



Guadalupe County Fire Marshal Office

Patrick Pinder, Fire Marshal
101 E. Court Street, Suite 208
Seguin, Texas 78155
(830) 303-8856



APPENDIX A FEE SCHEDULE (EFFECTIVE 8/1/2020)

The following fees are hereby established for obtaining permits from the Guadalupe County Fire Marshal's Office. Acceptable forms of payment are check (made out to Guadalupe County), cash or credit card. Fees will be paid prior to the start of the particular process for which the fee is charged. All fees paid to the Guadalupe County Fire Marshal's Office are **non-refundable**.

It may be difficult to calculate total permit fees. It is best to call the Code Enforcement section to obtain the exact permit fee when scheduling an appointment to submit plans. All permit fees paid are **non-refundable**, so accuracy is critical!

The total fee for commercial building permits is made up from **three** separate fees; the plan review and administrative fee, the building permit and inspection fee, and the final inspection and Certificate of Compliance fee.

Plans Review Fees*

This fee is for the review of submitted building plans for comparison against the adopted Building and Fire Codes to ensure compliance in the fire protection aspects of the proposed building(s). The process includes documentation and review comments where required. The base fee for plans review is \$100.00 Min.

Building Permit Fees*

The fee is for processing approved building plans and will be paid at the time of plans submission. The process includes issuing the building permit and a minimum of three construction site visits and/or inspections.



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* If there is a question regarding a project's estimated construction cost, the County uses a rate of \$75.00 per sq. ft. to calculate the project valuation.
 * Projects with a total valuation of less than \$6,250.00 will pay a flat fee of \$200.00 + 4% technology fee. Projects over \$6,250.01 will use the following table:

Project Valuation:	Plan review-Base Fee:	Plan review-Admin fee:	Permit - Base Fee:	Permit Inspection Fees:
\$6,250.01 up to \$12,500.00	\$39.33 for the first \$6,250.	\$24.35 per \$1000. or fraction of the value over \$6,250.01	\$344.17 for the first \$6,250.	\$18.99 per \$1000. or fraction of the value over \$6,250.01
\$12,500.01 up to \$25,000.00	\$68.82 for the first \$12,500.	\$15.70 per \$1000. or fraction of the value over \$12,500.01	\$413.00 for the first \$12,500.	\$17.23 per \$1000. or fraction of the value over \$12,500.01
\$25,000.01 up to \$50,000.00	\$120.45 for the first \$25,000.	\$10.13 per \$1000. or fraction of the value over \$25,000.01	\$516.26 for the first \$25,000.	\$15.57 per \$1000. or fraction of the value over \$25,000.01
\$50,000.01 up to \$150,000.00	\$210.80 for the first \$50,000.	\$6.53 per \$1000. or fraction of the value over \$50,000.01	\$671.13 for the first \$50,000.	\$13.97 per \$1000. or fraction of the value over \$50,000.01
\$150,000.01 up to \$300,000.00	\$368.90 for the first \$150,000.	\$4.20 per \$1000. or fraction of the value over \$150,000.01	\$906.04 for the first \$150,000.	\$12.41 per \$1000. or fraction of the value over \$150,000.01
\$300,000.01 up to \$600,000.00	\$645.59 for the first \$300,000.	\$2.71 per \$1000. or fraction of the value over \$300,000.01	\$1,268.46 for the first \$300,000	\$10.91 per \$1000. or fraction of the value over \$300,000.01
\$600,000.01 up to \$1,200,000.00	\$1,129.79 for the first \$600,000.	\$1.75 per \$1000. or fraction of the value over \$600,000.01	\$1,839.27 for the first \$600,000.	\$9.43 per \$1000. of fraction of the value over \$600,000.01
\$1,200,000.01 up to \$2,400,000.00	\$1,977.15 for the first \$1,200,000.	\$1.13 per \$1000. or fraction of the value over \$1,200,000.01	\$3,034.79 for the first \$1,200,000.	\$8.04 per \$1000. of fraction of the value over \$1,200,000.01
\$2,400,000.01 up to \$4,800,000.00	\$3,460.01 for the first \$2,400,000.	\$.72 per \$1000. or fraction of the value over \$2,400,000.01	\$5,310.88 for the first \$2,400,000.	\$6.67 per \$1000. of fraction of the value over \$2,400,000.01
\$4,800,000.01 up to \$9,600,000.00	\$6,055.01 for the first \$4,800,000.	\$.47 per \$1000. or fraction of the value over \$4,800,000.01	\$9,825.15 for the first \$4,800,000.	\$5.36 per \$1000. of fraction of the value over \$4,800,000.01
\$9,600,000.01 up to \$19,200,000.00	\$10,596.28 for the first \$9,600,000.	\$.30 per \$1000. or fraction of the value over \$9,600,000.01	\$19,159.05 for the first \$9,600,000.	\$4.09 per \$1000. of fraction of the value over \$9,600,000.01
\$19,200,000.01 up to \$38,400,000.00	\$18,543.50 for the first \$19,200,000.	\$.19 per \$1000. or fraction of the value over \$19,200,000.01	\$37,360.14 for the first \$19,200,000.	\$3.02 per \$1000 or fraction of the value over \$19,200,000.01
\$38,400,000.01 and over	\$32,451.12 for the first \$38,400,000.	\$.12 per \$1000. or fraction of the value over \$38,400,000.01	\$48,568.19 for the first \$38,400,000.	\$1.69 per \$1000 or fraction of the value over \$38,400,000.01

