



CITY OF BETHLEHEM
OFFICE OF THE CITY SOLICITOR

INTER-OFFICE MEMORANDUM

To: Rachel Leon, Council President
From: Matthew J. Deschler, Assistant Solicitor
Re: Amendment of Fire Department Fee Schedule
Date: September 30, 2026

Attached for Council's consideration is a proposed resolution adopting an amended Bethlehem Fire Department Fee Schedule, which is attached to the resolution as Exhibit "A." The resolution is intended to accompany a proposed ordinance previously forwarded to Council, which repeals and replaces Article 1733 (International Property Maintenance Code) and repeals Article 1501 (Fire Safety and Code Enforcement Inspection Fees). This resolution should be considered at the same Council meeting as the aforementioned draft ordinance.

Matthew J. Deschler
Assistant Solicitor

Cc: J. William Reynolds
Craig Baer
Mike Simonson
John F. Spirk, Jr.

RESOLUTION NO. 2026-_____

Re: Adoption of Amended Fire Department
Fee Schedule

WHEREAS, by Ordinance No. 2026-_____, Council repealed and replaced Article 1733 of the Codified Ordinances of the City of Bethlehem, titled “International Property Maintenance Code,” which, at Chapter 9 thereof, adopts the 2021 International Fire Code (hereinafter “IFC”), with amendments, as the Fire Code of the City of Bethlehem, and charges the City of Bethlehem Fire Department, Bureau of Inspections, with its implementation, administration and enforcement; and

WHEREAS, by the same Ordinance, Council repealed Article 1501 of the Codified Ordinances, titled “Fire Safety and Code Enforcement Inspection Fees,” which had previously provided that fire code permit fees be set by resolution of Council; and

WHEREAS, Section 1702.01(c) of the Codified Ordinances establishes a Schedule of Fire Code Fees, which applies unless altered by subsequent Resolution approved by the City Council of the City of Bethlehem, and which was most recently amended by Resolution No. 2018-222; and

WHEREAS, the Bethlehem Fire Department has reviewed the fees charged for operational permits, fire inspections, personnel, equipment, consumables, and reports, and has recommended an amended fee schedule that more closely reflects the City’s cost of providing those services; and

WHEREAS, the Council of the City of Bethlehem has reviewed the recommended fee schedule and finds the fees set forth therein to be reasonable and in the best interests of the City of Bethlehem.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bethlehem, including by authority of Section 1702.01(c) of the Codified Ordinances of the City of Bethlehem, as follows:

1. The Bethlehem Fire Department Fee Schedule attached hereto as Exhibit "A" and incorporated herein by reference is hereby adopted.

2. To the extent any fee set forth in Section 1702.01(c) of the Codified Ordinances of the City of Bethlehem or in any prior resolution of Council is inconsistent with Exhibit "A," Exhibit "A" shall control. All fees set forth in Section 1702.01(c) or in any prior resolution of Council that are not addressed in Exhibit "A" shall remain in full force and effect.

3. The fees set forth in Exhibit "A" are in addition to any fee imposed by the Commonwealth of Pennsylvania, including the state training fee set forth in Section 1702.01(h) of the Codified Ordinances, where applicable.

4. This Resolution shall become effective upon the later of its adoption or the effective date of Ordinance No. 2026-_____.

Sponsored by: /s/ _____

Sponsored by: /s/ _____

ADOPTED BY COUNCIL THIS _____ DAY OF _____, 2026.

/s/ _____
President of Council

ATTEST:

/s/ _____
City Clerk

EXHIBIT “A”
BETHLEHEM FIRE DEPARTMENT FEE SCHEDULE

Adopted by Resolution No. 2026-_____

References in this Exhibit to the “IFC” are to the 2021 International Fire Code as adopted and amended by Chapter 9 of Article 1733 of the Codified Ordinances of the City of Bethlehem.

I. OPERATIONAL PERMITS

Permit Type	Fee	Notes
Additive manufacturing	\$100.00	
Aerosol products, aerosol cooking spray products and plastic aerosol 3 products	\$100.00	
Amusement buildings	\$100.00	
Combustible dust-producing operations	\$100.00	
Combustible fibers	\$100.00	
Compressed gases (permit amounts referenced in IFC § 105.5.9)	\$100.00	Per type/class of material and per control area
Covered and open mall buildings	\$100.00	
Cryogenic liquids (permit amounts referenced in IFC § 105.5.11)	\$100.00	Per type/class of material and per control area
Energy storage systems	\$100.00	
Explosives	\$100.00	
Fireworks display	\$200.00	Pre- and post-inspection included; “stand-by” required
Flammable and combustible liquids	\$100.00	
Fruit and crop ripening	\$100.00	
Fumigation and insecticidal fogging	\$100.00	
Hazardous materials (permit amounts referenced in IFC § 105.5.22)	\$100.00	Per type/class of material and per control area
HPM facilities	\$100.00	
High-piled storage	\$100.00	
Hot work operations	\$75.00	
Liquid- or gas-fueled vehicles or equipment in assembly buildings	\$75.00	
Magnesium	\$100.00	
Mobile food preparation vehicles	\$125.00	Inspection included
Open burning	\$100.00	Inspection included
Open flames and candles	\$50.00	

