

Tuesday, January 17, 2023

**BOARD OF DIRECTORS
AMADOR FIRE PROTECTION DISTRICT
COUNTY ADMINISTRATION CENTER
810 Court Street, Board of Supervisors Chambers
Jackson, California 95642**

AGENDA

-- 10:30 AM--

Please Note: All Board of Directors meetings are recorded.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the Clerk of the Board staff, at (209) 223-6391 or (209) 223-6646(fax). Requests must be made as early as possible and at least one-full business day before the start of the meeting. Assisted hearing devices are available in the Board Chambers for public use during all public meetings.

Pursuant to Government Code 54957.5, all materials relating to an agenda item for an open session of a regular meeting of the Board of Directors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, at and after the time of such distribution, in the office of the Clerk of the Board of Directors, 810 Court Street, Jackson, California 95642, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or District staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials that are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.2.

Anyone who wishes to address the Board must speak clearly, stating first and last name.

If you are participating via telephone or online and want to speak, you will need to “raise your hand” (hand emoji). Zoom how-to features, such as “unmute” or “raising your hand” can be found at the link below: https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone#h_e027935e-f7cf-4183-9870-64f177689687

TO PARTICIPATE VIA ZOOM USE THE FOLLOWING NUMBER: +1-669-900-6833

10:30 AM Regular Scheduled Meeting

+1 669 900 6833 US

Meeting ID or Access: 896-1725-8914#

Passcode: 992813

You may also view and participate in the meeting using this link:

<https://us02web.zoom.us/j/89617258914?pwd=bTQrRTBCM21qV0I2bDIPZGV1aDdxdz09>

REGULAR MEETING AGENDA

DATE: January 17, 2023
TIME: 10:30 AM
LOCATION: County Administration Center
Board Chambers
810 Court Street
Jackson, CA 95642

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA: Approval of agenda for this date; any and all off-agenda items must be approved by the Board (pursuant to 54954.2 of the Government Code)

PUBLIC MATTERS NOT ON THE AGENDA: Discussion items only; no action will be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the AFPD Board of Directors; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. **Please note - there is a five (5) minute limit per topic.**

PUBLIC HEARING: Discussion and possible action relative to a public hearing to consider repealing Ordinance 007 Establishing a Fee Schedule for Plan Review, Inspections, and Providing Reports with the Amador Fire Protection District and adopt revised Ordinance 012. *Section 29088 of the Government Code: General Government Funds, Internal Service Funds, Enterprise Funds, Trust Funds and County Owned Special Districts.*

- (1) REPEAL OF ORDINANCE 007 AND ADOPTION OF ORDINANCE 012 INCREASE OF PREVENTION FEE SCHEDULE:** Discussion relative to subject matter and possible action.

ADMINISTRATIVE MATTERS:

- (2) VEHICLE MAINTENANCE REPORT:** Discussion relative to subject matter and possible action.
- (3) TRAINING REPORT:** Discussion relative to subject matter and possible action.
- (4) CALL REPORT:** Discussion relative to subject matter and possible action.

MISCELLANEOUS MATTERS

- (5) MINUTES:** Discussion and possible action. Review and approval of the regular minutes from December 13, 2022.

ADJOURNMENT until Tuesday, February 21st, 2023

****DO NOT REMOVE UNTIL AFTER JANUARY 18TH 2023 ****

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 01/17/2023

From: Walter White
(Department Head - please type)

Phone Ext. x391

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>01/17/23</u>	

Department Head Signature _____

Agenda Title: Public Hearing Repeal Ordinance 007 & Adoption of Revised Ordinance 012 Increased Prevention Fee Schedule

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Discussion and possible action relative to repealing Ordinance 007 and adopting Revised Ordinance 012 establishing a fee schedule for plan review, inspections and providing reports with the Amador Fire Protection District. Fee Increase based on revised nexus study provided by Bureau Veritas.

Recommendation/Requested Action:

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts

Is a 4/5ths vote required?

Yes

No

Contract Attached:

Yes

No

N/A

Resolution Attached:

Yes

No

N/A

Ordinance Attached

Yes

No

N/A

Committee Review?

N/A

Name _____

Committee Recommendation: _____

Comments: _____

Request Reviewed by:

Chairman _____

Counsel _____

Auditor _____

GSA Director _____

CAO _____

Risk Management _____

Distribution Instructions:

FOR CLERK USE ONLY

Meeting Date _____

Time _____

Item # _____

Board Action: Approved Yes ___ No ___

Unanimous Vote: Yes ___ No ___

Ayes: _____

Resolution _____

Ordinance _____

Other: _____

Noes: _____

Resolution _____

Ordinance _____

Absent: _____

Comments: _____

Distributed on _____

A new ATF is required from _____

I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.

Completed by _____

Department
For meeting
of _____

ATTEST: _____

AFPD Board Clerk

AMADOR FIRE PROTECTION DISTRICT

810 Court Street, Jackson California 95642-2132 (209) 223-6391



TO AMADOR LEDGER DISPATCH FOR PUBLICATION POSTED TWICE:

December 30, 2022

January 6, 2023

NOTICE OF PUBLIC HEARING

SUMMARY OF PROPOSED ORDINANCE 012 INCREASING THE AMADOR FIRE PROTECTION DISTRICT FEE SCHEDULE

On January 17, 2023, at 10:30 a.m. or soon thereafter, the Amador Fire Protection District Board of Directors will consider a proposed ordinance repealing Amador Fire Protection District Ordinance 007, by updating the fee schedule consistent with the Nexus Study completed by Bureau Veritas. If the Board of Directors adopts the proposed ordinance, it will take effect February 17, 2023.

The public hearing shall take place at the County Administration Center located at 810 Court Street, Jackson, California in the Board of Supervisors Chambers on **Tuesday, January 17, 2023 at 10:30 a.m.** or as soon there after as can be heard, zoom teleconference will also be available. The text of the proposed ordinance and a copy of the nexus study is available in the office of the Clerk of the Board of the Amador Fire Protection District, 810 Court Street, and Jackson, California 95642 or on our website www.amadorfire.org.

For further information regarding the proposed ordinance, please contact the Amador Fire Protection District at (209) 223-6391.

AMADOR FIRE PROTECTION DISTRICT

(AFFIDAVIT OF PUBLICATION PLEASE)

DRAFT ORDINANCE NO. AFPD 007012

AN ORDINANCE ESTABLISHING A FEE SCHEDULE FOR PLAN REVIEW, INSPECTIONS AND PROVIDING REPORTS
WITH THE
AMADOR FIRE PROTECTION DISTRICT

The Board of Directors of the Amador Fire Protection District ordains as follows:

WHEREAS, Amador Fire Protection District Ordinance No. 0072, An Ordinance Establishing a Fee Schedule for Plan Review, Inspections, and Providing Reports with the Amador Fire Protection District, is hereby repealed in its entirety.

WHEREAS, budgetary consideration has required that a charge be made to defray the District's cost of performing plan review and inspection functions related to new development, tenant improvement and alteration projects, fire code compliant inspections, and the cost of providing reports prepared by the District.

WHEREAS, California Health and Safety Code Section 13916, Section 13917, Section 13918, Section 13919 together with California Government Code Section 6103.7 and NFPA 1730 authorizes the District to adopt a fee schedule to defray the cost of providing this service to the general public; and

WHEREAS, the review of construction plans and specifications by the District and their subsequent inspection to assure that fire safety equipment and design criteria have been installed and are continued in working order protects the health and safety of the general public and preserves life and property.

NOW THEREFORE THE BOARD OF DIRECTORS OF THE AMADOR FIRE PROTECTION DISTRICT DOES ORDAIN TO ESTABLISH A FEE SCHEDULE AS FOLLOWS:

Plan Review, Subdivision

Minor (4 lots or less) \$152.00/113.00/hr.
~~Each additional Lot~~ \$34.00

Plan Review/ Inspection

New Commercial Plan Review \$88.00/113.00/reviewapplication
New Commercial Inspection (Up to 5000sqft) \$88.00/113.00/hr. (review & inspection)
~~New Commercial Inspection (Over 5000sqft)~~ \$152.00/inspection

Tenant Improvement Including Plan Review
& Inspection. \$88.00/113.00/hr.

Civil Plans Including Plan Review
& Inspection. \$88.00/113.00/hr.

Underground hydro test (Buried Water Mains) \$184/113.00.00/hr.

High hazard applications, processes/storage \$88.00/113.00/hr.

Automatic commercial sprinkler system \$344.00 per floor/riser & \$1.00/head (application + hr.)

Automatic residential sprinkler system Plan Review \$88.00/113.00/modelhr

Automatic residential sprinkler system Inspection (Hydro & Visual) \$216.00/113.00/hr.

Automatic fire extinguishing system (non-sprinkler)

Hood and Duct system \$216.00 (application + hr.)

Other system \$88.00/113.00/hr.

Spray Booths \$257.00 (application + hr.)

Fire/flow-tamper alarm system

Dedicated Function (Specialized System) \$184.00 (application + hr.)

Building Fire Alarm \$312.00 (application + hr.)

Per Device \$5.00

Fire hydrant inspection/flow test \$88.00/113.00/hr.

Commercial Water Storage System (Rural Areas)

Tank \$184113.00
Fire Pump (Sprinkler Systems & Hydrants) \$344.00 (application + hr.)

State mandated inspections

Daycare, Public assembly, Board and Care \$152.00113.00 (except for facilities w/fee set by State)
Above ground fuel storage tanks (New or Closure) \$152113.00.00/hr.

Temporary structure, requiring fire clearance

Construction Office, Tents, Canopies, Membrane Structures \$152113.00/hr.

Additional inspections

Medical Gas System \$184113.00 /hr.
Commercial Business Inspections \$152.00113.00/hr.
Malfunction or non-compliance \$88.00113.00/hr. (2 hr. minimum)
Other inspections as required \$88.00113.00/hr.
Project consultation rate \$88.00113.00/hr.
Other \$88.00/113.00/hr.

Fire Report \$21.0056.50 (flat rate)

Penalty for failure to secure required permit or approval Twice the original fee

These fees may be increased in the future by District resolution consistent with applicable law, including but not limited to annual adjustments to the fee model provided as part of the comprehensive study provided by Matrix Consulting Group Bureau Veritas North America, Inc. A Delaware Corporation ~~May of 2019~~ November 2022.

The cost of the plan checking, inspections, testing or reports shall be paid for, in advance, by the responsible party to the Amador Fire Protection District, 810 Court Street, Jackson, CA. If the exact amount of cost is unknown, a projected cost will be determined and a deposit paid in that amount.

This ordinance shall become effective thirty (30) days from the date of passage.

The foregoing ordinance was duly passed and adopted by the Board of Directors of the Amador Fire Protection District at a regular meeting thereof, held on the ~~18th-17th~~ day of ~~June~~ January, ~~2019~~2023, by the following vote:

AYES: ~~Brian Oneto, Pat Crew, Richard Forster, Frank Axe, Jeff Brown~~

NOES: None

ABSENT: None

President, Board of Directors

ATTEST:

LINDSEY CLARKNICOLE COOK, Clerk of the
Amador Fire Protection District
Amador County, California



**BUREAU
VERITAS**

180 Promenade Circle, Suite 150
Sacramento, CA 95834
P 916.725.4200
www.bvna.com

November 21, 2022

**Patrick Chew, Fire Marshal
Amador Fire Protection District
810 Court Street
Jackson, CA 95642**

Subject: AFPD Fee Schedule Update

Dear Patrick,

It has been a genuine pleasure working with you in your efforts to update the current fire prevention fee schedule for the Amador Fire Protection District (AFPD). I appreciate the cooperation you and your staff provided during our review and evaluation of your current costs for service delivery. At the end of the process, we were able to produce an updated hourly rate for fire prevention services and an updated fee schedule for you to carry forward to your Board of Directors for approval.

The AFPD conducted a fee study in 2019 working with the Matrix Consulting Group. The groundwork for your current fee schedule was laid at that time. The task at hand during this latest collaboration between the AFPD and Bureau Veritas was simply an update of fees based on current costs for providing fire prevention related services. A review of your current direct and indirect costs was conducted, and a new hourly rate was produced.

In addition to updating the AFPD fee schedule, I would like to offer my perspective on cost recovery as a former fire marshal at the local community level, as well as the State Fire Marshal for California. Fire prevention services, also known as community risk reduction, are of paramount importance for a variety of reasons. I encourage you to consider the following cost recovery principles as you continue to implement the AFPD fee schedule.

Why is cost recovery is important?

In every community risk reduction (prevention) program plays a critical role in the protection of life, property, environment, economic vitality and firefighter safety. The public has entrusted the AFPD with the stewardship of providing the best available risk reduction services. To enhance and bolster an organization's risk reduction program, I draw inspiration from a few key pillars that support the existence of the fire service's risk reduction efforts and exemplify best practices in enabling service delivery.

The California Health and Safety, and Government Codes provide fire agencies the tools necessary to implement fees to defray the costs of providing certain services. It is prudent to utilize the legal tools available to support the AFPD's risk reduction efforts long term, thereby,



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potentially reducing the Prevention Division's overall financial impact to the department's general fund budget.

As you continue the organization's journey in growing an effective, comprehensive and fiscally responsible risk reduction program I would encourage the AFPD to embrace the following pillars to support your efforts:

1. Mission and Strategic Plan
2. The Five E's of Prevention
3. National Standards
4. Everyone Goes Home Program: Founded by the National Firefighters Foundation

Each of these elements is relevant to the overall fiscal health of your risk reduction program as described below.

1. Amador Fire Protection District Mission and Strategic Plan

The AFPD's adopted mission states that the District is "*committed to serving the needs of Amador County with Professionalism, Integrity and Vision.*"

Furthermore, the District's Strategic Plan emphasizes that "*the District strives to provide for the protection of life and property from the threat of fires, medical emergencies, and hazardous materials release. This mission is accomplished through planning, prevention, education, the suppression of unfriendly fires, and providing emergency care for the sick and injured.*"

When I read the AFPD's Mission Statement and Strategic Plan it is clear to me that the organization is committed providing excellent services to the communities served. This certainly includes the proactive and preventative purpose of your fire prevention program and carrying out your duties in a financially sustainable manner.

2. The Five E's of Prevention

The most effective risk-reduction strategies are those that employ a broad-based integrated approach utilizing a combination of prevention interventions. President Harry S. Truman's 1947 conference on fire prevention coined the original Three E's — education, enforcement and engineering. In 2000, the National Fire Academy added economic incentive and emergency response because of their importance to community risk reduction. The goal of using multiple interventions in parallel is twofold: prevent incidents from occurring, and when prevention fails, reduce or mitigate the impact of the incident. Each of the E's can contribute to the development of realistic, comprehensive and effective solutions. Together the E's produce a synergistic effect and are more effective than when used individually.

In order to develop and manage a robust prevention program that addresses the preventative and proactive elements of the "Five E's", adequate funding is needed. An up to date and comprehensive fee schedule will place the AFPD in a more fiscally sustainable position to continue delivering high quality risk reduction services.



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3. National Standards

Two key national standards that provide guidance and direction in the management of an effective prevention program that embraces the concept of overall community risk reduction include:

- NFPA 1730: Standard on Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Public Education Operations
- NFPA 1300: Standard on Community Risk Assessment and Community Risk Reduction Plan Development

These standards provide a guidance roadmap for communities to use when developing and implementing strong risk reduction programs. One very important element of delivering exceptional services is the need for adequate resources, including employees. I strongly encourage the AFD to look into the future and embrace a fee structure that will support additional resources so the District may adequately meet all risk reduction mandates and community expectations. I strongly suspect one fire marshal may not be enough to support an area that is almost 500 square miles in size.

Updating your fee schedule is essential to help financially sustain the department's ability to deliver most prevention related services.

