



## **RANCHO SANTA FE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING AGENDA**

Rancho Santa Fe FPD  
Board/Community Room – 16936 El Fuego  
Rancho Santa Fe, California 92067

November 10, 2010  
Regular Session 1:00 pm

### **RULES FOR ADDRESSING BOARD OF DIRECTORS**

Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk.

Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment, but can refer it to the Administrative Officer for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

### **Pledge of Allegiance**

#### **1. Roll Call**

#### **2. Special Presentation (Time Certain – 5:30 pm)**

##### **a. Badge Presentation**

Presentation of Fire District Badge by Rancho Santa Fe Fire Protection District Board of Directors will be presented to:

- i) Tony J. Michel – Fire Chief

#### **3. Public Comment**

#### **4. Motion waiving reading in full of all Resolutions/Ordinances**

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Unfinished Business.

## 5. Consent Calendar

### a. Board of Directors Minutes

- i) Board of Directors minutes of October 13, 2010

ACTION REQUESTED: **Approve**

### b. Receive and File

- i) Monthly/Quarterly Reports – ACTION REQUESTED: **INFORMATION**

#### (1) List of Demands

Check 21065 thru 21161 for the period October 1 – 31, 2010 totaling: \$ 517,147.51

Payroll for the period October 1 – 31, 2010 \$ 424,778.16

TOTAL DISTRIBUTION \$ 941,925.67

#### (2) Financial Report

- Statement of Cash Assets – September 30, 2010
- Budget Review – July 1 – September 30, 2010

#### (3) Travel Report

- Pavone

#### (4) Activity Reports – October 2010

- Fire Prevention
- Operations
- Training
- Fairbanks Ranch Station Replacement – Construction Change Orders

#### (5) District Articles –October 2010

#### (6) Correspondence - letters/cards were received from the following members of the public:

- Galvin
- Carlson
- Phillips

## 6. Old Business

- a. None

## 7. New Business

### a. Allocation of Undesignated Reserves – FY10

To discuss and/or authorize the allocation of the FY10 undesignated reserves. **Staff Report 10-25**

ACTION REQUESTED: **Direction and/or authorize allocation of FY 10 undesignated reserves**

### b. Proposal for Continued Independent Auditor Services

To discuss and/or accept or reject a proposal received by Charles Z. Fedak & Company for continued independent auditor services. **Staff Report 10-26**

ACTION REQUESTED: **Direction and/or Accept or Reject Proposal**

## 8. Public Hearing

### a. Ordinance No. 2011-01

Ordinance No. 2011-01 – To conduct the public hearing Ordinance No. 2011-01 – *entitled* an Ordinance of the Board of Directors Which Adopts the California Fire Code, 2010 Edition and 2009 International fire Code with Certain Amendments, Additions and Deletions

ACTION REQUESTED: **A call for public comment (oral or written)**

## 9. Resolution/Ordinance

- a. Resolution No. 2010-10 *entitled* a Resolution of Commendation from the Board of Directors of the Rancho Santa Fe Fire Protection District for Nicholas G. Pavone

ACTION REQUESTED: **Adopt**

- b. Resolution No. 2010-11 *entitled* a Resolution of the Rancho Santa Fe Fire Protection District Board of Directors Appointing and Authorizing Designated personnel to Sign Warrant Orders and Payroll Claims (Checks)

ACTION REQUESTED: **Adopt**

- c. Ordinance No. 2011-01

To conduct final reading Ordinance No. 2011-01 – *entitled* an Ordinance of the Board of Directors Which Adopts the California Fire Code, 2010 Edition and 2009 International fire Code with Certain Amendments, Additions and Deletions [Staff Report 10-27](#)

ACTION REQUESTED: **ADOPT**

## 10. Oral Report

- a. Fire Chief – Michel  
i) Fairbanks Ranch Replacement Fire Station – Update  
ii) Cielo Administration Building – Update  
iii) District Activities
- b. Operations – Chief Michel
- c. Training – Battalion Chief Davidson
- d. Fire Prevention - Fire Marshal Hunter
- e. Administrative Manager – Rannals  
i) CalPERS Rates – FY12  
ii) Board Meeting – December 8, 2010
- f. Board of Directors  
i) North County Dispatch JPA – Update  
ii) County Service Area – 17 – Update  
iii) Comments

## 11. Closed Session

- a. Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: - 1 Case
- b. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8  
Conference with negotiators for the following real property:  
16936 ½ El Fuego, Rancho Santa Fe  
Negotiating Parties: Board of Directors; Tony Michel, Fire Chief  
Under Negotiation: Price

## 12. Adjournment



**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**Board of Directors Regular Meeting – Agenda**  
**Wednesday, November 10, 2010 1:00 pm PST**

**CERTIFICATION OF POSTING**

I certify that on November 5, 2010 a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on November 5, 2010

*Karlena Rannals*

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Karlena Rannals  
Board Clerk



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES – October 13, 2010**

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:00 pm

*Pledge of Allegiance*

Deputy Chief Tony Michel led the assembly in the *Pledge of Allegiance*.

