



City of Phoenix
FIRE DEPARTMENT
FIRE PREVENTION SECTION

Notice of Proposed Fees Changes to the Fire Prevention Fee Schedule

As part of the Phoenix Fire Department's ongoing commitment to community safety and service excellence, our Fire Prevention Section consistently seeks innovative approaches to enhance safety measures and reduce risks. In alignment with our dedication to delivering the highest level of service, we have engaged in a continuous process of evaluation and review with our valued customers and stakeholders.

Through these interactions, we have identified opportunities to refine our Fire Prevention Fee Schedule, aiming to clarify procedures and elevate the overall customer experience. Enclosed within this document are the specific proposed changes that have emerged from our collaborative efforts.

The proposed adjustments to the Fire Prevention Fee Schedule introduce three new fees. Notably, two of these fees contribute to a reduction in overall costs for solar and battery installation permitting at residential locations. Additionally, the third fee entails a modification in permit type, resulting in a cost-neutral action for our customers.

At present, the Fire Prevention Fee Schedule necessitates separate permits for solar and battery installations in residential locations. The following proposed amendments introduces two new combination permits (Item #2 & 6 in this document) for these activities. One permit entails an over-the-counter process with no plan review, while the other requires a plan review based on system sizes. This consolidation streamlines the process, reducing the requirement from two permits to one when the systems are installed at the same time. The outcome is a more efficient and user-friendly experience for both our customers and staff, accompanied by a combined price reduction for similar activities compared to the existing two-permit structure.

The third fee (Item #7 in this document) addresses a permit related to flammable and combustible liquid dispenser change-outs. The current Fee Schedule categorizes this as an operational permit; however, our evaluation indicates that it aligns more closely with construction-type permits. The proposed change introduces a new fee for the construction permit while eliminating the operational permit fee, resulting in no additional cost to end-users for these activities.

For questions, comments, or clarification pertaining to these proposed fees please contact:

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Fire Prevention Fee Schedule Amendments, Consistency, & Clarification Change Tracker

Changes after Adoption 2018 Fire Prevention Fee Schedule Amendment Log	2023
Black Text = Current adopted Fee Schedule text	
Blue Bold Text = Proposed amended text to be added	
Blue Bold Strikethrough Text = Proposed amended text to be removed	

Action Taken By:

Fire Safety Advisory Board

Date 9/25/2025

Approved as Submitted Modified and Approved Denied No Action Taken

Public Safety & Justice Subcommittee

Date TBD

Approved as Submitted Modified and Approved Denied No Action Taken

City Council Action

Date TBD

Approved as Submitted Modified and Approved Denied No Action Taken

1.	Fee Group 5 Stationary Aboveground Storage Tank Assessment	A Group 5 facility is any: Business, factory, institutional, storage or hazardous occupancy that also has storage of hazardous materials in stationary above-ground storage tanks, stationary cryogenic tanks or stationary pressure vessels having a capacity of greater than 60 gallons (227 L), or compressed gas cylinder or dewars greater than 40 gallons (151 L).
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Reason: This action removes the \$525 annual assessment fee for properties that use Dewars between 40 – 60 gallons. These are commonly found as carbon dioxide (CO2) vessels used at food establishments and convenience stores for beverage systems. These CO2 systems and Dewars already have a recurring operational permit fees established.

Results of Action for City and Community: This action removes the unintentional double assessment/fee for these Dewars in businesses. Currently through procedures and SOPs Fire Prevention has not been charging this assessment fee so no cost or fee impacts are anticipated to be experienced by the City or customer.

2.	Solar Photovoltaic Power System and Electrical Energy Storage Systems Combo OTC	To install or modify a residential solar photovoltaic power system with an alternating current nameplate rating of 3 kW - 15 kW alternating current nameplate rating and battery energy storage system with 3 kWh - 27 kWh capacity. \$150 per hour / Minimum \$300 (2 hour)
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Reason: To streamline processes and reduce costs for the solar and energy storage development community and end users, a combination permit has been introduced. This



