

# SCOTTS VALLEY FIRE PROTECTION DISTRICT

## ORDINANCE NO 2021-1

### 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 (SVFPD) to charge a fee to cover the cost of any service which the SVFPD 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 SVFPD 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 SVFPD 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 2005-2 and any other previous Fee Schedule Ordinances.

#### **Fee Schedule**

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

#### **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 fifty-eight dollars (\$158) per hour with a one hour minimum for each inspection and staff member. After the first hour, seventy-nine dollars (\$79.00) 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.

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 their designee to obtain a permit for service.

#### **Plan Review Service/Required Permits**

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.

Building Plan Review including commercial and residential construction. 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. Plan review and site visits (inspections) are included in the permit price.

<b>Development Review Fees</b>	<b>Fee</b>
1. <u>Design Review</u>	\$158.00 per hour
2. <u>Tenant Improvement</u>	\$158.00 per hour
3. <u>All Occupancy Groups Residential and Commercial</u>	\$0.20 per square foot

<b>Inspection Permit Fees</b>	<b>Fee</b>
1. <u>Fire Alarm System</u>	
a) 1 – 9 Devices	\$395.00
b) 10 + Devices	\$474.00
2. <u>Sprinkler Systems</u>	
a) 1 – 5 Heads	\$158.00
b) 6 – 20 Heads	\$316.00
c) 21 – 50 Heads	\$395.00
d) 51 – 100 Heads	\$553.00
e) 101 – 150 Heads	\$711.00
f) 150 + Heads	\$869.00
3. <u>Residential Underground Supply</u> (when different from sprinkler contractor)	\$158.00
4. <u>Commercial Underground Supply</u>	\$316.00
5. <u>Fixed Extinguishing System</u>	\$395.00

<b>Work Without Permits and Missed Appointments</b>	<b>Fee</b>
1. <u>Work Without Permits</u>	DOUBLE FEES
2. <u>Missed Field Appointments (not cancelled prior)</u>	\$158.00

<b>False Alarms</b>	<b>Fee</b>
1. <u>False Alarms (per 30 day period)</u>	
a) First Response	No Charge
b) Second Response	No Charge
c) Third and each Additional Response	\$182 per response

<b>Administrative Fees</b>	<b>Fee</b>
1. <u>Incident, Investigations and PCR Reports</u> (one free copy to the affected persons)	\$25.00 per report
2. <u>File Copies</u>	\$0.25 per page
3. <u>Returned Check Fee</u>	\$25.00 + County Fees
4. <u>Late Payments Past 30 Days</u>	5% of the total invoice per month
5. <u>Deposition/Interview</u>	\$158.00 per hour
6. <u>Administrative Fee</u>	15%

Other Charges	Fee
1. Chipper Program a) Chipper Rental b) Staff	\$50.00 per hour \$100.00 per hour per staff member
2. <u>Erba Lane Meeting Room</u> a) Resident b) Nonresident	\$20.00 per hour/\$120 per day \$25.00 per hour/\$150 per day
3. <u>Glenwood Meeting Room</u> a) Resident b) Nonresident	\$20.00 per hour/\$120 per day \$25.00 per hour/\$150 per day

Meeting Room Facility 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 fee.

### **HOURLY EQUIPMENT AND PERSONNEL FEES**

The SVFPD 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

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

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

#### **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.

#### **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.

#### **Materials and Supply Costs**

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

#### **Dispatch and Communications Costs**

The cost of dispatch will be actual cost as determined by the SVFPD agreement with Santa Cruz Consolidated Emergency Communications Center. Other telecommunication charges will be billed based on actual costs.

Waiver of Fees

Any request for the waiver of fees will be presented to the SVFPD 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 sixty (60) 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 November 2021, by the Board of Directors of the Scotts Valley Fire Protection District by the following vote:

AYES


Director Robert Campbell  
Director Edward Harmon  
Director Joseph Parker  
Director Russ Patterson  
Director Daron Pisciotta

NOES

ABSENT

ABSTAIN

ATTEST:

  
\_\_\_\_\_  
Ron Whittle  
Board Secretary

  
\_\_\_\_\_  
Joe Parker  
Board President

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Phillip Passafuime  
SVFPD Legal Counsel