



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: December 16, 2025

DATE: November 24, 2025

TO: Board of County Commissioners & Board of Fire Commissioners

FROM: Richard J. Edwards, Fire Chief, Truckee Meadows Fire Protection District
775-326-6000, redwards@tmfpd.us

THROUGH: Kate Thomas, County Manager

SUBJECT: Recommendation to adopt a resolution re-adopting Washoe County and the Truckee Meadows Fire Protection District's current permit and service fee schedule for fire-related matters. The permit and service fee schedule was previously contained in Washoe County Code Chapter 60 in Exhibit B; however, the County and the District no longer wish the fee schedule to be included as part of the Washoe County Code, but rather, adopted by resolution as authorized by WCC 60.100.060; and all matters necessarily connected therewith and pertaining thereto (All Commission Districts).
FOR POSSIBLE ACTION

SUMMARY

The Washoe County Board of County Commissioners and the Truckee Meadows Fire Protection District Board of Fire Commissioners is asked to re-adopt the current fire permit and service fee schedule by resolution. The purpose of the permit and service fee schedule is to partially offset costs of regulating conditions hazardous to life or property, as specified in the International Fire Code ("IFC") and the International Wildland-Urban Interface Code ("IWUIC"), as adopted with modifications by the Board of County Commissioners and the Board of Fire Commissioners. Currently, the fee schedule is included in Washoe County Code Chapter 60 as Exhibit B, which was previously added to the Code in 2020 through the adoption of Ordinance No. 1650. However, there is simply no reason to include this fee schedule in the Washoe County Code; and the County and the District wish to adopt their permit and service fee schedule by resolution, which is the typical process for adoption of fee schedules.

Washoe County Strategic Objective supported by this item: Build a safer, more resilient community & workforce

PREVIOUS ACTION

November 18, 2025- The Board of County Commissioners & Board of Fire Commissioners jointly conducted an introduction and first reading of the proposed ordinance amending Washoe County Code Chapter 60 (Fire Prevention and Protection) to update the adopted editions of the IFC and IWUIC, with modifications to make them

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applicable to conditions within Washoe County; and to remove the adopted permit and service fee schedule from the Washoe County Code and provide for its adoption by resolution. The Boards set the second reading and possible adoption of the proposed ordinance for December 16, 2025.

October 28, 2025 – The Board of County Commissioners (Board) initiated amendments to WCC Chapter 60 to update the editions of the IFC and IWUIC adopted by reference, along with any changes necessary to make them applicable to conditions within Washoe County; and directed the County Clerk to send the request to the District Attorney's Office to draft the requisite ordinance in accordance with WCC 2.030.

May 12, 2020 – The Board adopted Ordinance Number 1650, which amended the Washoe County Code by repealing Chapter 60 in its entirety and by enacting a new Chapter 60 containing provisions adopting the 2018 Northern Nevada Fire Amendments, the 2018 version of the International Fire Code, and the 2018 version of the International Wildland-Urban Interface Code. The Ordinance also adopted Exhibit B, the fire permit and service fee schedule, to become effective June 1, 2020.

April 28, 2020 – The Board conducted an introduction and first reading of an ordinance amending the Washoe County Code by repealing Chapter 60 in its entirety, and by enacting a new Chapter 60 containing provisions adopting the 2018 International Fire and Wildland-Urban Interface Codes, with modifications, and violations, and providing other matters necessarily connected therewith and pertaining thereto; and scheduled a second reading and public hearing for possible adoption of the proposed ordinance.

September 24, 2013 – The Board of County Commissioners and the Board of Fire Commissioners jointly approved a resolution adopting a fee schedule for fire-related matters, which was exactly the same as set forth in the outgoing version of Chapter 60 of the Washoe County Code, and authorized enforcement of this fee schedule within the Sierra Fire Protection District, Truckee Meadows Fire Protection District and Washoe County's respective boundaries.

August 27, 2013 – The Board adopted Ordinance Number 1516, which amended the Washoe County Code by repealing Chapter 60 in its entirety and by enacting a new Chapter 60 containing provisions adopting the International Fire and International Wildland Urban Interface Codes.

August 13, 2013 – The Board conducted a first reading of an ordinance amending the Washoe County Code by repealing Chapter 60 in its entirety and by enacting a new Chapter 60 containing provisions adopting the International Fire and International Wildland Urban Interface Codes and directed staff to schedule a second reading and public hearing for possible adoption.

July 23, 2013 – The Board approved a request to initiate proceedings to amend the Washoe County Code (Chapter 60 – Fire Code) to adopt the 2012 Edition of the International Wildland Urban Interface Code and the 2012 Northern Nevada Fire Amendments.

BACKGROUND

Washoe County and the Truckee Meadows Fire Protection District have a fire permit and service fee schedule that is currently adopted via inclusion in Washoe County Code Chapter 60 as “Exhibit B”. However, there is no reason to incorporate this fee schedule as part of the Washoe County Code, which requires three public meetings to amend. Typically, fee schedules are adopted by resolution, which only requires one public meeting to amend. Accordingly, the Washoe County Commission and Truckee Meadows Fire Protection District Board of Fire Commissioners is asked to re-adopt the current fire permit and service fee schedule by resolution, as with the Boards’ adoption of the 2024 editions of the IFC and IWUIC during a related item on today’s agenda, the fire permit and service fee schedule will be removed from the Washoe County Code. Please note that there are no substantive changes to the fee schedule itself with this re-adoption. All fees remain unchanged.

FISCAL IMPACT

No Fiscal Impact

RECOMMENDATION

It is recommended that the Board of County Commissioners and Board of Fire Commissioners adopt a resolution re-adopting Washoe County and the Truckee Meadows Fire Protection District’s current permit and service fee schedule for fire-related matters.

POSSIBLE MOTION

A possible motion would be:

“Move to adopt a resolution re-adopting Washoe County and the Truckee Meadows Fire Protection District’s current permit and service fee schedule for fire-related matters.”

Attachment A: Resolution with attached Permit and Service Fee Schedule