



## REQUEST FOR BOARD ACTION

ITEM NO. 15.

**DATE OF REQUEST:** October 21, 2013

**REQUESTED BY:** Tommy Batson, Deputy Fire Marshal, Pender County Emergency Management

**SHORT TITLE:** Resolution Authorizing Pender County Emergency Management to Assist & Perform Inspections Services within the Town of Surf City

**BACKGROUND:** The Town is requesting this service be provided on a part-time basis currently. The County can assist in the current development. The Town of Surf City will continue to issue zoning approvals and building permits and County staff will perform necessary fire inspections services on an as needed basis for Level II & Level III inspections. The Town of Surf City will compensate Pender County for services provided through the approved County Inspection fee schedule. A service agreement between the Town of Surf City and Pender County will be executed by their respective Managers.

**SPECIFIC ACTION REQUESTED:** To consider a resolution authorizing the Pender County Emergency Management Office to perform fire inspections within the Town of Surf City.

**COUNTY MANAGER'S RECOMMENDATION**

Respectfully recommend approval.

  
Initial

**RESOLUTION**

**NOW, THEREFORE, BE IT RESOLVED**, by the Pender County Board of Commissioners that:

the Pender County Emergency Management Office is hereby authorized to perform and assist with fire inspections on behalf of the Town of Surf City within the Town of Surf City municipal limits. The Chairman/County Manager is authorized to execute any/all documents necessary to implement this resolution.

AMENDMENTS:

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Brown: \_\_\_\_\_ McCoy: \_\_\_\_\_ Tate: \_\_\_\_\_ Ward: \_\_\_\_\_ Williams: \_\_\_\_\_

\_\_\_\_\_  
George R. Brown, Chairman 10-21-2013  
Date

\_\_\_\_\_  
ATTEST 10-21-2013  
DATE

NORTH CAROLINA

PENDER COUNTY

**AGREEMENT**

This agreement made this 9<sup>th</sup> day of September, 2013, by and between the County of Pender (COUNTY), a political subdivision of the State of North Carolina, and The Town of Surf City (TOWN), a municipal corporation;

**WITNESSETH**

**WHEREAS**, TOWN has requested COUNTY to assist in fire inspections services for the areas within the corporate limits of the Town of Topsail Beach; and

**WHEREAS**, COUNTY has agreed to provide fire inspections services to TOWN;

**NOW, THEREFORE**, for and in consideration of the recitals and mutual benefits, covenants and terms herein contained, COUNTY AND TOWN do hereby agree as follows:

- a. COUNTY will assist in fire inspections services to TOWN upon request of the Town Manager for Level II & Level III buildings and plan review.
- b. TOWN will be responsible for assuring building project compliance with all federal, state, zoning and other local codes.
- c. TOWN is responsible for providing Town building permit applications to contractors, for receiving building permit applications and all fees associated with those applications, and for receiving, reviewing and approving all plans and documents related to building permit applications for compliance with the North Carolina State Building Code. TOWN will make all applications and plans available to COUNTY inspectors in the provision of the fire inspections services. TOWN is responsible for providing all fire inspections forms, including but not limited to Certificates of Occupancy, for COUNTY inspectors to use in the fire inspection process.
- d. TOWN agrees to compensate COUNTY on a monthly basis for building inspections services as follows:
  - i. Rate of the county adopted fire inspection fee schedule.

- e. TOWN indemnifies and holds COUNTY harmless from and against any and all liens, claims, causes of action, damages, losses, liabilities, costs, and expenses, including reasonable attorneys' fees, to the extent arising out of COUNTY'S presence, activities, or performance of the services described herein
- f. Nothing in this agreement is for the benefit of any other party and the execution of this agreement is not intended to waive governmental or sovereign immunity by either party.
- g. This agreement may be terminated by either party upon written notice to the other party.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals, by authority duly given, on the day and year first above written.

PENDER COUNTY

BY: \_\_\_\_\_

County Manager

ATTEST:

\_\_\_\_\_

TOWN OF SURF CITY

BY: \_\_\_\_\_

Town Manager

ATTEST:

\_\_\_\_\_

**Pender County Emergency Management**  
**Fire Inspections, Permits & Fee Schedule**

**ALL BUSINESS WILL BE PERMITTED AND PLACED ON A INSPECTION SCHEDULE SET BY THE NORTH CAROLINA FIRE CODE SECTION 106**

The Pender County Fire Marshal's Office will respond to any complaint made to our office. Otherwise, inspections of occupancies will be provided on the following schedule:

Once Every Year: Hazardous, Institutional, High Rise, Assembly, Common Areas of Residential (multi-family dwelling and townhouses).

Once Every Two Years: Industrial and Educational (except public schools).

Once Every Three Years: Business, Mercantile, Storage, Churches and Synagogues.

This is the minimum required schedule for inspections. This does not prevent the authority having jurisdiction from conducting more frequent inspections than the above listed schedule.

Annual Inspection ..... \$0.00

**NEW BUSINESS INSPECTION AND PERMITS:**

Small businesses to include but not limited to foster care, daycare, rest home, family care homes, group homes, nursing homes, and other health care facilities..... \$50.00

Permit and plan review, up to 5,000 sq. ft ..... \$50.00

Large business and sprinkler systems; permit, plan review and first inspection:

5,001 to 10,000 sq. ft ..... \$75.00

10,001 to 25,000 sq. ft ..... \$100.00

Over 25,001 sq. ft ..... \$125.00

\*Preexisting Businesses that are cover under Section 106 will be not be changed for permitting\*

**SPECIAL USER PERMITS:**

Temporary kiosks or display for merchandising ..... \$10.00

Insecticide fogging fumigation ..... \$25.00

Bonfire ..... \$25.00

Tents greater than 500 square ft. and any Air Structure (30 day permit) ..... \$25.00

ALE ..... \$50.00

Explosive materials (Blasting Permit) .....	\$50.00
Special Assembly (gun shows, craft shows, etc) .....	\$50.00
Any other special function requiring fire inspection or approval .....	\$50.00
Fireworks.....	\$200.00

**SPECIAL TESTING, INSPECTIONS AND SERVICES:**

Sprinkler certification test .....	\$50.00 + \$2.00 per head
Fire alarm .....	\$50.00 + \$2.00 per initiating device
Stand Pipe Test .....	\$50.00
Hood System and fixed fire suppression testing .....	\$50.00 + \$2.00 per head

**STORAGE TANKS (above ground and underground tanks):**

Removal (per Tank .....	\$50.00
Installation (per tank) .....	\$50.00
Pipe inspection and pressure test .....	\$50.00

**RE-INSPECTIONS:**

Compliance Inspections .....	\$50.00
First re-inspection .....	\$50.00
Second and subsequent re-inspections .....	\$75.00
Repeat Licensure Inspection .....	\$75.00

**Overcrowding – (\$500)** A condition that exists when either there are more people in a building, structure or portion thereof than have been authorized or posted by the fire code official, or when the fire code official determines that a threat exists to the safety of the occupants due to persons sitting and/ or standing in locations that may obstruct or impede the use of aisles, passages, corridors, stairways, exits or other components of the means of egress.