



**City of Phoenix**  
FIRE DEPARTMENT  
FIRE PREVENTION SECTION

**ARS 9-499.15 New Fee Compliance Notice**

The City of Phoenix hereby gives notice of its intent to amend the Phoenix City Code (PCC), Chapter 15 Fire Prevention Code of the City of Phoenix, Ord. No. G-7242, §, 2024, to establish new fees for permitting activities as required in the Phoenix Fire Code.

The proposed fees will be considered by the Phoenix City Council on or after November 1, 2025, commencing at 2:30 p.m. The meeting will be held at the Phoenix City Council Chambers, 200 West Jefferson Street, Phoenix, AZ 85003.

For questions or comments please contact:

Eric Williams, Assistant Fire Marshal  
Phoenix Fire Department  
(602) 206-5120  
[eric.williams@phoenix.gov](mailto:eric.williams@phoenix.gov)

1.	<b>Staff Consultation and Research Fee</b>	<b>Staff consultation and/or research time shall be billed at the hourly rate, with a minimum of 1 hour</b>
	<b>Reason:</b> At times, our community and customers request meetings or other engagement with staff for projects that are not yet in the permitting or plan review process. Currently, staff cannot bill for these services, even though they support both the project and the customer. To better align the Fire Prevention Section with the City's Planning and Development Department's fee structure, we propose establishing an hourly rate for these services. If the request relates to a project already in the permitting or review process, those hours are charged to the project as part of the existing fee structure. This new fee would apply only to projects not yet permitted or under review.	
	<b>Results of Action for City and Community:</b> This action will align Fire Prevention with the Planning and Development Department's consulting service fees, while also providing the resources needed to supply additional staff to better serve our customers and the development community.	
2.	<b>Appeals to the Fire Marshal: Additional time</b>	<b>Appeals to the Fire Marshal: Additional time required to complete an appeal over 2 hours may be assessed at the hourly rate to complete the work</b>
	<b>Reason:</b> The current Fire Prevention fee schedule allows for additional hours of work to be billed for plan reviews and inspections when the process exceeds the base fee time. However, appeals to the Fire Marshal are not explicitly included in these provisions.	



