



Berthoud Fire Protection District Consolidated Fee Schedule

The fees defined in this document are authorized for collection within all areas served by Berthoud Fire Protection District, in accordance with Section 32-1-1002(1) § CRS. All fees are established to account for BFPD staff hours dedicated to planning and engineering meetings, review of submitted drawings, plans and plats, as well as correspondence and consultation related to the project. Each assessed fee also includes one (1) site inspection.

Payment of the full plan review fee amount is required at the time of application and prior to BFPD issuing any applicable permit.

Fees may be paid by cash, check or credit card. Please note that a 4% convenience fee will be added to credit card transactions. Checks shall be made out to *Berthoud Fire Protection District*.

All fees are non-refundable.

BUILDING CONSTRUCTION PLAN REVIEW AND PERMIT FEES	
All fees are based upon the square footage of the project, as reported by the contractor	
Site Square Footage	Building or Site Plan Review Fee
0-199,999	\$1000.00
200,000 – 1,000,000+	\$1750.00

FIRE PROTECTION SYSTEM PLAN REVIEW AND PERMIT FEES			
The Berthoud Fire Protection District issues permits for installation of any new, or modification to any existing, fire alarm or fire sprinkler system, including kitchen hood systems. These permits are in addition to any permits required by the municipality/County. Permits shall only be issued upon review of submitted plans. Each permit shall be assessed the appropriate fee amount based on the square footage of the project, as reported by the contractor.			
Site Square Footage	Fire Sprinkler System	Fire Alarm System	Kitchen Hood System
0-9,999	\$500.00	\$500.00	\$500.00
10,000-49,999	\$750.00	\$750.00	\$500.00
50,000-99,999	\$1250.00	\$1250.00	\$500.00
100,000-499,999	\$1,750.00	\$1,750.00	\$500.00
500,000-699,999	\$2,000.00	\$2,000.00	\$500.00
700,000-1,000,000+	\$2,500.00	\$2,500.00	\$500.00

Re-Inspections

Every permit issued includes one (1) inspection for each phase of the project. If additional inspections are required beyond the one (1) allowed, a re-inspection fee of **\$100.00 per hour**, or fraction thereof, may be billed. Re-inspection fees must be paid prior to the third inspection and any subsequent inspections.

After-Hours Inspections

Inspections of any type that are requested to be performed after normal business hours of 7:00 am and 5:00 pm, Monday through Friday, will be assessed a fee of **\$100.00 per hour**, with a minimum of two (2) hours billed.

Contractor Licensing

As of March 19, 2019, all contractors installing and/or repairing fire protection systems (i.e., fire alarms, fire sprinkler, hood systems, etc.) within the Berthoud Fire Protection District jurisdiction are required to possess an applicable Registration with the Colorado Division of Fire Prevention and Control.

Home-Based Daycares

Home-based daycare facilities will be assessed an initial review fee of \$75.00, which will also cover one site inspection. Additional reviews of re-submitted or revised plans, or additional site inspections shall be calculated at the rate of \$75.00 per hour, with a minimum fee of \$75.00.

Operational Special Events and/or Hazards Permits

The Berthoud Fire Protection District issues operational permits for many operations/processes that present special hazards to the public. Prior to issuance of any operational permit for hazardous operations/processes, the owner or operator shall submit a complete application package that provides all necessary details of operations/process to be provided. Plan review fees shall be collected at the time of application and shall include the operational permit, if approved. These fees provide for staff hours dedicated to review of submitted information, correspondence and consultation related to the project, and site inspection to verify compliance with all permit provisions. ***These fees will be assessed in addition to any new construction/development review fees charged by BFPD.***

Special Hazard Permits

Fireworks/Pyrotechnics Display Permit (indoor)	\$200.00
Fireworks/Pyrotechnics Display Permit (outdoor)	\$300.00
Fireworks Retail & Wholesale Sales Permit	\$1500.00
Tent, Canopy or Temporary Air-support Membrane Structure	\$100.00
Special Event – Small/Large (determined by BFPD)	\$100/\$200
Standby Event Coverage as Required* (per hour/per person)	\$50.00
*Apparatus Fees charged separately, as appropriate	
Haunted House/Maze Permit	\$200.00
Flame Effect Permit	\$200.00
Blasting Permit	\$200.00

