



Berthoud Fire Protection District

Consolidated Fee Schedule

Effective January 1, 2025

The fees defined in this document are authorized for collection within all areas served by Berthoud Fire Protection District as duly adopted at a properly convened public meeting of the District's Board of Directors, pursuant to the authority granted 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.

Fees may be paid by cash, check or credit card. Please note that a processing fee will be added to credit card transactions. Checks shall be made out to *Berthoud Fire Protection District*. All fees are non-refundable.

FIRE PROTECTION SYSTEM PERMIT PLAN REVIEW AND INSPECTION 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 valuation of the project, as reported by the contractor.

Valuation	Plan Review Fee
System valued between \$1 to \$4,000, for the first \$500	\$65.00
• Plus, for each additional \$500 or fraction thereof, up to \$4,000	\$7.00
System valued between \$4,001 to \$25,000, for the first \$4,000	\$114.00
• Plus, for each additional \$1,000 or fraction thereof, up to \$25,000	\$14.00
System valued between \$25,001 to \$50,000, for the first \$25,000	\$408.00
• Plus, for each additional \$1,000 or fraction thereof, up to \$50,000	\$10.10
System valued between \$50,001 to \$100,000, for the first \$50,000	\$660.50
• Plus for each additional \$1,000 or fraction thereof, up to \$100,000	\$7.00
System valued between \$100,001 to \$500,000, for the first \$100,000	\$1,010.50
• Plus for each additional \$1,000 or fraction thereof, up to \$500,000	\$5.60
System valued between \$500,001 to \$1,000,000, for the first \$500,000	\$3,250.50
• Plus for each additional \$1,000 or fraction thereof, up to \$1,000,000	\$4.75
System valued between \$1,000,001 and up, for the first \$1,000,000	\$5,625.50
• Plus for each additional \$1,000 or fraction thereof	\$3.65
Plan Review Fee for incomplete permits	65% of permit fee
Underground Fire line Permit and Inspection	\$250.00
Expired Permit Fee: Fee is due if a permit is not picked up from BFPD within 180 days of the application submission. Applicant must reapply for a new permit once the original permit has expired.	65% of permit fee
Delinquent Permit Fee: If BFPD has independently determined that an individual or entity is working without a permit, BFPD will issue a stop work order and require that a permit is obtained before work resumes. A delinquent permit fee will be charged to compensate BFPD for the cost of reviewing retroactively work already begun.	Double original permit fee up to \$1,000
Expedited Review Fee (subject to staff availability)	25% of original fee or \$100.00, whichever is greater
Requested project-specific Fire Code research	\$30.00 per hour

BUILDING CONSTRUCTION PERMIT PLAN REVIEW AND INSPECTION FEES

All fees are based upon the valuation of the project, as reported by the contractor

Valuation	Plan Review Fee
Building project (less sprinkler and alarm system) valued between \$1 to \$500	\$86.00
Building project (less sprinkler and alarm system) valued between \$501 to \$4,000, for the first \$1,000	\$93.00
• Plus, for each additional \$500 or fraction thereof, up to \$4,000	\$7.00
Building project (less sprinkler and alarm system) valued between \$4,001 to \$25,000, for the first \$4,000	\$135.00
• Plus, for each additional \$500 or fraction thereof, up to \$25,000	\$2.80
Building project (less sprinkler and alarm system) valued between \$25,001 to \$50,000, for the first \$25,000	\$252.60
• Plus, for each additional \$500 or fraction thereof, up to \$50,000	\$2.02
Building project (less sprinkler and alarm system) valued between \$50,001 to \$100,000, for the first \$50,000	\$353.60
• Plus, for each additional \$500 or fraction thereof, up to \$100,000	\$1.40
Building project (less sprinkler and alarm system) valued between \$100,001 to \$500,000, for the first \$100,000	\$493.60
• Plus, for each additional \$500 or fraction thereof, up to \$500,000	\$1.12
Building project (less sprinkler and alarm system) valued between \$500,001 to \$1,000,000, for the first \$500,000	\$1,389.60
• Plus, for each additional \$500 or fraction thereof, up to \$1,000,000	\$0.95
Building project (less sprinkler and alarm system) valued between \$1,000,001 and up, for the first \$1,000,000	\$2,339.60
• Plus, for each additional \$500 or fraction thereof	\$0.73
Plan Review Fee for incomplete permits	65% of permit fee
Expired Permit Fee: Fee is due if a permit is not picked up from BFPD within 180 days of the application submission. Applicant must reapply for a new permit once the original permit has expired.	65% of permit fee
Delinquent Permit Fee: If BFPD has independently determined that an individual or entity is working without a permit, BFPD will issue a stop work order and require that a permit is obtained before work resumes. A delinquent permit fee will be charged to compensate BFPD for the cost of reviewing retroactively work already begun.	Double original fee up to \$1,000
Expedited Review Fee (subject to staff availability)	25% of original fee or \$100.00, whichever is greater
3rd and subsequent plan submittals (per submittal)	1.5 times original fee
Requested project-specific Fire Code research	\$50 per hour

FIRE OPERATIONAL PERMIT PLAN REVIEW AND INSPECTION FEES (HAZARDOUS PROCESSES, CONDITIONS, OR LOCATIONS)

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.