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Adding this fee will align the appeal process with other reviews and inspections, enabling staff to bill for any additional time required to complete the process.			
<b>Results of Action for City and Community:</b> This fee will allow staff to bill for additional hours required for appeals that exceed the base time, including activities such as research, correspondence, customer meetings, and appeal hearings.			
3.	<table><tr><td>Assisted Living Facilities</td><td><p>To operate an assisted living facility. This includes assisted living homes R-3 (1–5 beds), R-4 (6–10 beds), assisted living centers (11 or more beds), supervisory care and adult foster care</p><p>Minimum \$<del>150-300</del> (1-2 hour) + <del>\$10 per licensed resident/bed</del></p></td></tr></table>	Assisted Living Facilities	<p>To operate an assisted living facility. This includes assisted living homes R-3 (1–5 beds), R-4 (6–10 beds), assisted living centers (11 or more beds), supervisory care and adult foster care</p> <p>Minimum \$<del>150-300</del> (1-2 hour) + <del>\$10 per licensed resident/bed</del></p>
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<p><b>Reason:</b> The bed fee was introduced in the late 1990s as a way to estimate facility size, determine the anticipated inspection time, and establish an appropriate permit fee. Over time, changes in the health care industry have made this metric outdated and no longer a true reflection of facility size or the minimum fee required. Today, facilities often have more beds within the same square footage compared to when the fee was first implemented. To address this, the bed fee will be eliminated for this permit type, and the base fee will increase from one (1) hour to two (2) hours to more accurately reflect the average time required to complete these inspections.</p>			
<p><b>Results of Action for City and Community:</b> The Fire Prevention Section inspects approximately 1,700 locations annually that are subject to the bed factor. The proposed adjustment could result in an average annual permit fee increase of \$50 to \$150 per facility, depending on current bed count. This increase will help offset the need for staff to add additional billable hours to permits, which are currently charged at a minimum rate of \$150.</p>			
4.	<table><tr><td>Behavioral Health Care Facilities</td><td><p>An operational permit shall be required to conduct a behavioral health care facility</p><p>Minimum \$<del>150-300</del> (1-2 hour) + <del>\$10 per licensed resident/bed</del></p></td></tr></table>	Behavioral Health Care Facilities	<p>An operational permit shall be required to conduct a behavioral health care facility</p> <p>Minimum \$<del>150-300</del> (1-2 hour) + <del>\$10 per licensed resident/bed</del></p>
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<b>Results of Action for City and Community:</b>		
5.	Developmentally Disabled Group Care Homes	<p>An operational permit is required to operate a developmentally disabled group home.</p> <p>Minimum \$<del>150-300</del> (1-2 hour) + <del>\$10 per licensed resident/bed</del></p>
<p><b>Reason:</b> The bed fee was introduced in the late 1990s as a way to estimate facility size, determine the anticipated inspection time, and establish an appropriate permit fee. Over time, changes in the health care industry have made this metric outdated and no longer a true reflection of facility size or the minimum fee required. Today, facilities often have more beds within the same square footage compared to when the fee was first implemented. To address this, the bed fee will be eliminated for this permit type, and the base fee will increase from one (1) hour to two (2) hours to more accurately reflect the average time required to complete these inspections.</p>		
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6.	Juvenile Group Home	<p><b>An operational permit is required to operate a juvenile group home.</b></p> <p>Minimum \$<del>150-300</del> (1-2 hour) + <del>\$10 per licensed resident/bed</del></p>
<p><b>Reason:</b> The bed fee was introduced in the late 1990s as a way to estimate facility size, determine the anticipated inspection time, and establish an appropriate permit fee. Over time, changes in the health care industry have made this metric outdated and no longer a true reflection of facility size or the minimum fee required. Today, facilities often have more</p>		



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7.	<p><b>Indoor plant cultivation</b></p>	<p><b>An operational permit is required for plant cultivation where a carbon dioxide (CO<sub>2</sub>) enriched environment is created.</b></p> <p><b>Minimum \$300 (2 hour)</b></p>
	<p><b>Reason:</b> This is a new fee and permit requirement established in the base 2024 International Fire Code (IFC). This is to address the hazards associated with carbon dioxide (CO<sub>2</sub>) used in the cultivation of marijuana. While this permit is newly defined in the national base fire code, it is not new to Phoenix. The application and use of CO<sub>2</sub> has previously been permitted under the standard CO<sub>2</sub> operational permit. This update creates a specific permit tailored to this use rather than a general one, and therefore does not introduce a new fee to the industry. Establishing this permit, based on a new national standard, ensures that these systems are inspected at regular intervals to maintain safety and compliance.</p>	
	<p><b>Results of Action for City and Community:</b> As this is simply a rework of the currently applied permit for CO<sub>2</sub> use in cultivation, no additional fee or revenue is projected.</p>	
8.	<p><b>Lithium batteries</b></p>	<p><b>An operational permit is required for an accumulation of more than 15 cubic feet (0.42 m) of lithium-ion and lithium metal batteries, where required by Section 320.2</b></p> <p><b>Minimum \$300 (2 hour)</b></p>
	<p><b>Reason:</b> This is a new fee and permit requirement established in the base 2024 International Fire Code (IFC). The International Fire Code has continued to evolve and improve in addressing the hazards associated with Battery Energy Storage Systems</p>	



