



## Application for Plan Review

Type of Plan Review:

Site Development	Building and Floor Plans	Fire Alarm System
Fire Sprinkler System	Kitchen Hood System	Other

Date:                      Type of Building Construction:                      Occupancy Classification:

Project Name:

Project Address:                      City/Zip:                      County:

Total Development Square Footage:                      Building Square Footage:

Number of Stories:                      Number of Hydrants:

Building Permit#:

### **Owner**

Owner Name/Representative:

Mailing Address:                      City:                      State:                      Zip:

Telephone:                      Email Address:

### **General Contractor**

Name:

Mailing Address:                      City:                      State:                      Zip:

Telephone:                      Email Address:

### **Fire Systems Contractor**

Name:

Mailing Address:                      City:                      State:                      Zip:

Telephone:                      Email Address:



**Architect**

Name:

Mailing Address:

City:

State:

Zip:

Telephone:

Email Address:

**NOTE: Subcontractors will not be allowed to start construction until a final set of approved drawings and all applicable fees have been paid to 3E Fire Marshal Services. Failure to comply with this requirement will result in a Stop Work Order and an additional permit fee.**

**By submitting this Application, the applicant represents that all information contained in this application is true and accurate, and that the applicant has full authority to submit this application. The applicant represents and agrees that the owner, contractor, architect, subcontractors and their employees, agents and representatives, will comply with all requirements of the International Fire Code, Building Code, Mechanical Code and any other applicable Codes or standards. The applicant agrees to reimburse the Fire District for all fees (including attorneys' fees) costs and expenses it may incur as a result of a failure of the owner, contractor, architect, subcontractors and their employees, agents and representatives, to comply with all requirements of the International Fire Code, Building Code, Mechanical Code and any other applicable Codes or standards.**

**\*All documentation and payment must be received prior to reviewing the submittal package.**

Applicant Name and Title

Date

**Fire Department Use Only**

Plans Received

Fees Paid

Permit #

Approved

### 3E Fire Marshal Services Fire Code Fee Schedule

The plan review fee covers the initial review plus up to three revision reviews submitted in response to review comments.  
 Note: Fees are subject to change. Payment processing fees (credit card or ACH) are not included and will be added to your invoice if applicable.

#### Reviews

Type	Square Footage	Fee	Notes
Fire Sprinkler Systems NFPA 13 and 13R	0-9,999 SF	\$1,000.00	
	10,000-49,999 SF	\$1,750.00	
	50,000-99,999 SF	\$2,250.00	
	100,000-499,999 SF	\$2,750.00	
	500,000-699,999 SF	\$3,000.00	
Fire Alarm Systems NFPA 72	700,000-1,000,000+ SF	\$3,500.00	Modification to an existing system which has no adverse effect on the integrity of the existing fire protection system, including the hydraulic design, and which involves the addition or relocation of no more than 20 sprinkler heads.
	Small Scope	1/3 applicable fee	
Underground Fire Service Main (Supply Line)	Per NFPA 24 and CDFPC Regulations	\$250.00	Per 8 CCR 1507-11; The piping and appurtenances downstream from the system installed and maintained by the municipal water supply which supplies water to the Fire Suppression System.
Type	Square Footage	Fee	Notes
Residential Sprinkler System NFPA 13D	≤ 4,000 SF	\$250.00	Projects exceeding 12,000 square feet or involving complex water supply systems may be reviewed at the NFPA 13/13R review rate.
	4,001 – 8,000 SF	\$400.00	
	8,001 – 12,000 SF	\$600.00	
	> 12,000 SF or complex systems	\$1,000 +	
	Small Scope	1/3 applicable fee	
Type	Description	Fee	Notes
Kitchen Hood Suppression System	Per system	\$550.00	
Type	Description	Fee	Notes
Fire and Life Safety Systems	All other systems within Chapter 9 of the IFC	\$250/hr	2-hour minimum
Type	Description	Fee	Notes
Fire Apparatus Access		\$500.00	*Including but not limited to designs requiring pumps, on-site water storage, and other alternative water supply designs
Fire Protection Water Supply - Simple	Fire flow confirmation & water supply analysis	\$500.00	
Fire Protection Water Supply - Complex	Large or complex sites*	\$750.00	
Type	Square Footage	Fee	Notes
Building Construction Plan	0-50,000 SF	\$3,500	
	50,000-1,000,000+ SF	\$4,750	
Type	Square Footage	Fee	Notes
Tenant Finish/Remodel	0 – 5,000 SF	\$1,200	Tenant finish plan review fees apply to interior alterations within existing buildings. Projects exceeding 50,000 square feet or involving significant building additions may be reviewed under the Building Construction Plan Review Fee Schedule.
	5,001 – 15,000 SF	\$1,500	
	15,001 – 30,000 SF	\$2,000	
	30,001 – 50,000 SF	\$2,750	
Type	Description	Fee	Notes
Change of Occupancy	Minor	\$350	Same hazard level / limited code analysis
	Moderate	\$750	Different occupancy classification
	Major	\$1,250+	Major life safety or fire protection impacts
Change of occupancy reviews may be billed separately from tenant finish plan reviews when the change in occupancy classification requires additional code analysis.			
Type	Description	Fee	Notes
Hazardous Materials Review	Minor (single control area, low quantities)	\$750	Based on complexity and scope
	Moderate (multiple materials or tanks)	\$1,250	
	Complex (multiple control areas, H-occupancy,	\$2,000+	
Type	Description	Fee	Notes
High-Piled Combustible Storage	Per IFC Chapter 33	\$1,250	Rack layout, aisles, commodity classification and fire protection systems verification
Type	Description	Fee	Notes
Other IFC Reviews and Consultations	All other reviews and consultations not otherwise covered above	\$150/hr	2-hour minimum
Plan Review Revisions	Additional revisions beyond three or revisions resulting in substantial changes in scope	\$150/hr	1-hour minimum or 25% of the original plan review fee (whichever is greater). Substantial changes include, but are not limited to: increased building square footage, change in occupancy classification, change in fire protection system type or design approach, and major reconfiguration affecting life safety features.
Permit Expiration / Resubmittal	Resubmittal within 6-12 months	\$250	
	Resubmittal after 12 months	\$500	
	Major redesign / significant code change	25-50% of original review fee	

