

Permit Process

Plans concerning the fire departments approval must be submitted for third party review. The following firms are approved by the Balch Springs Fire Department. Once third party review is completed plans must be submitted to the Balch Springs Fire Department for final approval and permitting. 3 copies **MUST** be submitted for final approval. The Balch Springs Fire department has adopted the **2015 version of the International Fire Code**. A link to local amendments is provided.

All permit request and plans must be submitted to the City of Balch Springs permit counter located at
13503 Alexander Road
Balch Springs, TX 75181

Traditions Fire Consulting, LLC

P.O. Box 5587
Frisco, TX 75035
972-979-0631

Reed Fire Protection Engineering

14135 Midway Suite G260
Addison, TX 75001
1(800)-381-5504
214-638-7999

Coker Engineering, LLC.

1540 Keller PKWY Suite 108
Keller, TX 76248
817-739-8333

Permit Fees

Automatic Fire Sprinkler

0 - 100,000 Sq. Ft.	\$50.00 Minimum	\$.03 Per Square Ft.
100,000 - 300,000 Sq. Ft.	\$2,000 For 1st 100,000	\$.014 Each Additional Sq. Ft.
300,000 - +Sq. Ft.	\$4,000 For 1st 300,000	\$.009 For Each Additional Sq. Ft.
Single Family (Only)	\$50.00 Per System	

Automatic Fire Alarm Systems

0 - 10 Devices	\$50.00 Per Building
11 - 25 Devices	\$75.00 Per Building
25+ Devices	\$150.00 Per Building
100+ Devices	\$200.00 Per Building
200+ Devices	\$400.00 Per Building

Kitchen Fire Protection Suppression Systems \$100.00 Per System

Underground Fire Line (Main Only) \$50.00 Per System

Controlled Trench Burns \$300.00 Per Day

Access Gate Control System \$100.00 Per System

Tent Inspection \$150.00 Per Tent

Fire Works Permit \$100.00 Per Day

Fuel Tank Removal \$100.00 Per Tank

Fuel Tank Installation \$100.00 Per Tank

Temporary Above Ground Tank Storage (Propane Cylinders) \$100.00 Annually

Multifamily Inspections \$25.00 Per Unit/Per
Vacancy

Single Family Rental Property Inspection \$25.00 Per House/Per
vacancy

For all permits issued by the Balch Springs Fire Department a permit application must be completed, submitted, payment received and permit approved prior to work beginning.

Please make checks payable to **The City of Balch Springs**.

Field verification inspections required by the Balch Springs Fire Department shall be coordinated by calling **972-557-6046**.

Inspection appointments are subject to the availability of an inspector.

The following information must be provided when requesting an inspection:

- Address of project
- Name of project
- Contact name and phone number of contractor/ company making request
- Type of inspection needed

On Site Inspection Requirements:

- Approved Permit(s) for work being done should be on site
- A set of approved plans from the Balch Springs Fire Department. No shop drawings stamped by your company.
- Components to be inspected shall not be covered up prior to inspection.
- A representative from the contract firm performing the work must be on site during the inspection at all times.