



Retail Fireworks Site Application, Permitting and Inspection Process

In June 2017, a new law, HB3907 passed in the Texas legislature and changed the fee structure for the inspection of retail fireworks site. Due to this new law, the Bexar County Commissioners Court approved a revised fee structure for the permitting and inspection of retail fireworks sites in the unincorporated areas of Bexar County. Bexar County has adopted the 2015 International Fire Code and 2015 International Building Code as well as local amendments to these codes. The Bexar County Fire Code also requires permits for temporary structures. Retail fireworks stands are considered temporary structures by the Bexar County Fire Code and are required to be permitted as such. The fee schedule pertaining to temporary structures and retail fireworks site inspections is as follows:

Temporary Structure Permits	400 - 750 sq. ft. = \$75.00 More than 750 sq. ft. = \$75.00 + \$.025 sq. ft.
This fee is for registration of temporary structures (tents, air supported structures, canopies, construction trailers, retail fireworks stands, etc.). An inspection of the structure is also required to ensure compliance with the adopted Fire Code requirements. An additional Fire/Safety Inspection fee will be assessed for the inspection (refer to fee below). Valid for up to 365 days (1 yr.).	
Retail Fireworks Site Inspections	less than 25,000 sq. ft \$100.00 + \$25 ea. addl. bldg. 25,000-99,999 sq. ft \$200.00 + \$25 ea. addl. bldg. 100,000 sq. ft or more \$300.00 + \$25 ea. addl. bldg.
This fee is for the inspection of retail fireworks sites (stands and indoor sites) to ensure compliance with the adopted Fire Code and Texas Occupations Code 2154.2025(c) and minimum safety standards adopted by the state. This fee is only charged once per calendar year for each retail fireworks site. If several retail fireworks stands are chained together to form one continuous stand, each stand will count as an additional building.	

There are the ten (10) simple steps to obtain a temporary structure permit and receive a fire and life safety inspection for a Retail Fireworks Site in Unincorporated Bexar County. **Retail fireworks sites can include Mega/Superstores and/or permanent stand buildings, however these are not temporary structures so a temporary structure permit will not be issued.**

Application/Permitting Steps (the application and permitting process is now all online):

1. Visit www.MyGovernmentOnline.org (First time users will need to click the Create Account link). **FOR HELP AND CUSTOMER SUPPORT, PLEASE CALL 866-957-3764.**
2. Once your account is created and you are logged in, select the Permits & Licensing button.
3. Select Apply Online.
4. From the drop down lists, select Texas for the State; select Bexar County for the Jurisdiction; and select Operational Permits under the Project Type then select Next.
5. Select Get Started on a New Application (Each Retail Fireworks Site address will need its own application. A retail fireworks site may have multiple stands/buildings, including Mega/Superstores & permanent stands on it.)
6. Select the sales period under the Application Type drop down then select Next.
7. Complete the remainder of the fields as required and submit your application.
8. Once you submit applications for all your Retail Fireworks Sites, your application will be reviewed by Bexar County Fire Marshal personnel, your permit and inspections fees will be calculated and your application will be approved or rejected based on your responses to the application questions.
9. Payment must be made in person by check, cash or money order made payable to the Bexar County Clerk and brought to the Bexar County Fire Marshal's Office. The total amount due will be provided by fire marshal personnel based on responses to the application questions.
10. Once applications have been received and payment has been made, an Retail Fireworks Site inspection will be scheduled once the structure(s) are in place and the product has been stocked on the shelves.

It is the stand operator's responsibility to ensure that the site has been permitted by the BCFMO prior to opening to the public. Your inspection will be scheduled once payment has been made and permit issued.*

*** If you are ready for inspection and an inspector has not visited your site, please call 210-335-0300 and press option 9 and speak to the receptionist.**

The diagram below shows the temporary structure fee and inspection fees for a typical stand setup:

A SINGLE STAND:

Inspection fee (per calendar year): \$100
Temporary Structure Permit (per sales period): \$75
Total fees: \$175

TWO STANDS LINKED TOGETHER:

Inspection fee (per calendar year): \$100	Inspection fee (addl. bldg, per calendar year): \$25
Temporary Structure Permit (per sales period): \$75	Temporary Structure Permit (per sales period): \$75
Total fees: \$175	Total fees: \$100

THREE STANDS LINKED TOGETHER:

Inspection fee (per calendar year): \$100	Inspection fee (addl. bldg, per calendar year): \$25	Inspection fee (addl. bldg, per calendar year): \$25
Temporary Structure Permit (per sales period): \$75	Temporary Structure Permit (per sales period): \$75	Temporary Structure Permit (per sales period): \$75
Total fees: \$175	Total fees: \$100	Total fees: \$100