

**AN ORDINANCE
ADOPTING THE CHARLOTTESVILLE FIRE DEPARTMENT
OFFICE OF THE FIRE MARSHAL FEE SCHEDULE**

WHEREAS, the City of Charlottesville adopted the Virginia Statewide Fire Prevention Code (“SFPC”) by enacting Charlottesville City Code §12-31;

WHEREAS, the purpose of the SFPC and the City of Charlottesville’s local fire prevention regulations is the protection of life and property from the hazards of fire or explosion;

WHEREAS, the fire department of the City of Charlottesville, as the local enforcing agency of the SFPC and local fire prevention regulations, and the fire marshal, as the City of Charlottesville’s fire official, conduct inspections and issue permits for regulated facilities and activities;

WHEREAS, Code of Virginia §27-98 and Charlottesville City Code §12-31 authorize the levying of fees by the local governing body to defray the cost of administering and enforcing the SFPC;

WHEREAS, the collection of fees for the inspection and permitting of various facilities and activities is necessary to defray the cost of providing such services to the public;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CHARLOTTESVILLE, that the Charlottesville City Council adopts the Charlottesville Fire Department Office of the Fire Marshal Fee Schedule, attached to this Ordinance as Exhibit A.



Charlottesville Fire Department Office of the Fire Marshal

FEE SCHEDULE (Effective on January 1, 2025)

(Virginia Statewide Fire Prevention Code Table 107.2)



DESCRIPTION**	PERMIT REQUIRED (Yes or No)	PERMIT FEE *																
Aerosol products. An operational permit is required to manufacture, store or handle an aggregate quantity of Level 2 or Level 3 aerosol products in excess of 500 pounds (227 kg) net weight.	Yes (annual/per location)	\$200*																
Amusement buildings. An operational permit is required to operate a special amusement building.	Yes (fixed–annual/location or mobile–30 days/location)	\$200*																
Aviation facilities. An operational permit is required to use a Group H or Group S occupancy for aircraft servicing or repair and aircraft fuel-servicing vehicles. Additional permits required by other sections of this code include, but are not limited to, hot work, hazardous materials and flammable or combustible finishes.	Yes (annual/per location)	\$200*																
Carnivals and fairs. An operational permit is required to conduct a carnival or fair.	Yes (30 days/location)	\$200*																
Cellulose nitrate film. An operational permit is required to store, handle or use cellulose nitrate film in a Group A occupancy.	Yes (annual/per location)	\$200*																
Combustible dust-producing operations. An operational permit is required to operate a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices or sugar, or other operations producing combustible dusts as defined in Chapter 2.	Yes (annual/per location)	\$200*																
Combustible fibers. An operational permit is required for the storage and handling of combustible fibers in quantities greater than 100 cubic feet (2.8 m³). Exception: An operational permit is not required for agricultural storage.	Yes (annual/per location)	\$200*																
Compressed gas. An operational permit is required for the storage, use or handling at normal temperature and pressure (NTP) of compressed gases in excess of the amounts listed below. Exception: Vehicles equipped for and using compressed gas as a fuel for propelling the vehicle. PERMIT AMOUNTS FOR COMPRESSED GASES <table><tr><th>TYPE OF GAS</th><th>AMOUNT (cubic feet at NTP)</th></tr><tr><td>Corrosive</td><td>200</td></tr><tr><td>Flammable (except cryogenic fluids and liquefied petroleum gases)</td><td>200</td></tr><tr><td>Highly toxic</td><td>Any amount</td></tr><tr><td>Inert and simple asphyxiant</td><td>6,000</td></tr><tr><td>Oxidizing (including oxygen)</td><td>504</td></tr><tr><td>Pyrophoric</td><td>Any amount</td></tr><tr><td>Toxic</td><td>Any amount</td></tr></table> For SI: 1Cubic foot = 0.02832 m³.	TYPE OF GAS	AMOUNT (cubic feet at NTP)	Corrosive	200	Flammable (except cryogenic fluids and liquefied petroleum gases)	200	Highly toxic	Any amount	Inert and simple asphyxiant	6,000	Oxidizing (including oxygen)	504	Pyrophoric	Any amount	Toxic	Any amount	Yes (annual/per location)	\$200*
TYPE OF GAS	AMOUNT (cubic feet at NTP)																	
Corrosive	200																	
Flammable (except cryogenic fluids and liquefied petroleum gases)	200																	
Highly toxic	Any amount																	
Inert and simple asphyxiant	6,000																	
Oxidizing (including oxygen)	504																	
Pyrophoric	Any amount																	
Toxic	Any amount																	
Covered and open mall buildings. An operational permit is required for: 1. The placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall. 2. The display of liquid-fired or gas-fired equipment in the mall. 3. The use of open-flame or flame-producing equipment in the mall.	Yes (annual/per location)	\$200*																
Cryogenic fluids. An operational permit is required to produce, store, transport onsite, use, handle or dispense cryogenic fluids in excess of the amounts listed below. Exception: Operational permits are not required for vehicles equipped for and using cryogenic fluids as a fuel for propelling the vehicle or for refrigerating the lading. PERMIT AMOUNTS FOR CRYOGENIC FLUIDS <table><tr><th>TYPE OF CRYOGENIC FLUID</th><th>INSIDE BUILDING (gallons)</th><th>OUTSIDE BUILDING (gallons)</th></tr><tr><td>Flammable</td><td>More than 1</td><td>60</td></tr><tr><td>Inert</td><td>60</td><td>500</td></tr><tr><td>Oxidizing (includes oxygen)</td><td>10</td><td>50</td></tr><tr><td>Physical or health hazard</td><td>Any amount</td><td>Any amount not indicated above</td></tr></table> For SI: 1 gallon = 3.785 L.	TYPE OF CRYOGENIC FLUID	INSIDE BUILDING (gallons)	OUTSIDE BUILDING (gallons)	Flammable	More than 1	60	Inert	60	500	Oxidizing (includes oxygen)	10	50	Physical or health hazard	Any amount	Any amount not indicated above	Yes (annual/per location)	\$200*	
TYPE OF CRYOGENIC FLUID	INSIDE BUILDING (gallons)	OUTSIDE BUILDING (gallons)																
Flammable	More than 1	60																
Inert	60	500																
Oxidizing (includes oxygen)	10	50																
Physical or health hazard	Any amount	Any amount not indicated above																
Cutting and welding. An operational permit is required to conduct cutting or welding operations within the jurisdiction.	Yes (per event/location)	\$100*																
Dry cleaning plants. An operational permit is required to engage in the business of dry cleaning or to change to a more hazardous cleaning solvent used in existing dry-cleaning equipment.	Yes (annual/per location)	\$200*																
Exhibits and trade shows. An operational permit is required to operate exhibits and trade shows.	Yes (per event/location)	\$200*																