A separate building permit is required for each structure or building to be constructed.

New cellular sites are regulated as a new building project.

The table above is for all projects regulated by the county's adopted fire code including Public Utility Projects.

- a. **Public School Discount: Total Permit Fee (less) 10%*** - *New public school construction projects will receive a 10% discount. Renovations, alterations, and modifications will be charged regular fees. Discount is not applicable for the review and permitting of any fire protection system. *Payment must come directly from school district to be eligible for discount.*
- b. **Final Inspection and Certificate of Compliance Fee: \$125.00** – *This fee is for the final inspection of each completed building, processing and issuance of the Certificate of Compliance. This fee is paid at the time building plans are submitted for review.*



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OTHER COMMERCIAL/PUBLIC ACCESS BUILDING PERMITS AND FEES

Conditional Certificate of Compliance (CCC):

\$525.00

If circumstances warrant, the Fire Marshal may grant limited use of a structure or portion of a building under permit, provided the area has been inspected and found to be in compliance with the adopted Fire and Building Codes. A written request (accompanied by a floor plan drawing) must be submitted by the contractor or the owner’s representative indicating the area of the building requested to be occupied. All required fire protection systems, as indicated on the original building permit, must be fully operational and tested. This fee must accompany the written request. This CCC is valid for 90 days, and a final Certificate of Compliance must be obtained within this 90 day period.

Temporary Structure Permits:

Less than 750 sq. ft. = \$75.00*

More than 750 sq. ft. = \$75.00 + \$.025 sq. ft.

This fee is for registration and inspection of temporary structures (tents, air supported structures, canopies, construction trailers, etc.). Valid up to 365 days (1 yr.) as determined by the code official. *(No permits required for tents and membrane structures under 400 sq.ft. as defined in Section 105.7.25 in the adopted fire code. *)*

Modular/Mobile Structure Installation Permit:

\$525.00

This fee is for the installation of a mobile or modular structure that will be used for commercial or public access purposes. It will include the plan review of the structure and inspection after installation to ensure the structure meets the intent of the adopted Fire Code. This is for mobile/modular structures that will be used for greater than 365 days (1 yr.).

Site Preparation and Foundation Permit:

\$500.00

This permit is for “phased” construction projects, or where the construction timeline requires immediate start of construction before a building permit can be obtained. This allows the contractor to begin site clearing and preparation, as well as form, rough-in, and pour foundation prior to the issuance of a building permit. **BECAUSE THIS IS A SPECIAL PERMIT, THE COST OF THIS CONSTRUCTION WILL NOT BE DEDUCTED FROM THE OVERALL BUILDING CONSTRUCTION COSTS.** Permit expires in 180 days if work has not commenced.

