RESOLUTION 25-01

A RESOLUTION OF THE HOLLEY-NAVARRE FIRE DISTRICT ESTABLISHING A FEE SCHEDULE OF USER CHARGES TO PROVIDE FOR FIRE PREVENTION OFFICE SERVICES TO DETERMINE COMPLIANCE WITH THE FLORIDA FIRE PREVENTION CODE; AMENDING RESOLUTION 2012-01; PROVIDING FOR THE REPEAL OF CONFLICTING RESOLUTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

NOW, THEREFORE, be it RESOLVED by the Holley-Navarre Fire District, Board of Fire Commissioners:

Section 1. Intent and Authority. The Holley-Navarre Fire District (the "District") is an Independent Special Fire Control District established pursuant to chapters 189 and 191 of the *Florida Statutes*. The District is authorized under §191.008, *Florida Statutes*, to adopt and enforce fire safety standards and codes and enforce the rules of the State Fire Marshal consistent with the exercise of the duties authorized by Chapter 553 and Chapter 633, with respect to fire suppression, prevention, and fire safety code enforcement. The District has established a Fire Prevention Office and adopted the Florida Fire Prevention Code. The Board, pursuant to §191.009(3), *Florida Statutes*, finds it necessary to assess and collect the following user fees to provide for the services of the Fire Prevention Office.

Section 2. Jurisdiction. This Resolution shall apply to all lands, parcels, and buildings within the Holley-Navarre Fire District.

Section 3. Definitions. The following words, terms and phrases, as used in this Resolution, shall be construed to have the following meanings:

"***Fees***" means the assessment of monetary charges, as authorized pursuant to this Resolution.

"***Fire Marshal***" means an individual certified by the Fire District, officially assigned the duties of conducting fire safety inspections of buildings and facilities on a recurring or regular basis, and performing all other duties and exercising all other authority as provided for by the Fire District and State of Florida laws and regulations.

"***Inspection***" is an inspection of a building, fire protection system or component thereof, to ensure compliance with the Florida Fire Prevention Code and local Ordinances.

"***Re-Inspection***" is a repeat inspection of a building, fire protection system or component thereof, to ensure compliance with the Florida Fire Prevention Code and local Ordinances. A re- inspection .will be required whenever a violation is noted on the initial inspection and/or when an inspection is scheduled, but not ready upon arrival or not cancelled at least 24 hours prior to scheduled time.

"***Periodic Inspection***" is a fire inspection other than for new construction, change of occupancy or new installation of a fire protection system, to ensure compliance with the Florida Fire Prevention Code and local Ordinances.

"***1st Periodic Inspection***" is the first time each year that an existing occupancy is inspected.

"***1st Re-inspection***" is the first follow-up inspection to ensure the violation(s) noted in 1st Periodic Inspection has/have been repaired.

"***2nd Re-inspection***" **is** the second follow-up inspection to ensure the violation(s) noted in 1st Periodic Inspection has/have been repaired.

"***3rd Re-inspection***" is the third follow-up inspection to ensure the violation(s) noted in 1st Periodic Inspection has/have been repaired.

"***4th Re*-inspection**" is the fourth follow-up inspection to ensure the violation(s) noted in 1st Periodic Inspection has/have been repaired.

"***Subsequent Re-inspections***" is the fifth and following follow-up inspections to ensure the violation(s) noted in 1st Periodic Inspection has/have been repaired.

Section 4: Fee Schedule. The following user charges shall apply. All Inspection and Re-inspection fees must be paid prior to the inspection being performed. Inspections shall be scheduled at least 48 hours in advance, unless otherwise determined by the Fire Chief. At least twenty-four (24) hours notice shall be provided to the District if an Inspection or Re-inspection is to be cancelled. Inspections or Re-inspections cancelled less than twenty-four (24) hours prior to scheduled time shall still be charged the inspection fee.