4. Everyone Goes Home® Program: Founded by the National Firefighters Foundation

It goes without saying the firefighter safety is of the utmost importance. The Everyone Goes Home® Program, founded by the [National Fallen Firefighters Foundation](#), provides free training, resources, and programs to champion and implement the 16 Firefighter Life Safety Initiatives. The goal of the Everyone Goes Home® Program is to reduce the number of preventable firefighter line-of-duty deaths and injuries. Two of the 16 Firefighter Life Safety Initiatives are directly related to fire prevention services. [Initiative 14](#) relates to public education practices and [Initiative 15](#) relates to fire sprinklers and code enforcement. Click on these hyperlinks to get more detailed information about these important initiatives.

Again, implementing a comprehensive fee schedule directly supports this critical national fire service program and ultimately plays a role in assuring your firefighters can safely go home at the end of their shift.

Final thoughts and deliverables

Again, thank you for the opportunity to work with you and your staff on this important project. A properly maintained and implemented cost recovery program will greatly support your efforts to deliver high quality fire prevention services. Accompanying this letter are the deliverables Bureau Veritas committed to providing to you.



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1. **Hourly rate calculation worksheet:** Included with this fee schedule update was an evaluation of the current hourly rate of \$88. A review of current direct and indirect costs resulted in an updated proposed hourly rate of \$113. An Excel spreadsheet (Attachment A) was provided to AFPD staff, which allows for the capability of future updates as operational costs change.
2. **Fee schedule:** The current AFPD fee schedule was updated to reflect the proposed hourly rate. A copy (Attachment B) was provided to AFPD staff.

Please feel free to contact me should you have further questions or concerns.

Kind Regards,

Dennis Mathisen
Fire & Life Safety Manager

ATTACHMENT B
Amador Fire Protection District
Fire Prevention Fee Schedule

Service	Application Fee & Hourly Rate
<u>Plan Review – Subdivision</u> Minor (4 lots or less)	\$113.00/hr.
<u>Plan Review/Inspection</u> New Commercial Plan Review New Commercial Inspection	\$113.00/app + hourly \$113.00/hr.
Tenant Improvement (Includes Plan Review & Inspection)	\$113.00/hr.
Civil Plans (Includes Plan Review & Inspection)	\$113.00/hr.
Underground Hydro Test (Buried Water Mains)	\$113.00/hr.
High Hazard Applications, Processes, Storage	\$113.00/hr.
Automatic Commercial Fire Sprinkler System	\$344.00 per floor/riser Plus \$1.00/head/ app + hourly
Automatic Residential Fire Sprinkler Plan Review (NFPA13D Only) Automatic Residential Fire Sprinkler Inspection (Hydro & Visual)	\$113.00/hr. \$113.00/hr.
Automatic Fire Extinguishing System (Non-Fire Sprinkler) <ul style="list-style-type: none"> • Hood & Duct System • Spray Booth • Other System 	\$216.00/app + hourly \$257.00/app + hourly \$113.00/hr.
Fire/Flow Tamper Alarm System <ul style="list-style-type: none"> • Dedicated Function (Specialized System) • Building Fire Alarm 	\$184.00/app + hourly \$312.00/app + hourly Plus \$5.00/device
Fire Hydrant Inspection/Flow Test	\$113.00/hr.
Commercial Water Storage System (Rural Areas) <ul style="list-style-type: none"> • Tank • Fire Pump (Fire Sprinkler Systems & Hydrants) 	\$113.00/hr. \$344.00/app + hourly
Above & Below Ground Fuel Storage Tanks (New or Closure)	\$113.00/hr.
Medical Gas System	\$113.00/hr.

ATTACHMENT B
Amador Fire Protection District
Fire Prevention Fee Schedule

<p><u>Occupancy Inspections & Operational Permits</u></p> <ul style="list-style-type: none"> • State Mandated (Hotels, Motels, Apartments, High Rise, Detention Facilities) \$113.00/hr. • Non-State Mandated (Daycare, Public Assembly, Board & Care, Commercial Business) \$113.00/hr. (except facilities with fee set by state statute) • Temporary Structures Requiring Fire Clearance (Construction Office, Tents, Canopies, Membrane Structures) \$113.00/hr. 	
<p><u>Miscellaneous Services Not Otherwise Listed</u></p> <ul style="list-style-type: none"> • Malfunction or Non-Compliance (False Alarm) \$113.00/hr. (2 hrs. min.) • Other Inspections/Services as Required/Requested \$113.00/hr. • Project Consultation \$113.00/hr. • Fire Report Copy \$56.50 (flat rate) • Penalty for Failure to Secure Required Permit or Approval Twice Original Fee 	
<p><u>New Construction Services Note:</u> All fees for new construction related services listed above are considered initial application in-take fees. An initial four-hour charge will be applied for all new construction permits which will include in-take of application, initial plan review and inspections. Additional fees may be applied based on actual review time and number of inspections required. Most inspections will be charged a two-hour minimum which includes drive time. These additional fees may be charged upon completion of work. The hourly rate per inspection is \$113.00 per hour. Unless otherwise specified, all application fees will be \$113.00 plus hourly plan review and inspection fees as noted in this fee scheduled.</p>	

ATTACHMENT A

HOURLY RATE - AFPD FIRE PREVENTION DIVISION							
Title	FTE	% Time	Avail. FTE	Base Salary	Benefits	Total Annual	Total Adjusted Annual
Fire Marshal	1.00	100.00%	1.00	\$94,538	\$39,920	\$134,458	\$134,458

1.00	1.00
------	------

All Employees/Annual:	\$134,458
Divide by Avail. FTE:	1.00
Average Per Employee:	\$134,458
Billable Hour Rate:	\$78
ICRP:	\$35

PROPOSED \$113

ASSUMPTIONS	
Indirect Cost Rate Proposal (ICRP)	45.01%
Available Work Hours (AWH)	1730
Vacation	96
Holidays	88
Sick Leave	86
Training	80
Total Salary & Benefits	\$134,458
Base Top Step Salary	\$94,538
Benefits	\$39,920

Indirect Cost Proposal Rate

Annual Actuals	
Fleet Mainten:	\$ 4,700
Fleet Fuel (51	\$ 10,554
HR	\$ 2,275
Legal	\$ -
Admin	\$ 21,472
Memberships	\$ 1,862
Communicatio	\$ 2,315
Supplies (misc	\$ 850
Conferences/	\$ 1,200
FF Light Duty	\$ 3,891
Intern Prevent	\$ 7,200
Volunteer DFM	\$ 3,200
Annual Budget	\$ 1,000
Total	\$ 60,520

Note: All data provided by
Administrative Assistant
Nicole Cook.

\$20/hr Stipend

Actual Revenue Received: Fire Prevention Fees

fy 21-22 ytd	\$ 30,456
fy 20-21	\$ 20,772
fy 19-20	\$ 9,693

AMADOR FIRE PROTECTION DISTRICT

810 Court Street, Jackson California 95642-2132 (209) 223-6391



Date: ____/____/____

Business Name: _____

Business Address: _____

Business Contact: _____

Inspector: _____

RE: _____

AMOUNT DUE: \$ _____

Amador Fire Protection District (AFPD) Board of Supervisors approved an increase and implementation of collecting prevention fees upon inspection(s) on July 18, 2019. The calculated increased was based on a comprehensive study performed by a nexus study in May of 2019.

The new prevention fee schedule is listed below. This dated document is your official invoice. Your payment is due within **30 days** of the date listed above. Please make checks payable to AFPD and mail to the below address:

AFPD
810 Court Street
Jackson, CA 95642

Plan Review, Subdivision		Fire/flow-tamper alarm system	
Minor (4 lots or less)	\$152.00	Dedicated Function (Specialized System)	\$184.00
Each additional Lot	\$34.00	Building Fire Alarm	\$312.00
		Per Device	\$5.00
Plan Review/ Inspection		Fire hydrant inspection/flow test	\$88.00/hr
New Commercial Plan Review	\$88.00/review		
New Commercial Inspection (Up to 5000sqft)	\$88.00/inspection	Commercial Water Storage System (Rural Areas)	
New Commercial Inspection (Over 5000sqft)	\$152.00/inspection	Tank	\$184.00
Tenant Improvement Including Plan Review & Inspection.	\$88.00/hr	Fire Pump (Sprinkler Systems & Hydrants)	\$344.00
Civil Plans Including Plan Review & Inspection.	\$88.00/hr	State mandated inspections	
Underground hydro test (Buried Water Mains)	\$184.00	Daycare, Public assembly, Board and Care (except for facilities w/fee set by State)	\$152.00
High hazard applications, processes/storage	\$88.00/hr	Above ground fuel storage tanks (New or Closure)	\$152.00
Automatic commercial sprinkler system	\$344.00 per floor/riser & \$1.00/head	Temporary structure, requiring fire clearance	
Automatic residential sprinkler system Plan Review	\$88.00/model	Construction Office, Tents, Canopies, Membrane Structures	\$152.00
Automatic residential sprinkler system Inspection (Hydro & Visual)	\$216.00	Additional inspections	
Automatic fire extinguishing system (non-sprinkler)		Medical Gas System	\$184.00
Hood and Duct system	\$216.00	Commercial Business Inspections	\$152.00
Other system	\$88.00/hr	Malfunction or non-compliance	\$88.00/hr
Spray Booths	\$257.00	Other inspections as required	\$88.00/hr
		Project consultation rate	\$88.00/hr
		Other	\$88.00/hr
		Fire Report	\$21.00
		Penalty for failure to secure required permit or approval	Twice the original fee

Signature: _____

This dated document is your official invoice. Your payment is due within 30 days of the date listed above.

NFPA® 1730

Standard on Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Public Education Operations

2016 Edition



NFPA, 1 Batterymarch Park, Quincy, MA 02169-7471
An International Codes and Standards Organization

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Table B.3.1 Age Distribution Worksheet

Ages of Population	# of People	Percent of Population
0-4		
5-9		
10-14		
15-19		
20-24		
25-29		
30-34		
35-39		
40-44		
45-49		
50-54		
55-59		
60-64		
65-69		
70-74		
75-79		
80-84		
85 and over		

Table B.3.3 Building Stock Risk Assessment Worksheet

Occupancy Classification	# of Occupancies
Assembly	
Educational	
Day care	
Health care	
Ambulatory health care	
Residential	
One- and two-family dwelling unit	
Lodging or rooming house	
Hotel	
Dormitory	
Apartment building	
Residential board and care	
Mercantile	
Business	
Industrial	
Storage	
Other occupancies (identify each)	
Total buildings	
Total # of mixed occupancy buildings	

B.3.5 Response Risk Assessment. On the worksheet in Table B.3.5, categorize response by incident type, then list the community's risks relating to responses.

B.3.6 Hazards Risk Assessment. On the worksheet in Table B.3.6, list the local hazards (natural, human-caused, and technological) that could affect your community, then list the community's risks relating to natural, human-caused, and technological hazards. Use the risk matrix in Annex A to categorize and prioritize the hazards (see Figure A.5.3.6).

B.3.7 Economic Risk Assessment. On the worksheet in Table B.3.7, identify the infrastructure, employers, industries, institutions, events, attractions, and other organizations in the community that are critical to its financial sustainability, then list the risks relating to those items.

Annex C Sample Staffing Exercise

Annex C is not a part of the requirements of this NFPA document but is included for informational purposes only.

C.1 This annex shows a sample of the five-step process outlined in A.4.7.1. It has been filled out using a fictitious FPO so the user can see how all the steps and activities are compiled into a single staffing exercise.

C.2 Sample Exercise

C.2.1 Step 1: Scope of Services, Duties, and Desired Outputs. Identify the services and duties that are performed within the scope of the organization. Outputs should be specific, measurable, reproducible, and time limited. Among the elements can be the following:

- (1) Administration
- (2) Data collection, analysis
- (3) Delivery
- (4) Authority/responsibility
- (5) Roles and responsibilities
- (6) Local variables
- (7) Budgetary considerations
- (8) Impact of risk assessment

The services provided by the FPO include fire prevention inspection and code enforcement, plan review, investigation, and public education. The specifics of the items in the preceding list have not been detailed here, but that would need to be done for proper performance of the exercise.

C.2.2 Step 2: Time Demand. Using the worksheets in Table C.2.2(a) through Table C.2.2(d), quantify the time necessary to develop, deliver, and evaluate the various services and duties identified in Step 1, taking into account the following:

- (1) Local nuances
- (2) Resources that affect personnel needs

Plan Review

Refer to Plan Review Services Table A.7.9.2 to determine Time Demand.

C.2.3 Step 3: Required Personnel Hours. Based on Step 2 and historical performance data, convert the demand for services to annual personnel hours required for each program [see Table C.2.3(a) through Table C.2.3(e)]. Add any necessary and identifiable time not already included in the total performance data, including the following:

- (1) Development/preparation
- (2) Service
- (3) Evaluation
- (4) Commute
- (5) Prioritization

Table B.3.4(a) Fire Risk Assessment Worksheet: Community Fire Deaths and Injuries

Occupancy classification	Year		Year		Year	
	Death	Injuries	Death	Injuries	Death	Injuries
Assembly						
Educational						
Day care						
Health care						
Ambulatory health care						
Residential						
One- and two-family dwelling unit						
Lodging or rooming house						
Hotel						
Dormitory						
Apartment building						
Residential board and care						
Mercantile						
Business						
Industrial						
Storage						
Other occupancies (identify each)						
Total deaths and injuries						

Table B.3.4(b) Fire Risk Assessment Worksheet: Community Property Dollar Loss

Occupancy Classification	Year		Year		Year		
	No. of Fires	\$ loss	No. of fires	\$ loss	No. of fires	\$ loss	% of loss
Assembly							
Educational							
Day care							
Health care							
Ambulatory health care							
Residential							
One- and two-family dwelling unit							
Lodging or rooming house							
Hotel							
Dormitory							
Apartment building							
Residential board and care							
Mercantile							
Business							
Industrial							
Storage							
Other occupancies (identify each)							
Total dollar loss							

Table B.3.5 Response Risk Assessment Worksheet

Response Type	# of responses	% of Total Responses
CO alarms		
Total Responses		

Table B.3.6 Hazards Risk Assessment Worksheet

Hazard	Natural	Human-Caused	Technological

Table B.3.7 Economic Risk Assessment

Type	Risks
Infrastructure	
Employers	
Industries	
Institutions	
Events	
Attractions	
Other	

Table C.2.2(a) Time Demands Worksheet

Task	Time per Task	Total Time Required
------	---------------	---------------------

Table C.2.2(b) Fire Prevention Inspection and Code Enforcement Worksheet

Task Name	Average Task Time (hours)	Average Administration Time (hours)	Average Commute Time (hours)	Other, Average (hours)	Average Total Task Time (hours)
Assembly	1.5	1	0.5	0.25	3.25
Business	1	0.5	0.5	0.25	2.25
Institutional	12	3	0.5	1.5	17
Mercantile	0.75	0.25	0.25	0.25	1.5
Water treatment plant (CI)	4	1	0.5	0.25	5.75
Apartment (high rise)	4	1.5	0.5	8	14

Table C.2.2(c) Investigation Worksheet

Task	Time per Task	Total Time Required
On scene	8	
Off scene	16	
Travel time	0.5	
Court appearance	8	
Preparation time	24	
Report writing	8	
Telephone/emails	2	
Process reports	2	
Data entry	2	
Data search	1	
Filing	0.5	
HR	0.5	
Financial	0.1	
Legal/disclosure	1	
Cost recovery	0.5	
	74.1	74.1

Table C.2.2(d) Public Education Worksheet

Task	Time per Task	Total Time Required
Program 1 development	40	40
Program 1 travel	1	1
Program 1 prep	0.75	0.75
Program 1 presentation	2	2
Program 2 development	20	20
Program 2 travel	1	1
Program 2 prep	0.75	0.75
Program 2 presentation	1	1
Program 3 development	20	20
Program 3 travel	1	1
Program 3 prep	1	1
Program 3 presentation	2	2

Table C.2.3(a) Required Personnel Hours Worksheet

Task	No. of Tasks	Time per Task,*	Task Commute Time	Other†	Total
------	--------------	-----------------	-------------------	--------	-------

*Includes preparation, site, research, follow-up, and report.