EXPEDITED PLAN REVIEW/OUTSIDE 3RD PARTY PLAN REVIEWS

3rd Party Plan Reviews

Actual 3rd party fee + GCFMO permit/inspection fee

If a plan review is needed within 10 business days or if a proposed building/project contains a high-hazard occupancy, contains a storage area for hazardous materials or aerosol products, or has in-rack/high piled storage, the plans require an outside-3rd party plan review. Plans of this nature must be coordinated with the Guadalupe County Fire Marshal’s office as this ensures we can track who is reviewing the project, the dates the plans were submitted to the outside reviewer, and the date we receive the plans back for permitting. All outside-3rd party plan reviews must be conducted by an agency from the GCFMO approved vendor list in order to ensure they have the proper equipment and are capable of submitting plans and comments back to us in the approved format. All 3rd party fees must be paid directly to the vendor. Guadalupe County will collect the processing and permit/inspection fee during the project coordination meeting.



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SYSTEMS & OPERATIONAL PERMITS AND FEES

- a. Vent/Hood Installation:** **\$175.00**
This fee covers reviewing plans, witnessing the testing, and inspection of kitchen vent hoods and exhaust ducts systems.
- b. Vent-Hood Suppression System permit:** **\$300.00**
This fee covers the reviewing of plans, witnessing the testing, and inspection of commercial/restaurant vent hood fire suppression systems.
- c. Fire Sprinkler System permit:** **\$300.00+**
This fee covers plan review, rough-in inspections, and witnessing the 2 hour hydrostatic testing of the sprinkler/standpipe systems. The fee is \$300.00 plus \$.75 per sprinkler head.
- d. Fire Sprinkler Monitoring Systems (flat fee):** **\$150.00**
- e. Underground Fire Line (UFL) permit:** **\$350.00**
This fee covers plan review, rough-in inspections, and witnessing the 2 hour hydrostatic testing on UFLs for fire sprinkler systems, fire protection standpipes, and fire hydrants installed on both public and private water systems.
 - a. Underground Inspections:** **\$125.00/ea**
Where an UFL system requires multiple inspections, the first inspection is covered in the permit fee (line E above), and each additional inspection will be charged an additional inspection fee.
- f. Fire Alarm System permit:** **\$300.00+**
This fee covers plan review, rough-in inspections, and witnessing the fire alarm acceptance testing. The fee is \$300.00 plus \$.75 per device.
- g. Fire Alarm Panel Change:** **\$300.00**
This fee applies when a fire alarm panel must be changed out due to malfunction or failure. This fee covers the inspection and witnessing of the acceptance test.
- h. Fire Sprinkler/Fire Alarm Modification permit:** **\$150.00**
This fee is for the modification or repairs of existing fire sprinkler systems up to twenty (20) heads and fire alarm systems up to ten (10) devices, not including the fire alarm control panel. This fee includes the inspection and witnessing of testing.
- i. Paint/Spray Booth or Mixing Booth System:** **\$350.00**
This fee covers plan review, inspections, and witnessing of the acceptance test for commercial paint/spray/mixing booth fire suppression systems.



