**Pompano Beach
Fire Rescue**

To:	Chad Brocato, Fire Chief
From:	Pete McGinnis
Date:	08/17/2021
Re:	Permits and Fire Related Fees

The Department has requested the study to recommend changes to the Fee Structure to change from a fixed fee for the Plan Review portion of the fees to a percentage rate based on the Construction Value of the project under review. This process is compatible with the Building Best Permit Fees of the City of Pompano Beach, which is the standard procedure for assessing Building Permit Fees. This change will meet the Best Practices for the industry.

The Annual Inspection Fees will continue to be a fixed fee that are based on the square footage of the commercial properties. Residential Annual Inspection Fees will continue to be a fixed amount per unit.

The Fire Plan Review Fees are in addition to the Building Permit Fees, which have been recently updated by the City.

The following recommendations are designed to ensure that the Division is achieving an appropriate rate of cost recovery. The recommendations also address the outreach to the community.

1. Increase the Annual Inspection Fees based on the Fee Schedule Table
2. Modify the Plan Review Fees for New Construction and Additions to 0.5% of the Construction Value
3. Establish a Minimum Fee of $100 for all Plan Review efforts
4. Modify the Re-Inspection Fee
5. Change the Inspection Fee for HAZMAT materials to a percentage of capacity, with a Minimum and Maximum Fee
6. Establish a fee for a Temporary or Partial Certificate of Occupancy
7. Publish the fees on the City website so that someone can easily know their cost
8. Establishing an Education/Technology Fee
9. Review fees periodically, (between three and five years), to ensure that they are up-to-date

10. Develop an outreach program to inform the public of the necessity of annual Inspections.

All recommendations are further defined within the final draft of the report and should increase revenue collections 10% - 15% on an annual basis.