**1. Roll Call**

Directors Present: Ashcraft, Hillgren, Hickerson, Malin, Tanner

Directors Absent: None

Staff Present: Nick Pavone, Fire Chief; Tony Michel, Deputy Chief; Cliff Hunter, Fire Marshal; Fred Cox, Battalion Chief; Bret Davidson, Battalion Chief; and Karlana Rannals, Board Clerk

**2. Special Presentation**

a. Badge Presentation

Chief Pavone welcomed all in attendance. He summarized the chaplain program and how these volunteers are used at other agencies, and how the District will benefit by the volunteer chaplains. Mr. Roger Moyer, lead pastor in North San Diego County also spoke to the assembly about the program and the type of incidents that a chaplain may be called upon. A Fire District badge was presented to the following members of the District:

- i) Ray Ramage – Chaplain
- ii) Mike MacIntosh – Chaplain

President Ashcraft congratulated Chaplains' Ramage and MacIntosh and welcomed them to the Fire District.

**3. Public Comment**

No one requested to speak to the Board.

**4. Motion waiving reading in full of all Resolutions/Ordinances**

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions/ordinances.

**5. Consent Calendar**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve the Consent Calendar as submitted,

a. Board of Directors Minutes

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve the Board of Directors minutes of September 22, 2010

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

October 13, 2010

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b. Easement – San Diego Gas & Electric

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT to grant an easement to San Diego Gas & Electric for construction and maintenance of underground utilities and authorize the President to sign the easement.

c. Receive and File

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to receive and file:

i) Monthly/Quarterly Reports

(1) List of Demands

Check 20967 thru 21064 for the period September 1 – 30, 2010 totaling:	\$1,144,929.65
Payroll for the period September 1 – 30, 2010	<u>\$ 456,991.33</u>
TOTAL DISTRIBUTION	\$ 1,601,920.98

(2) Activity Reports – September 2010

- Fire Prevention
- Operations
- Training
- Fairbanks Ranch Station Replacement – Construction Change Orders

(3) District Articles – September 2010

(4) Correspondence

- Peterson

6. Old Business

a. None

7. Closed Session

Pursuant to the following Government Code Section, the Board of Directors convened in Closed Session from 1:20 – 1:55 pm for discussions on the following:

a. With respect to every item of business to be discussed in closed session pursuant to Section 54957:

PUBLIC EMPLOYEE

Title: Fire Chief

*NOTE: All members of the Board and Chief Pavone and Deputy Chief Michel attended the Closed Session*

b. With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiators: Jim Ashcraft, Randy Malin, and assigned Staff

Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349

Represented Employees: Rancho Santa Fe Miscellaneous Employees

Under Negotiation: A successor Memorandum of Understanding

*NOTE: All members of the Board and staff listed attended the Closed Session*

Upon reconvening, President Ashcraft reported the following:

- 7. a. – an update on the employment of a new fire chief was provided and the Board agreed to set the salary for the Fire Chief at \$160,000.
- 7. b. – the board received an update from the negotiators and the Board took no action.

**8. New Business**

a. Employment Contract

Chief Michel reported that the final contract presented was the result of negotiations and all requested changes were incorporated into the contract, which was reviewed by District's legal counsel. The Board also agreed to set the base salary for the Fire Chief at \$160,000.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR HICKERSON and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the employment contract for Tony Michel, Fire Chief as amended, establishing the base salary at \$160,000, commencing November 1, 2010.

b. Appoint Representative and Alternate to Public Agency Self Insurance System (PASIS) Board of Directors  
Chief Pavone informed the Board that as a member of the Public Agency Self Insurance System (PASIS) for workers compensation, the PASIS Board of Directors has a representative and alternate from each member agency. Pursuant to the PASIS Bylaws, the Board of Directors must identify a representative and alternate. Karlana Rannals is the current Chair to the Board of Directors.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to appoint Karlana Rannals as the District's representative and Tony Michel as the alternate to the PASIS Board of Directors.

c. Independent Auditor's Report FY2009/2010

Chief Pavone reported that the Finance ad hoc committee (Directors' Malin and Tanner, Chief Pavone) met with Paul Kaymark CPA to review the draft audit report for FY10. Director Malin informed the Board that the ad hoc committee was satisfied with the discussion in the meeting and recommended that the Board accept the report as presented. The ad hoc committee responded to questions from the Board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the FY 2009/2010 independent audit prepared by Charles Z. Fedak CPA & Company as presented.

d. Second Amendment to Agreement for Cooperative Management Services Agreement /Authorization

Chief Pavone summarized the staff report provided. He reported that because of personnel changes in Encinitas and Rancho Santa Fe, there are vacant positions and opportunities for additional sharing of existing positions. He presented to the board members an abbreviated PowerPoint presentation given to the policy ad hoc committee, which described the proposed realignment by sharing more positions by all four agencies, the financial benefit, and efficiency of operations.

He also reported that the proposed Phase II realignment provides additional shared Chief Officer positions that are necessary for adequate duty coverage, provides immediate staffing needs and will address the long-term staffing needs after the temporary “Administrative Captain” position returns to the shift position. Staff responded to questions from the Board.

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR TANNER, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Second Amendment to Agreement for Cooperative Management Services Agreement and the President to execute the agreement.