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- j. Smoke Control System permit:** **\$300.00**
This fee covers plan review and witnessing the testing of smoke control systems to include fire and smoke dampers.
- k. System Retest/Multiple System Test Fee (per system):** **\$150.00**
This fee will be assessed when the failure of a required fire protection system requires a retest to ensure operational compliance with the adopted Fire Code and NFPA requirements. This fee also applies when a fire protection system with a single permit is broken into multiple visual inspections and/or system tests.
- l. Alternative Fire Protection System permits:** **\$300.00**
This fee covers plan review, inspections, and witnessing the acceptance testing of alternative fire protection and fire suppression systems, including fire pumps, water tank systems, and any other fire protection system(s) not listed previously.
- m. Electrical, Gas Plumbing, and/or HVAC Work Authorizations:** **\$100.00 (annual)**
This fee is for the annual verification and documentation of state licenses of applicants and for the issuance of a County Authorization to Work permit. This applies to individuals holding a TCEQ or TDLR required license. A separate permit will be issued for each project that the licensee works on and there will be no fee for that permit.
- n. Knox Equipment Authorization:** **\$30.00**
This fee is for registration and processing of the applications for ordering any required Knox equipment (Knox boxes, padlocks, key switches, locking caps, etc.) for any occupancies or properties requiring access control for compliance with the adopted fire code.
- o. Siren Operated Sensor (S.O.S.) Electric Gate Authorization:** **\$30.00**
This fee is for registration and processing of siren operated sensor system applications on multi-family residential and gated communities required to have S.O.S. system access control.
- p. Permit Renewals:** **\$100.00**
This fee is for permits that have not expired and are being renewed for an additional 180 day time period. If permit has expired, submittal of original permit fee is required to renew the permit.
- q. Recreational Vehicle (RV) Park Development Permit:** **\$250.00 + addl. \$10 per RV site.**
This fee is for an RV Park Development Permit for plan review and inspection of the construction or expansion of RV Parks. (Expansion of a current site requires a fee of \$25 per new RV site added.)



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- r. **Other permits required by the 2018 Intl. Fire Code:** **\$200.00**
This fee is for the other required permits that are not individually named here as listed in Section 105 of the 2018 IFC and adopted amendments.

CHANGE OF OCCUPANCY USE AND SUBSTANTIAL IMPROVEMENT FEES

- a. **Improvements with Substantial Structural Modifications:** **same as new construction**
This fee covers plan review of the structural modification and/or finish out plans and issuing the permits to modify an existing structure from one occupancy classification to another in order to ensure the new occupancy complies with the adopted Building and Fire Codes. It includes the associated inspections and issuing of a new Certificate of Compliance.
- b. **Change of Occupancy Use Inspections:** **\$150.00**
This fee covers the required inspection necessary to ensure compliance with the adopted Building and Fire Codes, and issuance of a new Certificate of Compliance for an occupancy area that has changed from one occupancy classification to another.
- c. **Opening a Business Without a Change of Occupancy Reinspection (if applicable):** **\$150.00**
This fee is assessed, if, after an initial Change of Occupancy inspection with violations, the occupancy opens for business without obtaining a reinspection and new Certificate of Compliance.
- d. **Change of Owner and/or Business Name (same occupancy classification):** **\$100.00**
This fee applies when the owner name or business name on a Certificate of Compliance is changed from one owner to another or a change in business name occurs.

FLAMMABLE COMBUSTIBLE AND GAS PERMITS AND FEES

- a. **Underground Fuel Tank Installation/Removal (per tank – including LPG):** **\$250.00**
This fee is for inspecting each aboveground fuel tank to ensure continued safety and compliance with the adopted Fire Code requirements.
- b. **Aboveground Fuel Tank Installation/Removal (per tank – including LPG):** **\$250.00**
This fee is for inspecting each aboveground fuel tank to ensure continued safety and compliance with the adopted Fire Code requirements.
- c. **UG Fuel Line/Fuel Dispensing Installation/Testing (per fuel line/dispenser):** **\$150.00**
This fee will be assessed for witnessing the installation and pressure test of modified or newly installed fueling system supply lines and/or dispensers.



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- d. Aboveground Fuel Tank Renewal (Annual – per tank):** **\$150.00**
This fee is for inspecting each aboveground fuel tank to ensure continued safety and compliance with the adopted Fire Code requirements.

- e. Fuel Dispensing Facility Inspection and Registration** **\$100.00 (annual)**
This fee is applicable for the registration of all facilities in unincorporated Guadalupe County where flammable or combustible liquid or gas are dispensed. This fee includes the annual fire/safety inspection.

