



# KITTITAS COUNTY FIRE MARSHAL'S OFFICE

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## MEMORANDUM

To: Board of County Commissioners  
From: Brenda Larsen, Fire Marshal  
Subject: Fire Marshal Fee Schedule and Cost Recovery Calculations  
Date: October 28, 2009

The following analysis is provided for your review. The proposed rates are based on cost recovery using the time estimate shown.

### Rate for 0-1,000 square feet

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$206.22</b> |
| <b>Proposed Fee 2010</b> | <b>\$80.00</b>  |

### Cost Recovery Justification

|  |                             |                 |
|--|-----------------------------|-----------------|
| Staff Inspection Time  | 1.5 hours @<br>\$65.00/hour | \$97.50         |
| Administrative Time  | 1 hour @<br>\$65.00/hour    | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                     | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile    | \$10.00         |
| County Administrative Cost (13%)                                     | \$23.72                     | \$23.72         |
| <b>Hourly Rate Total</b>   |                             | <b>\$206.22</b> |

### Rate for 1,001-2,500 square feet

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$224.58</b> |
| <b>Proposed Fee 2010</b> | <b>\$125.00</b> |

### Cost Recovery Justification

|  |                              |                 |
|--|------------------------------|-----------------|
| Staff Inspection Time  | 1.75 hours @<br>\$65.00/hour | \$113.75        |
| Administrative Time  | 1 hour @<br>\$65.00/hour     | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                      | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile     | \$10.00         |
| County Administrative Cost (13%)                                     | \$25.83                      | \$25.83         |
| <b>Hourly Rate Total</b>   |                              | <b>\$224.58</b> |

**Rate for 2,501-5,000 square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$242.95</b> |
| <b>Proposed Fee 2010</b> | <b>\$145.00</b> |

**Cost Recovery Justification**

|  |                           |                 |
|--|---------------------------|-----------------|
| Staff Inspection Time  | 2 hours @<br>\$65.00/hour | \$130.00        |
| Administrative Time  | 1hour @<br>\$65.00/hour   | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                   | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile  | \$10.00         |
| County Administrative Cost (13%)                                     | \$27.95                   | \$27.95         |
| <b>Hourly Rate Total</b>   |                           | <b>\$242.95</b> |

**Rate for 5,001-7,500 square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$279.67</b> |
| <b>Proposed Fee 2010</b> | <b>\$190.00</b> |

**Cost Recovery Justification**

|  |                             |                 |
|--|-----------------------------|-----------------|
| Staff Inspection Time  | 2.5 hours @<br>\$65.00/hour | \$162.50        |
| Administrative Time  | 1hour @<br>\$65.00/hour     | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                     | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile    | \$10.00         |
| County Administrative Cost (13%)                                     | \$32.17                     | \$32.17         |
| <b>Hourly Rate Total</b>   |                             | <b>\$279.67</b> |

**Rate for 7,501-10,000 square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$316.40</b> |
| <b>Proposed Fee 2010</b> | <b>\$245.00</b> |

**Cost Recovery Justification**

|  |                           |                 |
|--|---------------------------|-----------------|
| Staff Inspection Time  | 3 hours @<br>\$65.00/hour | \$195.00        |
| Administrative Time  | 1hour @<br>\$65.00/hour   | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                   | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile  | \$10.00         |
| County Administrative Cost (13%)                                     | \$36.40                   | \$36.40         |
| <b>Hourly Rate Total</b>   |                           | <b>\$316.40</b> |

**Rate for 10,001-15,000 square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$426.57</b> |
| <b>Proposed Fee 2010</b> | <b>\$340.00</b> |

**Cost Recovery Justification**

|  |                             |                 |
|--|-----------------------------|-----------------|
| Staff Inspection Time  | 4.5 hours @<br>\$65.00/hour | \$292.50        |
| Administrative Time  | 1hour @<br>\$65.00/hour     | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                     | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile    | \$10.00         |
| County Administrative Cost (13%)                                     | \$49.00                     | \$49.00         |
| <b>Hourly Rate Total</b>   |                             | <b>\$426.57</b> |

**Rate for 15,001-20,000 square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$536.75</b> |
| <b>Proposed Fee 2010</b> | <b>\$490.00</b> |

**Cost Recovery Justification**

|  |                           |                 |
|--|---------------------------|-----------------|
| Staff Inspection Time  | 6 hours @<br>\$65.00/hour | \$390.00        |
| Administrative Time  | 1hour @<br>\$65.00/hour   | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                   | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile  | \$10.00         |
| County Administrative Cost (13%)                                     | \$61.75                   | \$61.75         |
| <b>Hourly Rate Total</b>   |                           | <b>\$536.75</b> |

**Rate for 20,001 + square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$646.92</b> |
| <b>Proposed Fee 2010</b> | <b>\$570.00</b> |

**Cost Recovery Justification**

|  |                             |                 |
|--|-----------------------------|-----------------|
| Staff Inspection Time  | 7.5 hours @<br>\$65.00/hour | \$487.50        |
| Administrative Time  | 1hour @<br>\$65.00/hour     | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                     | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile    | \$10.00         |
| County Administrative Cost (13%)                                     | \$74.42                     | \$74.42         |
| <b>Hourly Rate Total</b>   |                             | <b>\$646.92</b> |