†Includes personnel functions, administrative functions, interruption time, and prioritization.

Table C.2.3(b) Fire Prevention Inspection and Code Enforcement

Occupancy Use Group	Number of Facilities in Use Group	Total Task Time (Hours)	Frequency (Times per Year)	Total Inspection Time Required per Occupancy Type
Apartment building	40	14	1	560
Assembly	25	3.25	1	71.25
Business	10	2.25	0.3	6.75
Institutional	5	17	1	85
Mercantile	50	1.5	0.3	25
Special structures (water treatment plant)	1	5.75	2	11.5
Permit inspections				
Complaint follow-up				
Licensing inspections				
Total Hours Annually				759.5

Table C.2.3(c) Plan Review

Task	No. of Tasks	Time per Task*	Task Commute Time	Other†	Total
Plan review/field inspection	385	3 hrs	.5 hrs	.5 hrs	1540 hrs

*Includes preparation, site, research, follow-up, and report.

†Includes personnel functions, administrative functions, interruption time, and prioritization.

Table C.2.3(d) Investigation

Task	No. of Tasks	Time per Task*	Task Commute Time	Other†	Total
Investigation	20	74.1	0	0	1482

*Includes preparation, site, research, follow-up, and report.

†Includes personnel functions, administrative functions, interruption time, and prioritization.

Table C.2.3(e) Public Education

Task	No. of Tasks	Time per Task*	Task Commute Time	Other†	Total
Program 1	100	2.75	1	40	415
Program 2	50	1.75	1	20	157.5
Program 3	75	3	1	20	320
Total					892.5

*Includes preparation, site, research, follow-up, and report.

†Includes personnel functions, administrative functions, interruption time, and prioritization.

C.2.4 Step 4: Personnel Availability and Adjustment Factor. Average personnel availability should be calculated, taking into account the following:

- (1) Holiday
- (2) Jury duty
- (3) Military leave
- (4) Annual leave/vacation
- (5) Training
- (6) Sick leave
- (7) Fatigue/delays/other

Example. Average personnel availability is calculated for holiday, annual, and sick leave per personnel member (see Table C.2.4).

C.2.5 Step 5: Calculate Total Personnel Required. Division of the unassigned personnel hours by the adjustment factor will determine the amount of personnel (persons/year) required. Any fractional values can be rounded up or down to the next integer value. Rounding up provides potential reserve capacity; rounding down means potential overtime or assignment of additional services conducted by personnel. (Personnel can include personnel from other agencies within the entity, community, private companies, or volunteer organizations.)

Correct calculations based on the following:

- (1) Budgetary validation
- (2) Rounding up/down
- (3) Determining reserve capacity
- (4) Impact of nonpersonnel resources (materials, equipment, vehicles) on personnel

Total demand hours ÷ Adjustment factor = Personnel positions

Fire Prevention Inspection and Code Enforcement

$$759.5 \div 1569.6 = 0.5$$

Plan Review

$$1540 \div 1569.6 = 1$$

Investigation

$$1482 \div 1569.6 = 1$$

Public Education

$$892.5 \div 1569.6 = 0.6$$

$$\text{Total FTE personnel needed} = 3.1$$

Annex D Informational References

D.1 Referenced Publications. The documents or portions thereof listed in this annex are referenced within the informational sections of this standard and are not part of the requirements of this document unless also listed in Chapter 2 for other reasons.

D.1.1 NFPA Publications. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

NFPA 220, *Standard on Types of Building Construction*, 2015 edition.

Table C.2.4 Personnel Availability Worksheet

___ Annual hours at 100% availability	(___ hours/week × 52 weeks/year) (hours per year per person)
___ Less annual leave and holiday	(___ days per year at ___ hours per day) ___
___ Less estimated sick leave	(average ___ days per year at ___ hours per day) ___
___ Less annual training	(___ days per year at ___ hours per day) ___
Personnel hours subtotal (hours per year per person) ___	
___ Times uncertainty factor at ___% × ___ = ___	
Total available hours (hours per year per person) ___	
2080 Annual hours at 100% availability	(40 hours/week × 52 weeks/year) (hours per year per person)
	2080
176 Less annual leave and holiday	(22 (10 vac/12 holiday) days per year at 8 hours per day) 176
80 Less estimated sick leave	(average 10 days per year at 8 hours per day) 80
80 Less annual training	(10 days per year at 8 hours per day) 80
Personnel hours subtotal (hours per year per person) 1744	
1744 Times uncertainty factor at 10% × 1744 = 174.4	
Total available hours (hours per year per person) 1569.6	

NFPA 921, *Guide for Fire and Explosion Investigations*, 2014 edition.

NFPA 1021, *Standard for Fire Officer Professional Qualifications*, 2014 edition.

NFPA 1033, *Standard for Professional Qualifications for Fire Investigator*, 2014 edition.

NFPA 1035, *Standard on Fire and Life Safety Educator, Public Information Officer, and Youth Firesetter Intervention Specialist, and Youth Firesetter Program Manager Professional Qualifications*, 2015 edition.

NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, 2013 edition.

D.1.2 Other Publications. Office of the Fire Marshal of Ontario, *Public Fire Safety Guidelines*, March 2001

D.2 Informational References. (Reserved)

D.3 References for Extracts in Informational Sections. (Reserved)

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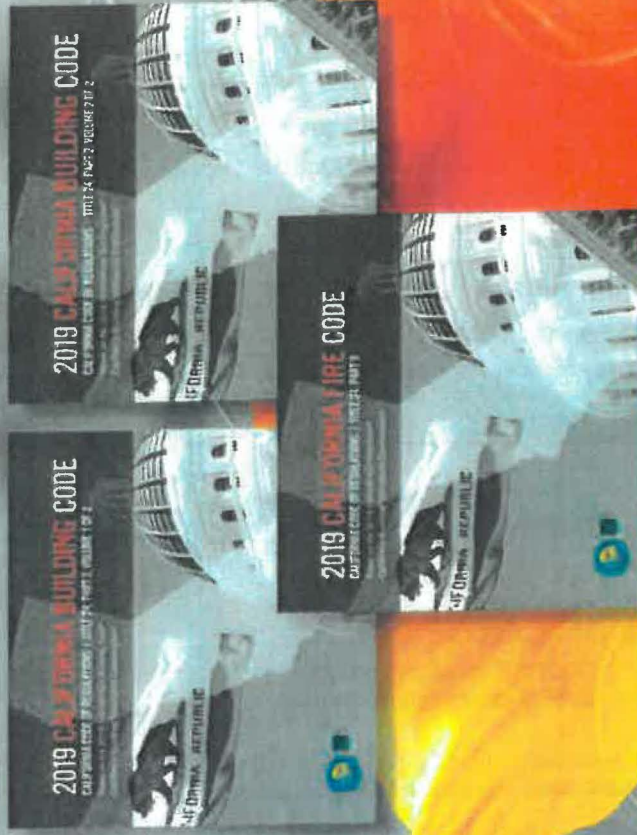
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DIVISION II ADMINISTRATION

User note:

About this chapter: Chapter 1 establishes the limits of applicability of the code and describes how the code is to be applied and enforced. Chapter 1 is in two parts: Part 1—General Provisions (Sections 101–102) and Part 2—Administrative Provisions (Sections 103–113). Section 101 identifies which buildings and structures come under its purview and references other I-Codes as applicable.

This code is intended to be adopted as a legally enforceable document, and it cannot be effective without adequate provisions for its administration and enforcement. The provisions of Chapter 1 establish the authority and duties of the code official appointed by the authority having jurisdiction and also establish the rights and privileges of the design professional, contractor and property owner.

PART 1—GENERAL PROVISIONS

SECTION 101 SCOPE AND GENERAL REQUIREMENTS

Note: Sections adopted or amended by state agencies are specifically indicated by an agency banner or indicated in the Matrix Adoption Table.

[A] 101.1 Title. These regulations shall be known as the *Fire Code* of [NAME OF JURISDICTION], hereinafter referred to as “this code.”

[A] 101.2 Scope. This code establishes regulations affecting or relating to structures, processes, premises and safeguards regarding all of the following:

1. The hazard of fire and explosion arising from the storage, handling or use of structures, materials or devices.
2. Conditions hazardous to life, property or public welfare in the occupancy of structures or premises.
3. Fire hazards in the structure or on the premises from occupancy or operation.
4. Matters related to the construction, extension, repair, alteration or removal of fire suppression or alarm systems.
5. Conditions affecting the safety of fire fighters and emergency responders during emergency operations.

[A] 101.2.1 Appendices. Provisions in the appendices shall not apply unless specifically adopted.

[A] 101.3 Intent. The purpose of this code is to establish the minimum requirements consistent with nationally recognized good practice for providing a reasonable level of life safety and property protection from the hazards of fire, explosion or dangerous conditions in new and existing buildings, structures and premises, and to provide a reasonable level of safety to fire fighters and emergency responders during emergency operations.

[A] 101.4 Severability. If a section, subsection, sentence, clause or phrase of this code is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this code.

[A] 101.5 Validity. In the event any part or provision of this code is held to be illegal or void, this shall not have the effect of making void or illegal any of the other parts or provisions

hereof, which are determined to be legal; and it shall be presumed that this code would have been adopted without such illegal or invalid parts or provisions.

SECTION 102 APPLICABILITY

[A] 102.1 Construction and design provisions. The construction and design provisions of this code shall apply to:

1. Structures, facilities and conditions arising after the adoption of this code.
2. Existing structures, facilities and conditions not legally in existence at the time of adoption of this code.
3. Existing structures, facilities and conditions where required in Chapter 11.
4. Existing structures, facilities and conditions that, in the opinion of the fire code official, constitute a distinct hazard to life or property.

[A] 102.2 Administrative, operational and maintenance provisions. The administrative, operational and maintenance provisions of this code shall apply to:

1. Conditions and operations arising after the adoption of this code.
2. Existing conditions and operations.

[A] 102.3 Change of use or occupancy. A change of occupancy shall not be made unless the use or occupancy is made to comply with the requirements of this code and the *California Existing Building Code*.

Exception: Where approved by the fire code official, a change of occupancy shall be permitted without complying with the requirements of this code and the *California Existing Building Code*, provided that the new or proposed use or occupancy is less hazardous, based on life and fire risk, than the existing use or occupancy.

[A] 102.4 Application of building code. The design and construction of new structures shall comply with the *California Building Code*, and any alterations, additions, changes in use or changes in structures required by this code, which are within the scope of the *California Building Code*, shall be made in accordance therewith.

[A] 102.5 Application of residential code. Where structures are designed and constructed in accordance with the *Califor-*

nia Residential Code, the provisions of this code shall apply as follows:

1. Construction and design provisions of this code pertaining to the exterior of the structure shall apply including, but not limited to, premises identification, fire apparatus access and water supplies. Where interior or exterior systems or devices are installed, construction permits required by Section 105.7 shall apply.
2. Administrative, operational and maintenance provisions of this code shall apply.

[A] **102.6 Historic buildings.** The provisions of this code relating to the construction, alteration, repair, enlargement, restoration, relocation or moving of buildings or structures shall not be mandatory for existing buildings or structures identified and classified by the state or local jurisdiction as historic buildings where such buildings or structures do not constitute a distinct hazard to life or property. Fire protection in designated historic buildings shall be provided with an approved fire protection plan as required in Section 1103.1.1.

[A] **102.7 Referenced codes and standards.** The codes and standards referenced in this code shall be those that are listed in Chapter 80, and such codes and standards shall be considered to be part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.7.1 and 102.7.2.

[A] **102.7.1 Conflicts.** Where conflicts occur between provisions of this code and referenced codes and standards, the provisions of this code shall apply.

[A] **102.7.2 Provisions in referenced codes and standards.** Where the extent of the reference to a referenced code or standard includes subject matter that is within the scope of this code, the provisions of this code, as applicable, shall take precedence over the provisions in the referenced code or standard.

[A] **102.8 Subjects not regulated by this code.** Where applicable standards or requirements are not set forth in this code, or are contained within other laws, codes, regulations, ordinances or bylaws adopted by the jurisdiction, compliance with applicable standards of the National Fire Protection Association or other nationally recognized fire safety standards, as approved, shall be deemed as prima facie evidence of compliance with the intent of this code. Nothing herein shall derogate from the authority of the fire code official to determine compliance with codes or standards for those activities or installations within the fire code official's jurisdiction or responsibility.

[A] **102.9 Matters not provided for.** Requirements that are essential for the public safety of an existing or proposed activity, building or structure, or for the safety of the occupants thereof, that are not specifically provided for by this code, shall be determined by the fire code official.

[A] **102.10 Conflicting provisions.** Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable. Where, in a specific case, different sections of this code specify different

materials, methods of construction or other requirements, the most restrictive shall govern.

[A] **102.11 Other laws.** The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law.

[A] **102.12 Application of references.** References to chapter or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of this code.

PART 2—ADMINISTRATIVE PROVISIONS

SECTION 103 DEPARTMENT OF FIRE PREVENTION

[A] **103.1 General.** The department of fire prevention is established within the jurisdiction under the direction of the fire code official. The function of the department shall be the implementation, administration and enforcement of the provisions of this code.

[A] **103.2 Appointment.** The fire code official shall be appointed by the chief appointing authority of the jurisdiction; and the fire code official shall not be removed from office except for cause and after full opportunity to be heard on specific and relevant charges by and before the appointing authority.

[A] **103.3 Deputies.** In accordance with the prescribed procedures of this jurisdiction and with the concurrence of the appointing authority, the fire code official shall have the authority to appoint a deputy fire code official, other related technical officers, inspectors and other employees.

[A] **103.4 Liability.** The fire code official, member of the board of appeals, officer or employee charged with the enforcement of this code, while acting for the jurisdiction, in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered civilly or criminally liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act or by reason of an act or omission in the discharge of official duties.

[A] **103.4.1 Legal defense.** Any suit or criminal complaint instituted against any officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by the legal representatives of the jurisdiction until the final termination of the proceedings. The fire code official or any subordinate shall not be liable for costs in an action, suit or proceeding that is instituted in pursuance of the provisions of this code; and any officer of the department of fire prevention, acting in good faith and without malice, shall be free from liability for acts performed under any of its provisions or by reason of any act or omission in the performance of official duties in connection therewith.

DIVISION II ADMINISTRATION

SECTION 104

GENERAL AUTHORITY AND RESPONSIBILITIES

[A] **104.1 General.** The fire code official is hereby authorized to enforce the provisions of this code. The fire code official shall have the authority to render interpretations of this code and to adopt policies, procedures, rules and regulations in order to clarify the application of its provisions. Such interpretations, policies, procedures, rules and regulations shall be in compliance with the intent and purpose of this code. Such policies, procedures, rules and regulations shall not have the effect of waiving requirements specifically provided for in this code.

[A] **104.2 Applications and permits.** The fire code official is authorized to receive applications, review construction documents and issue permits for construction regulated by this code, issue permits for operations regulated by this code, inspect the premises for which such permits have been issued and enforce compliance with the provisions of this code.

[A] **104.3 Right of entry.** Where it is necessary to make an inspection to enforce the provisions of this code, or where the fire code official has reasonable cause to believe that there exists in a building or on any premises any conditions or violations of this code that make the building or premises unsafe, dangerous or hazardous, the fire code official shall have the authority to enter the building or premises at all reasonable times to inspect or to perform the duties imposed on the fire code official by this code. If such building or premises is occupied, the fire code official shall present credentials to the occupant and request entry. If such building or premises is unoccupied, the fire code official shall first make a reasonable effort to locate the owner, the owner's authorized agent or other person having charge or control of the building or premises and request entry. If entry is refused, the fire code official has recourse to every remedy provided by law to secure entry.

[A] **104.3.1 Warrant.** Where the fire code official has first obtained a proper inspection warrant or other remedy provided by law to secure entry, an owner, the owner's authorized agent or occupant or person having charge, care or control of the building or premises shall not fail or neglect, after proper request is made as herein provided, to permit entry therein by the fire code official for the purpose of inspection and examination pursuant to this code.