Fire Code Compliance Plan Review	Fee
Building plan review	$250.00

Fire Sprinkler Plans Review	Fee
10,000 square feet or less	$120.00
10,001 square feet to 25,000 square feet	$180.00
Greater than 25,001 square feet	$240.00

Fire Alarm System Plan Review	Fee
25 or fewer devices	$120.00
26 to 50 devices	$180.00
51-100 devices	$240.00

Fire Prevention Plans Review	Fee
Kitchen hood ventilation system plan review	$120.00
New pre-engineered suppression system agent	$60 plus $25.00 per bottle of suppression
Existing pre-engineered suppression system or added	$60.00 plus $2.50 per head altered, deleted or added
Fire alarm monitoring	$60.00
Bi-directional amplifier	$376.00
Fire pumps	$240.00
Standpipes	$60.00 plus $6.00 per riser
Dock standpipes	$120.00
Underground fire lines	$120.00 plus 0.20 per linear feet
Fire back flow assemblies	$60.00 per assembly
Separation/penetration	$60.00
Review not listed	$240.00

Fire Protection and Life Safety Systems Plans Review Fees include one rough-in and one final inspection. Re-inspections shall be charged as indicated below.

Plans Review Fees are due at the time of plan submittal and shall be paid on a separate check from Impact Fees.

Building Plans Review Fees shall include one Firewall inspection and one Certificate of Occupancy/Completion inspection. Re-inspections shall be charged as indicated below.

New Construction, Change of Occupancy and New Fire Protection/Life Safety System Re-inspections	Fee
1st Re-inspection	$50.00
2nd Re-inspection	$100.00
3rd Re-inspection	$240.00

If a large facility wishes to break inspections into segments, an additional fee of $25.00 shall be assessed for each inspection.

Land Development Orders and Site Development Orders	Fee
*Initial review	$240.00
*Amended review	$120.00
*Site development, conditional use and all others	$120.00
*All fees above include initial review and one resubmittal. Additional resubmittals will be provided in accordance with the following:	
Second resubmittal	original price plus 10%
Third resubmittal	original price plus 25%
Fourth resubmittal	original price plus 75%
Fifth resubmittal	double original price
Sixth resubmittal – Requires mandatory reporting to Florida Department of Business and Professional Regulation and contracted party	double original price plus 25%
Revisions and additions to issued and approved plans	25% of original price

Fire Code Compliance Inspection	Fee
New construction	$350.00 plus 0.03 per square foot

Commercial Remodel, Renovation, Alterations	Fee
Single story individual units	$120.00 plus 0.20 per square feet
Single story multiple units	$180.00 plus 0.13 square feet
Multistory individual/multiple units	$375.00 plus 0.13 per square feet
Plumbing stack and fire stop inspections	$180.00 per stack
Fire wall penetration inspections	$120.00

Fire Alarm System Inspections	Fee
New fire alarms	$375.00 plus 0.75 per device
Remodels	$180.00 plus 0.75 per device
Monitoring including cellular/antenna	$120.00
Radio signal testing	$120.00
Bi-directional amplifier testing	$180.00

Fire Sprinkler Inspections	Fee
New systems	$375.00 plus 0.75 per head
Remodels	$180.00 plus 0.75 per head
Fifteen heads or less relocated or added	$120.00 plus 0.75 per head
Commercial occupancies which voluntarily (not required by code) retrofit with fire sprinklers shall have inspection fees reduced by 50%	
Kitchen hood inspections	$180.00
Flammable spray booth inspections	$180.00
Underground fire line inspections	$120.00 plus $1.00 per linear foot
Pre-engineered suppression systems	$120.00 per bottle plus $1.00 per head
Standpipe (new or replacement)	$180.00 per riser
Fuel tank/LPG tank above or below ground	$240.00 per tank
Hydrant/backflow acceptance test	$120.00 per device
Fire retardant application	$180.00
Emergency gate Access	$120.00
Fire pump acceptance test	$180.00
Smoke control system acceptance test	$180.00
Flow test requests	$60.00 per request

Fireworks display	$60.00
Tents, temporary buildings	$60.00
Inspections not listed	$120.00