**9. Resolution/Ordinance**

**a. Resolution No. 2010-07**

Chief Pavone informed the Board that the only change to the Memorandum of Understanding is the termination date, which was changed to December 31, 2011. All other provisions of the agreement remain unchanged.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and APPROVED Resolution No. 2010-07 *entitled* a resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District adopting a Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Professional Firefighters Association – Local 4349 on a roll call vote:

AYES:	Ashcraft, Hickerson, Hillgren, Malin, Tanner
NOES:	None
ABSTAIN:	None
ABSENT:	None

**b. Resolution No. 2010-08**

Chief Pavone informed the Board that the only change to the Memorandum of Understanding is the termination date, which was changed to December 31, 2011. All other provisions of the agreement remain unchanged.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and APPROVED Resolution No. 2010-08 *entitled* a resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District adopting a Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Fire Protection District Employees Association on a roll call vote:

AYES:	Ashcraft, Hickerson, Hillgren, Malin, Tanner
NOES:	None
ABSTAIN:	None
ABSENT:	None



c. Resolution No. 2010-09

Mike Scott, Urban Forester summarized the staff report provided. He reported that the Fire District is an “all risk” fire agency and that the District should be prepared for all potential disasters. Both CalEMA and FEMA have reviewed the Multi-Jurisdictional Hazard Mitigation Plan and found it meets all requirements. If the Board of Directors adopts the multi-jurisdictional plan, which also adopts the local jurisdictional plan, the District is eligible to apply and receive federal grants. This document may be useful when updating the strategic plan. Staff responded to questions from the Board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR HICKERSON, and APPROVED Resolution No. 2010-09 *entitled* a resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting the Multi-Jurisdictional Hazard Mitigation Plan on a roll call vote:

AYES:	Ashcraft, Hickerson, Hillgren, Malin, Tanner
NOES:	None
ABSTAIN:	None
ABSENT:	None

d. Ordinance No. 2011-01

Fire Marshal Hunter summarized the staff report included. He reviewed the changes to the ordinance between the first and second reading. He noted the most significant change was adding a section on the proper installation of solar panels. The next step of the adoption process is the public hearing, followed by final adoption. Staff responded to questions of the board.

President Ashcraft announced that the District would schedule a public hearing for Ordinance 2011-01 for November 10, 2010, with action for final adoption to follow. He further requested that the Board Clerk notify the public of the hearing pursuant to all applicable codes. There was no further action taken by the Board of Directors.

## 10. Oral Reports

a. Fire Chief – Pavone

He reported on the following topics:

- Fairbanks Ranch Replacement Fire Station: Update – he gave an update on the soil remediation, grading and the installation of the shoring wall. He also reported that the realigned well is complete. He anticipates that the District will receive a certified pad in a few weeks.
- Cielo Administration Building - Update: the tenant improvement plans have been submitted to the County of San Diego.
- District Activities
  - He and Chief Michel met with Mrs. Mature and she has agreed to allow the District to conduct vapor soil testing.
  - Rancho Days Pancake Breakfast – breakfast was a success. They estimated that approximately 700 breakfasts were served.

- He expressed his appreciation to the Board of Directors for their confidence and support during his time as not only Fire Chief, but also his career with the Rancho Santa Fe Fire Protection District.

*b. Operations – Deputy Chief Michel*

He reported on the following topics:

- Call activity:
  - commercial fire at the Hawthorne facility
- Distributed latest weather activity

*c. Training – Battalion Chief Davidson*

Chief Davidson summarized the monthly training activity, which included:

- Confined space
- Swift water
- SDMSE mass casualty table top exercise
- Completed disciplinary training with Career Survival
- Probationary 3<sup>rd</sup> quarter testing

*d. Fire Prevention – Fire Marshal Hunter*

- Staff and engine crews are presenting education programs for Fire Prevention
- Staff is keeping current on inspections resulting from the new construction. Last month's statistics, staff reviewed over 200,000 square feet of new construction
- Forced abatements are on the rise, to date 14 are planned

*e. Administration – Administrative Manager Rannals*

- Property Tax Bills – to date, she has responded to seven calls from residents about the increase to the District's special tax
- Board Meeting, November 10, 2010 – she confirmed the start time and the timing of the board meeting to accommodate the badge ceremony and reception for the new Fire Chief.

*f. Board of Directors*

- North County Dispatch JPA – Update – Director Ashcraft: no report.
- County Service Area 17 – Update – Director Hickerson: no report. Next meeting November 2, 2010
- Comments:
  - Malin – requested that staff add to the November agenda the subject "CalPERS Reserve"

**11. Adjournment**

Meeting adjourned at 4:25 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President

