



COLUSA FIRE DEPARTMENT

750 MARKET STREET, COLUSA, CALIFORNIA 95932
OFFICE: (530)458-7721 FAX: (530)458-5883

Dear Business License Applicant

A business has a physical location in the City of Colusa shall obtain a fire clearance by the Fire Department prior to issuance of a business license. The authority to inspect facilities is vested with the Fire Chief in accordance to the following section of the California Fire Code.

Section 103.3.1.1 Authority to Inspect:

The fire prevention bureau shall inspect as often as necessary. Buildings and premises, including such other hazards or appliances designated by the Chief for the purpose of ascertaining and causing to be corrected any conditions which would reasonably tend to cause fire or contribute to its spread or any violation of the purpose of provisions of this code and of any other law or standard affecting safety.

This inspection is to help reduce the loss of life and property risks at your business by recognizing frequently over looked hazards that may attribute to the causes of fires and reduction of safety.

The application form shall be at the location when the inspection is conducted to be signed off for fire clearance. Please give at least 48 hours' notice prior to requested inspection time.

If you have any questions or to request a fire clearance inspection for your business license application, contact Fire Chief Logan Conley at the Fire Department, (530)458-7721

Your cooperation in this matter is greatly appreciated.

A handwritten signature in black ink that reads 'Logan Conley'.

Logan Conley
Fire Chief



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BUSINESS FIRE SAFETY CHECKLIST

Purpose

The Colusa Fire Department feels it is important to provide appropriate information to help you eliminate common fire hazards and encourage fire safe work environments in all commercial, institutional occupancies. We want to keep your business, in business.

General

- ☐ Emergency vehicles require access to your business without being obstructed by parked vehicles.
- ☐ Address of your property is clearly visible and legible from the street or road fronting the property. Minimum of 6" (inch) numbers on a contrasting background.
- ☐ Access to fire hydrants and other fire protection equipment not obstructed.
- ☐ Maintain a 3' (feet) area of clear space around fire hydrants. No parking of vehicles within 15' (feet) of fire hydrants.
- ☐ A 2 A—10 BC type of fire extinguisher installed on the wall and available within 75' (feet) of walking distance from any location within the occupancy and is readily visible and accessible. Top of the extinguisher shall be no higher than 5' (feet) From the floor and a sign indicating location, if not readily visible. (Additional Extinguishers may be required by the Fire Department on a case by case basis)
- ☐ Fire Extinguisher(s) are in operable condition and have been serviced and tagged by a state licensed technician
- ☐ You and all employees must be trained in the use of a fire extinguisher(s)
- ☐ Fire Extinguisher(s) must not be obstructed
- ☐ Extension cords are not affixed to structures, do not extend through walls, ceilings, floors or under doors or floor coverings or are subject to environmental or physical damage.
- ☐ Appliance cords are kept in good condition with no splices
- ☐ All Electrical switches, outlets, and boxes are covered
- ☐ Electrical Panel circuit breakers are properly labeled



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Housekeeping and Storage

- ☐ A clear and unobstructed means of access with a minimum width of 30" (inches) and a minimum height of 78" (inches) is maintained between the electrical panel to an aisle or corridor
- ☐ No storage in electrical mechanical or boiler room.
- ☐ Repair all openings in fire resistive construction (walls and ceilings)
- ☐ An approved metal container with a tight-fitting cover is provided for oily rags and similar materials.
- ☐ Storage is a minimum of 24" (inches) below the ceiling in a building without fire sprinklers.
- ☐ Storage is a minimum of 18" (inches) below the ceiling in a building with fire sprinklers
- ☐ The area around the building is free of trash and combustible debris.
- ☐ The trash dumpster for your business is more than five feet (5') from the building exterior wall, roof overhang, or any opening like a door or window.
- ☐ No flammable/combustible liquids or other hazardous materials are utilized or stored within the occupancy. **EXCEPTION:** Cleaning supplies in limited amounts for building maintenance.
- ☐ Compressed gas cylinders must be secured to prevent being knocked over.
- ☐ Know how to turn gas supply to building.

Exits

- ☐ Exit pathways, aisles, and corridors are not obstructed in any ways.
- ☐ There is no storage underneath exit stairs and combustibles at exit.
- ☐ Exit doors maintained in an operable condition at all times.
- ☐ Exit signs and exit illumination are in proper working order.
- ☐ Exit signs are installed when two or more exits are required or when exit way is not easily identified.
- ☐ Exit path is lighted when the building is occupied.
- ☐ Exit doors are able to be opened from the inside without the use of a key or any special knowledge or effort. They are not to be locked, chained, bolted, barred, or otherwise rendered unusable. **EXCEPTION:** Key locking hardware may be used on the main exit when it consists of a single door or a pair of doors, if there is a readily visible durable sign on or adjacent to the door stating, "THIS DOOR IS TO REMAIN UNLOCKED DURING BUSINESS HOURS" The letters shall not be less than one (1') inch high
- ☐ The unlatching of any exit door does not require more than one motion.