Existing Structure Annual Inspections	**Fee**
All occupancies are assessed a fee based upon use. Properties with multiple structures or uses will incur a fee for each structure or use inspected. Fees include initial inspection and one reinspection.	
***Apartment or Condominium Inspections**	**Fee**
*Defined as a building having three (3) or more living units with independent cooking and bathroom facilities.	
One (1) or two (2) stories	$95.00
Three (3) to five (5) stories	$180.00
Six (6) to nine (9) stories	$240.00
Ten (10) or more stories	$3275.00
Hotel and Motel Inspections	**Fee**
Hotel or Motel under same management: 50 units or less	$240.00
Every unit over 50	$3.80 per unit
High rise hotels (over 75 feet)	$375.00
Assembly Occupancy Inspections	**Fee**
50 to 99 occupant load	$180.00
100 to 300 occupant load	$240.00
301 to 1000 Occupant load	$285.00
More than 1000 occupant load	$375.00
Business Occupancy Inspections	**Fee**
Up to 3000 square feet	$50.00
3001 to 5000	$100.00
5001 to 10000	$150.00
Over 10000	$200.00
Fueling facilities	$50.00
Industrial and Manufacturing Facility Inspections	**Fee**
Up to 1000 square feet	$95.00
1001 to 5000 square feet	$180.00
5001 to 10000 square feet	$240.00
Over 10000 square feet	$375.00
Storage Facility and Boat Storage Inspections	**Fee**
Up to 3000 square feet	$95.00
3001 to 5000 square feet	$180.00
5001 to 10000 square feet	$240.00
Over 10000 square feet	$375.00
Fueling facilities	$50.00
Mercantile Occupancy Inspections	**Fee**
Up to 5000 square feet	$95.00
5001 to 10000 square feet	$100.00
10001 to 25000 square feet	$150.00
Over 25000 square feet	$200.00

Additional Reinspections for all Property Types	Fee
2nd Re-inspection/ All Violations not cleared	$100.00
3rd Re-inspection /All Violations not cleared	$150.00
4th Re-inspection /All Violations not cleared	$250.00
All subsequent Re-inspections /All Violations cleared or not cleared	$500.00

*Response to Malfunctioning or Nuisance Alarms, Detection and Suppression Systems	Fee
*Fire responses to malfunctioning systems not only create a burden on Fire District resources but also create a safety risk for the general public. Occupants in structures where malfunctioning systems are considered "routine" may become acclimated to the malfunctioning system and not pay attention to these critical systems during an actual emergency. It shall be the responsibility of the owner, agent, and/or occupants of a structure having fire and life safety systems to maintain the systems for the life of the building, by employing a qualified contractor. All structures and premises shall adhere to the inspection, testing, and maintenance requirements, as defined in the most recently adopted versions of the Florida Fire Prevention Code, National Fire Protection Association ("NFPA") Standard 25, standard for inspection, testing, and maintenance of water based fire protection systems, and NFPA Standard 72, National Fire Alarm and Signal Code. It is the responsibility of the owner, agent, and/or occupant(s) to have a qualified contractor on site within two (2) hours of the Fire District's request.	
First Response: No charge will be incurred if corrective action is taken within 24 hours by the property owner or agent. Should no corrective action be taken, and the Fire District is called back for the same alarm within a 48-hour period there shall be a base charge per occurrence	$75.00
Second response- same calendar year	$75.00
Third response- same calendar year	$225.00
Fourth response- same calendar year	$300.00
Fifth response- same calendar year	$375.00
Sixth and subsequent responses in the same calendar year- $450.00 with a mandatory fire watch system requirement for acceptance testing, and inspection fees shall be assessed in compliance with this document for new fire alarm	

Special Events and Fire Watch	Fee
Personnel (each)	$50.00 per hour
Apparatus standby (each apparatus)	$250.00 per hour
Landing zone for medical helicopter	$250.00 per hour
After hours inspection fee	$250.00