Check #	Amount	Vendor	Purpose
21065	\$97.16	Allstar Fresh Water Systems Inc	Building Maintenance/Repair
21066	\$432.10	AT&T Calnet 2	Telephone
21067	\$1,500.00	CeCe Canton Photography	Consulting Services
21068	\$1,557.00	Charles Z Fedak & Company	Accounting-Audit Services
21069	\$2,491.00	County of SD/RCS	800 MHz Network Admin Fees
21070	\$678.34	Daniels Tire Service Inc	Tires & Tubes
21071	\$2,807.00	Design Space Modular Buildings Inc	FBR #3 Replacement
21072	\$293.62	EDD	Unemployment Insurance
21073	\$98.53	Fire ETC Inc	Safety Clothing
21074	\$436.96	Galls Retail	Uniform - Safety Personnel
21075	\$630.74	Home Depot, Inc	Station Maintenance
21076	\$29,587.00	Ledcor Construction C/O CB&T Escrow	FBR #3 Replacement
21077	\$273,033.00	Ledcor Construction Inc	FBR #3 Replacement
21078	\$552.29	Life-Assist Inc	CSA-17 - Supplies
21079	\$2,240.00	Lynx Technologies Inc	GIS Services
21080	\$520.00	MTGL Inc	FBR #3 Replacement
21081	\$3,707.02	North County EVS Inc	Apparatus Repair
21082	\$1,034.19	Olivenhain Municipal Water District	Water
21083	\$50.88	Savmart Pharmaceutical Service	CSA-17 - Supplies
21084	\$515.15	Shift Calendar Inc	Outside Printing & Binding
21086	\$22.00	U P S	Shipping Service
21087	\$2,952.47	U S Bank Corporate Payment System	Cal-Card./IMPAC program
21088	\$685.84	Waste Management Inc	Trash Disposal
21089	\$126.00	A to Z Plumbing Inc	Building Maintenance/Repair
21090	\$410.26	Blend	Outside Printing & Binding
21091	\$351.31	Complete Office of California Inc	Office Supplies
21092	\$2,259.35	Fitch Law Firm Inc	Legal Services
21093	\$3,157.24	Guardian Life Insurance Co	Dental Insurance
21094	\$65,542.70	Health Net	Medical Insurance
21095	\$3,500.00	Jeff Katz Architecture	FBR #3 Replacement
21096	\$1,607.36	Konica Minolta Business Inc	Copier Maintenance Contract

Check #	Amount	Vendor	Purpose
21097	\$139.74	Napa Auto Parts Inc	Apparatus Parts & Supplies
21098	\$29,484.50	North County Dispatch JPA	Dispatching
21099	\$95.00	North County EVS Inc	Apparatus Repair
21100	\$9,246.00	Olivenhain Municipal Water District	Sewer
21101	\$2,424.03	Parkhouse Tire, Inc.	Tires & Tubes
21102	\$1,134.00	PDSI Inc	TeleStaff Maintenance
21104	\$225.00	Rancho Environmental Services Inc	Station Replacement
21105	\$300.00	Rancho Santa Fe Rotary	Meetings/Meal Expenses/Association Dues
21106	\$834.00	Rose Business Solutions Inc	Consulting Services
21107	\$26.50	RSFPFA	FBR #3 Replacement
21108	\$615.62	San Diego Gas & Electric	Elec/Gas/Propane
21109	\$1,230.98	Santa Fe Irrigation District	Vehicle Site Rental/Water
21110	\$867.16	Schmid, Brian	Building/Medical Reimbursement
21111	\$2,526.25	Shapouri & Associates	FBR #3 Replacement
21114	\$3,308.29	The SoCo Group Inc	Gasoline & Diesel Fuel
21115	\$27.24	U P S	Shipping Service
21116	\$5,100.00	WinTech Computer Services	Consulting Services
21117	\$213.84	AT&T	Telephone
21118	\$1,177.32	AT&T Calnet 2	Telephone
21119	\$663.52	Balignasay, Connie P.	Meetings/Meal Expenses/Medical Reimbursement
21120	\$117.00	C.A.P.F.	Disability/Life Insurance
21121	\$301.70	CeCe Canton Photography	Awards/Proclamations
21123	\$1,532.71	Direct Energy Business - Dallas	Elec/Gas/Propane
21124	\$59.99	Directv	FBR #3 Replacement
21125	\$348.32	Engineered Mechanical Services Inc	Building Maintenance/Repair
21126	\$360.68	Enternmann-Rovin Co Inc.	Uniform - Administrative
21127	\$1,829.46	Galls Retail	Uniform - Safety Personnel
21128	\$15,010.50	Geocon Inc	FBR #3 Replacement
21129	\$10.00	Hill Marian Renee	Prevention - Local Conference/Seminars
21130	\$763.51	HSBC Business Solutions	Janitorial Supplies
21131	\$54.67	L N Curtis & Sons Inc	Breathing Apparatus