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Fire Protection Systems

- ☐ All fire protection systems and appliances are in operating conditions at all times.
- ☐ Access to and clearance around the fire sprinkler riser is maintained.
- ☐ Quarterly visual inspections are performed on the automatic fire sprinkler system.
- ☐ The automatic fire sprinkler system has been serviced within the last five (5) years and a tag documenting the service is attached to the riser.
- ☐ The hood fire extinguisher system has been serviced within the last six (6) months and a tag documenting the service has been attached to the manual activation handle.
- ☐ A K-type fire extinguisher is installed within 30' (feet) of cooking equipment if there is a hood fire extinguishing system.
- ☐ Fire alarm systems have been tested and serviced within the last year.

City Of Colusa
Fire Department
Fee Schedule 2023-2024 - PLAN REVIEWS & INSPECTIONS

Plan Reviews & Inspections Include initial plan review, one (1) resubmittal, and standard field inspections. Excessive resubmittal/reinspections may be billed at the established hourly rate (1 Hour Minimum)

Number		Fee
1	Contracted or Outsourced Services	
1.1	All outsourced plan review and inspection services include Fee + Deposit (5% of total project cost)	\$ 230.00
2	Fire Sprinkler System - NFPA 13	
2.1	Base Fee - 1st 25 heads	\$ 345.00
2.2	Base Fee + Each Additional (or Portion of) 25 Heads	\$ 115.00
3	Fire Pump	
3.1	Fire Pump (per pump)	\$ 172.00
4	Modification to Sprinkler System - NFPA 13	
4.1	Base Fee - 1st 25 heads	\$ 230.00
4.2	Base Fee + Each Additional (or Portion of) 25 Heads	\$ 115.00
5	Residential Sprinkler System	
5.1	Subdivision Model / Production Homes - 13-D (Per Unit)	\$ 345.00
5.2	Single Family home Base Fee	\$ 345.00
5.3	Residential Sprinkler System - 13R (per complex) + per unit Inspection Fee	\$ 920.00
5.4	Inspection Fee - 13R (per unit)	\$ 115.00
6	Fire Alarm System	
6.1	New Fire Alarm Systems < 50 Devices	\$ 230.00
6.2	New Fire Alarm systems > 50 Devices	\$ 345.00
6.3	TI Fire Alarm System	\$ 172.00
6.4	Dedicated Function Fire Alarm System (sprinkler monitoring, elevator recall, ect.)	\$ 172.00
7	Underground	
7.1	1 - 4 Hydrant/Riser	\$ 345.00
7.2	5 > Hydrant/Riser	\$ 920.00
8	Special Systems	
8.1	Refrigeration System	\$ 172.00
8.2	Spray Booth	\$ 172.00
8.3	Solar Photovoltaic Systems (Comercial)	\$ 172.00
8.4	Solar Photovoltaic Systems (Residential)	\$ 172.00
8.5	Solar Photovoltaic Systems (Ground/Independent Structure)	\$ 172.00
8.6	Clean Agent Extinguishing System or Equal (clean agent/industrial dry chemical system)	\$ 172.00
9	Hood & Duct System (per system)	
9.1	1-11 Flow Points	\$ 230.00
9.2	Each Additional 11 Flow points	\$ 115.00
10	Tanks / HazMat	
10.1	HazMat Tank Installation/Removal	\$ 230.00
10.2	Propane Tank Installation/Removal	\$ 230.00

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Fee Schedule 2023-2024 - ANNUAL FIRE AND LIFE SAFETY INSPECTIONS

Pre Occupancy & Annual Fire and Life Safety Inspections, Including initial inspection plus one (1) reinspection. Excessive reinspections shall be billed at the established hourly rate (1 Hour Minimum)		
Number		Fee
11	All Occupancy Types	
11.1	0 - 10,000 sq ft	\$ 153.00
11.2	10,000 - 40,000 sq ft	\$ 306.00
11.3	40,000 sq ft - or more	\$ 459.00
Fire Code Permits / Fire Standby		
Number		Fee
12	State or Locally Mandated By Fire Authority	
12.1	Permit for events posing fire or life safety risk	\$ 115.00
12.2	EMS service request = 1 BLS unit & 2 Fire Personnel (Base Fee covers one hour of service, additional T&m will be in addition to Base Fee)	\$ 345.00
12.2	Fire Standby = 1 engine & 3 Fire Personnel (fee will be assessed for every hour of standby)	\$ 450.00
Other Fire Fees		
Number		Fee
13	Violations	
13.1	False Alarms - more than 2 per year	\$ 450.00
13.2	Negligence fire response	\$ 450.00
13.3	60 days past due	\$ 100.00
13.3	each additional 30 days past due	\$ 50.00
13.4	Abatement Violation Non-compliance fee after 3rd notice	\$ 345.00
13.5	Code Enforcement 1st warning (t&m Fee in addition to the base fee)	\$ -
13.6	Code Enforcement 2nd warning (t&m Fee in addition to the base fee)	\$ 115.00
13.7	Code Enforcement 3rd warning (t&m Fee in addition to the base fee)	\$ 345.00