[A] **104.4 Identification.** The fire code official shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

[A] **104.5 Notices and orders.** The fire code official is authorized to issue such notices or orders as are required to affect compliance with this code in accordance with Sections 110.1 and 110.2.

[A] **104.6 Official records.** The fire code official shall keep official records as required by Sections 104.6.1 through 104.6.4. Such official records shall be retained for not less than 5 years or for as long as the structure or activity to which such records relate remains in existence, unless otherwise provided by other regulations.

[A] **104.6.1 Approvals.** A record of approvals shall be maintained by the fire code official and shall be available

for public inspection during business hours in accordance with applicable laws.

[A] **104.6.2 Inspections.** The fire code official shall keep a record of each inspection made, including notices and orders issued, showing the findings and disposition of each.

104.6.3 Fire records. The fire department shall keep a record of fires occurring within its jurisdiction and of facts concerning the same, including statistics as to the extent of such fires and the damage caused thereby, together with other information as required by the fire code official.

[A] **104.6.4 Administrative.** Application for modification, alternative methods or materials and the final decision of the fire code official shall be in writing and shall be officially recorded in the permanent records of the fire code official.

[A] **104.7 Approved materials and equipment.** Materials, equipment and devices approved by the fire code official shall be constructed and installed in accordance with such approval.

[A] **104.7.1 Material and equipment reuse.** Materials, equipment and devices shall not be reused or reinstalled unless such elements have been reconditioned, tested and placed in good and proper working condition and approved.

[A] **104.7.2 Technical assistance.** To determine the acceptability of technologies, processes, products, facilities, materials and uses attending the design, operation or use of a building or premises subject to inspection by the fire code official, the fire code official is authorized to require the owner or owner's authorized agent to provide, without charge to the jurisdiction, a technical opinion and report. The opinion and report shall be prepared by a qualified engineer, specialist, laboratory or fire safety specialty organization acceptable to the fire code official and shall analyze the fire safety properties of the design, operation or use of the building or premises and the facilities and appurtenances situated thereon, to recommend necessary changes. The fire code official is authorized to require design submittals to be prepared by, and bear the stamp of, a registered design professional.

[A] **104.8 Modifications.** Where there are practical difficulties involved in carrying out the provisions of this code, the fire code official shall have the authority to grant modifications for individual cases, provided that the fire code official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements. The details of action granting modifications shall be recorded and entered in the files of the department of fire prevention.

[A] **104.9 Alternative materials, design and methods of construction and equipment.** The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been approved. An alternative material, design or

method of construction shall be approved where the fire code official finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, not less than the equivalent of that prescribed in this code in quality, strength, effectiveness, fire resistance, durability and safety. Where the alternative material, design or method of construction is not approved, the fire code official shall respond in writing, stating the reasons why the alternative was not approved.

[A] 104.9.1 Research reports. Supporting data, where necessary to assist in the approval of materials or assemblies not specifically provided for in this code, shall consist of valid research reports from approved sources.

[A] 104.9.2 Tests. Where there is insufficient evidence of compliance with the provisions of this code, or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims for alternative materials or methods, the fire code official shall have the authority to require tests as evidence of compliance to be made without expense to the jurisdiction. Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the fire code official shall approve the testing procedures. Tests shall be performed by an approved agency. Reports of such tests shall be retained by the fire code official for the period required for retention of public records.

104.10 Fire investigations. The fire code official, the fire department or other responsible authority shall have the authority to investigate the cause, origin and circumstances of any fire, explosion or other hazardous condition. Information that could be related to trade secrets or processes shall not be made part of the public record, except as directed by a court of law.

104.10.1 Assistance from other agencies. Police and other enforcement agencies shall have authority to render necessary assistance in the investigation of fires when requested to do so.

104.11 Authority at fires and other emergencies. The fire chief or officer of the fire department in charge at the scene of a fire or other emergency involving the protection of life or property, or any part thereof, shall have the authority to direct such operation as necessary to extinguish or control any fire, perform any rescue operation, investigate the existence of suspected or reported fires, gas leaks or other hazardous conditions or situations, or take any other action necessary in the reasonable performance of duty. In the exercise of such power, the fire chief is authorized to prohibit any person, vehicle, vessel or thing from approaching the scene, and is authorized to remove, or cause to be removed or kept away from the scene, any vehicle, vessel or thing that could impede or interfere with the operations of the fire department and, in the judgment of the fire chief, any person not actually and usefully employed in the extinguishing of such fire or in the preservation of property in the vicinity thereof.

104.11.1 Barricades. The fire chief or officer of the fire department in charge at the scene of an emergency is authorized to place ropes, guards, barricades or other obstructions across any street, alley, place or private prop-

erty in the vicinity of such operation so as to prevent accidents or interference with the lawful efforts of the fire department to manage and control the situation and to handle fire apparatus.

104.11.2 Obstructing operations. Persons shall not obstruct the operations of the fire department in connection with extinguishment or control of any fire, or actions relative to other emergencies, or disobey any lawful command of the fire chief or officer of the fire department in charge of the emergency, or any part thereof, or any lawful order of a police officer assisting the fire department.

104.11.3 Systems and devices. Persons shall not render a system or device inoperative during an emergency unless by direction of the fire chief or fire department official in charge of the incident.

SECTION 105 PERMITS

[A] 105.1 General. Permits shall be in accordance with Sections 105.1.1 through 105.7.25.

[A] 105.1.1 Permits required. A property owner or owner's authorized agent who intends to conduct an operation or business, or install or modify systems and equipment that are regulated by this code, or to cause any such work to be performed, shall first make application to the fire code official and obtain the required permit.

105.1.2 Types of permits. There shall be two types of permits as follows:

1. **Operational permit.** An operational permit allows the applicant to conduct an operation or a business for which a permit is required by Section 105.6 for either:
 - 1.1. A prescribed period.
 - 1.2. Until renewed or revoked.
2. **Construction permit.** A construction permit allows the applicant to install or modify systems and equipment for which a permit is required by Section 105.7.

105.1.3 Multiple permits for the same location. Where more than one permit is required for the same location, the fire code official is authorized to consolidate such permits into a single permit provided that each provision is listed in the permit.

[A] 105.1.4 Emergency repairs. Where equipment replacement and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the fire code official.

[A] 105.1.5 Repairs. Application or notice to the fire code official is not required for ordinary repairs to structures, equipment or systems. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall any repairs include addition to, alteration of, replacement or relocation of any standpipe, fire protection water supply, automatic sprinkler system,

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fire alarm system or other work affecting fire protection or life safety.

[A] 105.1.6 Annual permit. Instead of an individual construction permit for each alteration to an already approved system or equipment installation, the fire code official is authorized to issue an annual permit on application therefor to any person, firm or corporation regularly employing one or more qualified tradespersons in the building, structure or on the premises owned or operated by the applicant for the permit.

[A] 105.1.6.1 Annual permit records. The person to whom an annual permit is issued shall keep a detailed record of alterations made under such annual permit. The fire code official shall have access to such records at all times or such records shall be filed with the fire code official as designated.

[A] 105.2 Application. Application for a permit required by this code shall be made to the fire code official in such form and detail as prescribed by the fire code official. Applications for permits shall be accompanied by such plans as prescribed by the fire code official.

[A] 105.2.1 Refusal to issue permit. If the application for a permit describes a use that does not conform to the requirements of this code and other pertinent laws and ordinances, the fire code official shall not issue a permit, but shall return the application to the applicant with the refusal to issue such permit. Such refusal shall, where requested, be in writing and shall contain the reasons for refusal.

[A] 105.2.2 Inspection authorized. Before a new operational permit is approved, the fire code official is authorized to inspect the receptacles, vehicles, buildings, devices, premises, storage spaces or areas to be used to determine compliance with this code or any operational constraints required.

[A] 105.2.3 Time limitation of application. An application for a permit for any proposed work or operation shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been diligently prosecuted or a permit shall have been issued; except that the fire code official is authorized to grant one or more extensions of time for additional periods not exceeding 90 days each. The extension shall be requested in writing and justifiable cause demonstrated.

[A] 105.2.4 Action on application. The fire code official shall examine or cause to be examined applications for permits and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the requirements of pertinent laws, the fire code official shall reject such application in writing, stating the reasons therefor. If the fire code official is satisfied that the proposed work or operation conforms to the requirements of this code and laws and ordinances applicable thereto, the fire code official shall issue a permit therefor as soon as practicable.

[A] 105.3 Conditions of a permit. A permit shall constitute permission to maintain, store or handle materials; or to conduct processes that produce conditions hazardous to life or

property; or to install equipment utilized in connection with such activities; or to install or modify any fire protection system or equipment or any other construction, equipment installation or modification in accordance with the provisions of this code where a permit is required by Section 105.6 or 105.7. Such permission shall not be construed as authority to violate, cancel or set aside any of the provisions of this code or other applicable regulations or laws of the jurisdiction.

[A] 105.3.1 Expiration. An operational permit shall remain in effect until reissued, renewed or revoked, or for such a period of time as specified in the permit. Construction permits shall automatically become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. Before such work recommences, a new permit shall be first obtained and the fee to recommence work, if any, shall be one-half the amount required for a new permit for such work, provided that changes have not been made and will not be made in the original construction documents for such work, and provided further that such suspension or abandonment has not exceeded one year. Permits are not transferable and any change in occupancy, operation, tenancy or ownership shall require that a new permit be issued.

[A] 105.3.2 Extensions. A permittee holding an unexpired permit shall have the right to apply for an extension of the time within which the permittee will commence work under that permit where work is unable to be commenced within the time required by this section for good and satisfactory reasons. The fire code official is authorized to grant, in writing, one or more extensions of the time period of a permit for periods of not more than 180 days each. Such extensions shall be requested by the permit holder in writing and justifiable cause demonstrated.

[A] 105.3.3 Occupancy prohibited before approval. The building or structure shall not be occupied prior to the fire code official issuing a permit and conducting associated inspections indicating the applicable provisions of this code have been met.

[A] 105.3.4 Conditional permits. Where permits are required and on the request of a permit applicant, the fire code official is authorized to issue a conditional permit to occupy the premises or portion thereof before the entire work or operations on the premises is completed, provided that such portion or portions will be occupied safely prior to full completion or installation of equipment and operations without endangering life or public welfare. The fire code official shall notify the permit applicant in writing of any limitations or restrictions necessary to keep the permit area safe. The holder of a conditional permit shall proceed only to the point for which approval has been given, at the permit holder's own risk and without assurance that approval for the occupancy or the utilization of the entire premises, equipment or operations will be granted.

[A] 105.3.5 Posting the permit. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the fire code official.

[A] 105.3.6 Compliance with code. The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of any other ordinance of the jurisdiction. Permits presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid. The issuance of a permit based on construction documents and other data shall not prevent the fire code official from requiring the correction of errors in the construction documents and other data. Any addition to or alteration of approved construction documents shall be approved in advance by the fire code official, as evidenced by the issuance of a new or amended permit.

[A] 105.3.7 Information on the permit. The fire code official shall issue all permits required by this code on an approved form furnished for that purpose. The permit shall contain a general description of the operation or occupancy and its location and any other information required by the fire code official. Issued permits shall bear the signature of the fire code official or other approved legal authorization.

[A] 105.3.8 Validity of permit. The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of any other ordinances of the jurisdiction. Permits presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid. The issuance of a permit based on construction documents, operational documents and other data shall not prevent the fire code official from requiring correction of errors in the documents or other data.

[A] 105.4 Construction documents. Construction documents shall be in accordance with Sections 105.4.1 through 105.4.6.

[A] 105.4.1 Submittals. Construction documents and supporting data shall be submitted in two or more sets with each application for a permit and in such form and detail as required by the fire code official. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed.

Exception: The fire code official is authorized to waive the submission of construction documents and supporting data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this code.

[A] 105.4.1.1 Examination of documents. The fire code official shall examine or cause to be examined the accompanying construction documents and shall ascertain by such examinations whether the work indicated and described is in accordance with the requirements of this code.

[A] 105.4.2 Information on construction documents. Construction documents shall be drawn to scale on suit-

able material. Electronic media documents are allowed to be submitted where approved by the fire code official. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations as determined by the fire code official.

[A] 105.4.2.1 Fire protection system shop drawings. Shop drawings for the fire protection system(s) shall be submitted to indicate compliance with this code and the construction documents, and shall be approved prior to the start of installation. Shop drawings shall contain all information as required by the referenced installation standards in Chapter 9.

[A] 105.4.3 Applicant responsibility. It shall be the responsibility of the applicant to ensure that the construction documents include all of the fire protection requirements and the shop drawings are complete and in compliance with the applicable codes and standards.

[A] 105.4.4 Approved documents. Construction documents approved by the fire code official are approved with the intent that such construction documents comply in all respects with this code. Review and approval by the fire code official shall not relieve the applicant of the responsibility of compliance with this code.

[A] 105.4.4.1 Phased approval. The fire code official is authorized to issue a permit for the construction of part of a structure, system or operation before the construction documents for the whole structure, system or operation have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of this code. The holder of such permit for parts of a structure, system or operation shall proceed at the holder's own risk with the building operation and without assurance that a permit for the entire structure, system or operation will be granted.

[A] 105.4.5 Amended construction documents. Work shall be installed in accordance with the approved construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an amended set of construction documents.

[A] 105.4.6 Retention of construction documents. One set of construction documents shall be retained by the fire code official for a period of not less than 180 days from date of completion of the permitted work, or as required by state or local laws. One set of approved construction documents shall be returned to the applicant, and said set shall be kept on the site of the building or work at all times during which the work authorized thereby is in progress.

[A] 105.5 Revocation. The fire code official is authorized to revoke a permit issued under the provisions of this code where it is found by inspection or otherwise that there has been a false statement or misrepresentation as to the material facts in the application or construction documents on which

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the permit or approval was based including, but not limited to, any one of the following:

1. The permit is used for a location or establishment other than that for which it was issued.
2. The permit is used for a condition or activity other than that listed in the permit.
3. Conditions and limitations set forth in the permit have been violated.
4. There have been any false statements or misrepresentations as to the material fact in the application for permit or plans submitted or a condition of the permit.
5. The permit is used by a different person or firm than the name for which it was issued.
6. The permittee failed, refused or neglected to comply with orders or notices duly served in accordance with the provisions of this code within the time provided therein.
7. The permit was issued in error or in violation of an ordinance, regulation or this code.

105.6 Required operational permits. The fire code official is authorized to issue operational permits for the operations set forth in Sections 105.6.1 through 105.6.50.

105.6.1 Aerosol products. An operational permit is required to manufacture, store or handle an aggregate quantity of Level 2 or Level 3 aerosol products in excess of 500 pounds (227 kg) net weight.

105.6.2 Amusement buildings. An operational permit is required to operate a special amusement building.

105.6.3 Aviation facilities. An operational permit is required to use a Group H or Group S occupancy for aircraft servicing or repair and aircraft fuel-servicing vehicles. Additional permits required by other sections of this code include, but are not limited to, hot work, hazardous materials and flammable or combustible finishes.

105.6.4 Carnivals and fairs. An operational permit is required to conduct a carnival or fair.

105.6.5 Cellulose nitrate film. An operational permit is required to store, handle or use cellulose nitrate film in a Group A occupancy.

105.6.6 Combustible dust-producing operations. An operational permit is required to operate a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices or sugar, or other operations producing combustible dusts as defined in Chapter 2.

105.6.7 Combustible fibers. An operational permit is required for the storage and handling of combustible fibers in quantities greater than 100 cubic feet (2.8 m³).

Exception: A permit is not required for agricultural storage.

105.6.8 Compressed gases. An operational permit is required for the storage, use or handling at normal temperature and pressure (NTP) of compressed gases in excess of the amounts listed in Table 105.6.8.

Exception: Vehicles equipped for and using compressed gas as a fuel for propelling the vehicle.

