



Hays County Fire Marshal's Office

810 S. Stagecoach Trail, Suite 1200, San Marcos, TX 78666
(512) 393-7300
Email: firemarshal@co.hays.tx.us



EXHIBIT B FEE SCHEDULE (ADOPTED 12/5/23, EFFECTIVE 02/01/24)

The following fees are hereby established for obtaining permits from the Hays County Fire Marshal's Office. Acceptable forms of payment are credit/debit cards, e-checks, or paper checks (made out to Hays County Fire Marshal). Fees will be paid prior to the start of the particular process for which the fee is charged. All fees paid to the Hays County Fire Marshal's Office are **non-refundable**. A submittal is not considered complete until all required documentation, including payment, is received. Plan submittals, permit applications, and inspection requests are all done online at <https://www.hayscountypermits.com/>

It may be difficult to calculate total permit fees. It is best to call the Fire Marshal Office 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 fee, the building permit and inspection fee, and the final inspection and Certificate of Compliance fee.

Construction/Building Fee (all occupancy types): up to 5,000 sq. ft. \$400.00

This fee includes the plan review of submitted building plans to ensure compliance with the adopted Fire and Building codes and includes the fee for processing approved building plans, issuance of building permit and a maximum of two construction site visits and/or inspections. (Rough-in inspection and final inspection/Certificate of Compliance)

Note: a separate building permit is required for each structure or building to be constructed. New cellular sites are regulated as a new building project. All public utility projects must also apply for permits (reference discount below if applicable).

Construction/Building Fee (all occupancy types): >5,001 sq. ft. \$560.00 + \$0.03 sq. ft

This fee includes the plan review of submitted building plans to ensure compliance with the adopted Fire and Building codes and includes the fee for processing approved building plans, issuance of building permit and a maximum of two construction site visits and/or inspections. (Rough-in inspection and final inspection/Certificate of Compliance)

Note: a separate building permit is required for each structure or building to be constructed. New cellular sites are regulated as a new building project. All public utility projects must also apply for permits (reference discount below if applicable).

- a. Discount for taxing entities: **Total Permit Fee (less) 50%*** - *New construction projects for taxing entities will receive a 50% 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 taxing district to be eligible for discount.*

Electrical / Gas Plumbing / HVAC Work Authorizations (Special permit): \$75.00 (per project)

This fee is for the 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.



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OTHER BUILDING PERMITS AND FEES

Conditional Certificate of Compliance (CCC or for FFE):

\$150.00

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 up to 90 days, and a final Certificate of Compliance must be obtained within this 90 day period.

Temporary Structure Permits:

\$200.00

This fee is for plan review, inspection, and Certificate of Compliance of temporary structures (stages, event booths, construction trailers, tents, mobile/modular structures, etc.). This permit is valid for 180 days during a 12-month period. The applicant must specify the time period(s) during application.

(To obtain a permit for longer than 180 days, a Building Permit will be issued.)

(No permit required for tents and membrane structures under 400 sq. ft. as defined in Section 105.7.25 in the adopted fire code.)

(No permit required if the structure is not open to public access.)

Site Preparation and Foundation Permit (Site and Foundation Plan Review):

\$300.00

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.

THIRD PARTY PLAN REVIEWS

Actual 3rd party fee + HCFMO permit/inspection fee

If a plan review is needed within 10 business days, or if the project has a combined square footage of 10,000 square feet or more, or if a proposed building/project contains a high-hazard occupancy or 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 Hays 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 HCFMO approved vendor list, to ensure they meet state standards 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 3rd party vendor. The Hays County Fire Marshal's Office will collect the appropriate county fees during the project permit submittal.



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FIRE PROTECTION SYSTEM PERMITS AND FEES

- a. Vent/Hood Installation (Special Permit):** **\$150.00**
This fee covers reviewing plans, witnessing the testing, and inspection of kitchen vent hoods and exhaust ducts systems.
- b. Vent-Hood Suppression System permit:** **\$200.00**
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:** **\$500.00+**
This fee covers plan review, rough-in inspections, and witnessing the 2-hour hydrostatic testing of the sprinkler/standpipe system.
(Additional \$0.50 per sprinkler head over 100 heads).
- d. Fire Sprinkler Modification permit:** **\$150.00+**
This fee is for the modification or repairs of existing sprinkler systems up to twenty (20) heads, not including the fire alarm control panel. This fee includes the inspection and witnessing of testing.
(Additional \$0.50 per device over 20 heads).
- e. Underground Fire Line (UFL) permit:** **\$325.00**
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.
- f. Fire Alarm System / Dedicated Function permit:** **\$375.00+**
This fee covers plan review, rough-in inspections, and witnessing the fire alarm acceptance testing. (Additional \$0.50 per device over 50 devices.)
(Maximum fee of \$1,500).
- g. Fire Alarm Panel Change:** **\$150.00**
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 Alarm Modification permit:** **\$150.00+**
This fee is for the modification or repairs of existing fire alarm up to twenty (20) devices, not including the fire alarm control panel. This fee includes the inspection and witnessing of testing.
(Additional \$0.50 per device over 20 devices).