EXHIBIT A

<p>Explosives, fireworks, and pyrotechnics. An operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosive, explosive materials, fireworks, pyrotechnic special effects, or pyrotechnic special effects material within the scope of Chapter 56. Exception: Storage in Group R-3 or R-5 occupancies of smokeless propel lant, black powder and small arms primers for personal use, not for resale, and in accordance with the quantity limitations and conditions set forth in Section 5601.1, exception numbers four and twelve.</p> <p>Use of explosives/blasting requires a use permit every 30 days with associated fees.</p> <p>City Code does not allow the sale or storage of fireworks or pyrotechnics in the City Limits.</p> <p>Fireworks. No person shall have, keep, store, use, discharge, manufacture, sell, handle or transport any fireworks in the city, except as provided within this section. Nothing in this section shall apply to:</p> <ol style="list-style-type: none"> Any materials or equipment that is used or to be used by any person for signaling or other emergency use in the operation of any railroad train or other vehicle for the transportation of persons or property. Any officer or member of the armed forces, while acting within the scope of their authority and duties as such, nor to any offer of sale or sale of fireworks to any authorized agent of such armed forces. <p>The fire chief may, upon due application, issue a permit to a properly qualified person for giving a pyrotechnic display of fireworks in the public parks or other open places. Such permits shall impose such restrictions as, in the opinion of the fire chief, may be necessary to properly safeguard life and property in each case. The term "fireworks," as used in this section, shall mean and refer to any firecracker, sparkler, roman candle, fire balloon, signal light, squib, rocket, railroad track or other torpedo, skyrocket, flashlight composition, or other substance or object, of whatever form or construction, that contains any explosive or inflammable compound or substance, and which explodes, rises into the air, travels laterally, or fires projectiles into the air to obtain visible or audible pyrotechnic effects.</p> <p>High explosives. No person shall sell within the city any dynamite, blasting powder or other high explosive except upon a written permit from the chief of police, which permit shall be issued upon application by the purchaser showing that such explosives are to be used for legitimate purposes within a reasonable time after their purchase and the provisions of the fire prevention code with respect to the keeping of all such explosives shall in all respects apply to such purchaser. This section shall not be construed to apply to the purchase of shotgun, rifle or pistol ammunition at retail.</p>	Fixed Facility: Yes:(annual/location) Site Storage: in addition to use (30 days)	\$200
	Use/ Blasting: Yes (per event) (30 days maximum/location)	\$200
	Wholesale (fireworks) **Not ALLOWED by City Code	N/A
	Retail (fireworks) **Not ALLOWED by City Code	N/A
	Display/Use (fireworks): Yes (per event 1 day/location)	\$600
	Expedited display/use (fireworks), less than 10 days: Yes	+\$300
<p>Fire hydrants and valves. An operational permit is required to use or operate fire hydrants or valves intended for fire suppression purposes that are installed on water systems and accessible to a fire apparatus access road that is open to or generally used by the public.</p> <p>Exception: An operational permit is not required for authorized employees of the water company that supplies the system or the fire department to use or operate fire hydrants or valves.</p>	No – City Utilities handles	N/A
<p>Flammable and combustible liquids. An operational permit is required:</p> <ol style="list-style-type: none"> To use or operate a pipeline for the transportation within facilities of flammable or combustible liquids. This requirement shall not apply to the offsite transportation in pipelines regulated by the Department of Transportation (DOT) nor does it apply to piping systems. To store, handle or use Class I liquids in excess of 5 gallons (19 L) in a building or in excess of 10 gallons (37.9 L) outside of a building, except that a permit is not required for the following: <ol style="list-style-type: none"> The storage or use of Class I liquids in the