Check #	Amount	Vendor	Purpose
21132	\$519.00	Liebert Cassidy Whitmore	Legal Services
21133	\$360.00	Lynx Technologies Inc	Mapping Services (ERM)
21135	\$3,780.00	MTGL Inc	FBR #3 Replacement
21136	\$239.00	New Earth Enterprises Inc	Landscaping Maintenance Service
21137	\$1,790.00	Ninyo and Moore Inc	Soil Contamination - Fuel Tank Removal
21138	\$2,831.75	North County EVS Inc	Generator Repair/Apparatus Repair/Scheduled Maintenance
21139	\$143.00	Olson's Hand Car Wash Inc	Car Wash
21140	\$15.00	Pavone, Nick	Meetings/M meal Expenses
21141	\$2,357.73	Physio-Control Inc.	CSA-17 - Supplies
21142	\$291.00	Pitney Bowes Inc	Equipment Rental
21143	\$251.21	R J Safety Supply Co Inc	Gas Monitor Supplies
21144	\$75.00	RSFPFA	Firefighters Assn.
21145	\$875.81	Sam's Boot and Shoe Repair	Boots Safety
21146	\$5,778.51	San Diego Gas & Electric	Elec/Gas/Propane
21147	\$320.00	Santa Ana College	School Education/Training
21148	\$138.00	SDCAA	CSA-17 - Supplies
21149	\$80.00	SDCTOA	Suppression Local Conf/Seminars
21150	\$161.50	Staples Advantage	Office Supplies
21151	\$160.00	TeleCraft	Station Replacement
21152	\$189.00	Terminix International	Building - Monthly Contract
21153	\$576.01	The Lincoln National Life Ins Co	Disability/Life Insurance
21154	\$4,275.39	The SoCo Group Inc	Gasoline & Diesel Fuel
21155	\$1,260.00	ThyssenKrupp Elevator Inc	Elevator Service
21156	\$346.00	Trace Analytics Inc	Gas Monitor Supplies
21157	\$44.00	U P S	Shipping Service
21158	\$62.23	Uniform Specialists Inc	Uniform - Administrative
21159	\$237.02	Uniforms Plus	Uniform - Administrative
21160	\$1,197.86	Verizon Wireless	Telephone
21161	\$241.94	Wood, Tim	School Education/Training
Various	\$5,647.51	Various	Medical Reimbursement
<b>Sub-total</b>	<b>\$517,147.51</b>		

Check #	Amount	Vendor	Purpose
15-Oct-10	\$191,800.59	Rancho Santa Fe Fire PD	Payroll
31-Oct-10	<u>\$232,977.57</u>	Rancho Santa Fe Fire PD	Payroll
<b>Sub-total</b>	<b><u>\$424,778.16</u></b>		
 <b>TOTAL</b>	 <b><u><u>\$941,925.67</u></u></b>		

**COMBINED SUMMARY STATEMENT CASH ASSETS LIABILITIES**

**Rancho Santa Fe Fire Protection District**

FY 11

	PERIODS		
	June 30, 2010	30-Sep-10	30-Sep-09
<b>Assets</b>			
Current Assets			
Cash	\$ 11,119,482	\$ 8,160,380	\$ 7,240,337
GF Accounts Receivable	\$ 248,330	\$ 200,155	\$ 83,207
ALS (Paramedic)	\$ 75,056	\$ 75,161	\$ 49,219
MDC Reserve	\$ 72,262	\$ 72,262	\$ 71,571
PASIS (Workers Compensation)	\$ 559,528	\$ 559,644	\$ 572,979
PREPAID (Cap Assets)	\$ 9,986	\$ -	\$ -
<b>TOTAL ASSETS</b>	<u>\$ 12,084,643</u>	<u>\$ 9,067,602</u>	<u>\$ 8,017,313</u>
<b>Liabilities</b>			
Current Liabilities			
Accounts Payable	\$ 102,119	\$ -	\$ 3,295
Accrued Expenses	\$ 219,568	\$ 300,601	\$ 292,799
Other Payables	\$ 41,184	\$ 75,161	\$ -
<b>TOTAL LIABILITIES</b>	<u>\$ 362,871</u>	<u>\$ 375,763</u>	<u>\$ 296,094</u>
Long Term Liabilities			
Contract Compensation	\$ 567,622	\$ 467,402	\$ 511,195
IBNR Liability (Workers Compensation)	\$ 123,805	\$ 123,805	\$ 111,199
Soil Contamination	\$ 6,106	\$ 6,106	\$ 6,106
<b>TOTAL LONG TERM LIABILITIES</b>	<u>\$ 697,533</u>	<u>\$ 597,313</u>	<u>\$ 628,500</u>
<b>Fund Balance</b>			
Restricted Reserves			
ALS / MDC Funds	\$ 147,423	\$ 147,423	\$ 113,610
CalPERS	\$ 500,000	\$ 500,000	\$ 500,000
PASIS (Workers Compensation)	\$ 435,723	\$ 435,723	\$ 436,779
General Fund Reserves			
Capital Replacement	\$ 4,048,918	\$ 4,048,918	\$ 4,048,918
Operating	\$ 4,250,000	\$ 1,931,818	\$ 1,931,818
Fund Balance Overage/(Deficit)	\$ 1,642,175	\$ 1,030,644	\$ 61,594
<b>TOTAL FUND BALANCE</b>	<u>\$ 11,024,239</u>	<u>\$ 8,094,526</u>	<u>\$ 7,092,720</u>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<u>\$ 12,084,643</u>	<u>\$ 9,067,602</u>	<u>\$ 8,017,313</u>
<b>Restricted Cash</b>			
Fire Mitigation	\$ 4,424,006	\$ 4,530,430	\$ 4,564,579
FMF Accounts Payable	\$ 18,317	\$ -	\$ -
FMF Accounts Receivable	\$ 124,741	\$ 141,468	\$ 118,552
FMF Deposit In Transit	\$ -	\$ -	\$ -
	<u>\$ 4,567,064</u>	<u>\$ 4,671,898</u>	<u>\$ 4,683,131</u>
<b>Combined Fund Total</b>	<u>\$ 16,651,707</u>	<u>\$ 13,739,499</u>	<u>\$ 12,700,444</u>