Permit Type	Fee	Notes
Organic coatings	\$100.00	
Plant extraction systems	\$100.00	
Pyrotechnic special effects material	\$150.00	
Pyroxylin plastics	\$100.00	
Rooftop heliports	\$100.00	
Spraying or dipping	\$100.00	
Storage of scrap tires and tire byproducts	\$100.00	
<i>Tank removal – flammable and combustible liquids</i>		
<i>Above ground</i>		
Up to and including 275 gallons	\$100.00	Inspection included
276 to 500 gallons	\$150.00	Inspection included
501 to 2,000 gallons	\$200.00	Inspection included
Over 2,000 gallons	\$250.00	Inspection included
<i>Underground</i>		
Up to 500 gallons	\$200.00	Inspection included
501 to 2,000 gallons	\$250.00	Inspection included
Over 2,000 gallons	\$350.00	Inspection included
Temporary cooking vendor	\$75.00	Inspection included

Operational Permit Provisions:

- Operational permit fees include one-half hour of plan review. Additional plan review, as needed, shall be charged at \$40.00 per one-half hour.
- Inspection fees are additional to operational permit fees unless otherwise noted above, and are based on the square footage of the permitted operation in accordance with Part II below.
- Operational permit fees do not include “stand-by” firefighters or inspectors as determined by the Fire Marshal, which shall be charged at the current “Roster Duty” rate, as determined annually.
- An after-hours inspection fee of \$100.00 per hour, with a one (1) hour minimum, shall be added for all inspections conducted outside of normal business hours (Monday through Friday, 7:30 a.m. to 4:30 p.m.).
- Where an operational permit is required, the permit shall be obtained prior to the commencement of any work covered under the permit. If any work is started prior to the issuance of the permit, the Fire Marshal may at his discretion issue a permit for work to continue upon review and approval of a permit application, in which case any applicable permit fees shall be two times the standard fee.

II. FIRE INSPECTION FEES

Fire Inspection Type	Fee	Notes
<i>Commercial occupancies</i>		

Fire Inspection Type	Fee	Notes
Under 2,500 square feet	\$25.00	
2,500 to 5,000 square feet	\$45.00	
5,001 to 10,000 square feet	\$75.00	
10,001 to 50,000 square feet	\$100.00	
50,001 to 100,000 square feet	\$200.00	
100,001 to 500,000 square feet	\$300.00	
Over 500,000 square feet	\$400.00	
Second and each additional re-inspection	½ of applicable Fire Inspection Fee	

Fire Inspection Provisions:

- (a) All fire inspection fees include the initial inspection plus one (1) re-inspection.
- (b) An after-hours inspection fee of \$100.00 per hour, with a one (1) hour minimum, shall be added to the regular inspection fee for all inspections conducted outside of normal business hours (Monday through Friday, 7:30 a.m. to 4:30 p.m.).

III. PERSONNEL

Position	Fee	Notes
Fire Marshal	\$75.00	Per hour
Fire Inspector	\$66.00	Per hour
Incident Commander	\$70.00	Per hour
Fire Officers	\$64.00	Per hour
Firefighters	\$62.00	Per hour
Special Teams Leader	\$66.00	Per hour
Technician Level Responder	\$66.00	Per hour
Fire Business Manager	\$50.00	Per hour

IV. EQUIPMENT – MOTORIZED

Equipment	Fee	Notes
Command Post	\$150.00	Per hour
Truck, Haz Mat Response Vehicle	\$275.00	Per hour
Truck, Fire Pumper	\$200.00	Per hour
Truck, Rescue Pumper	\$225.00	Per hour
Truck, Fire Aerial, Ladder	\$250.00	Per hour
Truck, Fire Aerial, Platform	\$300.00	Per hour
Truck, Utility/Support Vehicle	\$50.00	Per hour

Equipment	Fee	Notes
Bomb Response Truck	\$150.00	Per hour
Explosive Disposal/Containment Trailer	\$200.00	Per hour
Bomb Robot	\$75.00	Per hour
Rescue Boat	\$75.00	Per hour
UTV/ATV	\$75.00	Per hour
Fire Investigation Vehicle	\$50.00	Per hour

V. EQUIPMENT – OTHER

Equipment	Fee	Notes
Generators	\$15.00	Per hour
Submersible pump	\$15.00	Per hour

VI. CONSUMABLES AND DAMAGED EQUIPMENT

Item	Fee	Notes
All absorbents	Current replacement cost	Per bag; one (1) bag minimum
Speedy Dry	Current replacement cost	Per bag; includes manpower
Repair or replacement of damaged equipment	Current cost to repair or replace	

VII. REPORTS AND MISCELLANEOUS

Item	Fee	Notes
Incident reports	\$25.00	
Environmental reports	\$25.00	
<i>Fire investigation / origin and cause reports</i>		
Summary/preliminary report	\$200.00	
Full origin and cause report	\$400.00	Subpoena required
Consultation – civil litigation	\$100.00	Per hour
Photos	\$40.00	Per USB drive
X-ray	\$50.00	