

**ZAYANTE FIRE PROTECTION DISTRICT**

**ORDINANCE NO 510-07-23**

**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 Zayante Fire Protection District (ZFPD) to charge a fee to cover the cost of any service which the ZFPD 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 ZFPD in providing the service or enforcing the regulation;

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

WHEREAS, the matter calls for a public hearing to consider evidence both oral and documentary to be introduced and received, and the matter submitted for decision to the Zayante Fire Protection District Board of Directors;

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

FURTHER BE RESOLVED AND ORDERED THAT, this Ordinance rescinds Ordinance 413-05-15 and any other previous Fee Schedule Ordinances.

**Fee Schedule**

A fee in accordance with the following schedule shall be paid to the ZFPD 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 consultant fees, 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.

Developmental Review Fees	Fee
1. <u>Design</u> Review/Discretionary Review	\$158.00 per hour
2. <u>Building Plan Review</u> Intake Fee (non- refundable)	\$350.00
3. Plan Review - All Occupancy Groups Residential and Commercial	\$1.25 per square foot
4. Tenant improvement review	\$158.00 per hour
Miscellaneous Services:	
1. On site plan check – min. 1 hr.	\$158.00/hour
2. Off-site plan check – min. 1 hr.	\$158.00/hour
3. Water Storage tanks (permit, plan check, Inspection)	\$150 permit and \$158.00/hour
4. Private hydrant (permit, plan check, Inspection)	\$150 permit and \$158.00/hour
5. Underground sprinkler (permit, plan check, Inspection)	\$150 permit and \$158.00/hour
6. LPG tank (permit, plan check, Inspection)	\$150 permit and \$158.00/hour
7. Ansul systems (permit, plan check, Inspection)	\$150 permit and \$158.00/hour
8. Additional inspections	\$158.00/hour

Inspection Permit Fees	Fee
1. Fire Alarm <u>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. Residential <u>Underground Supply</u> (when different from sprinkler contractor)	\$158.00
4. Commercial <u>Underground Supply</u>	\$316.00
5. Fixed Extinguishing System	\$395.00

Work Without Permits and Missed Appointments	Fee
1. Work Without Permits	DOUBLE FEES
2. Missed Field Appointments (not cancelled 24 hours prior)	\$158.00

False Alarms	Fee
1. False Alarms (per 30 - day period)	
a) First Response	No Charge
b) Second Response	No Charge
c) Third and each Additional Response	\$150 per response

Administrative Fees	Fee
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1. Incident, Investigations and PCR Reports as permitted: (one free copy to the affected persons)	\$25.00 per report
2. File <u>Copies</u>	\$0.25 per page
3. Returned Check Fee	\$25.00 + County Fees
4. Late <u>Payments</u> Past 30 <u>Days</u>	20% of the total invoice per month
5. <u>Deposition/Interview</u>	\$158.00 per hour
6. Administrative Fee	15%

Other Charges	Fee
1. Chipper Program a) Chipper Rental b) Staff	\$50.00 per hour \$100.00 per hour per staff member
2. Zayante Fire Community Room a) Resident b) Nonresident	\$175 per day (5 hours) \$225 per day (5 hours)
3. Kitchen Use a) Resident b) Nonresident	\$275.00 per day (5 hours) \$325.00 per day (5 hours)

Meeting Room and 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 of 100%. Applications for facility use are reviewed by the Board of Directors at their regular monthly meeting on the third Thursday at 7 pm. Any application for an event that will have more than 100 people, amplified music or sound system, or use of alcohol, must be filed a minimum of 45 days prior to the event all other applications may be filed 30 days prior the event.

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

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

1. Hazardous materials releases
2. Flagrant false alarms
3. Incident involving illegal activities

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 OES/FEMA rate schedule, 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. A cleaning deposit of \$150 may be charged based on the nature of the use application.

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

The cost of dispatch will be actual cost as determined by the ZFPD 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 ZFPD 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 15<sup>th</sup> day of June 2023, by the Board of Directors of the Zayante Fire Protection District by the following vote:

AYES

ABSENT

NOES

ABSTAIN

ATTEST:

Jeff Maxwell  
Board Secretary

APPROVED AS TO FORM:

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ZFPD Legal Counsel