

## Administration

### 400.1 PURPOSE AND SCOPE

**Agency Content**

This policy establishes the minimum requirements from the Tiburon Fire Protection District relating to issuance of permits, fees associated to those permits, penalties associated to permits, inspections and record keeping.

### 400.2 POLICY

**Agency Content**

This policy clarifies the language added, amended or deleted in the 2019 California Fire Code by Ordinance #129. Ordinance #129 has been locally adopted by vote of the Board of Directors and shall be enforced as the 2019 California Fire Code within the District's jurisdictional boundaries and/or contracted area(s). All permits are found in Section §105 of the 2019 California Fire Code and are considered valid in the jurisdiction of the Tiburon Fire Protection District.

The following policies will specify the issuance of permits, fees associated to permits, penalties associated with permits or lack thereof, inspections and record keeping at the Tiburon Fire Protection District.

### 400.3 REFERENCE

**Agency Content**

The full transcript of Ordinance #129 shall be found [HERE](#) or is available for viewing at 1679 Tiburon Boulevard, Tiburon, CA. 94920

### 400.4 MASTER FEE SCHEDULE

**Agency Content**

See attachment: [Master fee schedule for Website.pdf](#)

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# Master Fee Schedule

**Fees through June 30, 2022**

<b><u>Special Services</u></b>	
Deposition/Interview for civil matters	Actual Hr. Cost
Incident Reports- 2 pages	\$17.00
Each Additional Page	\$1.00
Fire Investigation Report (no cost to victim)	
Cover page and synopsis	\$28.00
Each Additional Page	\$1.00
Duplicate Prints of Photos	
Flat Rate	\$28.00
Plus Cost of Duplication	Actual Hr. Cost
Public Information Records	
Board Meeting agenda	\$0.00
Board packets & minutes, Codes or miscellaneous information	
First Page	\$17.00
Each Additional Page	\$1.00
Large Requests	Actual Hr. Cost
<b><u>Fire Prevention Services</u></b>	
Building and development plan review, includes commercial, residential and lot, per hour, one hour minimum	\$151.00
Occupancy Use Change	\$123.00
Unauthorized Work	2X permit fee
Failure to complete Fire Department Final prior to Occupying (per day)	\$123.00
Second and subsequent plan submittal	50% of original fee
<b><u>Fire Protection Systems</u></b>	
<b><u>(Includes 1 plan review &amp; 2 inspections)</u></b>	
Automatic Fire Sprinkler Systems	
NFPA 13 or 13R systems up to 94 heads	\$397.00
Each additional sprinkler head	\$3.00
NFPA 13 or 13R undergrounds	\$288.00
Scope Letter- under 10 heads/T.I Work	\$137.00
NFPA 13D systems up to 40 heads	\$288.00
Each additional sprinkler head	\$3.00
Automatic Extinguishing Systems	
Hood and Duct up to 6 nozzles	\$179.00
Hood and Duct over 6 nozzles	\$234.00

Spray booths and other systems, One hour minimum.	\$179.00
<b>Fire Alarm Systems</b>	
Sprinkler system monitor only	\$179.00
Buildings under 6000 square feet	\$343.00
Buildings over 6000 square feet	
Flat Rate	\$343.00
Plus per-hour inspection & testing fee, one hour minimum	\$109.00
<b>Misc. systems</b>	
Private fire hydrants	\$343.00
Dry and wet standpipes	\$343.00
All other systems	
Flat Rate	\$179.00
Plus per-hour additional time required	\$109.00
<b>Additional plan reviews and inspections</b>	
Second and subsequent plan submittal	50% of original fee
Additional Inspections, per hour, one hour minimum	\$109.00
<b>Permits</b>	
<b>Tents and temporary structures</b>	
Under 1500 square feet	\$123.00
1500 to 6000 square feet	\$232.00
Over 6000 square feet	
Flat Rate	\$287.00
Plus per-hour additional time required	\$109.00
<b>Other Fire Code Permits</b>	
per hour, one hour minimum	\$123.00
<b>Film and other miscellaneous permitting</b>	
Flat Rate	\$123.00
Plus per-hour additional time required	\$109.00
<b>Miscellaneous</b>	
<b>Special Events / Fire Watch</b>	
Flat Rate	\$123.00
Plus actual cost of personnel & vehicles	Actual Hr. Cost
Late charge for delinquent fees over 30 days	\$30.00
Service fee for returned checks	\$30.00
<b>Other outside services</b>	
Flat Rate	\$69.00
Plus actual costs	Actual Hr. Cost