fuel tank of a motor vehicle, aircraft, motorboat, mobile power plant or mobile heating plant, unless such storage, in the opinion of the fire official, would cause an unsafe condition. The storage or use of paints, oils, varnishes or similar flammable mixtures when such liquids are stored for maintenance, painting or similar purposes for a period of not more than 30 days. To store, handle or use Class II or Class IIIA liquids in excess of 25 gallons (95 L) in a building or in excess of 60 gallons (227 L) outside a building, except for fuel oil used in connection with oil-burning equipment. To remove Class I or Class II liquids from an underground storage tank used for fueling motor vehicles by any means other than the approved, stationary on-site pumps normally used for dispensing purposes. To operate tank vehicles, equipment, tanks, plants, terminals, wells, fuel- dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used. To install, alter, remove, abandon, place temporarily out of service (for more than 90 days) or otherwise dispose of an underground, protected above-ground or above-ground flammable or combustible liquid tank. To change the type of contents stored in a flammable or combustible liquid tank to a material that poses a greater hazard than that for which the tank was designed and constructed. To manufacture, process, blend or refine flammable or combustible liquids 	Yes (annual/per location)	\$200*
<p>Floor finishing. An operational permit is required for floor finishing or surfacing operations exceeding 350 square feet (33 m) using Class I or Class II liquids.</p>	Yes (30 days/location) Exempt if under a building permit	\$75*
<p>Fruit and crop ripening. An operational permit is required to operate a fruit-ripening or crop-ripening facility or conduct a fruit-ripening process using ethylene gas.</p>	Yes (annual/per location)	\$200*
<p>Fumigation, thermal and insecticidal fogging. An operational permit is required to operate a business of fumigation, thermal or insecticidal fogging and to maintain a room, vault or chamber in which a toxic or flammable fumigant is used.</p>	Yes (annual for facility/location) (per event/location)	\$200 (annual)* \$75 (event)*

EXHIBIT A

Hazardous materials. An operational permit is required to store, transport on site, dispense, use or handle hazardous materials in excess of the amounts listed below. PERMIT AMOUNTS FOR HAZARDOUS MATERIALS			
TYPE OF MATERIAL	AMOUNT	Yes (annual/per location)	\$ 200*
Combustible liquids	See flammable and combustible liquids		
Corrosive materials			
Gases	See compressed gases		
Liquids	55 gallons		
Solids	1000 pounds		
Explosive materials	See explosives Flammable Materials.		
Gases	See Compressed Gases		
Liquids	See flammable and Combustible Liquids		
Solids	100 pounds		
Highly toxic materials			
Gases	See compressed gases		
Liquids	Any amount		
Solids	Any amount		
Oxidizing materials			
Gases	See compressed gases		
Liquids			
Class 4	Any amount		
Class 3	1 gallon		
Class 2	10 gallons		
Class 1	55 gallons		
Solids			
Class 4	Any amount		
Class 3	10 pounds ^b		
Class 2	100 pounds		
Class 1	500 pounds		
Organic peroxides			
Liquids			
Class I	Any amount		
Class II	Any amount		
Class III	1 gallon		
Class IV	2 gallons		
Class V	No permit required		
Solids			
Class I	Any amount		
Class II	Any amount		
Class III	10 pounds		
Class IV	20 pounds		
Class V	No permit required		
Pyrophoric materials			
Gases	See compressed gases		
Liquids	Any amount		
Solids	Any amount		
Toxic materials			
Gases	See compressed gases		
Liquids	10 gallons		
Solids	100 pounds		
Unstable (reactive) materials			
Liquids			
Class 4	Any amount		
Class 3	Any amount		
Class 2	5 gallons		
Class 1	10 gallons		
Solids			
Class 4	Any amount		
Class 3	Any amount		
Class 2	50 pounds		
Class 1	100 pounds		
Water reactive materials			
Liquids			
Class 3	Any amount		
Class 2	5 gallons		
Class 1	55 gallons		
Solids			
Class 3	Any amount		
Class 2	50 pounds		
Class 1	500 pounds		
For SI: 1 gallon = 3.785 L, 1 pound = 0.454 kg. b. Twenty gallons when Table 5003.1.1(1) Note k applies and hazard identification signs in accordance with Section 5003.5 are provided for quantities of 20 gallons or less. c. Twenty pounds when Table 5003.1.1(1) Note k applies and hazard identification signs in accordance with Section 5003.5 are provided for quantities of 200 pounds or less.			