**TABLE 105.6.8
PERMIT AMOUNTS FOR COMPRESSED GASES**

TYPE OF GAS	AMOUNT (cubic feet at NTP)
Carbon dioxide used in carbon dioxide enrichment systems	875 (100 lbs.)
Carbon dioxide used in insulated liquid carbon dioxide beverage dispensing applications	875 (100 lbs.)
Corrosive	200
Flammable (except cryogenic fluids and liquefied petroleum gases)	200
Highly toxic	Any Amount
Inert and simple asphyxiant	6,000
Oxidizing (including oxygen)	504
Pyrophoric	Any Amount
Toxic	Any Amount

For SI: 1 cubic foot = 0.02832 m³.

105.6.9 Covered and open mall buildings. An operational permit is required for:

1. The placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall.
2. The display of liquid- or gas-fired equipment in the mall.
3. The use of open-flame or flame-producing equipment in the mall.

105.6.10 Cryogenic fluids. An operational permit is required to produce, store, transport on site, use, handle or dispense cryogenic fluids in excess of the amounts listed in Table 105.6.10.

Exception: Permits are not required for vehicles equipped for and using cryogenic fluids as a fuel for propelling the vehicle or for refrigerating the lading.

105.6.11 Cutting and welding. An operational permit is required to conduct cutting or welding operations within the jurisdiction.

**TABLE 105.6.10
PERMIT AMOUNTS FOR CRYOGENIC FLUIDS**

TYPE OF CRYOGENIC FLUID	INSIDE BUILDING (gallons)	OUTSIDE BUILDING (gallons)
Flammable	More than 1	60
Inert	60	500
Oxidizing (includes oxygen)	10	50
Physical or health hazard not indicated above	Any Amount	Any Amount

For SI: 1 gallon = 3.785 L.

105.6.12 Dry cleaning. An operational permit is required to engage in the business of dry cleaning or to change to a more hazardous cleaning solvent used in existing dry cleaning equipment.

105.6.13 Exhibits and trade shows. An operational permit is required to operate exhibits and trade shows.

105.6.14 Explosives. An operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosives, explosive materials, fireworks or pyrotechnic special effects within the scope of Chapter 56. See *Health and Safety Code Division 11, Part 1, Sections 12000, et seq.* for additional requirements.

Exception: Storage in Group R-3 occupancies of smokeless propellant, black powder and small arms primers for personal use, not for resale and in accordance with Section 5606.

105.6.15 Fire hydrants and valves. An operational permit is required to use or operate fire hydrants or valves intended for fire suppression purposes that are installed on water systems and provided with ready access from a fire apparatus access road that is open to or generally used by the public.

Exception: A permit is not required for authorized employees of the water company that supplies the system or the fire department to use or operate fire hydrants or valves.

105.6.16 Flammable and combustible liquids. An operational permit is required:

1. To use or operate a pipeline for the transportation within facilities of flammable or combustible liquids. This requirement shall not apply to the off-site transportation in pipelines regulated by the Department of Transportation (DOT) nor does it apply to piping systems.
2. To store, handle or use Class I liquids in excess of 5 gallons (19 L) in a building or in excess of 10 gallons (37.9 L) outside of a building, except that a permit is not required for the following:
 - 2.1. The storage or use of Class I liquids in the fuel tank of a motor vehicle, aircraft, motorboat, mobile power plant or mobile heating plant, unless such storage, in the opinion of the fire code official, would cause an unsafe condition.
 - 2.2. The storage or use of paints, oils, varnishes or similar flammable mixtures where such liquids are stored for maintenance, painting or similar purposes for a period of not more than 30 days.
3. To store, handle or use Class II or Class IIIA liquids in excess of 25 gallons (95 L) in a building or in excess of 60 gallons (227 L) outside a building, except for fuel oil used in connection with oil-burning equipment.
4. To store, handle or use Class IIIB liquids in tanks or portable tanks for fueling motor vehicles at

motor fuel-dispensing facilities or where connected to fuel-burning equipment.

Exception: Fuel oil and used motor oil used for space heating or water heating.

5. To remove Class I or II liquids from an underground storage tank used for fueling motor vehicles by any means other than the approved, stationary on-site pumps normally used for dispensing purposes.
6. To operate tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used.
7. To place temporarily out of service (for more than 90 days) an underground, protected above-ground or above-ground flammable or combustible liquid tank.
8. To change the type of contents stored in a flammable or combustible liquid tank to a material that poses a greater hazard than that for which the tank was designed and constructed.
9. To manufacture, process, blend or refine flammable or combustible liquids.
10. To engage in the dispensing of liquid fuels into the fuel tanks of motor vehicles at commercial, industrial, governmental or manufacturing establishments.
11. To utilize a site for the dispensing of liquid fuels from tank vehicles into the fuel tanks of motor vehicles, marine craft and other special equipment at commercial, industrial, governmental or manufacturing establishments.

105.6.16.1 Mobile fueling of hydrogen-fueled vehicles. An operational permit is required:

1. To engage in the mobile dispensing of gaseous hydrogen as a fuel into the fuel tanks of motor vehicles.
2. Where required by the fire code official, to utilize a site for the dispensing of gaseous hydrogen as a fuel from tank vehicles into the fuel tanks of motor vehicles.

Exception: In cases of an emergency, a site permit is not required.

105.6.17 Floor finishing. An operational permit is required for floor finishing or surfacing operations exceeding 350 square feet (33 m²) using Class I or Class II liquids.

105.6.18 Fruit and crop ripening. An operational permit is required to operate a fruit- or crop-ripening facility or conduct a fruit-ripening process using ethylene gas.

105.6.19 Fumigation and insecticidal fogging. An operational permit is required to operate a business of fumigation or insecticidal fogging, and to maintain a room, vault or chamber in which a toxic or flammable fumigant is used.

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105.6.20 Hazardous materials. An operational permit is required to store, transport on site, dispense, use or handle hazardous materials in excess of the amounts listed in Table 105.6.20.

105.6.21 HPM facilities. An operational permit is required to store, handle or use hazardous production materials.

105.6.22 High-piled storage. An operational permit is required to use a building or portion thereof with more than 500 square feet (46 m²), including aisles, of high-piled storage.

105.6.23 Hot work operations. An operational permit is required for hot work including, but not limited to:

1. Public exhibitions and demonstrations where hot work is conducted.
2. Use of portable hot work equipment inside a structure.

Exception: Work that is conducted under a construction permit.
3. Fixed-site hot work equipment, such as welding booths.
4. Hot work conducted within a wildfire risk area.
5. Application of roof coverings with the use of an open-flame device.
6. Where approved, the fire code official shall issue a permit to carry out a hot work program. This program allows approved personnel to regulate their facility's hot work operations. The approved personnel shall be trained in the fire safety aspects denoted in this chapter and shall be responsible for issuing permits requiring compliance with the requirements found in Chapter 35. These permits shall be issued only to their employees or hot work operations under their supervision.

105.6.24 Industrial ovens. An operational permit is required for operation of industrial ovens regulated by Chapter 30.

105.6.25 Lumber yards and woodworking plants. An operational permit is required for the storage or processing of lumber exceeding 100,000 board feet (8,333 ft³) (236 m³).

105.6.26 Liquid- or gas-fueled vehicles or equipment in assembly buildings. An operational permit is required to display, operate or demonstrate liquid- or gas-fueled vehicles or equipment in assembly buildings.

105.6.27 LP-gas. An operational permit is required for:

1. Storage and use of LP-gas.

Exception: A permit is not required for individual containers with a 500-gallon (1893 L) water capacity or less or multiple container systems having an aggregate quantity not exceeding 500 gallons (1893 L), serving occupancies in Group R-3.

2. Operation of cargo tankers that transport LP-gas.

105.6.28 Magnesium. An operational permit is required to melt, cast, heat treat or grind more than 10 pounds (4.54 kg) of magnesium.

105.6.29 Miscellaneous combustible storage. An operational permit is required to store in any building or on any premises in excess of 2,500 cubic feet (71 m³) gross volume of combustible empty packing cases, boxes, barrels or similar containers, combustible pallets, rubber tires, rubber, cork or similar combustible material.

105.6.30 Mobile food preparation vehicles. A permit is required for mobile food preparation vehicles equipped with appliances that produce smoke or grease-laden vapors.

105.6.31 Motor fuel-dispensing facilities. An operational permit is required for the operation of automotive, marine and fleet motor fuel-dispensing facilities.

105.6.32 Open burning. An operational permit is required for the kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground. Instructions and stipulations of the permit shall be adhered to.

Exception: Recreational fires.

105.6.33 Open flames and torches. An operational permit is required to remove paint with a torch; or to use a torch or open-flame device in a wildfire risk area.

105.6.34 Open flames and candles. An operational permit is required to use open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments.

105.6.35 Organic coatings. An operational permit is required for any organic-coating manufacturing operation producing more than 1 gallon (4 L) of an organic coating in one day.

[A] 105.6.36 Outdoor assembly event. An operational permit is required to conduct an outdoor assembly event where planned attendance exceeds 1,000 persons.

105.6.37 Places of assembly. An operational permit is required to operate a place of assembly.

[A] 105.6.38 Plant extraction systems. An operational permit is required to use plant extraction systems.

105.6.39 Private fire hydrants. An operational permit is required for the removal from service, use or operation of private fire hydrants.

Exception: A permit is not required for private industry with trained maintenance personnel, private fire brigade or fire departments to maintain, test and use private hydrants.

105.6.40 Pyrotechnic special effects material. An operational permit is required for use and handling of pyrotechnic special effects material. *See Health and Safety Code Division 11, Part 2, Sections 12500, et seq. for additional requirements.*

**TABLE 105.6.20
PERMIT AMOUNTS FOR HAZARDOUS MATERIALS**

TYPE OF MATERIAL	AMOUNT
Combustible liquids	See Section 105.6.16
Corrosive materials	
Gases	See Section 105.6.8
Liquids	55 gallons
Solids	500 pounds
Explosive materials	See Section 105.6.14
Flammable materials	
Gases	See Section 105.6.8
Liquids	See Section 105.6.16
Solids	100 pounds
Highly toxic materials	
Gases	See Section 105.6.8
Liquids	Any Amount
Solids	Any Amount
Organic peroxides	
Liquids	
Class I	Any Amount
Class II	Any Amount
Class III	1 gallon
Class IV	2 gallons
Class V	No Permit Required
Solids	
Class I	Any Amount
Class II	Any Amount
Class III	10 pounds
Class IV	20 pounds
Class V	No Permit Required
Oxidizing materials	
Gases	See Section 105.6.8
Liquids	
Class 4	Any Amount
Class 3	1 gallons ^a
Class 2	10 gallons
Class 1	55 gallons
Solids	
Class 4	Any Amount
Class 3	10 pounds ^b
Class 2	100 pounds
Class 1	500 pounds
Pyrophoric materials	
Gases	Any Amount
Liquids	Any Amount
Solids	Any Amount
Toxic materials	
Gases	See Section 105.6.8
Liquids	10 gallons
Solids	100 pounds
Unstable (reactive) materials	
Liquids	
Class 4	Any Amount
Class 3	Any Amount
Class 2	5 gallons
Class 1	10 gallons
Solids	
Class 4	Any Amount
Class 3	Any Amount
Class 2	50 pounds
Class 1	100 pounds

(continued)

**TABLE 105.6.20—continued
PERMIT AMOUNTS FOR HAZARDOUS MATERIALS**

TYPE OF MATERIAL	AMOUNT
Water-reactive materials	
Liquids	
Class 3	Any Amount
Class 2	5 gallons
Class 1	55 gallons
Solids	
Class 3	Any Amount
Class 2	50 pounds
Class 1	500 pounds

For SI: 1 gallon = 3.785 L, 1 pound = 0.454 kg.

- 20 gallons where Table 5003.1.1(1) Note k applies and hazard identification signs in accordance with Section 5003.5 are provided for quantities of 20 gallons or less.
- 200 pounds where Table 5003.1.1(1) Note k applies and hazard identification signs in accordance with Section 5003.5 are provided for quantities of 200 pounds or less.

105.6.41 Pyroxylin plastics. An operational permit is required for storage or handling of more than 25 pounds (11 kg) of cellulose nitrate (pyroxylin) plastics, and for the assembly or manufacture of articles involving pyroxylin plastics.

105.6.42 Refrigeration equipment. An operational permit is required to operate a mechanical refrigeration unit or system regulated by Chapter 6.

105.6.43 Repair garages and motor fuel-dispensing facilities. An operational permit is required for operation of repair garages.

105.6.44 Rooftop heliports. An operational permit is required for the operation of a rooftop heliport.

105.6.45 Spraying or dipping. An operational permit is required to conduct a spraying or dipping operation utilizing flammable or combustible liquids, or the application of combustible powders regulated by Chapter 24.

105.6.46 Storage of scrap tires and tire byproducts. An operational permit is required to establish, conduct or maintain storage of scrap tires and tire byproducts that exceeds 2,500 cubic feet (71 m³) of total volume of scrap tires, and for indoor storage of tires and tire byproducts.

105.6.47 Temporary membrane structures and tents. An operational permit is required to operate an air-supported temporary membrane structure, a temporary special event structure or a tent having an area in excess of 400 square feet (37 m²).

Exceptions:

- Tents used exclusively for recreational camping purposes.
- Tents open on all sides, which comply with all of the following:
 - Individual tents having a maximum size of 700 square feet (65 m²).
 - The aggregate area of multiple tents placed side by side without a fire break clearance of not less than 12 feet (3658

DIVISION II ADMINISTRATION

mm) shall not exceed 700 square feet (65 m²) total.

- 2.3. A minimum clearance of 12 feet (3658 mm) to structures and other tents shall be provided.

105.6.48 Tire-rebuilding plants. An operational permit is required for the operation and maintenance of a tire-rebuilding plant.

105.6.49 Waste handling. An operational permit is required for the operation of wrecking yards, junk yards and waste material-handling facilities.

105.6.50 Wood products. An operational permit is required to store chips, hogged material, lumber or plywood in excess of 200 cubic feet (6 m³).

105.6.51 Additional permits. In addition to the permits required by Section 105.6, the following permits shall be obtained from the Bureau of Fire Prevention prior to engaging in the following activities, operations, practices or functions:

1. **Production facilities.** To change use or occupancy, or allow the attendance of a live audience, or for wrap parties.
2. **Pyrotechnics and special effects.** To use pyrotechnic special effects, open flame, use of flammable or combustible liquids and gases, welding, and the parking of motor vehicles in any building or location used for the purpose of motion picture, television and commercial production.
3. **Live audiences.** To install seating arrangements for live audiences in approved production facilities, production studios and sound stages. See Chapter 48.

[A] 105.7 Required construction permits. The fire code official is authorized to issue construction permits for work as set forth in Sections 105.7.1 through 105.7.25.

[A] 105.7.1 Automatic fire-extinguishing systems. A construction permit is required for installation of or modification to an automatic fire-extinguishing system. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

[A] 105.7.2 Battery systems. A construction permit is required to install stationary storage battery systems regulated by Section 1206.2.

[A] 105.7.3 Capacitor energy storage systems. A construction permit is required to install capacitor energy storage systems regulated by Section 1206.3.

[A] 105.7.4 Compressed gases. Where the compressed gases in use or storage exceed the amounts listed in Table 105.6.8, a construction permit is required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a compressed gas system.

Exceptions:

1. Routine maintenance.

2. For emergency repair work performed on an emergency basis, application for permit shall be made within two working days of commencement of work.

[A] 105.7.5 Cryogenic fluids. A construction permit is required for installation of or alteration to outdoor stationary cryogenic fluid storage systems where the system capacity exceeds the amounts listed in Table 105.6.10. Maintenance performed in accordance with this code is not considered to be an alteration and does not require a construction permit.

[A] 105.7.6 Emergency responder radio coverage system. A construction permit is required for installation of or modification to emergency responder radio coverage systems and related equipment. Maintenance performed in accordance with this code is not considered to be a modification and does not require a construction permit.