Type	Plan Review Fee
Liquefied Propane Gas (LPG) Portable Tank Exchange System per 36 cylinders	\$250.00
Liquefied Propane Gas (LPG) Bulk Storage Dispensing	\$250.00
Spraying or Dipping Operations	\$250.00
Compressed Gas Facilities, small - single tank dispensing	\$250.00
Compressed Gas Facilities, large - bulk facilities	\$250.00
Explosive or Blasting Permit	\$250.00
Fireworks Retail and Wholesale Sales Permit	\$1,500.00
Fireworks Display Permit	\$250.00
Flame Effects Permit	\$250.00
Flammable or Combustible Liquid Tank Removal or Installation, per tank	\$250.00
Hazardous Materials Storage/Dispensing/Production	\$250.00
High-Piled Combustible Storage Permit	\$250.00
Cryogenic Fluid Facility	\$250.00
Mobile Food Vendor Permit	\$75.00
Carbon Dioxide C02 Enrichment System Permit	\$250.00

FIRE SPECIAL PERMIT FEES	
Type	Permit Fee
Open Burning Permit (permit issued by designated county)	\$0.00
Planned Outdoor Event Permit(Special Events) 1000 or more people and/or 4 or more tents of 700 sq. ft or more (Special Event BFPD Standby for event anticipating more than 5,000 attendees at the same time (1 Incident Commander, 2 Firefighters, 1 apparatus). BFPD may require additional staffing based on event scope, location, hazards/risks, etc.)	\$250.00 + cost of BFPD personnel + current CRFF apparatus agreement rates
Annual School Inspection Fee	\$0.00
School Building Plan Review	Base fee \$400.00 plus a fee equal to 0.0028 times the total project valuation or such other fee as may be established by the State of Colorado from time to time
Tent and Canopy Permit	\$75.00 per tent
Haunted House/Maze Permit	\$100.00
Per Firefighter, per hour	\$60.00
Per Officer, per hour	\$65.00
Bonfire Standby, per event	\$350.00
Additional cost for Fire Apparatus at event location	Current CRFF apparatus agreement rates

MISCELLANOUS FEES AND INFORMATION	
	Fee
Requested After Hours Inspection; per inspection per hour *Any inspection before or after normal business hours of 7:30 AM - 4:30 PM, Monday - Friday, or all day on weekends; fee shall be doubled if inspection occurs on a designated holiday or holiday weekend	\$75.00 Minimum 2 hours
Reinspection Fee: For the third and subsequent inspections for the same purpose	\$100.00
<p>Contractor Licensing:</p> <p>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.</p>	

PLANNING AND ZONING REVIEW FEES

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.

Type	Review Fee
Annexation, Zoning and Rezoning	
Annexation	\$250.00
Rezoning/Zoning	\$100.00
Development Plans, Permits, and Approvals	
Comp Plan Amendment	\$250.00
Neighborhood Master Plan	\$250.00
Overall Development Plan	\$250.00
Site Development Plan	\$250.00
Civil Construction Plans	\$750.00
Telecommunications Tower	\$250.00
Oil & Gas Drilling & Production	\$250.00
Change of Occupancy	\$100.00
Special/Conditional Use	\$250.00
Flood Development Permit	No Fee
Grading Permit	No Fee
Short-Term Rental Business License	No Fee
Subdivisions, Plats, and Vacations	
Boundary Line Adjustment, Lot Merger	\$100.00
Concept/Sketch Plat	\$250.00
Preliminary Plat	\$250.00
Final Plat	\$250.00
Minor Subdivision	\$250.00
Administrative Plat	No Fee
Vacation of Easement (per vacation)	\$100.00
Vacation of Right-of-Way or Access Easement (per vacation)	\$100.00
Vacation of Plat	\$100.00
Variances, Appeals, and Waivers	
Appeal to Administrative Decision	No Fee
Flood Development Variance	No Fee
Variance Request	No Fee
Waiver	No Fee
Amendments	
Plat Amendment	\$250.00
Comprehensive Plan Amendment	\$250.00
Amendment to PUD - Plan	\$250.00
Amendment to PUD - Text/Architecture	No Fee

Signs		
Sign Permit (new)		No Fee
Sign Permit Sandwich Board (new & renewal)		No Fee
Projects not described above		\$100.00

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 and Larimer County currently collect 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), record release fees may be assessed.

Type	Fee
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