EXHIBIT A

HPM facilities. An operational permit is required to store, handle or use hazardous production materials.	Yes (annual/per location)	\$200*
High piled storage. An operational permit is required to use a building or portion thereof as a high-piled storage area exceeding 500 square feet (46 m²).	Yes (annual/per location)	\$200*
Hot work operations. An operational permit is required for hot work including, but not limited to: Public exhibitions and demonstrations where hot work is conducted. 1. Use of portable hot work equipment inside a structure. Exception: Work that is conducted under a construction permit. 2. Fixed-site hot work equipment such as welding booths. 3. Hot work conducted within a hazardous fire area. 4. Application of roof coverings with the use of an open-flame device. 5. When approved, the fire official shall issue a permit to carry out a Hot Work Program. This program allows approved personnel to regulate their facility's hot work operations. The approved personnel shall be trained in the fire safety aspects denoted in this chapter and shall be responsible for issuing permits requiring compliance with the requirements found in this chapter. These permits shall be issued only to their employees or hot work operations under their supervision.	Facility: Yes (annual/location)	\$200*
	Fixed Site: Yes (annual/location)	\$200*
	Other: Yes (per event/location) (30 days/location)	\$100*
Industrial ovens. An operational permit is required for operation of industrial ovens regulated by Chapter 30.	Yes (annual/per location)	\$200*
Lumber yards and woodworking plants. An operational permit is required for the storage or processing of lumber exceeding 100,000 board feet (8,333 ft³) (236 m³).	Yes (annual/per location)	\$200*
Liquid-fueled or gas-fueled vehicles or equipment in assembly buildings. An operational permit is required to display, operate or demonstrate liquid-fueled or gas-fueled vehicles or equipment in assembly buildings.	Yes (per event) (30 days/location)	\$200*
LP-gas. An operational permit is required for: 1. Storage and use of LP-gas. Exception: An operational permit is not required for individual containers with a 500-gallon (1893 L) water capacity or less or multiple container systems having an aggregate quantity not exceeding 500 gallons (1893 L), serving occupancies in Group R-3. 2. Operation of cargo tankers that transport LP-gas.	Yes (annual/per location)	\$200*
Magnesium. An operational permit is required to melt, cast, heat treat or grind more than 10 pounds (4.54 kg) of magnesium.	Yes (annual/per location)	\$200*
Miscellaneous combustible storage. An operational permit is required to store in any building or upon any premises in excess of 2,500 cubic feet (71 m³) gross volume of combustible empty packing cases, boxes, barrels or similar containers, rubber tires, rubber, cork or similar combustible material.	Yes (annual/per location)	\$200*
Open burning. An operational permit is required for the kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground. Instructions and stipulations of the permit shall be adhered to. See City Code § 12.32(8). Exception: Cooking Fires	Yes (Land Clearing Operations Only – 10 days/location)	\$500
Open flames and candles. An operational permit is required to use open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments. Exception: Where necessary for ceremonial or religious purposes in accordance with Section 308.1.7. (308.1.7 Religious ceremonies. - Where, in the opinion of the fire code official, adequate safeguards have been taken, participants in religious ceremonies are allowed to carry hand-held candles. Hand-held candles shall not be passed from one person to another while lighted.)	Yes (annual/per location)	\$200* (annual if sole permit) \$100* (if ancillary to another permit)
Open flames and torches. An operational permit is required to remove paint with a torch; or to use a torch or open-flame device in a wildfire risk area.	Yes (per event-30 days/location)	\$100*
Organic coatings. An operational permit is required for any organic-coating manufacturing operation producing more than 1 gallon (4 L) of an organic coating in one day.	Yes (annual/per location)	\$200*
Places of assembly. An operational permit is required to operate a place of assembly (greater than 50 persons)	Yes (annual/per location)	\$200*
Private fire hydrants. An operational permit is required for the removal from service, use or operation of private fire hydrants. Exception: An operational permit is not required for private industry with trained maintenance personnel, private fire brigade or fire departments to maintain, test and use private hydrants.	Yes (annual/per location)	\$200*
Pyrotechnic special effects material. An operational permit is required for use and handling of pyrotechnic special effects material.	Yes (per event–1 day/location)	\$200
Pyroxylin plastics. An operational permit is required for storage or handling of more than 25 pounds (11 kg) of cellulose nitrate (pyroxylin) plastics and for the assembly or manufacture of articles involving pyroxylin plastics.	Yes (annual/per location)	\$200*
Refrigeration equipment. An operational permit is required to operate a mechanical refrigeration unit or system regulated by Chapter 6.	Yes (annual/per location)	\$200*
Repair garages and service stations. An operational permit is required for operation of repair garages and automotive, marine and fleet service stations. Note: (If in conjunction with Flammable/Combustible Liquid permit then no fee for this permit)	Yes (annual/per location)	\$200*

