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 the 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 _____

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.
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 Fire Alarm Systems NFPA 72	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	
	700,000–1,000,000+ SF	$3,500.00	
	Small Scope	1/3 applicable fee	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.
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 For master plan reviews, see separate review and fee schedule	≤ 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	See note above
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 requireing 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, large tanks)	$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 rev	

Inspections - Commercial Project Note: R-2 apartment buildings are considered commercial			
Type	**Description**	**Fee**	**Notes**
Inspection Fees	Local	$125/hr	2-hour minimum
	Extended Travel	$500	Per inspection, up to 2 hours on site
	High Travel	$675	Per inspection, up to 2 hours on site
	Remote	$675*	Per inspection, up to 2 hours on site Daily minimum will apply when fewer than two inspections are scheduled
	Additional on-site time beyond 2 hours	$125/hr	Applies to extended, high travel, and remote
Daily Minimum Inspection Fee	Single remote inspection day	$1,200	*Minimum daily fees apply when fewer than two inspections are scheduled within the same general geographic area.
Re-Inspection Fees	Local	$250	Inspections where work is not ready, incomplete, or inaccessible may be billed as a full inspection.
	Extended Travel	$350	
	High Travel	$450	
	Remote	$600*	Remote daily minimum may apply
Inspection Cancellation / No-Show	<24 hours notice	$150	
	Remote travel cancellation	$400 + travel costs	
Overnight Travel	Hotel	Actual cost	No markup
Inspections - Residential Project			
Type	**Description**	**Fee**	**Notes**
Inspection Fees	Local	$300	Fee includes up to two completed inspections per home (one rough and one final). Failed, partial, or incomplete inspections may be subject to re-inspection fees
	Extended Travel	$400	
	High Travel	$500*	
	Remote	$650*	
	Additional on-site time beyond 2 hours	$125/hr	
Remote Daily Minimum	High Travel	$1,000	*Applies when fewer than two completed inspections occur within the same general geographic area on a given inspection day, regardless of scheduling
	Remote	$1,200	
Projects requiring multiple trips due to contractor scheduling, incomplete work, or failed inspections may be subject to additional inspection or travel fees (see below).			
Re-Inspection Fees	Local	$100	Inspections where work is not ready, incomplete, or inaccessible may be billed as a full inspection.
	Extended Travel	$200	
	High Travel	$300	
	Remote	$400	Remote daily minimum may apply
Inspection Cancellation / No-Show	<24 hours notice	$150	Projects requiring multiple trips due to contractor scheduling, incomplete work, or failed inspections may be subject to additional inspection or travel
	Remote travel cancellation	$400 + travel costs	
Overnight Travel	Hotel	Actual cost	No markup
Travel ranges are defined as follows (round trip from Brighton):			
Local: 0–100 miles **Extended Travel**: 101–200 miles **High Travel**: 201–300 miles **Remote**: 301+ miles			
Travel distance is calculated using Google Maps round-trip mileage from base location in Brighton at time of scheduling			
Inspection fees are based on grouping of inspections within the same geographic area on the same day. Isolated inspections may be subject to minimum daily fees.			
Scheduling multiple inspections within the same geographic area is strongly encouraged to minimize costs and avoid minimum trip charges			

FIRE MARSHAL SERVICES

Fire Code Fee Schedule

Master Planned Residential Fire Sprinkler Systems

The plan review and inspection fees within this schedule are applicable to master planned subdivisions/projects only.
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.

Master Plan Approval: A master plan may be submitted for repeated residential fire sprinkler system installations. Once approved, the master plan may be reused for identical installations under the same design criteria. Master approvals are limited to the builder, model, and system type submitted. Use of a master plan for projects with differing water supply characteristics, elevations, or system demands may require additional review. Each unique model or system design shall require a separate master plan review.

Master Planned Subdivision Threshold: Master plan submittals are intended for residential developments utilizing repetitive building models and fire sprinkler system designs. For the purposes of this fee schedule, a master planned project is generally defined as 10 or more lots (or units). Projects with fewer than 10 lots, or those with multiple models or varying system designs, may be reviewed on a case-by-case basis and may require separate plan reviews or additional fees. Lot counts shall include all phases of a development utilizing the master plan. Additional phases or expansions may be subject to additional fees.

Lot-Specific Approvals: Each installation requires a site-specific permit approval to verify address, water supply, and applicability of the approved master plan.

Plan Changes: Any deviations from the approved master plan, including layout, hydraulic demand, or system components, shall be submitted for additional review. Fees will be assessed based on the scope of changes. Such changes may void the master plan approval and require a new plan review.

Inspections: Inspection fees are assessed per home (unit), unless otherwise noted.

Reviews

Type	Fee	Notes
Master Plan Review NFPA 13D and P2904	$850.00	10 - 50 lots; single-family and two-family homes
	$850.00 + $5.00 per lot	51 - 200 lots; single-family and two-family homes
	$850.00 + $3.00 per lot	201+ lots; single-family and two-family homes
Type	**Fee**	**Notes**
Master Plan Review NFPA 13R	$1,250.00	10 - 50 lots; low rise (up to 4 stories) residential
	$1,250.00 + $5.00 per lot	51 - 200 lots; low rise (up to 4 stories) residential
	$1,250.00 + $3.00 per lot	201+ lots; low rise (up to 4 stories) residential
Type	**Fee**	**Notes**
Lot Specific Permit	$125.00	Address-specific approval for verification of water supply consistency, identical layout/model, and

Plan Changes

Type	Fee	Notes
Minor Revision	$150.00	Examples: Head relocations and small piping shifts
Type	**Fee**	**Notes**
Moderate Revision	$350.00	Examples: Layout changes and added rooms

