

# SCOTTS VALLEY FIRE PROTECTION DISTRICT

## ORDINANCE NO 2005-2

### AN ORDINANCE ESTABLISHING A SCHEDULE OF FEES FOR INSPECTION SERVICES, PLAN CHECKS, PERMITS, COST RECOVERY, AND OTHER FIRE SERVICE RELATED FEES

WHEREAS, the California Health and Safety Code, Section 13916, authorizes the Board of Directors of the Scotts Valley Fire Protection District (District) to charge a fee to cover the cost of any service which the District provides, or for the cost of enforcing any regulation for which a fee is charged;

WHEREAS, the following fees reflect the actual cost borne by the District in providing the service or enforcing the regulation;

WHEREAS, the current fee schedule is in need of revision and update;

NOW THEREFORE BE IT RESOLVED AND ORDERED THAT, the Scotts Valley Fire Protection District adopts the schedule of fees attached as the current Fire Prevention and Fire Service Fees;

FUTHER BE RESOLVED AND ORDERED THAT, this Ordinance rescinds Ordinance 97-1 and any other previous Fee Schedule Ordinances.

#### **I. PERMIT SERVICE FEES**

A fee in accordance with the following schedule shall be paid to the District at the time of application or upon receipt of an invoice for services rendered for:

##### **A. Inspection Service**

When a fire inspection is requested or required by state or local ordinance the standard hourly fee shall be charged. This fee is one hundred ten dollars (\$110.00) per hour with a one hour minimum for each inspection and staff member. After the first hour, fifty-five dollars (\$55.00) per half hour shall be charged with a one-half hour minimum. The fee is for actual office hours and field hours per project/inspection. When a person fails to cancel a requested inspection prior to the time of the inspection, one hour at the standard hourly fee shall be charged.

Such fee shall not be refunded upon failure of an applicant to obtain necessary permits. Failure to apply for necessary permits or services may result in an order from the Fire Chief or his/her designee to obtain a permit for service.

**B. Plan Review Service/Required Permits and Any Records, Photographs, or Documents**

When a plan review is requested or required by state or local ordinance under any of the following categories, the standard hourly fee shall be charged for actual office hours and field hours per project review. Included are fire alarm, sprinkler system and fixed extinguishing system required permits, and other plans as required.

**PERMITS AND FEES**

<u>TYPE OF PLAN REVIEW</u>	<u>PERMIT</u>	<u>FEE</u>		
1. <u>Design Review</u>	N/A	\$110.00 per hour/per staff member		
2. <u>Fire Alarm System</u>	Required			
1-5 devices		\$ 275.00 per permit 1 hour office review and 1.5 hours inspection included in permit cost.		
6 + devices		\$275.00 plus \$1.00 per device in excess of 5 devices.		
3. <u>Fixed Extinguishing System</u>	Required	\$275.00 per permit		
4. <u>Sprinkler Systems</u>	Required			
<i>Number of Heads</i>	<i>Office Hours</i>	<i>Field Hours</i>	<i>Total Hours</i>	<i>Permit Fee</i>
1 – 5 heads	0.5	0.5	1	\$110.00
6 – 20 heads	1	1	2	\$220.00
21 – 50 heads	1.5	1	2.5	\$275.00
51 – 100 heads	2	1.5	3.5	\$385.00
101 – 150 heads	2.5	2	4.5	\$495.00
151 + heads	\$495.00 + \$0.40 per head for each head in excess of 151			
Commercial underground supply permit				\$220.00
Residential underground supply permit (when different from sprinkler contractor)				\$110.00

Plan review and site visits (inspections) included in permit price.

5. Building Plan Review

Includes all new construction including commercial and residential. The total fee due prior to a building permit being issued is determined by the size of the project. Inclusive in these fees are office time, field inspection time and phone consultation time. Square footage calculations are computed on total floor area which includes all floors, heated and unheated, porches, and garages.

