

## Fee Policy for the Onset Fire Department/Onset Fire District

The Onset Fire District/Onset Fire Department will begin to charge a fee for certain services. A fee schedule has been submitted and approved by the District Prudential Committee and the Onset Fire Department. A schedule of fees may be obtained on the district website at [www.onsetfiredistrict.com](http://www.onsetfiredistrict.com) or by contacting the Onset Fire Department.

All fees must be paid by check or money order made payable to the Onset Fire District. At this time no cash or credit will be accepted. Payments should be made by mail or at the Onset Fire Department. By request, an invoice can be made for billing; however payment must be received prior to or at the time of scheduling an inspection or other chargeable service. Payments will be accepted at the station on Monday-Friday from 8:00AM to 5:00PM, as well as Saturday and Sunday from 8:00AM to 12:00PM. Any returned check will be assessed a fee of \$40.00.

### Inspections:

An inspection may be scheduled at the time payment is received, however inspections must be scheduled a minimum of one week prior to inspection date. Inspections will be scheduled on a first come first served basis. If an inspection must be cancelled, the Onset Fire Department must be notified 24 hours in advance. For emergency cancelations, the party again must call the Onset Fire Department and inform the dispatcher that you are calling to cancel an inspection. The inspection will be rescheduled one time for no additional cost (emergency cancelations only). If any inspection is canceled by the Onset Fire Department, the party will be contacted for rescheduling at no additional cost. Please allow 15min grace period for the fire department, as our inspectors are also firefighters and may be at an emergency call, after 15min call the station for information on your inspection. A failed inspection will not incur a second fee if corrections can be made by 5:00PM the same business day. If re-inspection is scheduled for another day then another charge will be assessed.

### Permits:

Permits may be issued at the time of payment, if there are personnel available to write the permit. If no personnel are available then the party will be contacted when the permit has been written. It is advised to contact the fire department prior to arrival for permits other than burn permits. Failure to obtain necessary permits may hold up future inspections, or institute a double permit fee penalty.

### Plan Review:

Plan reviews must be paid for prior to the start of the allotted review time frame. The 10 day plan review will begin when the check or money order is received. The applicant will be contacted when the permit application is sent to the fire department from the Town of Wareham Building Department. The applicant will be informed of the cost of the plan review. Each applicant will be contacted for a project which may require more than one permit (general plan review, fire alarm, and sprinkler ect.).

The applicant will again be informed when the payment is received via phone and through the town's viewpoint program. Failure to pay for the plan review will result in a permit not being issued by the town. If work is completed prior to permitting, a completion inspection will not be performed until permit is in hand. The fire prevention staff may require a set of scaled plans, be delivered to the station for intricate plans where distances must be met per code as the viewpoint program does not allow for dimensioning.

This policy may be subject to change, be sure to view this policy frequently.

Regards,

The Onset Fire Department