Recovery Fees
Recovery fees include cost associated with hazardous material, suspicious or incendiary fires, investigations, violation of law, and weapons of mass destruction incidents. Cost recovery includes necessary and reasonable costs incurred by the district or its agents in connection with fire suppression, rescue, emergency medical services, mitigation health, life and safety issues, and investigations of suspicious or incendiary fires, and mitigating, minimizing, or abating hazardous materials or weapons of mass destruction. Cost recovery can include, but is not

limited to, the following: actual personnel costs to the district and its agents, cost of equipment, necessary rental or subcontracting, and/or the purchase and cost of expendable and consumable items.
Convenience Fee
An amount equal to that charged to the District by the credit card company.
Permit Refunds
A refund may be issued on any application or issued permit within the following parameters: 1. No refunds will be given if on-site work has commenced 2. No refunds will be given if the permit has expired.
Permitting
Permits shall be valid for a period of six (6) months from the date of approval. Failure to complete a successful inspection or final inspection shall result in the permit being considered inactive. First and second extensions will be charged twenty-five (25%) percent and fifty (50%) percent of the original fees. Expired permits require reapplication and are subject to original fees.
Cost Recovery and Collection
All fees for service are due at the time of service. Plan review comments, inspection results, or permit sign-offs will not occur until all fees are fully paid. Late payment fees: Fees not paid within the terms identified are subject to a one (1%) percent monthly finance charge after thirty (30) days. Returned check fee: Fees associated with returned checks shall follow §68.065, *Florida Statutes*, as follows:

Check Value	Fee
$50.00 or less	$25.00 plus bank fees incurred.
$50.01 to $300.00	$30.00 plus bank fees incurred
$300.01 or more	$40 or five (5%) percent of the face value whichever is greater

Direct costs of collection fees and legal fees associated with collecting Fire District fees shall be added to the original invoice amount. Submitting parties with outstanding fees shall be required to pay all outstanding fees, in addition to any new project submittal, prior to receiving service.

Section 5: Inspection Reports.

a. Web-based reporting requirement. The Fire Marshal shall use a web-based inspection reporting program accessible to the Fire Marshal, providers of fire safety inspections, and property owners. All third-party inspectors shall upload all third-party inspection reports to a web-based inspection reporting system designated by the Fire Marshal. The Fire District's online reporting contractor shall transmit inspection reports to the Fire Marshal.

b. Reporting. It shall be the responsibility of any person or firm providing or conducting tests or inspections of fire protection systems within the Fire District boundaries to submit a copy of the results of the aforementioned tests or inspections within

thirty (30) days to the Fire District's online reporting contractor and to pay the fee for such submissions charged by such online reporting contractor.

c. Itemized records. Itemized records for inspections, testing maintenance, repair, or replacement of any and all life safety or fire protection systems, including, but not limited to, fire sprinkler systems, stand-pipe systems, fire alarms, smoke detection, monitoring systems, fire extinguishing hood systems, private hydrants, private water main systems, fire extinguishers, and other extinguishing systems, must document (i) the individual and company performing the inspection, testing, maintenance, repair or replacement; (ii) a description of the inspection, testing, maintenance, repair, or replacement; (iii) when and where the inspection, testing, maintenance, repair, or replacement took place; and (iv) the results of the inspection, testing, maintenance, repair or replacement. All individuals and companies performing inspection, testing, maintenance, repair, or replacement shall submit all itemized records of inspection, testing, maintenance, repair, or replacement to the Fire District's online reporting contractor.

d. Rejection of reports. The Fire Marshal or his/her designee, may reject the submission of any fire safety inspection reports that are not submitted via the web-based inspection reporting program used by the Fire District. The Fire Marshal, or his/her designee, may also reject any reports provided pursuant to subsection (a) of this section unless the person or firm providing these reports also has provided the Fire Marshal with documentation of current certification and qualifications to conduct such tests or inspections in accordance with the appropriate National Fire Protection Association Standards.

Section 6: Conflicting Resolutions. All resolutions or parts of resolutions in conflict with this Resolution 25-01 are hereby repealed and replaced.

Section 7: Effective Date. This Resolution shall be in full force and effect immediately upon its adoption by the Board of Fire Commissioners of the Holley-Navarre Fire District.

DULY PASSED AND ADOPTED BY THE BOARD OF FIRE COMMISSIONERS OF THE HOLLEY-NAVARRE FIRE DISTRICT, NAVARRE FLORIDA, in regular session, on this 25 day of August 2025.

ATTEST:

By: _____
Dennis Reilly, Secretary/Treasurer

BOARD OF FIRE COMMISSIONERS OF THE HOLLEY-NAVARRE FIRE DISTRICT, NAVARRE, FLORIDA

By: _____
Darin Culberson, Chairman