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FY 2011**  
 July 1, 2010 thru September 30, 2010

	<b>BUDGET EXPENDITURES FY11</b>	<b>ESTIMATED EXPENDITURES FY11</b>	<b>% OF BUDGET</b>
<b>PERSONNEL COSTS</b>			
Salaries/Wages - Staff	\$4,711,168	\$1,173,597	24.9%
Holiday Pay	\$157,615	\$0	0.0%
Overtime	\$1,029,798	\$164,022	15.9%
Health Insurance + HRSA	\$1,099,675	\$299,514	27.2%
Life Insurance/Long Term Disability	\$8,743	\$2,875	32.9%
Paramedic Incentive Pay	\$19,200	\$7,200	37.5%
Retirement	\$1,400,844	\$358,134	25.6%
Social Security Tax	\$7,016	\$3,131	44.6%
Unemployment Insurance	\$14,577	\$0	0.0%
Medicare Tax	\$76,875	\$17,562	22.8%
Workers' Compensation/Wellness	\$169,000	\$46,217	27.3%
Labor (Temporary)	<u>\$35,200</u>	<u>\$15,033</u>	42.7%
<b>PERSONNEL (Subtotal)</b>	<b>\$8,729,711</b>	<b>\$2,087,286</b>	<b>23.9%</b>



**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FY 2011**  
July 1, 2010 thru September 30, 2010

	<b>BUDGET EXPENDITURES FY11</b>	<b>ESTIMATED EXPENDITURES FY11</b>	<b>% OF BUDGET</b>
<b>CONTRACTURAL</b>			
Administrative Fees	\$161,160	\$19,807	12.3%
Advertising	\$2,278	\$0	0.0%
Apparatus	\$5,000	\$0	0.0%
Association Dues	\$7,656	\$1,336	17.4%
Building/Facility Lease	\$5,600	\$2,100	37.5%
Dispatching	\$117,938	\$41,278	35.0%
Equipment Rental	\$1,509	\$0	0.0%
Equipment Repair	\$17,350	\$1,582	9.1%
Insurance	\$68,298	\$65,580	96.0%
Laundry Service	\$0	\$0	0.0%
Legal Services	\$30,000	\$6,311	21.0%
Local Meeting/M meal Expense	\$7,084	\$860	12.1%
Mileage Reimbursement	\$854	\$21	2.5%
Other Contractual Services	\$41,445	\$13,535	32.7%
Other Professional Services	\$137,596	\$28,075	20.4%
Permits	\$6,135	\$215	3.5%
Service Agreements	\$45,959	\$16,405	35.7%
Soil Contamination Cleanup	\$15,000	\$7,867	52.4%
Subscriptions	\$2,130	\$32	1.5%
Training	\$68,443	\$10,686	15.6%
Utilities			
Electricity	\$86,699	\$14,604	16.8%
Sewer	\$9,880	\$0	0.0%
Telephone	\$47,806	\$7,131	14.9%
Trash	\$8,614	\$2,045	23.7%
Water	\$16,461	\$2,473	15.0%
Vehicle Maintenance (Scheduled)	\$56,400	\$12,499	22.2%
Vehicle Repair	<u>\$66,500</u>	<u>\$4,785</u>	7.2%
<b>CONTRACTURAL COSTS (Subtotal)</b>	<b>\$1,033,795</b>	<b>\$259,227</b>	<b>25.1%</b>

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FY 2011**  
July 1, 2010 thru September 30, 2010

	<b>BUDGET EXPENDITURES FY11</b>	<b>ESTIMATED EXPENDITURES FY11</b>	<b>% OF BUDGET</b>
<b>MATERIALS &amp; SUPPLY</b>			
Apparatus	\$28,936	\$4,613	15.9%
Audio Visual	\$1,250	\$0	0.0%
Books	\$3,700	\$0	0.0%
Cellular	\$1,250	\$132	10.6%
Computer	\$55,420	\$6,737	12.2%
Electrical Supplies	\$417	\$0	0.0%
Fire Hose, Nozzles & Supply	\$5,000	\$0	0.0%
Firefighting Foam	\$3,500	\$0	0.0%
Food for Major Emergencies	\$1,000	\$79	7.9%
Fuel	\$62,479	\$15,008	24.0%
Furnishings/Equipment	\$5,000	\$0	0.0%
Grants	\$11,000	\$0	0.0%
Hydrant Maintenance	\$500	\$0	0.0%
Janitorial	\$12,000	\$2,204	18.4%
Knox Replacement	\$0	\$0	0.0%
Landscape	\$0	\$0	0.0%
Lumber/Screws/Nails	\$0	\$17	0.0%
Maps	\$750	\$0	0.0%
Medical Supplies	\$30,000	\$6,625	22.1%
Miscellaneous	\$2,254	\$0	0.0%
Office - General	\$40,794	\$8,778	21.5%
Paint	\$0	\$0	0.0%
Program Supplies - CERT	\$2,000	\$271	13.5%
Public Education	\$6,500	\$1,803	27.7%
Radio	\$23,900	\$620	2.6%
Rock, Sand, Gravel	\$500	\$0	0.0%
Safety	\$278,094	\$3,484	1.3%
Special Events & Awards	\$8,500	\$0	0.0%
Station Maintenance	\$22,500	\$4,047	18.0%
Station Supplies/Replacements	\$3,750	\$1,846	49.2%
Street Signs & Markers	\$750	\$0	0.0%
Tools	\$1,000	\$0	0.0%
Training (Expendable Supplies)	\$9,000	\$0	0.0%
Uniforms	\$26,000	\$4,993	19.2%
<b>MATERIAL &amp; SUPPLY (Subtotal)</b>	<b>\$647,744</b>	<b>\$61,256</b>	<b>9.5%</b>
<b>OPERATING COST SUMMARY</b>			
Personnel	\$8,729,711	\$2,087,286	23.9%
Contractural	\$1,033,795	\$259,227	25.1%
Material & Supply	\$647,744	\$61,256	9.5%
Depreciation	\$663,540	\$0	0.0%
<b>TOTAL COSTS</b>	<b>\$11,074,790</b>	<b>\$2,407,769</b>	<b>21.7%</b>
<b>BEFORE CAPITAL OUTLAY</b>			