[A] 105.7.7 Fire alarm and detection systems and related equipment. A construction permit is required for installation of or modification to fire alarm and detection systems and related equipment. Maintenance performed in accordance with this code is not considered to be a modification and does not require a construction permit.

[A] 105.7.8 Fire pumps and related equipment. A construction permit is required for installation of or modification to fire pumps and related fuel tanks, jockey pumps, controllers and generators. Maintenance performed in accordance with this code is not considered to be a modification and does not require a construction permit.

[A] 105.7.9 Flammable and combustible liquids. A construction permit is required:

1. To install, repair or modify a pipeline for the transportation of flammable or combustible liquids.
2. To install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used.
3. To install, alter, remove, abandon or otherwise dispose of a flammable or combustible liquid tank.

[A] 105.7.10 Fuel cell power systems. A construction permit is required to install stationary fuel cell power systems.

[A] 105.7.11 Gas detection systems. A construction permit is required for the installation of or modification to gas detection systems. Maintenance performed in accordance with this code is not considered a modification and shall not require a permit.

[A] 105.7.12 Gates and barricades across fire apparatus access roads. A construction permit is required for the installation of or modification to a gate or barricade across a fire apparatus access road.

[A] 105.7.13 Hazardous materials. A construction permit is required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a storage facility or other area regulated

by Chapter 50 where the hazardous materials in use or storage exceed the amounts listed in Table 105.6.20.

Exceptions:

1. Routine maintenance.
2. For repair work performed on an emergency basis, application for permit shall be made within two working days of commencement of work.

[A] **105.7.14 High-piled combustible storage.** A construction permit is required for the installation of or modification to a structure exceeding 500 square feet (46 m²), including aisles, for high-piled combustible storage. Maintenance performed in accordance with this code is not considered to be a modification and does not require a construction permit.

[A] **105.7.15 Industrial ovens.** A construction permit is required for installation of industrial ovens covered by Chapter 30.

Exceptions:

1. Routine maintenance.
2. For repair work performed on an emergency basis, application for permit shall be made within two working days of commencement of work.

[A] **105.7.16 LP-gas.** A construction permit is required for installation of or modification to an LP-gas system. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

[A] **105.7.17 Motor vehicle repair rooms and booths.** A construction permit is required to install or modify a motor vehicle repair room or booth. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

[A] **105.7.18 Plant extraction systems.** A construction permit is required for installation of or modification to plant extraction systems. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

[A] **105.7.19 Private fire hydrants.** A construction permit is required for the installation or modification of private fire hydrants. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

[A] **105.7.20 Smoke control or smoke exhaust systems.** Construction permits are required for installation of or alteration to smoke control or smoke exhaust systems. Maintenance performed in accordance with this code is not considered to be an alteration and does not require a permit.

[A] **105.7.21 Solar photovoltaic power systems.** A construction permit is required to install or modify solar photovoltaic power systems. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

[A] **105.7.22 Special event structure.** A single construction permit is required to erect and take down a temporary special event structure.

[A] **105.7.23 Spraying or dipping.** A construction permit is required to install or modify a spray room, dip tank or booth. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

[A] **105.7.24 Standpipe systems.** A construction permit is required for the installation, modification or removal from service of a standpipe system. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

[A] **105.7.25 Temporary membrane structures and tents.** A construction permit is required to erect an air-supported temporary membrane structure, a temporary stage canopy or a tent having an area in excess of 400 square feet (37 m²).

Exceptions:

1. Tents used exclusively for recreational camping purposes.
2. Funeral tents and curtains, or extensions attached thereto, when used for funeral services.
3. Tents and awnings open on all sides, which comply with all of the following:
 - 3.1. Individual tents shall have a maximum size of 700 square feet (65 m²).
 - 3.2. The aggregate area of multiple tents placed side by side without a fire break clearance of not less than 12 feet (3658 mm) shall not exceed 700 square feet (65 m²) total.
 - 3.3. A minimum clearance of 12 feet (3658 mm) to structures and other tents shall be maintained.

SECTION 106 FEES

[A] **106.1 Fees.** A permit shall not be issued until the fees have been paid, nor shall an amendment to a permit be released until the additional fee, if any, has been paid.

[A] **106.2 Schedule of permit fees.** A fee for each permit shall be paid as required, in accordance with the schedule as established by the applicable governing authority.

[A] **106.3 Work commencing before permit issuance.** A person who commences any work, activity or operation regulated by this code before obtaining the necessary permits shall be subject to an additional fee established by the applicable governing authority, which shall be in addition to the required permit fees.

[A] **106.4 Related fees.** The payment of the fee for the construction, alteration, removal or demolition of work done in connection to or concurrently with the work or activity authorized by a permit shall not relieve the applicant or holder of the permit from the payment of other fees that are prescribed by law.

[A] **106.5 Refunds.** The applicable governing authority is authorized to establish a refund policy.

DIVISION II ADMINISTRATION

SECTION 107
INSPECTIONS

[A] **107.1 Inspection authority.** The fire code official is authorized to enter and examine any building, structure, marine vessel, vehicle or premises in accordance with Section 104.3 for the purpose of enforcing this code.

[A] **107.2 Inspections.** The fire code official is authorized to conduct such inspections as are deemed necessary to determine the extent of compliance with the provisions of this code and to approve reports of inspection by approved agencies or individuals. Reports of such inspections shall be prepared and submitted in writing for review and approval. Inspection reports shall be certified by a responsible officer of such approved agency or by the responsible individual. The fire code official is authorized to engage such expert opinion as deemed necessary to report on unusual, detailed or complex technical issues subject to the approval of the governing body.

[A] **107.2.1 Inspection requests.** It shall be the duty of the holder of the permit or their duly authorized agent to notify the fire code official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by this code.

[A] **107.2.2 Approval required.** Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the fire code official. The fire code official, on notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her agent wherein the same fails to comply with this code. Any portions that do not comply shall be corrected, and such portion shall not be covered or concealed until authorized by the fire code official.

[A] **107.3 Concealed work.** It shall be the duty of the permit applicant to cause the work to remain visible and able to be accessed for inspection purposes. Where any installation subject to inspection prior to use is covered or concealed without having first been inspected, the fire code official shall have the authority to require that such work be made visible and able to be accessed for inspection. Neither the fire code official nor the jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

[A] **107.4 Approvals.** Approval as the result of an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel provisions of this code or of other ordinances of the jurisdiction shall not be valid.

SECTION 108
MAINTENANCE

[A] **108.1 Maintenance of safeguards.** Where any device, equipment, system, condition, arrangement, level of protection, or any other feature is required for compliance with the

provisions of this code, or otherwise installed, such device, equipment, system, condition, arrangement, level of protection, or other feature shall thereafter be continuously maintained in accordance with this code and applicable referenced standards.

[A] **108.2 Testing and operation.** Equipment requiring periodic testing or operation to ensure maintenance shall be tested or operated as specified in this code.

[A] **108.2.1 Reinspection and testing.** Where any work or installation does not pass an initial test or inspection, the necessary corrections shall be made so as to achieve compliance with this code. The work or installation shall then be resubmitted to the fire code official for inspection and testing.

[A] **108.3 Recordkeeping.** A record of periodic inspections, tests, servicing and other operations and maintenance shall be maintained on the premises or other approved location for not less than 3 years, or a different period of time where specified in this code or referenced standards. Records shall be made available for inspection by the fire code official, and a copy of the records shall be provided to the fire code official on request.

The fire code official is authorized to prescribe the form and format of such recordkeeping. The fire code official is authorized to require that certain required records be filed with the fire code official.

[A] **108.4 Supervision.** Maintenance and testing shall be under the supervision of a responsible person who shall ensure that such maintenance and testing are conducted at specified intervals in accordance with this code.

108.5 Rendering equipment inoperable. Portable or fixed fire-extinguishing systems or devices, and fire-warning systems, shall be provided with ready access and shall not be rendered inoperative, except as necessary during emergencies, maintenance, repairs, alterations, drills or prescribed testing.

[A] **108.6 Overcrowding.** Overcrowding or admittance of any person beyond the approved capacity of a building or a portion thereof shall not be allowed. The fire code official, on finding any overcrowding conditions or obstructions in aisles, passageways or other means of egress, or on finding any condition that constitutes a life safety hazard, shall be authorized to cause the event to be stopped until such condition or obstruction is corrected.

SECTION 109
BOARD OF APPEALS

[A] **109.1 Board of appeals established.** In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be appointed by the governing body and shall hold office at its pleasure. The fire code official shall be an ex officio member of said board but shall not have a vote on any matter before the board. The board shall adopt rules of procedure for conducting its busi-

ness, and shall render all decisions and findings in writing to the appellant with a duplicate copy to the fire code official.

[A] **109.2 Limitations on authority.** An application for appeal shall be based on a claim that the intent of this code or the rules legally adopted hereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or an equivalent method of protection or safety is proposed. The board shall not have authority to waive requirements of this code.

[A] **109.3 Qualifications.** The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to hazards of fire, explosions, hazardous conditions or fire protection systems, and are not employees of the jurisdiction.

SECTION 110 VIOLATIONS

[A] **110.1 Unlawful acts.** It shall be unlawful for a person, firm or corporation to erect, construct, alter, repair, remove, demolish or utilize a building, occupancy, premises or system regulated by this code, or cause same to be done, in conflict with or in violation of any of the provisions of this code.

[A] **110.2 Owner/occupant responsibility.** Correction and abatement of violations of this code shall be the responsibility of the owner or the owner's authorized agent. Where an occupant creates, or allows to be created, hazardous conditions in violation of this code, the occupant shall be held responsible for the abatement of such hazardous conditions.

[A] **110.3 Notice of violation.** Where the fire code official finds a building, premises, vehicle, storage facility or outdoor area that is in violation of this code, the fire code official is authorized to prepare a written notice of violation describing the conditions deemed unsafe and, where compliance is not immediate, specifying a time for reinspection.

[A] **110.3.1 Service.** A notice of violation issued pursuant to this code shall be served on the owner, the owner's authorized agent, operator, occupant or other person responsible for the condition or violation, either by personal service, mail or by delivering the same to, and leaving it with, some person of responsibility on the premises. For unattended or abandoned locations, a copy of such notice of violation shall be posted on the premises in a conspicuous place at or near the entrance to such premises and the notice of violation shall be mailed by certified mail with return receipt requested or a certificate of mailing, to the last known address of the owner, the owner's authorized agent, or occupant.

[A] **110.3.2 Compliance with orders and notices.** A notice of violation issued or served as provided by this code shall be complied with by the owner, the owner's authorized agent, operator, occupant or other person responsible for the condition or violation to which the notice of violation pertains.

[A] **110.3.3 Prosecution of violations.** If the notice of violation is not complied with promptly, the fire code official is authorized to request the legal counsel of the jurisdiction to institute the appropriate legal proceedings at law or in equity to restrain, correct or abate such violation or to

require removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant hereto.

[A] **110.3.4 Unauthorized tampering.** Signs, tags or seals posted or affixed by the fire code official shall not be mutilated, destroyed or tampered with, or removed, without authorization from the fire code official.

[A] **110.4 Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a [SPECIFY OFFENSE], punishable by a fine of not more than [AMOUNT] dollars or by imprisonment not exceeding [NUMBER OF DAYS], or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

[A] **110.4.1 Abatement of violation.** In addition to the imposition of the penalties herein described, the fire code official is authorized to institute appropriate action to prevent unlawful construction or to restrain, correct or abate a violation; or to prevent illegal occupancy of a structure or premises; or to stop an illegal act, conduct of business or occupancy of a structure on or about any premises.

SECTION 111 UNSAFE BUILDINGS

[A] **111.1 General.** If during the inspection of a premises, a building or structure, or any building system, in whole or in part, constitutes a clear and imminent threat to human life, safety or health, the fire code official shall issue such notice or orders to remove or remedy the conditions as shall be deemed necessary in accordance with this section, and shall refer the building to the building department for any repairs, alterations, remodeling, removing or demolition required.

[A] **111.1.1 Unsafe conditions.** Structures or existing equipment that are or hereafter become unsafe or deficient because of inadequate means of egress, that constitute a fire hazard, are otherwise dangerous to human life or the public welfare, or involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. A vacant structure that is not secured against unauthorized entry as required by Section 311 shall be deemed unsafe.

[A] **111.1.2 Structural hazards.** Where an apparent structural hazard is caused by the faulty installation, operation or malfunction of any of the items or devices governed by this code, the fire code official shall immediately notify the building code official in accordance with Section 110.1.

[A] **111.2 Evacuation.** The fire code official or the fire department official in charge of an incident shall be authorized to order the immediate evacuation of any occupied building deemed unsafe where such building has hazardous conditions that present imminent danger to building occupants. Persons so notified shall immediately leave the struc-

DIVISION II ADMINISTRATION

ture or premises and shall not enter or re-enter until authorized to do so by the fire code official or the fire department official in charge of the incident.

[A] 111.3 Summary abatement. Where conditions exist that are deemed hazardous to life and property, the fire code official or fire department official in charge of the incident is authorized to abate summarily such hazardous conditions that are in violation of this code.

[A] 111.4 Abatement. The owner, the owner's authorized agent, operator or occupant of a building or premises deemed unsafe by the fire code official shall abate or cause to be abated or corrected such unsafe conditions either by repair, rehabilitation, demolition or other approved corrective action.

an immediate hazard. The fire code official shall notify the serving utility and, where possible, the owner or the owner's authorized agent and the occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnection, then the owner, the owner's authorized agent or occupant of the building, structure or service system shall be notified in writing as soon as practical thereafter.

SECTION 112 STOP WORK ORDER

[A] 112.1 Order. Where the fire code official finds any work regulated by this code being performed in a manner contrary to the provisions of this code, or in a dangerous or unsafe manner, the fire code official is authorized to issue a stop work order.

[A] 112.2 Issuance. A stop work order shall be in writing and shall be given to the owner of the property, or to the owner's authorized agent, or to the person doing the work. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order, and the conditions under which the cited work is authorized to resume.

[A] 112.3 Emergencies. Where an emergency exists, the fire code official shall not be required to give a written notice prior to stopping the work.

[A] 112.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than [AMOUNT] dollars or more than [AMOUNT] dollars.

SECTION 113 SERVICE UTILITIES

[A] 113.1 Authority to disconnect service utilities. The fire code official shall have the authority to authorize disconnection of utility service to the building, structure or system in order to safely execute emergency operations or to eliminate

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 01/17/2023

From: Walter White
(Department Head - please type)

Phone Ext. 391

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>01/17/2023</u>	

Department Head Signature _____

Agenda Title: VEHICLE MAINTENANCE REPORT

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Report of expenses for maintenance and repair of District vehicle fleet during the month of December.