INSPECTION FEES

- a. Fire/Life Safety Inspection Fee** **\$60/hr – ½ hr min.**
This fee will be assessed for all fire and life safety inspections conducted by county fire marshal personnel to ensure a building or occupancy is in compliance with the adopted fire code, state laws and County Commissioner’s Court Orders. This fee is applicable for each building inspected.

- b. Reinspection Fee:** **\$50.00**
This fee will be assessed for each reinspection required to bring a previously identified fire hazard related problem into compliance with the adopted fire code, state laws and County Commissioner’s Court Orders. All inspection fees shall be paid before the reinspection will be performed. This fee will also be assessed for failure to show up for a scheduled fire inspection without prior notice or if a scheduled fire inspection is not canceled within ½ business day of the scheduled time and date. This fee is applicable for each building inspected.

- c. State Licensed Facility Fire and Life Safety Inspection:** **\$80.00**
This fee will be assessed for all fire and life safety inspections conducted by county fire marshal personnel for inspections of state licensed or regulated facilities to ensure a building or occupancy is in compliance with the adopted fire code, state laws and County Commissioner’s Court Orders. This fee is applicable for each building inspected.

- d. Mobile Food Vendor Inspection and Registration:** **\$200.00 (annual)**
This fee is applicable to all mobile food service vendor vehicles operating in unincorporated Guadalupe County. The fee is for the permitting and inspection of the vehicle to ensure compliance with the adopted fire code.



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- e. After-Hours Fee:** **\$100.00/hr - 2 hr. minimum**
If circumstances warrant, and with prior approval, the Fire Marshal may have an inspector review a plan, conduct an inspection, or witness a test after normal working hours of 9:00 a.m. to 6:00 p.m. (M-F) when a written request is made by the contractor or the owner’s representative at least 3 business days in advance of the desired work. The cost of this service is \$100.00 per hour or fraction of an hour in 30 min increments, with a minimum 2 hour charge. The fee for this service shall be paid immediately after the conclusion of the special service in addition to any other fees.
- f. Preliminary Fire Protection Development Review:** **\$250.00**
This fee will be assessed for the fire protection reviews of subdivisions and areas under development to determine required fire flows, number of required fire hydrants, fire hydrant distance requirements, and the evaluation of grade increase approvals.
- g. Mass Gathering and/or Outdoor Music Festival Permit Processing/Inspection:** **\$225.00**
This fee is for the processing of a mass gathering and/or outdoor music festival permit application, the required site inspection, and the processing of the associated documents required to obtain Commissioners Court approval to conduct a Mass Gathering and/or Outdoor Music Festival permit as required by State Law. If the permit application is not submitted within the timeline defined by state statute, fees will be doubled if lesser timeline can still be accommodated. This fee is in addition to the filing fee as defined by statute.



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FIREWORKS AND EXPLOSIVES PERMITS AND FEES

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|--|---------------------------------|---|
| a. Retail Fireworks Site Inspections: | less than 25,000 sq. ft. | \$100.00 + \$25 ea. addl. bldg. |
| | 25,000 – 99,000 sq. ft. | \$200.00 + \$25 ea. addl. bldg.. |
| | 100,000 sq. ft. or more | \$300.00 + \$25 ea. addl. bldg.. |

This fee is for the inspection of both indoor and outdoor retail fireworks sites to ensure compliance with the county adopted fire code and state statutes in compliance with Texas Occupations Code 2154. This fee is only charged once per calendar year for each retail fireworks site. If several retail fireworks stands are chained together to form one continuous stand, each stand will count as an additional bldg. These inspections fees are in addition to the temporary structure fee.

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| b. Pyrotechnic/Flame Effects Authorization: | \$125.00 (per event) |
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- The fee is for the review of a proposed pyrotechnics or flame effect display, inspection of the proposed display site, and to verify the Pyrotechnician or Flame Effect Operators’ license. This fee is applicable for any public or private fireworks display utilizing any class of regulated fireworks or flame effects devices (including “cold spark” effects). The fee **does not** include the fees for a Fire Watch that may be required by the Fire Marshal.