Inspections			
Type	Description	Fee	Notes
Inspection Fees	Local (0–100 miles round trip)	\$125/hr	2-hour minimum
	Extended Travel (101–200 miles round trip)	\$525	Per inspection, up to 2 hours on site
	High Travel (251–300 miles round trip)	\$675	Per inspection, up to 2 hours on site
	Remote (301+ miles round trip)	\$675	Per inspection; remote daily minimum will apply
	Additional on-site time beyond 2 hours	\$150/hr	Applies to extended, high travel, and remote
Remote Daily Minimum	Single remote inspection day	\$1,200	301+ miles round trip; if only one inspection or reinspection occurs
Re-Inspection Fees	Local	\$250	Remote daily minimum may apply
	Extended Travel	\$350	
	High Travel	\$450	
	Remote	\$600	
Inspection Cancellation / No-Show	<24 hours notice	\$150	
	Remote travel cancellation	\$400 + travel costs	
Overnight Travel	Hotel	Actual cost	No markup
<b>Mileage method: Google Maps round-trip from base location in Brighton</b>			



## REQUIRED DOCUMENTS AND FORMS FOR CONSTRUCTION

The fire district has contracted with 3E Fire Marshal Services to perform all services and duties as the district Fire Marshal.

Before the fire district will review site or building plans, the fire district MUST receive a completed Application for Plan Review, Impact Fee Form, and documentation of impact fee payment.

Prior to the Town of Keenesburg, Adams County or Weld County issuing a building permit, a copy of the completed Impact Fee Form, documentation of impact fee payment, and proof of fire district final review (comment letter/permit card or permit release letter) MUST be provided to them.

Plan review packets must include all documents and drawings necessary to verify compliance with the adopted fire code and referenced standards. For site plan reviews, the packet must include Civil Drawings (utility/fire protection water supply plan, required fire flow calculation, fire access and site plan). Review packet for new buildings must include architectural, mechanical, electrical, and plumbing plans. When fire protection systems are required, deferred submittals will be required.

Per IFC 104.7.2, the district may request technical assistance to determine the acceptability of technologies, processes, products, facilities, materials and uses attending the design, operation or use of a building or premises subject to inspection by the fire code official. The fire code official is authorized to require the owner or owner's authorized agent to provide, without charge to the jurisdiction, a technical opinion and report. The opinion and report shall be prepared by a qualified engineer, specialist, laboratory or fire safety specialty organization acceptable to the fire code official. and shall analyze the fire safety properties of the design, operation or use of the building or premises and the facilities and appurtenances situated thereon, to recommend necessary changes. The fire code official is authorized to require design submittals to be prepared by, and bear the stamp of, a registered design professional.

All submitted drawings must meet all requirements of the 2018 International Fire Code and referenced standards as adopted by Adams County, Weld County, and the Town of Keenesburg. The current edition of the referenced NFPA standards may be accepted if they do not lessen health, life and fire safety requirements.

One (1) PDF set of signed and stamped drawings and required supplementary documentation will need to be provided at the time of submittal.



### Submittal and Review Process Steps:

1. Download the Impact Fee Form and Application for Plan Review from our website at [www.seweldfire.org](http://www.seweldfire.org).
2. Submit the completed Impact Fee Form electronically to [planreview@seweldfire.org](mailto:planreview@seweldfire.org). Payment must be made in the form of a check to: Southeast Weld Fire District, 95 W. Broadway Avenue, Keenesburg, CO 80643.
3. Submit the Application for Plan Review and required documents electronically by sending them to [weven@3efms.com](mailto:weven@3efms.com).
4. Upon receipt of the Application for Plan Review and completion of the review, 3E Fire Marshall Services will invoice for payment.
5. Once all fees have been paid, the reviewed and stamped documents will be released to the applicant.