



## EL CERRITO-KENSINGTON FIRE DEPARTMENT

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[www.el-cerrito.org](http://www.el-cerrito.org)



**DATE:** February 2, 2022

**TO:** Bill Hansell: General Manager

**FROM:** Michael Pigoni: Fire Chief

**RE:** **Adoption of Fee Schedule (Re-Issued for March 9, 2022 Board Meeting)**

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In December I discussed with the Board that due to changes in zoning ordinances at the State level, we had been experiencing an increase in building projects, especially for ADU's and JADU's in the Kensington District. The Agreement for Services with the City of El Cerrito does not address adoption of fees in the District's area of jurisdiction and thus the Fire Department is not able to invoice to recover costs for plan checks, sprinkler system reviews, fire alarms and the site inspections required for these projects.

As a matter of past practice, the District has always opted to pay for the outside costs for any construction projects. However, in the past, this amounted to one or two projects per year, but we are now seeing this many a month, including two large projects at 369 and 401 Colusa. I suggest that the Board adopt a fee schedule to cover new construction costs based on the County fee schedule that is used for all unincorporated areas.

The attached fee schedule is comprised of County's master list but has been shortened up to reflect only those types of projects that would likely be initiated in Kensington. As an example, fees for high rise apartment buildings or sub-divisions are not included as these are extremely unlikely to be proposed in the District.

While all counties, cities and districts normally charge fees for these services, the Board can choose to waive any incurred costs on any project. I would recommend that the Board review this ordinance and fee schedule and adopt it. The ordinance may need to be modified to match the Fire District's format but otherwise should be complete. Please contact me if you have questions.

Respectfully,

Michael Pigoni  
Fire Chief  
El Cerrito – Kensington Fire Department  
(510) 812-4503



# KENSINGTON FIRE PROTECTION DISTRICT

## ORDINANCE NO. 2022-01

### **AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE KENSINGTON FIRE PROTECTION DISTRICT ADOPTING A FEE SCHEDULE FOR PLAN CHECKING, NEW CONSTRUCTION INSPECTIONS, GENERAL FIRE AND LIFE SAFETY INSPECTIONS AND OTHER MISCELLANEOUS SERVICES PROVIDED**

**WHEREAS**, pursuant to the California Health and Safety Code, Section 13916, authorizes the Board of Directors of the Kensington Fire Protection District (District) to charge a fee to cover the costs of any service which the District provides, or for the cost of enforcing any regulation for which a fee is charged;

**WHEREAS**, the following schedule reflects the fees adopted by Contra Costa County for all cities, agencies and unincorporated areas served by the Contra Costa County Fire Protection District, and

**WHEREAS**, the District contracts with the City of El Cerrito (City) to provide fire protection services within the District’s boundaries per the terms and conditions of their agreement; and

**WHEREAS**, the City provides services to the District for fire prevention and planning at no cost outside of the agreement, and

**WHEREAS**, the District does not currently have an adopted fee schedule for services provided within the District; and

### **NOW THEREFORE, THE BOARD OF DIRECTORS OF THE DISTRICT HEREBY RESOLVES AS FOLLOWS:**

1. The District adopts the fee schedule as set forth below in Exhibit A and directs that the fees shall be uniformly applied and collected.
2. The District shall collect fees based on the type of plan submitted for review.
3. The District and/or the Fire Chief may waive applicable fees or a cost when they or their designated representative determines it is in the best interest of the District.
4. The District may, from time to time, revise this fee schedule as a result in changes in expenses to the District. Such revisions shall be adopted in the form of amendments to this ordinance, after public comment at a regularly scheduled meeting of the Board in accordance with Health and Safety Cde Section 13916.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTESTED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

DATE:



# KENSINGTON FIRE PROTECTION DISTRICT

## ORDINANCE NO. 2022-01

### EXHIBIT A

### Engineering/Plan Review Fee Schedule

Review Number	Preliminary Plan Review	Fee
1.1	In office design review/preliminary plan consultation meetings Per half hour	\$158.00
1.2	Out of Office Design and/or consultation meetings \$316.00 per hour, two (2) hour minimum	\$632.00