<u>TYPE OF PLAN REVIEW</u>	<u>FEE</u>
a. All occupancy groups residential and commercial	\$0.20 per square foot
b. Tenant improvement	\$110.00 per hr/per inspector for office hours, field hours and consultations
c. Final map review	\$110.00
6. <u>Address Assignment/Change</u>	\$110.00 per address
a. Address assignment/subdivision, suite assignments	\$110.00 per hour
b. Map data base update	\$110.00 plus cost of materials and consultant fees
c. Agency generated address change	No charge

**C. Other Charges**

1. Unauthorized work – On-site construction or installation prior to approval	DOUBLE FEES
2. Fire flow tests for development	Actual equipment and personnel cost
3. False Alarms Third and subsequent false alarms within 30 days due to negligence, lack of maintenance or failure to notify alarm company of test/repair and malicious false alarms.	Actual equipment and personnel cost
4. Outside agency review service	Actual cost or fees whichever is greater plus 20% administration fee

**D. Records, Photographs, Documents**

1. Incident report, Investigation report (one copy free to affected property owner)	\$25.00 per report
2. Photographs, audio cassette tapes, computer disks, video tapes	Actual cost of media plus \$25.00
3. Deposition/Interview	\$110.00 per hour

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|------------------|----------------------|
| 4. District Maps | Actual cost plus 20% |
| 5. File copies   | \$2.00 per page      |

## **II. HOURLY EQUIPMENT AND PERSONNEL FEES**

The District will seek cost recovery for the following types of incidents:

1. Hazardous materials releases
2. Flagrant false alarms
3. Incident involving illegal activities
4. Incident resulting from negligence

Recovery costs will be based on actual cost to provide the service plus a 20% administrative cost.

The following components will be factored into the recovery charge:

1. Personnel costs
2. Mobile equipment costs
3. Tools, materials and supply costs
4. Dispatch and communications cost
5. Specialty equipment

### **A. Personnel**

Personnel costs will be calculated utilizing a “fully loaded” actual cost. The hourly rate will include actual salary and benefit costs based on the position and the current memorandum of understanding. Overtime premium will be charged based on actual personnel response and/or required cover.

### **B. Mobile Equipment**

Mobile equipment will be charged at the current OES/FEMA schedule of hourly equipment rates plus mileage with a \$50.00 minimum charge. All other equipment will be charged at actual cost.

### **C. Materials and Supply Costs**

Materials and supplies will be charged at the actual cost of replacement including tax and freight.

### **D. Dispatch and Communications Costs**

The cost of dispatch will be actual cost as determined by the District’s agreement with Santa Cruz Consolidated Emergency Communications Center.

Other telecommunication charges will be billed based on actual costs.

**E. Meeting Room Facility Use Fee**

Two meeting rooms are available on a rental basis:

<u>Facility</u>	<u>Resident Fee</u>	<u>Non Resident Fee</u>
Glenwood Meeting Room	\$20 per hour/\$120 per day	\$25 per hour/\$150 per day
Erba Lane Meeting Room	\$20 per hour/\$120 per day	\$25 per hour/\$150 per day

Fees are required to be paid in advance of the use of the facility. Charges for damages or other loss will be charged at actual cost for repairs plus an administrative charge.


**F. Waiver of Fees**

Any request for the waiver of fees will be presented to the Board of Directors in writing and agendized for the next regular Board meeting. A majority vote of the Board is required to waive fees.

This Ordinance shall become effective thirty (30) days after passage of the Board of Directors. This Ordinance shall remain in full force and effect until a subsequent superseding Ordinance becomes effective.

PASSED AND ADOPTED this 10<sup>th</sup> day of August 2005, by the Board of Directors of the Scotts Valley Fire Protection District by the following vote:

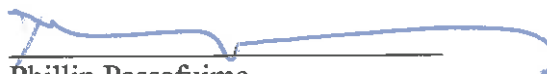
- AYES: Directors ARMSTRONG, CLARK, ALAN SMITH, CABIGAS, ART SMITH
- NOES: Directors
- ABSENT: Directors
- ABSTAIN: Directors

  
 Chairperson  
 Board of Directors

ATTEST:

  
 Board Secretary

APPROVED AS TO FORM:

  
 Phillip Passafuime  
 District Counsel