	\$100,001.00 to \$500,000.00	Six Hundred Fifty-Nine and 20/100 Dollars
20		(\$659.20) for the first one hundred thousand
21		dollars (\$100,000.00) plus Five and 66/100
22		Dollars (\$5.66) for each additional one thou-
23		sand dollars (\$1,000.00) or fraction thereof.
24		
25	\$500,001.00 and up	Two Thousand Nine Hundred Twenty-Five
26		and 20/100 Dollars (\$2,925.20) for the first
27		five hundred thousand dollars (\$500,000.00)
28		plus Five and 15/100 Dollars (\$5.15) for each
29		additional one thousand dollars (\$1,000.00) or
30		fraction thereof.
31	* Boiler permits are issued only with proof of special boiler license.	
32	2. Inspection (each)	\$25.75
33	3. Re-inspection (each)	\$46.35
34	4. Investigative inspection (each)	\$46.35
35		
36	c. Minimum fee for any heating/air or mechanical permit shall be fifty dollars (\$50.00).	

d. Expiration of permits are addressed as per conditions of subsection 8-31(c)(1)u.

e. Work located out of city limits shall be charged a surcharge of fifty (50) percent of total permit charge.

f. *Penalties (working without a permit).* Where work for which a permit is required by the Arkansas Mechanical Code is started or proceeded prior to obtaining said permit, the fee herein specified shall be tripled; however, payment of such triple fee shall not relieve any person from fully complying with the requirements of the Arkansas Mechanical Code in the execution of the work nor from any penalties prescribed herein and no additional permits shall be granted until all fees have been paid.

Section 2. Severability. In the event any title, section, paragraph, item, sentence, clause, phrase, or word of this ordinance is declared or adjudged to be invalid or unconstitutional, such declaration or adjudication shall not affect the remaining portions of the ordinance, which shall remain in full force and effect as if the portion so declared or adjudged invalid or unconstitutional was not originally a part of the ordinance.

Section 3. Repealer. All ordinances, resolutions, bylaws, and other matters inconsistent with this resolution are hereby repealed to the extent of such inconsistency.

Section 4. Emergency Clause. *It is imperative that a Budget Ordinance for the ensuing Fiscal Year and Calendar Year be passed prior to the end of the current Calendar Year in order to assure the continued provision of City services, operations, and facilities; such continuation is essential to the public health, safety and welfare, an emergency is, therefore, declared to exist and this ordinance, shall be in full force and effect on January 1, 2026, and the various City Departments shall operate immediately upon its passage, and for purposes of record keeping and otherwise, as if it were in full force and effect from and after the date of its passage.*

ADOPTED: December 16, 2025.

ATTEST:

APPROVED

Allison Segars, City Clerk

Frank Scott, Jr., Mayor

APPROVED AS TO LEGAL FORM:

Thomas M. Carpenter, City Attorney

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