Review Number	Land Development	Fee
2.3	<b>Single Family Home Review – access and water supply</b> Review for access and water supply Fee includes 1/2 hour plan review	\$158.00
2.3b	Each inspection per hour	\$316.00
16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
2.4	<b>Multi-Family Home Review – access and water supply</b> Review for access and hydrant placement Fee includes two (2) hours plan review and 1 inspection	\$948.00
2.4b	Each inspection per hour	\$316.00
16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
2.5	<b>Commercial Facility Review – access and water supply</b> Review for access and hydrant placement Fee includes one (1) hour plan review and 1 inspection	\$632.00
2.5b	Each inspection per hour	\$316.00
16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
4.1	<b>New Construction or Building Additions Plan Review</b> Minimum plan review base fee	\$948.00
4.1a	Plus \$.07 per square foot in excess of 2000 sq. ft. Fee includes two (2) hours plan review and one (1) field inspection	\$.07/ sf.
4.1b	Additional inspections, per hour	\$316.00
16.1	<b>Re-submittals or revisions</b>	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
4.2	<b>Tenant Improvement Plan Review (for building additions see 4.1)</b> Minimum plan review base fee	\$632.00
4.2a	Plus \$.07 per square foot in excess of 2000 sq. ft. Fee includes one (1) hour plan review and one (1) field inspection	\$.07/ sf.
4.2b	Additional inspections, per hour	\$316.00
16.1	<b>Re-submittals or revisions</b>	\$316.00
17.1	Additional plan review time, per half hour	\$158.00

## Kensington Fire Protection District Engineering/Plan Review Fee Schedule

Review Number	Fire Protection Systems	Fee
5.1 5.1a 5.1b 16.1 17.1	<b>Tenant Improvement Fire Sprinklers (without calculations)</b>  Minimum plan review base fee Plus \$.50 per head in excess of 10 heads Fee includes one (1) hour plan review and one (1) field inspection Each additional inspection (e.g., weld-o-let, hydro, visual, etc.), per hour <b>Re-submittals or revisions</b> Additional plan review time, per half hour	\$632.00 \$.50/ head \$316.00 \$316.00 \$158.00
5.2 5.2a 5.2b 16.1 17.1	<b>Tenant Improvement Fire Sprinklers (with calculations)</b>  Minimum plan review base fee Plus \$.50 per head in excess of 10 heads Fee includes 1.5 hours plan review and one (1) field inspection Each additional inspection (e.g., weld-o-let, hydro, visual, etc.), per hour <b>Re-submittals or revisions</b> Additional plan review time, per half hour	\$790.00 \$.50/ head \$316.00 \$316.00 \$158.00
5.3 5.3a 5.3b 16.1 17.1	<b>New Commercial Fire Sprinkler System (13 and 13 R systems)</b>  Minimum plan review base fee Plus \$.50 per head in excess of 10 heads Fee includes two (2) hours plan review and one (1) field inspection Each additional inspection (e.g., weld-o-let, hydro, visual, etc.), per hour <b>Re-submittals or revisions</b> Additional plan review time, per half hour	\$1,264.00 \$.50/ head \$316.00 \$316.00 \$158.00
5.4 5.4b 16.1 17.1	<b>Residential Fire Sprinkler System (single family home)</b>  Minimum plan review base fee Fee includes one (1) hour plan review, one (1) overhead hydro and one (1) final inspection Each additional inspection, per hour <b>Re-submittals or revisions</b> Additional plan review time, per half hour	\$632.00 \$316.00 \$316.00 \$158.00
5.6 5.6b 16.1 17.1	<b>Standpipe System</b>  Minimum plan review base fee Fee includes two (2) hours plan review and one (1) final inspection Each additional inspection (e.g., hydro, flush. Flow test, etc.), per hour <b>Re-submittals or revisions</b> Additional plan review time, per half hour	\$948.00 \$316.00 \$316.00 \$158.00
5.11 5.11b 16.1 17.1	<b>Fire Pump Installation</b>  Minimum plan review base fee Fee includes two (2) hours plan review and five (5) hours field inspection *(Does not include review of generator or separate fuel storage tank) Each additional inspection (e.g., hydro, flush. Flow test, etc.), per hour <b>Re-submittals or revisions</b> Additional plan review time, per half hour	\$2,212.00 \$316.00 \$316.00 \$158.00
5.12 5.12a 5.12b 16.1 17.1	<b>Commercial Cooking (Hood and Duct) Fire Suppression System</b>  Minimum plan review base fee Each additional; system review Fee includes one (1) hour plan review and one (1) hour inspection time Each additional inspection, per hour <b>Re-submittals or revisions</b> Additional plan review time, per half hour	\$632.00 \$316.00 \$316.00 \$316.00 \$158.00

