

ZAYANTE FIRE PROTECTION DISTRICT

ORDINANCE NO 525-26-24

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;

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;

FUTHER BE RESOLVED AND ORDERED THAT, this Ordinance rescinds Ordinance #510-07-23 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. All fees are subject to an annual increase based on the change in Consumer Price Index for the Bay Area/ or increased fees for services by contracted Plan Professionals.

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 seventy one dollars (\$171) per hour with a **two hour minimum** for each inspection and staff member. After the second hour, eighty five dollars (\$85) 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 or passing of an inspection. Fees are charged for all services provided. 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. **Failure to pay fees within 60 days will result in a Hold on the parcel and a penalty of double the assessed fee when the project is reviewed again.**

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 **with a two hour minimum**. 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. **Failed inspections will be billed with a 2 hour minimum.**

| Development Review Fees | Fee |
|--|------------------------|
| 1. Design Review | \$171.00 per hour |
| 2. Building Plan Review Intake Fee (non-refundable) | \$500.00 |
| 3. Plan Review - All occupancy groups (residential & commercial) | \$1.25 per square foot |
| 4. Tenant improvement review | \$171.00 per hour |

| Miscellaneous Services | Permit Fee | Inspection Fee |
|---|------------|----------------|
| 1. On-site or Off-site plan check (2 hr min) | | \$171.00 hr. |
| 2. Water Storage Tanks | \$150.00 | \$171.00 hr. |
| 3. Private Hydrants | \$150.00 | \$171.00 hr. |
| 4. Underground Sprinkler ** | \$150.00 | \$171.00 hr. |
| 5. LPG Tanks | \$150.00 | \$171.00 hr. |
| 6. Ansul Systems | \$150.00 | \$171.00 hr. |
| 7. Additional Inspections (1 hr min.) | | \$171.00 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 | \$171.00 |
| 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) | \$171.00 |
| 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 |

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| 2. <u>Missed Field Appointments (not cancelled 24 hrs prior)</u> | \$342.00 |
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| 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> | \$171.00 per hour |
| 6. <u>Administrative Fee</u> | 15% |

| Other Charges | Fee |
|---|---|
| 1. Chipper Program a) Chipper Rental b) Staff | \$100.00 per hour \$100.00 per hour per staff member |
| 2. Zayante Fire Community Room a) Resident b) Nonresident | \$175.00 per day (5 hours) \$225.00 per day (5 hours) See Facility Use Application for current rates and process. |

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 may be filed up to 30 days in advance of the event. Applications for events with more than 100 people, amplified music or other sound systems, 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
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 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 the 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 16th day of May 2024, by the Board of Directors of the Zayante Fire Protection District by the following vote:

AYES

NOES

ABSENT

ABSTAIN

ATTEST: _____

Jeff Maxwell
Board Secretary

John Schneider
Board President

APPROVED AS TO FORM: _____

ZFPD Legal Counsel