Inspections

Type	Description	Fee	Notes
Inspection Fees	Local	$300	Fee includes up to two completed inspections per home (one rough and one final). Failed, partial, or incomplete inspections may be subject to re-inspection fees
	Extended Travel	$400	
	High Travel	$500	
	Remote	$650	
	Additional on-site time beyond 2 hours	$125/hr	
Daily Minimum Inspection Fee	High Travel	$1,000	Applies when fewer than two completed inspections occur within the same general geographic area on a given inspection day, regardless of scheduling
	Remote	$1,200	
Re-inspection fees apply when work is incomplete, not ready for inspection, non-compliant, or when additional trips are required.			
Re-Inspection Fees	Local	$100	Remote daily minimum may apply
	Extended Travel	$200	
	High Travel	$300	
	Remote	$400	
Inspection Cancellation / No-Show	<24 hours notice	$150	Projects requiring multiple trips due to contractor scheduling, incomplete work, or failed inspections may be subject to additional inspection or travel
	Remote travel cancellation	$400 + travel costs	
Overnight Travel	Hotel	Actual cost	No markup

Travel ranges are defined as follows (round trip from Brighton):

Local: 0–100 miles **Extended Travel**: 101–200 miles **High Travel**: 201–300 miles **Remote**: 301+ miles

Travel distance is calculated using Google Maps round-trip mileage from base location in Brighton at time of scheduling

Inspection fees are based on grouping of inspections within the same geographic area on the same day. Isolated inspections may be subject to minimum daily fees.

Scheduling multiple inspections within the same geographic area is strongly encouraged to minimize costs and avoid minimum trip charges

FIRE MARSHAL SERVICES

Fire Code Fee Schedule

Wildfire Resiliency Code

The plan review and inspection fees within this schedule are applicable to wildfire resiliency (WUI) projects, including single lots, subdivisions, and master planned developments. 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.

Plan Review: Projects in WUI zones require a review of building materials and site design.

Inspections: Inspections are required to verify site conditions, defensible space, and the installation of materials, including exterior siding, roofing, and window assemblies.

Structure Hardening: Focuses on construction materials and methods to make the building resistant to ignition from embers and flames (e.g., Roofing, Exterior Walls, Decking).

Site and Area: Focuses on reducing fuel loads around a structure to decrease fire intensity.

Reviews - Single structure or lot

Type	Fee	Notes
One and Two Family Dwelling	$300	Defensible space, ignition-resistant construction, access, and water supply
Type	**Fee**	**Notes**
Accessory Structures	$150	Detached or minor structure that is incidental to a primary residence equal to or less than 2,500 square feet in size
Type	**Fee**	**Notes**
Commercial and Large Accessory Structures	$1,000	Building or structure other than a one- and two-family dwelling or an addition thereto or an accessory structure greater than 2,500 square feet in size
Type	**Fee**	**Notes**
Modifications	$150	Modifications to existing one- and two-family dwellings
	$500	Existing building or structure other than a one- and two-family dwelling
Type	**Fee**	**Notes**
Revisions	$100 per revision	Three or more (two revisions are included in the initial fee)
Type	**Fee**	**Notes**
Expedited Review	$150	Completion within three business days of receiving complete submittal

Reviews - Master plan or subdivision

Type	Fee	Notes
Master Plan	$1,500 + $20 per lot	Subdivision or development
Type	**Fee**	**Notes**
Lot-Specific	$150	Per lot under the master subdivision or development

Note:

Master Plan Review is applicable for subdivisions or developments involving five (5) or more lots, repeated building models, or shared infrastructure such as access roads, water supply, or fuel modification plans. Phased or segmented developments may be considered a single project for the purposes of this requirement. The reviewer reserves the right to

Inspections

Type	Description	Fee	Notes
Defensible Space/Vegetation	Local	$225	Remote daily minimums apply to high travel and remote areas based on inspection scheduling and may be enforced when minimum inspection thresholds are not met. Reinspection fees apply when corrections are required or when an inspection cannot be completed due to incomplete or non-compliant work.
	Extended Travel	$375	
	High Travel	$525	
	Remote	$650	
Final CWRC Compliance	Local	$300	
	Extended Travel	$450	
	High Travel	$600	
	Remote	$750	
Re-Inspection Fees	Local	$175	
	Extended Travel	$325	
	High Travel	$475	
	Remote	$600	
Daily Minimum Inspection Fee	High Travel	$1,000	Applies when fewer than two completed inspections occur within the same general geographic area on a given inspection day, regardless of scheduling
	Remote	$1,200	
Inspection Cancellation / No-Show	<24 hours notice	$150	
	Remote travel cancellation	$400 + travel costs	
Extended Time	Inspections requiring extended time due to site size, terrain, access limitations, or complexity	$125	Per hour

Travel ranges are defined as follows (round trip from Brighton):

Local: 0–100 miles **Extended Travel**: 101–200 miles **High Travel**: 201–300 miles **Remote**: 301+ miles

Travel distance is calculated using Google Maps round-trip mileage from base location in Brighton at time of scheduling

Remote daily minimums apply to high travel and remote areas based on scheduling and may be enforced when minimum inspection thresholds are not met. Scheduling multiple inspections within the same geographic area is strongly encouraged to minimize costs.

The contractor is responsible for ensuring the site is ready for inspection at the time of scheduling. Incomplete or inaccessible sites may be subject to reinspection or additional

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 2024 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.

2. Submit the completed Impact Fee Form electronically to 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.

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.