Recommendation/Requested Action:
Review attached report

Fiscal Impacts (attach budget transfer form if appropriate) None Staffing Impacts None

Is a 4/5ths vote required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Contract Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Committee Review? N/A <input checked="" type="checkbox"/>	Resolution Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Name _____ Committee Recommendation: _____	Ordinance Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
	Comments: _____

Request Reviewed by:

Chairman _____ Counsel _____

Auditor _____ GSA Director _____

CAO _____ Risk Management _____

Distribution Instructions: _____

FOR CLERK USE ONLY

Meeting Date _____	Time _____	Item # _____
Board Action: Approved Yes ___ No ___ Unanimous Vote: Yes ___ No ___		
Ayes: _____	Resolution _____	Ordinance _____ Other: _____
Noes _____	Resolution _____	Ordinance _____
Absent: _____	Comments: _____	

Distributed on _____	A new ATF is required from _____	I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District. ATTEST: _____ AFPD Board Clerk
Completed by _____	Department _____	
	For meeting _____	

Vehicle Description	VIN License Number	IMPLEMENTED July 1, 2017/18 Beginning of Fiscal Year Mileage	22/23 FY Odometer Reading	Repair Hours / Comments (out of service, Misc., etc. if applicable)	Dates	Maintenance Performed (description)	DECEMBER Total Cost this Month	Total Cost of Vehicle starting July 2016 (Implementation of report)
C-5100 - 2015 Ford Explorer AWD (Fire Chief)	1FM5K8AR7FGB25939 {E} 1460509	19,530	89,062		07/06/22 11/14/22	Riebes - Battery (\$177.40) Sterlings Auto - A Svc and wiper blades (\$149.20)	\$0.00	\$5,796.59
C-5107 (Chew) - 2010 Ford Expedition XLT 4x4 (Prevention) (previously 5101,5108)	1FMJU1G59AEA43199 {E} 1305976	162,270	246,366		7/26/22 11/28/22 12/6/22	Sterling's Auto - A svc. and pads (\$704.38) Les Schwab - alignment; 4 wheel, system sensor (\$414.58) Sterling's Auto - A svc., wiper blades, control arm and ball joint assembly related to shock and strut/alignment, labor (\$1,753.90)	\$1,753.90	\$30,422.30
C-5102 (Watkins) 2016 Ford F250 4x4 (Battalion Chief)	1FT7X2B60GEA66410 {E} 1485648	19,611	123,420		7/11/22 9/19/22	Les Schwab Tires - 4 New Tires, Wheel Spin (\$1,559.58) Sterlings - A Service, svc. rear differential (\$653.38)	\$0.00	\$16,427.31
C-5103 (Ebling) 2011 Ford F250 4x4 (Battalion Chief)	1FT7X2B62BEA30761 {E} 1306800	92,337	156,348				-	\$19,660.19
C-5105 (Command) 2012 Ford Expedition 4x4 (HQ)	1FMJU1G5XC6F7187 {E} 1401123	67,531	97,161		11/28/22	O'Reilly - Wiper Blades, misc (\$56.90)	\$0.00	\$8,901.27
C-5104 (Yelinek)-2009 Ford F250 4x4 (Battalion Chief)	1FTSX21569EA15399 {E} 1294991	65,530	116,837		7/18/22 10/26/22 11/28/22	Sterling's Auto - A svc., exhaust manifold (\$1,898.63) Jackson Tire - tie rod end all 4 tires, alignments (thrust angle), track bar rebuild (\$1,428.84) O'Reilly - Fuel filter, oil, misc. (\$144.57)	\$0.00	\$23,831.41
							-	

E-5111 2015 Rosenbauer 4x4 (111 First Out)	54F2CB417FWM11449 {E} 1488122	19,474	65,832		7/29/22 8/29/22 9/20/22 9/21/22 9/27/22 10/17/22 12/05/22	Cummins - new engine and misc. work,paid in full by Rosenbauer (\$17,182.38) Burton's - Repair oil leak,, pump test, various repairs, rebuild tank to pump valve leaking water (\$8240.38) Burtons Fire - travel time (tech at 111), transfer box eval/misc seals, coolant leaks (\$1,845.17) Burtons Fire - Rplc front and rear braks/hardware kit, rplc ps cab lock (\$6,362.27) Jackson Tire - 4 New Rear Tires (\$3,244.86) Les Schwab - Wheel spin balance (\$75.98) Riebes - Tire chaing (\$720.05)	\$720.05	\$63,201.91
E-5113 1991 KME 4x4	1HTSEPCR4NH415881 {E} 349699	80,306	88,675				-	\$18,756.10
SQ-5115 2003 Ford F350 4X4 (previously SQ-145)	1FDWF37P23ED60337 {E}1159107	42,236	44,701		11/28/22	O'Reilly's - Battery (\$336.94)	\$0.00	\$12,915.47
WT-5116 2015 Kenworth	2NKHHJ8X9FM437394 {E}1410351	2,230	5,333				-	\$7,712.26
OES - 4309 2020 ITL/BME MODEL34	3HAETAR7ML185478	-					-	\$0.00
E-5123 2001 International Westmark	1HTSEADR71H370327 {1034294}	99,018	104,785		7/13/22 8/1/22 8/3/22 8/23/22 9/6/22 9/16/22	Burton's Fire, Inc - Water guage (\$464.22) Burton's Fire, Inc - Resolve loss of power, rebuild transfer vavle actuator, rplc foam pro controller head, rplc pump, flow meter, misc. fire pump repairs (\$13,572.06) Lynche's - AC svc and rplc low side fitting, install new AC condensor, repair transmission mounts (\$3,385.91) Auto Zone - Oil and misc. parts (\$57.79) Riebes - 6-lamp kits (\$252.07) Doug Veerkamp - bad oil leak @ front differential (\$3,273.71)	\$0.00	\$41,791.85
SQ-5125 2008 Ford F350 (Previously SQ-115)	1FDWX37RX8EC15309 {E}1281212	99,175	112,919				-	\$9,308.80
WT-5126 2007 Kenworth	2NKMHZ8X67M199258 {E} 1212617	16,891	21,310				-	\$25,567.32
							-	

E-5141 2018 Rosenbauer (114 First Out)	54F2CA414JWM12044 {E}1369499	0	-	OOS - Riverview International (Warranty Work)	7/5/22 10/26/22 11/14/22 12/05/22	Jackson Tire Svc - 2 New Front Tires (\$1,861.98) US Bank Card Spalusa - Rplcmt condenser fan (\$149.41) Riebes - Misc. parts (\$37.69) Riebes - Tire Chains (\$720.05)	\$720.05	\$42,237.09
WT-5146 1996 International	1HTSDADR7TH397632 {E} 035872	38,174	49,807		12/19/2022	Lynch's Auto - Low air warning switch leaking air, leak in hose (\$666.86)	\$666.86	\$22,219.97
E-5148 2003 HME (reserve) (Previously E-5141)	44KFT42822WZ20024 {E}1159077	82,595	127,425		7/05/22 7/6/22 7/12/22 8/3/22 9/7/22 9/19/22 10/11/22	Dale Diesal Performance (\$162.02) Riebes - Coolant (\$72.14) Dale Diesal Performance (\$240) Napa Parts - Starter (\$485.44) ATR - Tow from Pioneer to Doug Veerkamp (\$1,687.50) Doug Veerkamp - A service, turbo charger broken pressure side, labor (\$5392.41) Les Schwab - 2 widebase hwy tubless tires, wheel spin balance (\$1,628.91)	\$0.00	\$68,365.87
E-5214 2008 Ford F550	1FDAX57R58EB35812 {E}1281210	28,278	32,529				-	\$8,328.03
WT-5216 2015 Kenworth	2NKHHJ8X7FM437393 {E}1410352	3,030	10,955				-	\$6,447.85
E-5221 2003 HME	44KFT42842WZ20025 {E} 1159078	97,576	142,339	Riverview International (Tank Repair)			-	\$57,948.31
E-5222 1991 KME	1HTSDPCR0NH416110 {E} 349698	54,320	60,042				-	\$3,813.14
E-5223 1998 International	1HTSDADR6WH551543 {E} 993299	38,623	48,477		8/23/22	Galls - Code 3 siren w/ light controls (\$592.99)	\$0.00	\$19,424.00
E-5228 2000 HME (122 First Out)	44KFT4287YVWZ19055 {E} 959496	49,507	64,489		7/6/22 7/11/22 12/19/22	Riebes - Misc. Parts, oil, AC refrid., (\$350.11) LN Curtis - Plumbing Gaskets (\$114.99) Glass Doctor - Rplcd and install new windshield (\$1,695.91)	\$1,695.91	\$52,868.85
WT-5236 2007 Kenworth	2NKMHZ8X87M199259 {E} 1212616	9,833	12,305		11/21/22 12/27/22	Riverview Int'l Trk - repair damaged plumbing at rear of tank fill and annual inspection (\$9,700.42) Big Rig World - hood hinge (\$199.94)	\$199.94	\$12,587.14

U-5310 2008 Ford (Utility)	1FTSW21R98EC31882 {E} 8V25580	30,500	37,305		8/30/22 12/05/22 12/05/22	Lynch's - A service, new brake pads, hoses (\$2,094.35) Riebes - windshield wipers (\$31.31) Jackson Tire - 4 new sensors, install (\$324.07)	\$355.38	\$2,462.64
							-	
E-5361 2016 Rosenbauer (116 First Out)	54F2CA512GWM11580 {E} 1425867	8,502	48,898		7/31/22 8/31/22 9/27/22 9/30/22 10/31/22 11/28/22 11/28/22 11/30/22 12/31/22	JRCH Reimbursement - Jun (\$-0.00) JRCH Reimbursement - Jul (\$-0.00) JRCH Reimbursement - Aug (\$-0.00) Burton's Fire - DEF quality sensor, A service, drivers seat belt alarm, coolant sensor alarm (\$2,934.62) JRCH Reimbursement - Sep (\$-2,934.62) O'Reilly - Hose, misc. (\$78.05) O'Reilly - Antifreeze, misc. (\$47.39) JRCH Reimbursement - Oct (\$-0.00) JRCH Reimbursement - Nov (\$-125.44)	-\$125.44	\$17,728.29
E-5364 2008 Ford F550 4x4	1FDAW57R38EC53893 {E} 1356272	32,581	44,454		7/31/22 8/3/22 8/31/22 9/26/22 9/30/22 10/31/22 11/30/22 12/31/22	JRCH Reimbursement - Jun (\$-0.00) Lynch's - repair cause of loss of power, injector and fuel supply pipe rplcd (\$2,191.91) JRCH Reimbursement - Jul (\$-0.00) Lynch's Auto - A service, faulty air bag module, glow plugs, flushed trasmission and replaced fuel filters (\$3,399.41) JRCH Reimbursement - Aug (\$-2,191.91) JRCH Reimbursement - Sep (\$-3,399.41) JRCH Reimbursement - Oct (\$-0.00) JRCH Reimbursement - Nov (\$-0.00)	\$0.00	\$13,568.13
E-5368 2007 E-ONE	4ENGAAA8371002458 {E} 1356273	62,266	114,596		7/31/22 8/31/22 9/6/22 9/26/22 10/31/22 11/30/22 12/19/22 12/31/22	JRCH Reimbursement - Jun (\$-0.00) JRCH Reimbursement - Jul (\$-0.00) LN Curtis - parts for intake manifold (\$2,371.88) Riverview Int'l Trk - Interm. no start condition, pump pack leak, coolant leaking, filter minder damaged (\$4,197.41) JRCH Reimbursement (\$-6,569.29) JRCH Reimbursement (\$-0.00) Lynch's Auto - Rplcd drums, shoes and brake pads (\$1,944.14) JRCH Reimbursement (\$-0.00)	\$1,944.14	\$40,493.60
							\$7,930.79	\$652,785.69

AGENDA TRANSMITTAL FORM

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
01/17/2023	

To: Amador Fire Protection Board of Directors

Date: 01/17/2023

From: Walter White
(Department Head - please type)

Phone Ext. 391

Department Head Signature _____

Agenda Title: TRAINING REPORT

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Discussion only, training report for December.

Recommendation/Requested Action:

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts None

Is a 4/5ths vote required? Yes No

Contract Attached: Yes No N/A

Resolution Attached: Yes No N/A

Ordinance Attached: Yes No N/A

Committee Review? N/A

Name _____

Comments: _____

Committee Recommendation: _____

Request Reviewed by:

Chairman _____ Counsel _____

Auditor _____ GSA Director _____

CAO _____ Risk Management _____

Distribution Instructions:

FOR CLERK USE ONLY

Meeting Date _____ Time _____ Item # _____

Board Action: Approved Yes ___ No ___ Unanimous Vote: Yes ___ No ___

Ayes: _____ Resolution _____ Ordinance _____ Other: _____

Noes _____ Resolution _____ Ordinance _____

Absent: _____ Comments: _____

Distributed on _____
Completed by _____
A new ATF is required from _____
Department _____
For meeting _____
of _____

I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.
ATTEST: _____
AFPD Board Clerk

<u>Month</u>	<u>Emergency Reporting (live)</u>	<u>Target Solutions (online)</u>	<u>Total Hours</u>	<u>CAL JAC Hours</u>
July	363:30:00	133:00:00	496:30:00	158:15:00
August	648:10:00	106:45:00	754:55:00	215:00:00
September	558:30:00	150:45:00	709:15:00	211:45:00
October	774:20:00	225:30:00	999:50:00	408:30:00
November	1181:15:00	138:45:00	1320:00:00	675:30:00
December	596:30:00	159:30:00	756:00:00	252:00:00
January				
February				
March				
April				
May				
June				



Daily Schedule

Date	Topic	Skill Sheet/Reference	Code
12/01/2022	Positive Pressure Ventilation	IFSTA Essentials	IID
12/02/2022	Salvage Covers	Amador Fire Skill 1-7,1-8	LKD
12/03/2022	Positive Pressure Ventilation	IFSTA Essentials	IID
12/04/2022	Ground Ladders	Amador Fire Skill 1-16	LCD
12/05/2022	Occupancy Inspection Class	Fire Marshal Chew	BBB
12/06/2022	Ground Ladders	Amador Fire Skill 1-16	LCD
12/07/2022	Occupancy Inspection Class	Fire Marshal Chew	BBB
12/08/2022	Ground Ladders	Amador Fire Skill 1-16	LCD
12/09/2022	Occupancy Inspection Class	Fire Marshal Chew	BBB
12/10/2022	Lithium-Ion Batteries	Powerpoint	LJB
12/11/2022	EMS Medical Assessment	NREMT Skill Sheet	CHD
12/12/2022	Lithium-Ion Batteries	Powerpoint	LJB
12/13/2022	EMS Medical Assessment	NREMT Skill Sheet	CHD
12/14/2022	Lithium-Ion Batteries	Powerpoint	LJB
12/15/2022	EMS Medical Assessment	NREMT Skill Sheet	CHD
12/16/2022	Preconnected Attack Lines	Amador Fire Skill 1-10, 1-11	LDD
12/17/2022	Wyed-Attack Lines	Amador Fire Skill 1-12	LDD
12/18/2022	Preconnected Attack Lines	Amador Fire Skill 1-10, 1-11	LDD
12/19/2022	Wyed-Attack Lines	Amador Fire Skill 1-12	LDD
12/20/2022	Preconnected Attack Lines	Amador Fire Skill 1-10, 1-11	LDD
12/21/2022	Wyed-Attack Lines	Amador Fire Skill 1-12	LDD
12/22/2022	Officer's Choice		
12/23/2022	Officer's Choice		
12/24/2022	Officer's Choice		
12/25/2022	Officer's Choice		
12/26/2022	Officer's Choice		
12/27/2022	Officer's Choice		
12/28/2022	CSRT Rigging	Amador Fire CSRT Evolution #3	DBD
12/29/2022	CSRT Supplied Air Respirator	Amador Fire CSRT Evolution #2	DBD
12/30/2022	CSRT Rigging	Amador Fire CSRT Evolution #3	DBD
12/31/2022	CSRT Supplied Air Respirator	Amador Fire CSRT Evolution #2	DBD

Monthly Target Solutions Assignments

Fleet Program Adjusting to Changing Conditions for Emergency Vehicle Operators	EMS Assessment and Treatment of Submersion Injuries
NFPA 1500 Bloodborne Pathogens Safety	NFPA 1001 Fire Prevention and Public Education

Notes: Occupancy Inspection Class (12/5,7 and 9) will be at Jackson Station 132 0900-1100 and 1300-1500.

AGENDA TRANSMITTAL FORM

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
01/17/2023	

To: Amador Fire Protection Board of Directors

Date: 01/17/2023

From: Walter White
(Department Head - please type)

Phone Ext. x391

Department Head Signature _____

Agenda Title: CALL REPORT

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Report of District calls for the month of December

Recommendation/Requested Action:

Report only

Fiscal Impacts (attach budget transfer form if appropriate)

n/a

Staffing Impacts

n/a

Is a 4/5ths vote required?

Yes

No

Contract Attached:

Yes

No

N/A

Resolution Attached:

Yes

No

N/A

Ordinance Attached

Yes

No

N/A

Comments:

Committee Review?

