



**E- PLAN EXAM & CITY OF SUN PRAIRIE COMMERCIAL PLAN REVIEW FEE SCHEDULE**

1. New construction, additions, alterations and parking lots fees are computed per this table.
2. New construction and additions are calculated based on total gross floor area of the structure.
3. A separate plan review fee is charged for each type of plan review.

Area (Square Feet)	Building Plans	HVAC Plans
Less than 500	\$150	\$100
501 - 2,499	\$360	\$195
2,500 - 5,000	\$420	\$260
5,001 - 10,000	\$720	\$390
10,001 - 20,000	\$960	\$520
20,001 - 30,000	\$1,440	\$650
30,001 - 40,000	\$1,920	\$1,040
40,001 - 50,000	\$2,520	\$1,430
50,001 - 75,000	\$3,480	\$1,820
75,001 - 100,000	\$4,320	\$2,600
100,001 - 200,000	\$7,200	\$3,380
200,001 - 300,000	\$12,600	\$7,930
300,001 - 400,000	\$18,600	\$11,440
400,001 - 500,000	\$22,200	\$14,040
Over 500,000	\$24,000	\$15,730

Note:

1. **A Plan Entry Fee of \$100.00 shall be submitted with each submittal of plans in addition to the plan review and inspection fees. This includes each separated type of plumbing submission.**
2. At the sole discretion of the City of Sun Prairie and Plans Examiner, fees may be modified, reduced or waived based on scope of services, project type, or other relevant factors.

Determination of Area  
The area of a floor is the area bounded by the exterior surface of the building walls or the outside face of columns where there is no wall. Area includes all floor levels such as subbasements, basements, ground floors, mezzanines, balconies, lofts, all stories, and all roofed areas including porches and garages, except for cantilevered canopies on the building wall. Use the roof area for free standing canopies.

Structural Plans and other Component Submittals  
When submitted separately from the general building plans, the review fee for structural plans, precast concrete, laminate wood, beams, cladding elements, other facade features or other structural elements, the review fee is \$250.00 per plan with an additional \$100.00 plan entry fee per each plan set.

Accessory Buildings  
The plan review fee for accessory buildings less than 500 square feet shall be \$125.00 with the plan entry fee waived.

Early Start  
The plan review fee for permission to start construction shall be \$150.00 for all structures.

Resubmittals & revisions to approved plans  
When deemed by the reviewer to be a minor revision from previously reviewed and/or approved plans, the review fee shall be \$75.00. Any significant changes or alterations beyond minor amendments as determined by the Plans Examiner and Building Inspection Department may result in additional charges as appropriate.

Submittal of plans after construction  
Where plans are submitted after construction, the standard late submittal fee of \$250.00 will be assessed per each review type that occurred after construction. This is in addition to any other plan entry fees, structural components and base fees applied to a project.

Expedited Priority Plan Review  
The fee for a priority plan review, which expedites completion of the plan review in less than the normal processing time when the plan is considered ready for review, shall be 200% of the fees specified in these provisions.

Plan Examination Extensions  
The fee for the extension of an approved plan review shall be 50% of the original plan review fee, not to exceed \$3,000.00.