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| c. Blaster’s Permit: | \$50.00 per site |
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- This fee is for the processing of the permit application and associated ATF license check for the blaster authorized by the permit to perform the work at the site. The permit expires after 180 days and is for each specific address where the blasting is performed.

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| d. Explosives Storage Permit: | \$500.00 (annual) |
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- This fee is for the storage of items listed in the adopted fire code as “Prohibited Explosives” (Nitroglycerine, etc.)

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| e. Special Storage Permit: | \$200.00 (annual) |
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- This fee is for the review of a proposed explosives storage building or container and site inspection to ensure compliance with the adopted fire code, state and federal law.

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| f. Quarry Operational Permit: | \$500.00 (annual) |
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- This fee is for a quarry operational permit where explosives are used during blasting operations. All quarry operations are subject to review of blasting statistical reports if citizen complaints are registered.

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| g. Explosives Excavation/Demo Permit: | \$200.00 |
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- This fee is plan review and site inspections for the use of explosives for construction related projects. These include swimming pool excavations, utility installations, site leveling, and all short term projects requiring the use of explosives. Permit is valid for up to 60 days.



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MISCELLANEOUS FEES

- a. Research Fee:** **\$100.00/hr - 2 hr. minimum**
 This fee shall be applied to all written requests made to the county fire marshal’s office for site assessments which require research of various county records and documents to determine the status of the identified property.
- b. Consultant Fee:** **\$100.00/hr – 2 hr. minimum**
 This fee will be assessed when an on-site consultation is requested in writing.
- c. Impact Fee** **Direct Cost**
 An impact fee will be applied to all projects where the County must incur costs to prepare for a new construction project. This includes costs related to training personnel to conduct both fire prevention and construction related inspections, purchase of new tools and equipment necessary to perform inspections and tests under new standards, and the purchase of new or updated codes and standards necessary to review construction and fire protection system plans.
- d. Copies of Reports:** **\$5.00 each + addl. \$0.10 per page after 10 pages**
- e. Duplicate Document Fee:** **\$30.00**
 This fee will be assessed for replacement of required Permits, Certificate of Compliance or Fire Inspection Reports.



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SERVICE FEES, PENALTY ASSESSMENTS, AND FINES

A. Fire Watch/Crowd Management Fees (4 hour minimum)

Fire Dispatcher (if required)	\$35.00 per hour or fraction thereof
Fire Inspector, Fire Investigator or Firefighter	\$45.00 per hour or fraction thereof
Supervisor or Chief Officer	\$65.00 per hour or fraction thereof

B. Fire Code Fines

<u>Code</u>	<u>Section</u>	<u>Offense</u>	<u>Fine</u>
Fire	105.3.3	Occupancy prohibited before approval	\$500.00 + Court Costs
Fire	108.5	Rendering equipment inoperable	\$500.00 + Court Costs
Fire	108.6	Overcrowding (Exceeding occupant load)	\$500.00 + Court Costs
Fire	110.1	Unlawful Acts (plus permit fee increase of 50%)	\$250.00 + Court Costs
Fire	111.1.1	Unsafe Conditions	\$500.00 + Court Costs
Fire	307.1.1(2)	Prohibited open burning / Carrying burning materials	\$150.00 + Court Costs
Fire	310.2	Smoking in prohibited/unsafe area	\$500.00 + Court Costs
Fire	310.7	Improper discarding of burning objects	\$150.00 + Court Costs
Fire	503.4	Obstructing Fire/Emergency Apparatus Access Lane	\$250.00 + Court Costs
Fire	All others	All other violations of the fire code	\$150.00 to \$500.00 + Court Costs

C. Penalty Assessment – Misc. Violations

<u>Offense</u>	<u>Time</u>	<u>Penalty Assessment</u>
Failure to Obtain Mass Gathering Permit with Required Timeline	2 nd or greater	4x original permit fee
Failure to Obtain Required Permit as required by Section 105.1 of the adopted Fire Code	1 st	2x original permit fee
Failure to Obtain Required Permit as required by Section 105.1 of the adopted Fire Code	2 nd or greater	3x original permit fee