N/A

Name _____

Committee Recommendation:

Request Reviewed by:

Chairman _____

Counsel _____

Auditor _____

GSA Director _____

CAO _____

Risk Management _____

Distribution Instructions:

n/a

FOR CLERK USE ONLY

Meeting Date _____

Time _____

Item # _____

Board Action: Approved Yes ___ No ___

Unanimous Vote: Yes ___ No ___

Ayes: _____

Resolution _____

Ordinance _____

Other: _____

Noes _____

Resolution _____

Ordinance _____

Absent: _____

Comments: _____

Distributed on _____

A new ATF is required from _____

I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.

Completed by _____

Department
For meeting
of _____

ATTEST: _____

AFPD Board Clerk

AMADOR FIRE PROTECTION DISTRICT

810 Court Street, Jackson California 95642-2132 (209) 223-6391



Incident Type per Station 3 Year Summary Report *December*

December 2022	241 <i>total incident count</i>
December 2021	345 <i>total incident count</i>
December 2020	243 <i>total incident count</i>

Amador Fire Protection District



Jackson, CA

This report was generated on 1/12/2023 9:38:23 AM

Incident Type Count per Station for Date Range

Start Date: 12/01/2022 | End Date: 12/31/2022

INCIDENT TYPE	# INCIDENTS
Station: 111 - STATION 111	
100 - Fire, other	1
311 - Medical assist, assist EMS crew	1
321 - EMS call, excluding vehicle accident with injury	46
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
510 - Person in distress, other	2
554 - Assist invalid	9
611 - Dispatched & cancelled en route	3
700 - False alarm or false call, other	3
# Incidents for 111 - Station 111:	67

Station: 112 - STATION 112	
554 - Assist invalid	1
# Incidents for 112 - Station 112:	1

Station: 114 - STATION 114	
114 - Chimney or flue fire, confined to chimney or flue	1
131 - Passenger vehicle fire	1
140 - Natural vegetation fire, other	1
321 - EMS call, excluding vehicle accident with injury	47
412 - Gas leak (natural gas or LPG)	2
424 - Carbon monoxide incident	1
554 - Assist invalid	7
611 - Dispatched & cancelled en route	8
700 - False alarm or false call, other	1
735 - Alarm system sounded due to malfunction	1
736 - CO detector activation due to malfunction	1
745 - Alarm system activation, no fire - unintentional	1
# Incidents for 114 - Station 114:	72

Station: 116 - STATION 116	
113 - Cooking fire, confined to container	1
170 - Cultivated vegetation, crop fire, other	1
321 - EMS call, excluding vehicle accident with injury	35
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	2

Only REVIEWED incidents included.



INCIDENT TYPE	# INCIDENTS
412 - Gas leak (natural gas or LPG)	1
510 - Person in distress, other	1
520 - Water problem, other	1
550 - Public service assistance, other	1
551 - Assist police or other governmental agency	1
554 - Assist invalid	5
611 - Dispatched & cancelled en route	6
700 - False alarm or false call, other	1
740 - Unintentional transmission of alarm, other	1
745 - Alarm system activation, no fire - unintentional	1

Incidents for 116 - Station 116:

61

Station: 122 - STATION 122	
111 - Building fire	1
112 - Fires in structure other than in a building	1
131 - Passenger vehicle fire	1
311 - Medical assist, assist EMS crew	1
321 - EMS call, excluding vehicle accident with injury	22
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	2
444 - Power line down	2
520 - Water problem, other	1
554 - Assist invalid	2
611 - Dispatched & cancelled en route	4
651 - Smoke scare, odor of smoke	1
700 - False alarm or false call, other	1

Incidents for 122 - Station 122:

40

Only REVIEWED incidents included.

241 total calls



Amador Fire Protection District



Jackson, CA

This report was generated on 1/12/2023 9:39:25 AM

Incident Type Count per Station for Date Range

Start Date: 12/01/2021 | End Date: 12/31/2021

INCIDENT TYPE	# INCIDENTS
Station: 111 - STATION 111	
111 - Building fire	2
130 - Mobile property (vehicle) fire, other	1
131 - Passenger vehicle fire	1
150 - Outside rubbish fire, other	1
311 - Medical assist, assist EMS crew	1
321 - EMS call, excluding vehicle accident with injury	47
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	1
331 - Lock-in (if lock out , use 511)	1
400 - Hazardous condition, other	1
412 - Gas leak (natural gas or LPG)	1
424 - Carbon monoxide incident	4
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	12
500 - Service Call, other	1
511 - Lock-out	1
551 - Assist police or other governmental agency	1
553 - Public service	7
554 - Assist invalid	4
561 - Unauthorized burning	1
611 - Dispatched & cancelled en route	16
700 - False alarm or false call, other	3
733 - Smoke detector activation due to malfunction	1
736 - CO detector activation due to malfunction	1
# Incidents for 111 - Station 111:	113

Station: 112 - STATION 112	
444 - Power line down	1
# Incidents for 112 - Station 112:	1

Station: 114 - STATION 114	
114 - Chimney or flue fire, confined to chimney or flue	2
131 - Passenger vehicle fire	1
137 - Camper or recreational vehicle (RV) fire	1
140 - Natural vegetation fire, other	1
162 - Outside equipment fire	1

Only REVIEWED incidents included.



INCIDENT TYPE	# INCIDENTS
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	52
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	2
444 - Power line down	2
445 - Arcing, shorted electrical equipment	1
511 - Lock-out	1
550 - Public service assistance, other	2
553 - Public service	3
554 - Assist invalid	13
611 - Dispatched & cancelled en route	6
651 - Smoke scare, odor of smoke	1
# Incidents for 114 - Station 114:	92

Station: 116 - STATION 116	
311 - Medical assist, assist EMS crew	1
321 - EMS call, excluding vehicle accident with injury	27
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
400 - Hazardous condition, other	1
411 - Gasoline or other flammable liquid spill	1
424 - Carbon monoxide incident	1
444 - Power line down	5
550 - Public service assistance, other	7
553 - Public service	3
554 - Assist invalid	11
611 - Dispatched & cancelled en route	23
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
744 - Detector activation, no fire - unintentional	1
813 - Wind storm, tornado/hurricane assessment	1
# Incidents for 116 - Station 116:	86

Station: 122 - STATION 122	
114 - Chimney or flue fire, confined to chimney or flue	1
140 - Natural vegetation fire, other	1
151 - Outside rubbish, trash or waste fire	1
321 - EMS call, excluding vehicle accident with injury	19
322 - Motor vehicle accident with injuries	2
324 - Motor vehicle accident with no injuries.	5
542 - Animal rescue	1
550 - Public service assistance, other	2
554 - Assist invalid	5

Only REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
561 - Unauthorized burning	1
611 - Dispatched & cancelled en route	13
631 - Authorized controlled burning	1
735 - Alarm system sounded due to malfunction	1
# Incidents for 122 - Station 122:	53

Only REVIEWED incidents included.

345 total calls



Amador Fire Protection District

20

Jackson, CA

This report was generated on 1/12/2023 12:15:54 PM

Incident Type Count per Station for Date Range

Start Date: 12/01/2020 | End Date: 12/31/2020

INCIDENT TYPE	# INCIDENTS
Station: 111 - STATION 111	
100 - Fire, other	2
141 - Forest, woods or wildland fire	1
321 - EMS call, excluding vehicle accident with injury	40
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	2
400 - Hazardous condition, other	1
551 - Assist police or other governmental agency	1
553 - Public service	1
554 - Assist invalid	7
600 - Good intent call, other	2
611 - Dispatched & cancelled en route	7
622 - No incident found on arrival at dispatch address	1
700 - False alarm or false call, other	1
736 - CO detector activation due to malfunction	1

Incidents for 111 - Station 111: 68

Station: 114 - STATION 114	
114 - Chimney or flue fire, confined to chimney or flue	2
141 - Forest, woods or wildland fire	1
300 - Rescue, EMS incident, other	1
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	48
324 - Motor vehicle accident with no injuries.	4
551 - Assist police or other governmental agency	1
554 - Assist invalid	11
611 - Dispatched & cancelled en route	5
631 - Authorized controlled burning	4
651 - Smoke scare, odor of smoke	1

Incidents for 114 - Station 114: 79

Station: 116 - STATION 116	
140 - Natural vegetation fire, other	1
321 - EMS call, excluding vehicle accident with injury	13
322 - Motor vehicle accident with injuries	2
324 - Motor vehicle accident with no injuries.	4
441 - Heat from short circuit (wiring), defective/worn	1

Only REVIEWED incidents included.



INCIDENT TYPE	# INCIDENTS
550 - Public service assistance, other	3
553 - Public service	2
554 - Assist invalid	2
561 - Unauthorized burning	2
611 - Dispatched & cancelled en route	6
653 - Smoke from barbecue, tar kettle	1

Incidents for 116 - Station 116: 37

Station: 121 - STATION 121

700 - False alarm or false call, other	1
----------------------------------------	---

Incidents for 121 - Station 121: 1

Station: 122 - STATION 122

131 - Passenger vehicle fire	2
132 - Road freight or transport vehicle fire	1
140 - Natural vegetation fire, other	1
142 - Brush or brush-and-grass mixture fire	2
321 - EMS call, excluding vehicle accident with injury	24
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	2
412 - Gas leak (natural gas or LPG)	1
550 - Public service assistance, other	1
553 - Public service	1
554 - Assist invalid	5
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	7
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
740 - Unintentional transmission of alarm, other	1
744 - Detector activation, no fire - unintentional	1

Incidents for 122 - Station 122: 55

Station: 123 - STATION 123

321 - EMS call, excluding vehicle accident with injury	1
631 - Authorized controlled burning	1

Incidents for 123 - Station 123: 2

Station: JKS - STATION 131

321 - EMS call, excluding vehicle accident with injury	1
--------------------------------------------------------	---

Incidents for JKS - Station 131: 1

Only REVIEWED incidents included.

243 total calls



AGENDA TRANSMITTAL FORM

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
01/17/2023	

To: Amador Fire Protection Board of Directors

Date: 01/17/2023

From: Walter White
(Department Head - please type)

Phone Ext. x391

Department Head Signature _____

Agenda Title: MINUTES

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Review and approval of the Board of Directors regular and special minutes of December 2022

Recommendation/Requested Action:

Approve minutes as presented or revised

Fiscal Impacts (attach budget transfer form if appropriate)

n/a

Staffing Impacts

n/a

Is a 4/5ths vote required?

Yes

No

Contract Attached:

Yes

No

N/A

Resolution Attached:

Yes

No

N/A

Ordinance Attached

Yes

No

N/A

Comments:

Committee Review?

N/A

Name _____

Committee Recommendation:

Request Reviewed by:

Chairman _____

Counsel _____

Auditor _____

GSA Director _____

CAO _____

Risk Management _____

Distribution Instructions:

n/a

FOR CLERK USE ONLY

Meeting Date _____

Time _____

Item # _____

Board Action: Approved Yes ___ No ___

Unanimous Vote: Yes ___ No ___

Ayes: _____

Resolution _____

Ordinance _____

Other: _____

Noes: _____

Resolution _____

Ordinance _____

Absent: _____

Comments: _____

Distributed on _____

A new ATF is required from _____

Department _____

Completed by _____

For meeting _____

of _____

I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.

ATTEST: _____

AFPD Board Clerk

**AMADOR FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

Meeting Was Recorded

Jackson, California
Tuesday, December 13, 2022
10:30 AM

The Board of Directors of the Amador Fire Protection District met in the County Administration Center, 810 Court Street, Jackson, California, on the above date pursuant to adjournment, and the following proceedings were had, to wit:

Present:

Richard Forster, Chair Director
Jeff Brown, Vice Chair, Director
Brian Oneto, Director
Pat Crew, Director
Frank Axe, Director

Absent:

Staff:

Walter White, Fire Chief
Nicole Cook, Clerk of the Board

AGENDA

MOTION: It was moved by Director Axe and seconded by Director Crew and carried 5-0-0; to approve the agenda.

PUBLIC MATTERS NOT ON THE AGENDA None

PRESENTATION

Badge Pinning: Presentation given of newly hired Fire Engineer, Victor Anaya by Fire Chief White. Ashley Anaya pinned the badge. Discussion ensued related to subject matter.

ADMINISTRATIVE MATTERS

Annual Meeting Schedule for 2023: Chief White presented. Discussion ensued relative to the subject matter. Direction given to staff to change the December meeting date, once updated the scheduled was approved.

Insurance Coverage Plan: Chief White presented. Discussion ensued relative to the subject matter. Direction given to staff to provide a clearer list of annual costs.

MOTION: It was moved by Director Axe and seconded by Director Crew and carried 5-0-0 to approve resolution with direction given to staff to approve a new insurance carrier.

RESOLUTION NO. AFD 22-18

Resolution approving new Insurance Carrier by George Petersen Insurance Agency for General, Auto and Property Effective 12/27/2022

Section 218 Agreement: Chief White presented. Discussion ensued relative to subject matter.

MOTION: It was moved by Director Oneto and seconded by Director Brown and carried 5-0-0 to approve resolution.

RESOLUTION NO. AFD 22-17

Resolution approving and authorizing of the official form "Application and Agreement", executed on behalf of the Public Agency (AFD) and submitted to the State to provide coverage under the California State Social Security Agreement services performed on and after June 30, 2010

Prevention Fee Nexus Study Results: Fire Marshal, Pat Chew presented. Discussion ensued relative to subject matter and possible action. Direction was given to staff to correct cover letter and minor grammatical errors.

Cindy Grandbois, a resident of Amador inquired how long ago the last nexus study was. FM Chew answered that it was four years ago. Cindy Grandbois asked how many new constructions we get. FM Chew answered that not very often, mostly tentative improvements. Cindy inquired if estimates or approximates are given at the time of submitting. FM Chew answered yes.

Director Oneto asked how much from other fire departments, FM Chew stated that the hourly rates range \$145 and above from similar departments and counties near by.

MOTION: It was moved by Director Brown and Director Crew seconded to set the public hearing for January 17th to repeal Ordinance 007 and adopt Ordinance 012. The motion was carried 5-0-0.

Mario's Tree Service Lease Agreement Status: Chief White presented. Discussion ensued relative to subject matter. Direction was given to staff to continue the lease however instead of it being annual it will be month to month. Direction given to draft new terms and other minor changes and send to Chair and Vice Chair of BOD prior to signing. Direction and approval given to the Fire Chief authorizing to sign after approval provided.

Director Oneto stated that the District should be listed on Mario's liability insurance as an additional insurer.

Cindy Grandbois, a resident of Amador stated that she agrees to increase monthly lease.

Lockwood Fire Protection District JOA Addendum B: Chief White presented. Discussion ensued relative to subject matter with possible action.

MOTION: It was moved by Director Oneto and seconded by Director Axe to approve Resolution Addendum B of the LFPD and AFD JOA. The motion was carried 5-0-0.

RESOLUTION NO. AFD 22-19

Resolution authorizing and approving "Addendum B" to the Joint Operations Agreement with Lockwood Fire Protection District

Training Report: Chief White presented. Discussion ensued relative to subject matter, no action taken.

Training Plan for 2023: Chief White presented. Discussion ensued relative to subject matter, no action taken.

Call Report: Chief White presented. Discussion ensued relative to subject matter, no action taken.

Vehicle Maintenance Report: Chief White presented. Discussion ensued relative to subject matter, no action taken.

MISCELLANEOUS MATTERS:

Regular Minutes for Meeting from November 9th, 2022: Discussion ensued relative to subject matter.

MOTION: It was moved by Director Axe and seconded by Director Crew and carried 5-0-0, to approve minutes from the November 9th meeting with minor corrections.

Special Minutes for Meeting from November 9th, 2022: Discussion ensued relative to subject matter.

MOTION: It was moved by Director Oneto and seconded by Director Axe and carried 5-0-0, to approve minutes with no correction from the November 9th meeting.

ADJOURNMENT: At 12:00 PM, Chair Forster adjourned the meeting until Tuesday, January 17th, 2023.

Chair, Amador Fire Protection District