Hazardous Materials/Processes Inventory or Plan Review Fees

Any applications for special hazards or new installations of hazardous materials and/or processes may be charged a plan review fee based on the type(s) of hazards. The hazardous materials/processes plan review fee shall be \$100.00 per hour or any fraction thereof. Examples of where this fee may be charged included, but are not limited to, carbon dioxide (CO₂) enrichment system, flammable/combustible liquid storage/use, propane (LPG) storage/use, fumigation/thermal insecticidal fogging, plant extraction operations, or compressed gas storage/use.

Explosives Storage Facility (any manufacturing, storage, use, handling, or sale per IFC Chapter 56)	\$100.00 per hour
Cryogenic Fluid Facility (in excess of quantities on IFC Table 105.6.10)	\$100.00 per hour
Compressed Gas Storage/Use (container, cylinder, or tank)	\$100.00 per hour
Flammable/Combustible Liquid Tank Installation (permanent or temporary)	\$100.00 per hour
Flammable/Combustible Liquid Tank Removal, Closure, or Change of Contents	\$100.00 per hour

Marijuana Establishments and Processes

Marijuana establishments or businesses involve unique operations that can create significant life safety and fire hazards. As such, all establishments or businesses engaging in any marijuana-related activities shall be required to obtain all applicable operational permits from Berthoud Fire Protection District, as well as licensure from the State and municipality/County within which the business to located. Permits shall only be issued upon complete plan review and inspection. Berthoud Fire Protection District does not currently issue permits for any hemp-related process or business.

Marijuana Establishment or Business Operational Permits

Retail Marijuana Store	\$125.00
Retail Marijuana Cultivation	\$125.00
Retail Marijuana Product Manufacture	\$125.00
Retail Marijuana Testing Facility	\$125.00
Medical Marijuana Store	\$125.00
Medical Marijuana Cultivation	\$125.00
Medical Marijuana Product Manufacture	\$125.00
Medical Marijuana Testing Facility	\$125.00

Development Review

BFPD reviews all proposed new development to ensure appropriate access and water supply are provided. The review fee shall be paid at the time of project submittal.

Development Type	Fee
Concept/Sketch Plan	\$50.00
Minor Subdivision/Replat; Preliminary Plat; PUD or PUD Amendment; Site Plan; Special Review; Special Exception; Special/Conditional Use	\$100.00
Any other application referred to BFPD	\$50.00

Impact Fees for New Development

House Bill 16-1088 was passed in 2016 by the Colorado General Assembly, which created Colorado Revised Statute 29-20-104.5 authorizing fire protection districts to impose an impact fee on new development if the impact fee is authorized by the local government.

The Town of Berthoud along with Larimer County currently collects BFPD impact fees for all new construction projects. Impact fees are assessed and payable at the time of building permit issuance.

RESIDENTIAL STRUCTURES	
UNIT TYPE	FEE PER DWELLING UNIT
Single Family Residence	\$1,960.21
Multi-Family Residence	\$1,487.59
NON-RESIDENTIAL CONSTRUCTION	
UNIT TYPE	FEE PER SQUARE FOOT
Commercial/Retail	\$2.00
Office / Institutional	\$2.54
Industrial	\$1.36

Records Release Fees

In accordance with Berthoud Fire Protection District policy and the Colorado Open Records Act (CRS 24-72-205), the following fees may be assessed:

Records Release Fees	
Research and Retrieval (fee charged in 15-minute increments after the 1 st hour plus other applicable copy or postage fees)	\$33.58 per hour
Paper Copies (8.5” by 11” pages)	\$0.25 / page
Oversized documents or maps	Actual Cost
Postage/Shipping	Actual Cost

This fee structure was duly adopted at a properly convened public meeting of the District’s Board of directors as a Board Resolution 2019-03-19, pursuant to the authority granted by Section 32-1-1002(1)(e), § CRS BFPD Fee Schedule - updated & effective July 11, 2023)