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	<p>(BESS). Currently, the Phoenix Fire Code requires construction permits for battery systems, but does not permit mobility batteries or batteries not connected to facilities for power supply. This new operational permit expands permitting to include battery energy storage systems powering a facility, batteries for mobility devices, battery storage, battery recycling, and battery sales. The permit ensures ongoing inspections of these locations to verify that storage, arrangement, and battery quantities comply with code requirements, and that required fire protection and detection systems are maintained. It also provides a mechanism for identifying these locations, creating notification and awareness for first responders, something not currently captured under existing permits.</p>	
	<p><b>Results of Action for City and Community:</b> By requiring this new fee for a new operational permit for battery energy storage systems, the City can validate that these systems are installed, maintained, and operated in compliance with fire code requirements. Regular inspections will verify safe storage, proper arrangement, and adequate fire protection and detection systems, reducing the risk of fires or hazardous incidents. Additionally, the permit process identifies and documents these locations, providing critical information to first responders so they can respond safely and effectively in an emergency, protecting both the community and firefighters.</p>	
9.	<p><b>Temporary heating or cooking in tents or membrane structures</b></p>	<p><b>An operational permit is required to operate temporary heating or cooking equipment within tents or membrane structures.</b></p> <p><b>Minimum \$150 (1 hour)</b></p>
	<p><b>Reason:</b> This is a new fee and permit requirement established in the base 2024 International Fire Code (IFC). This is for cooking and heating within permitted tents. Currently, tents requiring permits are inspected by Fire Prevention to ensure code compliance and structural safety. However, cooking and heating operations, while currently regulated, introduce significant hazards to these temporary structures. This permit fee establishes and affords a process for focused inspections of temporary heating and cooking devices and operations, allowing for additional inspection and engagement beyond a standard tent inspection to directly address the unique hazards posed by heating and cooking in these environments.</p>	
	<p><b>Results of Action for City and Community:</b> This permit and fee strengthens public safety by ensuring that temporary tents with heating or cooking are subject to focused inspections beyond the standard tent review. Addressing the unique fire hazards these operations present helps protect event attendees, workers, and first responders from preventable risks. Last FY, Fire Prevention processed 65 permits for tents. There was no tracking as to how</p>	



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	many of those had heating or cooking that would require a fee as a result of this action. Thus, no current projection is available for revenue.	
10.	<b>Temporary heating or cooking in wildfire risk areas</b>	<b>Where required by local regulations, an operational permit is required to operate temporary heating or cooking equipment in wildfire risk areas.</b>  <b>Minimum \$150 (1 hour)</b>
	<b>Reason:</b> This is a new fee and permit requirement established in the base 2024 International Fire Code (IFC). This helps protect the community by ensuring that temporary heating and cooking conducted in wildfire risk areas are conducted safely and in compliance with fire code, reducing the risk of fires and safeguarding residents, property, and first responders.	
	<b>Results of Action for City and Community:</b> With this fee approval for temporary heating and cooking in wildfire risk areas, this measure ensures these activities are conducted safely and in compliance with fire code. It reduces the likelihood of fire incidents in high-risk zones, protecting lives, property, and natural resources while providing first responders with safer conditions during emergencies.	
11.	<b>Temporary heating for construction sites</b>	<b>An operational permit is required to operate temporary heating equipment in structures during the course of construction, alteration or demolition.</b>  <b>Minimum \$150 (1 hour)</b>
	<b>Reason:</b> This is a new fee and permit requirement established in the base 2024 International Fire Code (IFC). Establishing a new fee and permit for temporary heating at construction sites ensures these heating systems are installed and operated in compliance with fire code. Focused inspections will verify safe equipment use, proper fuel storage, and adequate fire protection measures, reducing the risk of fires that could threaten workers, nearby properties, and the surrounding community. This added oversight also increases safety for first responders by ensuring they are aware of and prepared for potential hazards at these sites.	
	<b>Results of Action for City and Community:</b> This permit improves community safety by ensuring temporary heating at construction sites is used safely and in compliance with fire code, reducing fire risks and protecting workers, nearby properties, and first responders. As	



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	this is a new permit and fee for Fire Prevention, no historical data is available to project potential revenue.
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