



FIRE PREVENTION MANUAL
ADMINISTRATIVE REQUIREMENTS
401.003 RE-INSPECTION FEE PAYMENT
EFFECTIVE: JUNE 2008

SCOPE

This policy clarifies the Fresno Fire Department's (FFD or Department) requirements relating to when re-inspection fees will be charged to contractors.

PURPOSE

This policy has been established to provide direction regarding when the Department may charge a fee because an inspection has been scheduled by a contractor and the work to be inspected is not ready for inspection, the contractor fails to show up as scheduled, or the contractor does not cancel the appointment a minimum of one business day prior to the scheduled inspection (See: *FFD Appointment Cancellation Policy No. 401.001*).

REQUIREMENTS

When new construction and five year test appointments are not cancelled in accordance with *FFD Appointment Cancellation Policy No. 401.001*, an inspector arrives at a site where an inspection cannot be completed, or the work is not ready for inspection, a re-inspection fee may be charged in accordance with the currently adopted *Master Fee Schedule*.

Inspection staff shall inform the designated contractor's representative when a re-inspection fee is being assessed. No further inspections for the project will be scheduled until the re-inspection fee has been paid.

CROSS REFERENCES

City of Fresno, *Master Fee Schedule*
Fire Prevention Policy
Section No. 401.001, Appointment Cancellation