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FY 2011**  
 July 1, 2010 thru September 30, 2010

	<b>BUDGET EXPENDITURES FY11</b>	<b>ESTIMATED EXPENDITURES FY11</b>	<b>% OF BUDGET</b>
<b>CAPITAL and PLANNED PROJECTS</b>			
RSF3 - FBR Station	\$3,981,583	\$629,783	15.8%
Admin Building Purchase	\$2,388,147	\$123,540	5.2%
Microwave Wireless Network	\$153,000	\$0	0.0%
Command Replacement Vehicles	\$150,000	\$0	0.0%
<b>Total Capital &amp; Projects</b>	<b><u>\$6,672,730</u></b>	<b><u>\$753,323</u></b>	<b>11.3%</b>

Name Nicholas G Pavone

**Position** Fire Chief

Period 9-19-2010-9-22-2010

Per Mile

Reimbursement 0.445 50

**Total Paid \$555.94**

## Board Meeting

11/10/2010

Submitted by Nicholas G Pavone

Reviewed by

[illegible]



**Payee/  
Employee  
Name:**

**Date** 9/14/2010

[illegible]

**Signature**

Expense Acct:	Amount:
<del>7670-007-02-0000-05</del>	\$474.00

Expense Acct: 7260 Amount: \_\_\_\_\_

Expense Acct: \_\_\_\_\_ Amount: \_\_\_\_\_

<b>Expense Acct:</b>	<b>Amount:</b>
_____	_____

Expense Acct: \_\_\_\_\_ Amount: \_\_\_\_\_

<b>Expense Acct:</b>	<b>Amount:</b>
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<b>Expense Acct:</b>	<b>Amount:</b>
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[illegible]

**TOTAL \$ 474.00**

Batch No.	921-10	Date	9-23-10
Voucher No.	25347	Check No.	21027
		1 of 1	



CALCHIEFS.ORG

California Fire Chiefs Association



**Annual Conference Registration  
Leadership Seminar  
Mission Inn Hotel/Riverside Convention Center  
Riverside, California  
September 20-22, 2010**

**Program Notes:** Please join us for our all new Conference and Seminar in Riverside September 20-22, 2010. We have completely revamped our program with a new emphasis on financial issues and creative resource solutions. We have several dynamic keynote speakers, along with our Grand Banquet and Fire Chief of the Year. Once again we will use the Mission Inn as our Host Hotel.

**Registration is \$275** (all inclusive) for the first registration from a department. To encourage more upper management participation in this special program, each additional registration from a department is \$199 (all inclusive). Please fill out this registration form today and mail to the address below. For additional information, call John Malmquist at 530-534-4692.

Rank/Name

Fire Chief Nicholas G. Pavone

Department

Rancho Santa Fe Fire Protection District

Street/Mailing Address

P.O. Box 410 Rancho Santa Fe, CA 92067

Phone # 858 756-6001

email address Pavone@rsf-fire.org

Please mail this form, along with a check for \$275 (or \$199 for additional department members) to:  
(Please use a new registration form for each attendee)

**California Fire Chiefs Association  
Annual Conference  
1333 Huntoon St.  
Oroville, CA 95965**

California Fire Chiefs Association - 1333 Huntoon Street Oroville, CA 95965  
Tel (530) 534-4692 - Fax (530) 534-4694

To unsubscribe from our mailing list please click [here](#).



