



Building & Fire Marshal Fees

Approved by the Board of Selectmen

Effective August 14, 2024

A. Building Permit Fees

No permit shall be issued nor shall any amendment to a permit be approved until the fee, or additional fee, as the case may be, shall have been paid for the Building Official or the Fire Marshal permit and inspection services. The fee schedule shall be reviewed annually as presented by the Building Official and Fire Marshal respectively to the Board of Selectmen and may be modified as necessary to reflect market conditions, departmental overhead and costs, and the general impact to municipal administrative overhead, including capital reserves. The posted fee for building permits shall include the Office of Education and Data Management required state education fee (presently 26 cents) and shall be as follows:

Building Department Fee Schedule

1. Building, (including Plumbing, Electrical, Mechanical, or Demolition) Permit, \$20.00 per thousand or fraction thereof of the value of the work.
2. Private Special Event Tent Permits \$100.00
3. Not-for-profit Special Event Tent Permits \$50.00
4. Returned checks and other returned payments \$30.00

B. Additional Fees

The Building Official is authorized to charge additional fees for the following items:

1. Review of construction documents prior to submission of a formal Building Permit Application, but credit such fee to the permit fee if issued;
2. Over-time fees for non-business hour/day inspections when agreed to in writing by the applicant;
3. Safety inspections, where no permit for work has been submitted, and or where a Certificate of Compliance is sought, or where exigent circumstances have brought the Building Official or his/her Deputy to a premise to act under his/her Ministerial Duties for Building Code, Housing Code, Health, and or Safety Violations;
4. Pre-permit inspections where work has been done without benefit of permits and inspections;

5. Courtesy inspections requested by the property owner or tenant during the planning phase of a proposed project; courtesy inspections for State license renewal; courtesy inspections for certain Land Use applications and permits;
6. Re-inspection fees for flagrant violations that have been documented and submitted to the applicant and have not been corrected after the follow up inspection;
7. Other fees for FOIA research, document production, and similar requests as permitted under State law.
8. Service charges for electronic payment where the applicant has agreed to the charge and been informed of the option to pay by cash or check without the fee.
9. Fees and related costs for emergency service ordered under the authority of the vacant building and public safety provisions of the CT State Building Code, Municipal Ordinance or State Statutes.
10. Staff time in implementing displaced persons relocation expenses under the State Relocation Assistance Act where the property owner has failed to act.

The fees above shall be calculated at the Building Official's Rate of Pay or sub-contracted cost, plus administrative payroll fees, taxes and fringe benefits rounded up to the next whole ten-digit number times the time spent on the item enumerated above. Time shall be calculated portal to portal. Said fees shall be paid prior to issuance of a Certificate of Occupancy or Approval. Other fees shall be calculated at the exact cost to the Town, or at the legal maximum rate set by law. The Building Official is authorized to file a lien upon the subject property for unpaid fees, and to assess reasonable attorney's fees for collection efforts.

FIRE MARSHAL'S OFFICE FEE SCHEDULE

A. Construction Plan Review Fees

Fees for commercial building (any building other than a 1 family, 2 family, or townhouse dwelling unit) plan review shall be listed below.

Unless otherwise specified, all fees are comprehensive for plan review, permit issuance, and one site inspection.

Commercial Building, Demolition, or Removal Plan Review;

For new or tenant improvement building permits;

\$10.00 per thousand dollars of construction value, plus any third-party plan review fees at the discretion of the Fire Marshal.

B. Fire Marshal Inspection Permit Fees

Type of Permit		New	Renewal
1	Assembly Use/Liquor License	\$100	\$30
2	Day Care Facilities	\$50	\$25
3	Health Care/Group Home	\$100	\$50
4	Hotels/Motels	See Table	See Table
5	Bed and Breakfast	\$100	\$50
6	Fireworks/Sparkler Sales	\$50	\$50
7	Propane Filling/Exchange - Per CT State Statute	\$25	\$25
8	Open Burn	FREE	FREE
9	Business Occupancies	See Table	See Table
10	Mercantile Occupancies	See Table	See Table
11	Carnival/Fair	\$100	\$100
12	Exhibit/Trade Show	\$150 Per Event	\$150 Per Event
13	Blasting	Per CT State Statute	Per CT State Statute
14	Motor Fuel Dispensing Facility	\$100	\$50
* 15	Outdoor Assembly Events Over 500	Hourly Rate	Hourly Rate
* 16	All Other Inspections	Hourly Rate	Hourly Rate

Permit Table		Fee
1	0-5,000 Sq. Ft.	\$50
2	5,001 - 10,000 Sq. Ft.	\$100
3	10,001 - 15,000 Sq. Ft.	\$150
4	15,001 - 20,000 Sq. Ft.	\$200
5	20,001 - 25,000 Sq. Ft.	\$250
6	25,001 - 50,000 Sq. Ft.	\$300
7	50,001 - 100,000 Sq. Ft.	\$350
8	Over 100,000 Sq. Ft.	\$400

* The fees above shall be calculated at the Fire Marshal’s Rate of Pay or sub-contracted cost, plus administrative payroll fees, taxes and fringe benefits rounded up to the next whole ten-digit number times the time spent on the item enumerated above. Time shall be calculated portal to portal. Said fees shall be paid prior to issuance of a permit or approval. Other fees shall be calculated at the exact cost to the Town, or at the legal maximum rate set by law. The Fire Marshal is authorized to file a lien upon the subject property for unpaid fees, and to assess reasonable attorney’s fees for collection efforts.

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Jill Keith
PRESTON TOWN CLERK