

CITY OF METHUEN
Department of Health, Human Services, and Inspections
Inspections Division Fees*

BUILDING PERMITS

• Minimum fee	\$50.00
• New construction, additions, alterations, swimming pools, demolition moving structure, mechanical (HVAC), chimney, fireplace, and pellet stove	\$13.00 per \$1,000 stated construction value
• Signs (other than temporary construction signs)	\$13.00 per \$1,000 stated construction value
• Sheet metal permit	\$50.00
• Wood stove	\$50.00 each
• Temporary tent (<180 days on site)	\$50.00 each
• Temporary trailer	\$100.00 each
• Fences (commercial and residential)	\$50.00 each

ZONING-RELATED

• Fence Waiver	\$50.00 plus the cost of advertising
• Zoning Clearance for New Business	\$25.00 per Business Certificate application
• Residential Variance or Special Permit	\$150.00 each plus the cost of advertising
• Commercial Variance or Special Permit	\$250.00 each plus the cost of advertising
• Zoning Determination Affidavit	\$25.00 each application

ENFORCEMENT-RELATED

• Reinspection fee	\$50.00 each reinspection
• Work performed without a permit	300% of the Building Permit Fee
• Release of Stop Work Order	\$100.00 each

ADMINISTRATIVE

• Certificate of Occupancy – Residential	\$50.00 per residential unit
• Certificate of Occupancy – Commercial	\$100.00 per commercial unit
• Periodic 110 Inspections	\$100.00 per unit
• Building Permit renewal	\$30.00 per six-month extension (limit of 2)
• Duplicate Building Permit	\$25.00 each
• Copies of Certified Plot Plans (if available)	\$5.00 each
• Paper application fee	\$30.00 per application
• Off-hours inspection (not called by MPD or MFD for emergency)	\$200.00 per four (4) hour block

*Approved by Methuen City Council on August 1, 2022.