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	<p>permit consolidates the over-the-counter permits for solar and battery installations at single-family residential locations when submitted together, resulting in reduced staff processing time and customer fees. Previously, separate permits incurred fees of 4 hours (\$600), whereas the new combo permit costs 2 hours (\$300) in total. This action also brings the permit fee in line with current staff time expenditures facilitating permitting and inspections for these types of installation. These permits account for only 3% of all energy system permits and will have a negligible effect on revenue. Based FY 22-23 data, this change would result in approximately \$63,000 in reduced revenue for a program that generates \$1.9 million in total revenue.</p>	
	<p>Results of Action for City and Community: Reduction in City staff resources required in processing applications and permits along with streamlining customer application and inspection process.</p>	
3.	<p>Table Area Assessment Fees Table</p>	<p>Building Site area (ft2)</p>
	<p>Reason: This fee is based on total “site area” per code and not “building” site area. This was a clerical error in the original fee schedule that added the word building.</p>	
	<p>Results of Action for City and Community: No cost or fee impacts anticipated as this error has been temporarily addressed in Fire Prevention procedures and will now be corrected in code.</p>	
4.	<p>After Hours Inspections</p>	<p>After-hours inspections shall be billed a minimum 3 hrs at the hourly rate. Additional time needed to complete the inspection will be billed at the hourly rate. Special Event permits (Pyrotechnic, bonfire, indoor/outdoor assembly, fire performer, vehicle display inside an assembly, amusement building, trade show, and tent) include 3 hours overtime in the permit fee. Additional time required will be billed at the established rate.</p>
	<p>Reason: Unlike other permit fees, special event permit fees currently have the base overtime rate compensation built into their permit fee. It was not intended to charge special event permits additional fees for overtime that do not exceed the 3 hours built into the permit.</p>	
	<p>Results of Action for City and Community: Action will ensure customers are not doubled billed for overtime inspection activity. No cost or fee impacts anticipated as this error has been temporarily addressed in Fire Prevention procedures and will now be corrected in code.</p>	



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5.	Semiconductor facility.	To operate a semiconductor facility that is not part of an HPM facility
Reason: Current Phoenix Fire Code has a requirement for an operational permit for HPM facilities and semiconductor facilities. This results in code as currently adopted, having two permits for the same operation type.		
Results of Action for City and Community: Action removes the unintentional possible double permitting and billing for these types of semiconductor facilities.		
6.	Solar Photovoltaic Power System and Electrical Energy Storage Systems Combo	<p>To install or modify a residential solar photovoltaic power system with an alternating current nameplate rating of greater than 15 kW alternating current nameplate rating and battery energy storage system with a greater than 27 kWh capacity.</p> <p>Plan review Fee = \$150 per hour / Minimum \$300 (2 hour) Inspection Fee = \$150 per hour / Minimum \$150 (1 hour)</p>
<p>To streamline processes and reduce costs for the solar and energy storage development community and end users, a combination permit has been introduced. This permit consolidates the over-the-counter permits for solar and battery installations at single-family residential locations when submitted together, resulting in reduced staff processing time and customer fees. Previously, separate permits incurred fees of 4 hours (\$600), whereas the new combo permit costs 2.5 hours (\$450) in total. This action also brings the permit fee in line with current staff time expenditures facilitating permitting and inspections for these types of installation. These permits account for only 1.2% of all energy system permits and will have a negligible effect on revenue. Based FY 22-23 data, this change would result in approximately \$13,200 in reduced revenue for a program that generates \$1.9 million in total revenue.</p>		
Results of Action for City and Community: Reduction in City staff resources required in processing applications, permits, and plan reviews along with streamlining customer application and inspection process.		
7.	Flammable/Combustible Dispenser Changeout or Tank Reline OTC	<p>To change out a F/C dispenser at a motor vehicle fueling site. Does not include any work below sheer valve (process piping/sumps/etc.) or emergency shutoff switch relocation. All work that is below sheer valve and/or affects piping will require plan review.</p> <p>\$150 per hour / Minimum \$300 (2 hour)</p>



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	<p>Reason: This action creates an over the counter (OTC) construction permit to replace the current operational permit required. This action is a construction activity and inadvertently was originally made an operational permit type.</p> <p>Results of Action for City and Community: This will help expedite fueling sites when they are required to change out a dispenser buy reducing permitting time frames. This permit is existing but will now become an over the counter not requiring plans to be submitted as a condition of permit issuance. No cost or fee impacts.</p>
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