EXHIBIT A

Rooftop heliports. An operational permit is required for the operation of a rooftop heliport.	Yes (annual/per location)	\$200*
Spraying or dipping. An operational permit is required to conduct a spraying or dipping operation utilizing flammable or combustible liquids or the application of combustible powders regulated by Chapter 24.	Yes – Fixed Facility (annual/location)	\$200*
	Yes (per event) (30 days /location)	\$100*
Storage of scrap tires and tire byproducts. An operational permit is required to establish, conduct or maintain storage of scrap tires and tire byproducts that exceeds 2,500 cubic feet (71 m ³) of total volume of scrap tires and for indoor storage of tires and tire byproducts.	Yes (annual/per location)	\$200*
Temporary membrane structures and tents. An operational permit is required to operate an air-supported temporary membrane structure or a tent. Exceptions: <ol style="list-style-type: none"> 1. Tents used exclusively for recreational camping purposes. 2. Tents and air-supported structures that cover an area of 900 square feet (84 m²) or less, including all connecting areas or spaces with a common means of egress or entrance and with an occupant load of 50 or less persons. 	Permits are through NDS	NA
Tire-rebuilding plants. An operational permit is required for the operation and maintenance of a tire-rebuilding plant.	Yes (annual/per location)	\$200*
Waste handling. An operational permit is required for the operation of wrecking yards, junk yards and waste material-handling facilities.	Yes (annual/per location)	\$200*
Wood products. An operational permit is required to store chips, hogged material, lumber or plywood in excess of 200 cubic feet (6 m ³).	Yes (annual/per location)	\$200*

* The City of Charlottesville will waive the permit charges as part of our commitment to protecting life and property. This initiative aims to support businesses and property owners in ensuring compliance with safety regulations and promoting a secure environment for our community.

** Unless otherwise indicated, all references to chapters, sections, groups, or tables are in accordance with the Virginia Fire Prevention Code.



Charlottesville Fire Department Office of the Fire Marshal

ADDITIONAL FEE SCHEDULE



PURPOSE	DESCRIPTION	FEE
Facility Inspection Fees (for any fixed facility requiring a permit per Table 107.2 of the Fire Prevention Code)	Inspection Fee included with Fire Permit	For the first two hours, there is no charge. \$100/hour after 2 nd hour.
Required Fire Inspection for Facilities Licensed by the Department of Social Services Examples: Day Care, Adult Care, Group Home, Nursing Home	1 – 8 persons 9 – 20 persons 21 – 50 persons 51 – 100 persons 101 – 150 persons 151 – 200 persons 201 or more persons	\$50* \$75* \$100* \$200* \$300* \$400* \$500 plus \$50 for every 100 persons over 201*
Re-inspection Fee	There is no charge if all violations are corrected after the initial inspection. If not, each re-inspection incurs a fee until a remediation agreement is reached or all violations are corrected.	\$0 (violations corrected) \$100 (per inspection)
Request for Fire Code Variance/Modification Charlottesville Fire Marshal	Increased temporary occupancy load	\$100 Per event or request Modification for 7 to 30 days
Mobile Food Vendor (Food Truck or Trailer)	New Hood System or New Food Vendor Yearly Food Vendor Permit	\$100 Yearly Permit & Inspection*