## Kensington Fire Protection District Engineering/Plan Review Fee Schedule

Review Number	Fire Alarm Systems	Fee
6.1 6.1a 6.1b 16.1 17.1 6.1e	<p><b>Fire Alarm System</b></p> <p style="text-align: right;">Minimum plan review base fee</p> <p style="text-align: right;">Plus \$10.00 per initiating and notification device</p> <p style="text-align: center;">Fee includes two (2) hours plan review and one (1) hour field inspection time</p> <p style="text-align: right;">Each additional inspection., per hour</p> <p style="text-align: right;"><b>Re-submittals or revisions</b></p> <p style="text-align: right;">Additional plan review time, per half hour</p> <p style="text-align: right;">Pre-wire inspections, per hour</p>	<p>\$790.00</p> <p>\$10.00/ea.</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p> <p>\$316.00</p>
6.2 6.2a 6.2b 16.1 17.1	<p><b>Dedicated Function Fire Alarm System (i.e. sprinkler monitoring, elevator recall, etc.)</b></p> <p style="text-align: right;">Minimum plan review base fee</p> <p style="text-align: right;">Plus \$10.00 per initiating and notification device in excess of 4 devices</p> <p style="text-align: center;">Fee includes one (1) hour plan review and one (1) hour field inspection time</p> <p style="text-align: right;">Each additional inspection., per hour</p> <p style="text-align: right;"><b>Re-submittals or revisions</b></p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$632.00</p> <p>\$10.00/ea.</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p>
6.3 6.3a 6.3b 16.1 17.1	<p><b>Fire Alarm Panel Replacement Only</b></p> <p style="text-align: right;">Minimum plan review base fee</p> <p style="text-align: right;">Plus \$10.00 per initiating and notification device if altered</p> <p style="text-align: center;">Fee includes one (1) hour plan review and one (1) hour field inspection time</p> <p style="text-align: right;">Each additional inspection., per hour</p> <p style="text-align: right;"><b>Re-submittals or revisions</b></p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$632.00</p> <p>\$10.00/ea.</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p>
13.1 13.1a 13.1b 16.1 17.1	<p><b>Miscellaneous Submittals or Plan Reviews</b> Plans or submittals not described elsewhere</p> <p style="text-align: right;">Minimum plan review base fee</p> <p style="text-align: center;">Fee includes one (1) hour plan review and one (1) hour field inspection time</p> <p style="text-align: right;">Additional plan review time will be charges on hourly basis</p> <p style="text-align: right;">Each additional inspection., per hour</p> <p style="text-align: right;"><b>Re-submittals or revisions</b></p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$632.00</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p>
13.2 17.1	<p><b>Alternative Means and Methods Requests or Code Interpretation Review</b></p> <p style="text-align: right;">Minimum plan review base fee</p> <p style="text-align: center;">Fee includes two (2) hours plan review / consultation time</p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$632.00</p> <p>\$316.00</p>