

**ALABAMA DEPARTMENT OF PUBLIC HEALTH  
ADMINISTRATIVE CODE**

**CHAPTER 420-5-21  
PAYMENT OF PLAN REVIEW FEES**

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**420-5-21-.01      Applicability.**

The following procedures are applicable to submittals of drawings and specifications for new construction, addition or alteration projects to hospitals or other health care facilities in the State of Alabama as defined by Section 22-21-20, Code of Ala. 1975.

These rules apply to projects having the first project submittal received for review, by the Technical Services Unit of the Alabama Department of Public Health, on or after the effective date of these rules.

**Author:** Victor C. Hunt, AIA

**Statutory Authority:** Code of Ala. 1975, §§22-21-40, et seq.

**History: Amended:** Filed November 20, 2000; effective December 25, 2000.

**420-5-21-.02      Fees Required.**

(1) **FEE SCHEDULE:** Fees are based on a percentage of the cost of construction of each project. The fee schedule is set out in Alabama Administrative Code Rule 420-1-5-.08, "State Level Fees," and is available online at [www.adph.org/facmgmt](http://www.adph.org/facmgmt).

(2) **Initial Fee:** The first submittal of each new project shall be accompanied by an initial fee payment. This includes projects consisting only of fire alarm or fire sprinkler work. Submittals sent in without this initial fee will not be logged in until the fee payment is received.

(3) **Final Stage Drawing Approval Fee:** Upon receipt by the architect or owner of the Department's written notice of approval of the final drawings and specifications, payment shall be due for 75 percent of the total fee. The following conditions apply:

(a) Written review comments must be sent by the Alabama Department of Public Health to the project architect within 60 calendar days of the Department's receipt of each submittal (120 calendar days on projects costing more than \$15,000,000). If the Alabama Department of Public Health does not meet this time limitation, the Drawing Approval fee payment is waived.

(b) Final Inspection will not be scheduled prior to receipt of Final Stage Drawing Approval fee payment.

(4) Final Inspection Fee: Upon the projects having a requested preliminary inspection or final inspection performed by the Department of Public Health, payment shall be due immediately for the remainder of the total fee. The following conditions apply:

(a) The inspection must be performed within 30 calendar days of the Alabama Department of Public Health's receipt of a written request for inspection from the project architect, or by the date requested by the architect (whichever is later). Requests for preliminary or final inspections must occur after Final Stage Drawing Approval. If the Department does not meet this time limitation, the Final Inspection fee payment is waived.

(b) Certificate of Completion (COC) will not be issued prior to receipt of Final Inspection fee.

(5) Reviews And Inspections Covered By Fees: Up to four separate plan review submittals, prior to final approval, are included in the Final Stage Drawing Approval Fee. One building inspection is included in the Final Inspection Fee.

(6) Additional Fees:

(a) If additional submittals or inspections are required, an additional fee, equal to 15 percent of the total fee, shall be paid for each additional submittal or inspection. The time restrictions and conditions which apply to routine submittals and final inspections shall apply to additional submittals and inspections.

(b) When sprinkler or fire alarm drawings are submitted as part of a larger project, they will not be counted as additional submittals requiring the additional fee.

**Author:** Victor C. Hunt

**Statutory Authority:** Code of Ala. 1975, §§22-21-40, et seq.

**History: New Rule:** Filed November 20, 2000; effective December 25, 2000. **Amended:** Filed July 23, 2012; effective August 27, 2012. **Amended:** Filed December 15, 2016; effective January 29, 2017.

**420-5-21-.03      Payment Of Fees.**

(1) Final Stage Drawing Approval Fee Payment shall be accompanied by the completed "Final Stage Drawing Approval Fee Worksheet" and a copy of the architect's or contractor's latest estimated cost of building construction. The cost estimate will be the basis for calculating the estimated total fee on the fee worksheet.

(2) Final Inspection fee payment shall be accompanied by the completed "Final Inspection Fee Worksheet" and a copy of the contractor's latest pay request. The pay request will be the basis for calculating the total fee on the fee worksheet.

(3) "Cost of construction" shall include the cost of the actual building construction, addition or alteration, including sitework.

(4) Fee payments are nonrefundable.

(5) All payments to the Department shall be by check or money order, made payable to "Alabama Department of Public Health."

(6) Fee payments shall be received only at the office of the Technical Services Unit in Montgomery.

**Author:** Victor C. Hunt, AIA

**Statutory Authority:** Code of Ala. 1975, §§22-21-40, et seq.

**History: New Rule:** Filed November 20, 2000; effective December 25, 2000. **Amended:** Filed July 23, 2012; effective August 27, 2012.

420-5-21-A

Appendix Forms (Repealed 8/29/12).

**FINAL PLAN REVIEW APPROVAL**  
**FEE WORKSHEET**  
**TECHNICAL SERVICES, ALABAMA DEPARTMENT OF PUBLIC HEALTH**  
**(Repealed 8/29/12)**

**FINAL INSPECTION FEE WORKSHEET**

**FEE WORKSHEET**

**TECHNICAL SERVICES, ALABAMA DEPARTMENT OF PUBLIC HEALTH  
(Repealed 8/29/12)**

**Author:** Victor C. Hunt, AIA

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