**Rate for Exterior Site Inspections  
(Agricultural, Cold Storage, Storage Units,  
Controlled Atmosphere, Campgrounds, RV  
Parks, Mobile Home Parks)  
0-5,000 square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$206.22</b> |
| <b>Proposed Fee 2010</b> | <b>\$85.00</b>  |

**Cost Recovery Justification**

|  |                             |                 |
|--|-----------------------------|-----------------|
| Staff Inspection Time  | 1.5 hours @<br>\$65.00/hour | \$97.50         |
| Administrative Time  | 1hour @<br>\$65.00/hour     | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                     | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile    | \$10.00         |
| County Administrative Cost (13%)                                     | \$23.72                     | \$23.72         |
| <b>Hourly Rate Total</b>   |                             | <b>\$206.22</b> |

**Rate for Exterior Site Inspections  
(Agricultural, Cold Storage, Storage Units,  
Controlled Atmosphere, Campgrounds, RV  
Parks, Mobile Home Parks)  
5,001-10,000 square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$242.95</b> |
| <b>Proposed Fee 2010</b> | <b>\$95.00</b>  |

**Cost Recovery Justification**

|  |                           |                 |
|--|---------------------------|-----------------|
| Staff Inspection Time  | 2 hours @<br>\$65.00/hour | \$130.00        |
| Administrative Time  | 1hour @<br>\$65.00/hour   | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                   | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile  | \$10.00         |
| County Administrative Cost (13%)                                     | \$27.95                   | \$27.95         |
| <b>Hourly Rate Total</b>   |                           | <b>\$242.95</b> |

**Rate for Exterior Site Inspections  
(Agricultural, Cold Storage, Storage Units,  
Controlled Atmosphere, Campgrounds, RV  
Parks, Mobile Home Parks)  
10,001-15,000 square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$261.31</b> |
| <b>Proposed Fee 2010</b> | <b>\$125.00</b> |

**Cost Recovery Justification**

|  |                              |                 |
|--|------------------------------|-----------------|
| Staff Inspection Time  | 2.25 hours @<br>\$65.00/hour | \$146.25        |
| Administrative Time  | 1hour @<br>\$65.00/hour      | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                      | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile     | \$10.00         |
| County Administrative Cost (13%)                                     | \$30.06                      | \$30.16         |
| <b>Hourly Rate Total</b>   |                              | <b>\$261.31</b> |

**Rate for Exterior Site Inspections  
(Agricultural, Cold Storage, Storage Units,  
Controlled Atmosphere, Campgrounds, RV  
Parks, Mobile Home Parks)  
15,001-20,000 square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$279.67</b> |
| <b>Proposed Fee 2010</b> | <b>\$175.00</b> |

**Cost Recovery Justification**

|  |                             |                 |
|--|-----------------------------|-----------------|
| Staff Inspection Time  | 2.5 hours @<br>\$65.00/hour | \$162.50        |
| Administrative Time  | 1hour @<br>\$65.00/hour     | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                     | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile    | \$10.00         |
| County Administrative Cost (13%)                                     | \$32.17                     | \$32.17         |
| <b>Hourly Rate Total</b>   |                             | <b>\$279.67</b> |

**Rate for Exterior Site Inspections  
(Agricultural, Cold Storage, Storage Units,  
Controlled Atmosphere, Campgrounds, RV  
Parks, Mobile Home Parks)  
20,001+ square feet**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$316.40</b> |
| <b>Proposed Fee 2010</b> | <b>\$205.00</b> |

**Cost Recovery Justification**

|  |                           |                 |
|--|---------------------------|-----------------|
| Staff Inspection Time  | 3 hours @<br>\$65.00/hour | \$195.00        |
| Administrative Time  | 1hour @<br>\$65.00/hour   | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                   | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile  | \$10.00         |
| County Administrative Cost (13%)                                     | \$36.40                   | \$36.40         |
| <b>Hourly Rate Total</b>   |                           | <b>\$316.40</b> |

**Rate for Voluntary Single-Family Residential  
Fire and Life Safety Inspections**

|                          |                 |
|--------------------------|-----------------|
| <b>Current Fee</b>       | <b>\$0.00</b>   |
| <b>Cost Recovery</b>     | <b>\$206.22</b> |
| <b>Proposed Fee 2010</b> | <b>\$75.00</b>  |

**Cost Recovery Justification**

|  |                             |                 |
|--|-----------------------------|-----------------|
| Staff Inspection Time  | 1.5 hours @<br>\$65.00/hour | \$97.50         |
| Administrative Time  | 1hour @<br>\$65.00/hour     | \$65.00         |
| Incidental Supplies, equipment, car<br>maintenance, cell phone costs | \$10.00                     | \$10.00         |
| Travel Expenses (Average of 20 Miles)                                | 20 Miles @<br>\$.50/mile    | \$10.00         |
| County Administrative Cost (13%)                                     | \$23.72                     | \$23.72         |
| <b>Hourly Rate Total</b>   |                             | <b>\$206.22</b> |

| <b>Other Inspections and Fees</b>  |                  |
|--|------------------|
| (1) Inspections outside of normal business hours (minimum charge – two hours)  | <b>* \$65.00</b> |
| (2) Re-inspection fee**  | <b>* \$65.00</b> |
| (3) Inspections for which no fee is specifically indicated   | <b>* \$65.00</b> |
| <p>*Or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of all the employees involved.</p> <p>**Fee imposed for each re-inspection after the initial re-inspection.</p> |                  |