

**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 are not more than 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;

NOW THEREFORE BE IT RESOLVED AND ORDERED THAT, the ZFPD adopts the schedule of fees, attached hereto as Exhibit A, 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. All fees are subject to an annual increase in July of each calendar year based on the change in Consumer Price Index (CPI) for the Bay Area and/or increased fees for services by contracted Plan Professionals. The new Fee Schedule is attached as Exhibit A.

Inspection Service

Inspection Fees shall be charged as shown on Exhibit A. Unless a flat fee is identified for the inspection, when a fire inspection is requested or required by state or local ordinance, the standard hourly fee shall be charged. The standard hourly fee is one hundred sixty-four dollars (\$164) per hour with a one hour minimum for each inspection and staff member charged portal to portal. After the first hour, seventy-nine dollars (\$82.00) 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.

Development Review Fees: Plan Review Service/Required Permits

Development Review Fees shall be charged as shown on Exhibit A.

When a Design review is requested or required by state or local ordinance under any of the following categories, the standard hourly fee (of \$164/hour, plus any CPI increases) shall be charged for actual consultant fees, office hours, and field hours per project review. Included within the Design Review are fire alarm systems, 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. Included 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.

Meeting Rooms

Meeting Room Fees shall be charged as shown on Exhibit A. 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 of 100%. Applications for facility use are reviewed by the Board of Directors at their regular, monthly meeting. Applications must be filed 30 days before the monthly board meeting in which it will be reviewed. Applications for events with more than 100 people, amplified music or other sound system, or use of alcohol, must be filed a minimum of 45 days prior to 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; and
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; and
5. Specialty equipment if required.

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.

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.

Specialty Equipment – as required.

False Alarms and Administrative Fees

False alarms and Administrative Fees shall be charged as shown on Exhibit A.

Waiver of Fees

Any request for the waiver of fees will be presented to the ZFPD Board of Directors in writing and agendaized 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 11th day of May 2023, by the Board of Directors of the Zayante Fire Protection District by the following vote:

AYES

Fleming
Herceg
Locatelli
Schneider
Taubet

NOES

none

ABSENT

none

ABSTAIN

ATTEST:



Dan Walters
Board Secretary

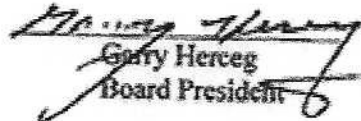

Gary Herceg
Board President

EXHIBIT A: NEW FEE SCHEDULE

Development Review Fees	Fee
1. Design Review	\$164.00 per hour
2. Building Plan Review Intake Fee (non-refundable)	\$350.00
3. Plan Review - All occupancy groups (residential & commercial)	\$1.25 per square foot
4. Tenant improvement review	\$164.00 per hour

Miscellaneous Inspection and Permit Services	Permit Fee	Inspection Fee
1. On-site or Off-site plan check (1 hr min)		\$164.00 hr.
2. Water Storage Tanks	\$150.00	\$164.00 hr.
3. Private Hydrants	\$150.00	\$164.00 hr.
4. Underground Sprinkler **	\$150.00	\$164.00 hr.
5. LPG Tanks	\$150.00	\$164.00 hr.
6. Ansul Systems	\$150.00	\$164.00 hr.
7. Additional Inspections (1 hr min.)		\$164.00 hr.

** When different from sprinkler contractor

Inspection Permit Fees	Fee
1. Fire Alarm System	
a) 1 – 9 Devices	\$395.00
b) 10 + Devices	\$474.00
2. Sprinkler Systems	
a) 1 – 5 Heads	\$164.00
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 Underground Supply (when different from sprinkler contractor)	\$164.00
4. Commercial Underground Supply	\$316.00
5. Fixed Extinguishing System	\$395.00

Work Without Permits and Missed Appointments	Fee
1. <u>Work Without Permits</u>	DOUBLE FEES
2. <u>Missed Field Appointments (not cancelled 24 hrs prior)</u>	\$164.00

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

Administrative Fees	Fee
1. <u>Incident, Investigations and PCR Reports</u> (PCR's as permitted by privacy laws)	\$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>	\$164.00 per hour
6. <u>Administrative Fee</u>	15%

Other Charges	Fee
1. Chipper Program	
a) Chipper Rental	\$50.00 per hour
b) Staff	\$100.00 per hour per staff member
2. Zayante Fire Community Room	
a) Resident	\$175.00 per day (5 hours)
b) Nonresident	\$225.00 per day (5 hours)
3. Kitchen Use	
a) Resident	\$275.00 per day (5 hours)
b) Nonresident	\$325.00 per day (5 hours)

Hourly Equipment and Personnel Fees*	Fee
Personnel costs; Mobile equipment costs; Tools, materials and supply costs; Dispatch and communications cost; and Specialty equipment if required	All at Actual Cost plus 20% administrative fee.

* Only for: Hazardous materials releases; Flagrant false alarms; Incident involving illegal activities; and Incident resulting from negligence.