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| i. Paint/Spray Booth or Mixing Booth System:
This fee covers plan review, inspections, and witnessing of the acceptance test for commercial paint/spray/mixing booth fire suppression systems. | \$225.00 |
| j. Smoke Control System permit:
This fee covers plan review and witnessing the testing of smoke control systems to include fire and smoke dampers. | \$225.00 |
| k. System Retest/Multiple System Test Fee (per system) (addl. inspections):
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. | \$150.00 |
| l. Alternative Fire Protection System permits (per system):
This fee covers plan review, inspections, and witnessing the acceptance testing of alternative fire protection and fire suppression systems, including water tank systems, and any other fire protection system(s) not listed previously. | \$300.00 |
| m. Fire Pumps and/or Standpipe System permits (per system):
This fee covers plan review, inspections, and witnessing the acceptance testing of fire pumps and/or any standpipe system. | \$350.00 |
| n. Emergency responder radio coverage system permits (per system):
This fee covers plan review, inspections, and witnessing the acceptance testing of emergency responder radio coverage systems and related equipment. | \$175.00 |
| o. Gates/Barricade permit:
This fee covers the plan review and inspection of the installation or modification of a gate or barricade across a fire apparatus access road. | \$200.00 |
| p. Permit Renewals (Special Permit):
This fee is for permits that have not expired and are being renewed for an additional 180 day period. If permit has expired, submittal of original permit fee is required to renew the permit. | \$75.00 |
| q. Other Construction-related permits required by the adopted Fire Code:
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. (Minimum of 2 hours.) | \$75.00/hr |
| r. Other Operational-related permits required by the adopted Fire Code:
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. | \$100.00 |



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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 Fire and Building Codes and includes the issuance of a new Certificate of Compliance for an occupancy area that has changed from one occupancy classification to another.
- c. Change of Owner and/or Business Name (same occupancy classification):** **\$150.00**
This fee applies when the owner's name or business name on a Certificate of Compliance is changed from one owner to another or a change in business name occurs. It is for a new Certificate of Compliance and includes an inspection.

FLAMMABLE/COMBUSTIBLE LIQUIDS AND FUEL DISPENSING PERMITS

- a. Under/Above Ground Fuel Tank Install/Removal (per tank):** **\$300.00**
This fee is for inspecting each under/above ground fuel tank and supply lines to ensure continued safety and compliance with the adopted Fire Code requirements. (IFC 105.7.9)
- b. Flammable/Combustible Liquid Storage Tank Annual Operational Permit:** **\$100.00**
This fee is for annual inspection and operational permit of each fuel storage tank to ensure continued safety and compliance with the adopted Fire Code requirements. (IFC 105.6.16)
- c. Motor Fuel Dispensing Facility Inspection/Operational Permit** **\$100.00 (exp Dec 31)**
This fee is applicable for the registration of all facilities in the jurisdiction where flammable or combustible liquid or gas are dispensed. This fee includes the annual fire/safety inspection. (IFC 105.6.31)



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OPERATIONAL PERMITS AND INSPECTION FEES

- a. Fire/Life Safety Inspection Fee (not included in permit fee)** **\$75.00/hr.**
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 Fees:** **\$100-\$300**
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.
First re-inspection: **\$100.00** / Second re-inspection: **\$150.00**
Third and subsequent re-inspections: **\$300.00**
- c. State Licensed Facility Fire and Life Safety Inspection:** **\$75 per building**
\$75 per floor
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 floor and each building inspected.
(Foster/Adoption Homes, 501c3's and/or taxing entities: No Charge)
- d. Mobile Food Preparation Vehicle Operational Permit and Inspection:** **\$125.00 (exp Dec 31)**
This fee is applicable to all mobile food service vendor vehicles operating in unincorporated Hays County. The fee is for the permitting and inspection of the vehicle to ensure compliance with the adopted fire code.
- e. Mass Gathering and/or Outdoor Music Festival Permit Processing/Inspection:** **\$300.00**
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 tripled if lesser timeline can still be accommodated. This fee is in addition to the filing fee as defined by statute.



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f. Retail Fireworks Site Operational Explosives Permit and Inspection Fee

(per address/site):

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.

(Permits will expire on January 31)

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.

No permits will be issued during the month of January.

g. Pyrotechnic Special Effects Material:

\$150.00 (per event)

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. This fee includes site inspection prior to event.

h. Explosives Permit (Operational):

\$250.00 (exp Dec 31)

An operational permit required for the manufacture, storage, handling, sale or use of any quantity of explosives, explosive materials within the scope of 2018 International Fire Code Chapter 56. This fee is for the operational permit, review of required documents and state/federal licenses or permits.

This fee includes an onsite inspection.



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MISCELLANEOUS FEES

- a. **Pre-Project and/or Plan Consultation Fee:** **\$75.00/hr.**
1 hr. minimum for virtual/2 hr. minimum for on-site
 This fee shall be applied to all requests made for site assessments which require review of documents, research of various records and documents to determine the status of the identified property and for project and plan review consultations.
- b. **Copies of Reports / Document Fee:** **\$1.00 per page**
- c. **Code Modification/Variance Request (CMVR) Application Fee:** **\$250.00 (each application)**

SERVICE FEES, PENALTY ASSESSMENTS, AND FINES

A. Fire Watch/Crowd Management Fees (3 hour minimum)

Fire Marshal or designee	\$75.00 per hour (rounded up to nearest 15 minutes)
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B. Fire Code Fines

<u>Code</u>	<u>Section</u>	<u>Offense</u>	<u>Fine</u>
Fire	All	Violations of the fire code (per offense/per day)	\$200.00 to \$500.00 + Court Costs

C. Penalty Assessment – Misc. Violations

<u>Offense</u>	<u>Penalty Assessment</u>
The Fire Marshal may impose triple fees if any construction, activity or occupancy requiring a permit exists and no permit has been issued.	3x original permit fee