# The Mission Inn

## HOTEL & SPA

A NATIONAL HISTORIC LANDMARK

Mr. Nick Pavone  
PO Box 410  
Rancho Santa Fe CA 92067  
United States

Arrival date: 09-19-10  
Departure date: 09-21-10  
No. in party: 1 / 0  
Room No.: 234  
Account No.:  
BookingNo.:  
Page No.: 1 of 1

Invoice #: 152005

09-21-10

### INVOICE

Date	Description	Reference	Charges	Credits
09-19-10	Parking-Valet Overnight		15.00	
09-19-10	Room-Group		99.00	
09-19-10	Occupancy Tax		10.89	
09-20-10	Parking-Valet Overnight		15.00	
09-20-10	Room-Group		99.00	
09-20-10	Occupancy Tax		10.89	
09-21-10	Visa	XXXXXXXXXXXXX5232 XX/XX		249.78
Total			249.78	249.78
Balance			0.00	

Cashier: 26

I agree to be held personally liable in the event that  
the indicated person, company or association fails to pay all or  
part of these charges.

Signature \_\_\_\_\_

EAT IN

9/20/2010 10:27:01 AM  
Order 137064 Emp: Sarah

1 Blueberry Muffin 2.25  
1 Sm Brew Light/Smooth 1.70  
Emergency & Military Personnel 1.00-

SubTotal 2.95  
Tax 0.26  
Total 3.21

Visa 3.21

Acct: xxxxxxxxxxxx5232  
Authorization 097912

431250414882  
TAMALE FACTORY  
3663 MAIN ST  
RIVERSIDE, CA 92501  
951-342-3823

TERMINAL I.D.: 25041482

SRV: 1  
VISA  
XXXXXXXXXXXX5232  
SALE  
BATCH: 000194 INU: 8  
DATE: SEP 20, 10 TIME: 10:13:45  
AUTH NO: 008375  
BASE \$27.95

TIP -----

TOTAL -----

NICHOLAS G PAVONE

X-----  
I AGREE TO PAY ABOVE TOTAL AMOUNT  
ACCORDING TO CARD ISSUER AGREEMENT  
(MERCHANT AGREEMENT IF CREDIT VOUCHER)

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Barista or how we can make your  
visits better?

Please contact Customer Relations  
by calling 1-800-TEA-LEAF  
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All CD sales are final.

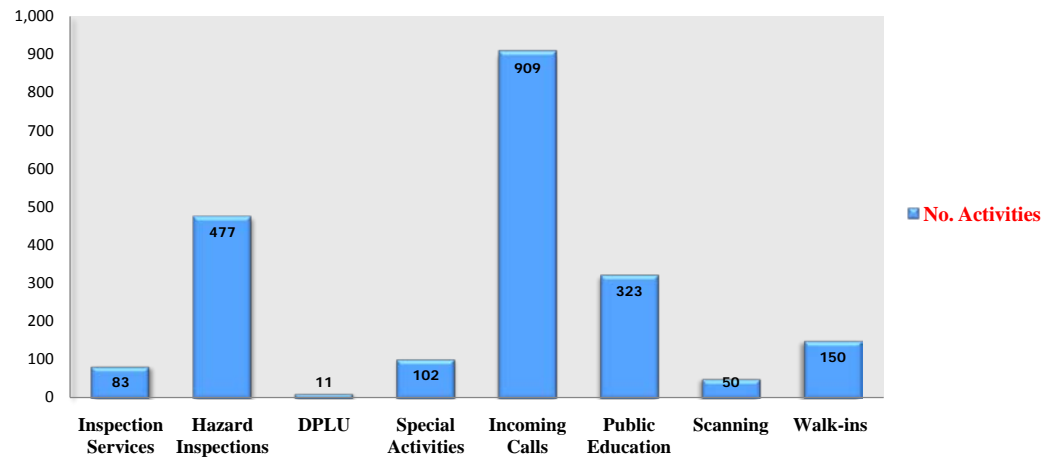
Mission Inn Avenue #248  
Phone: 951-684-3803

Customer Copy

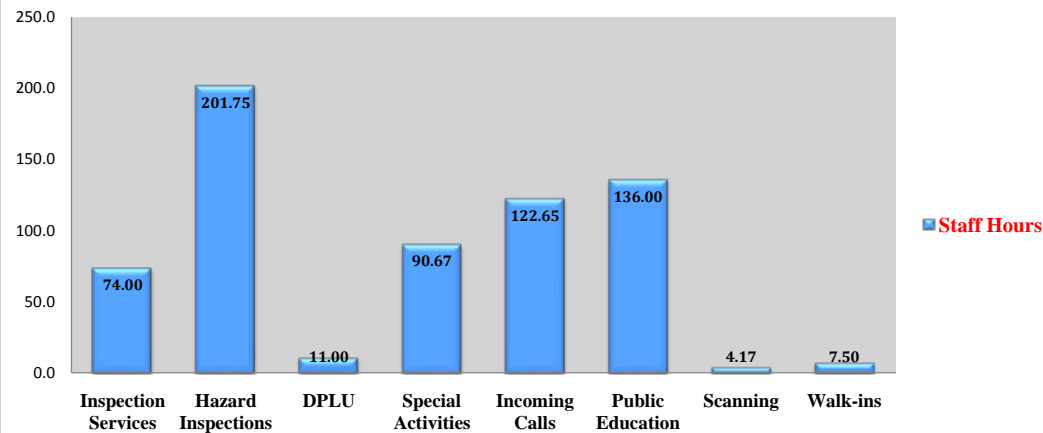


**Fire Prevention Monthly Staff Report**  
**Oct 2010**

**Staff Activities- October 2010**



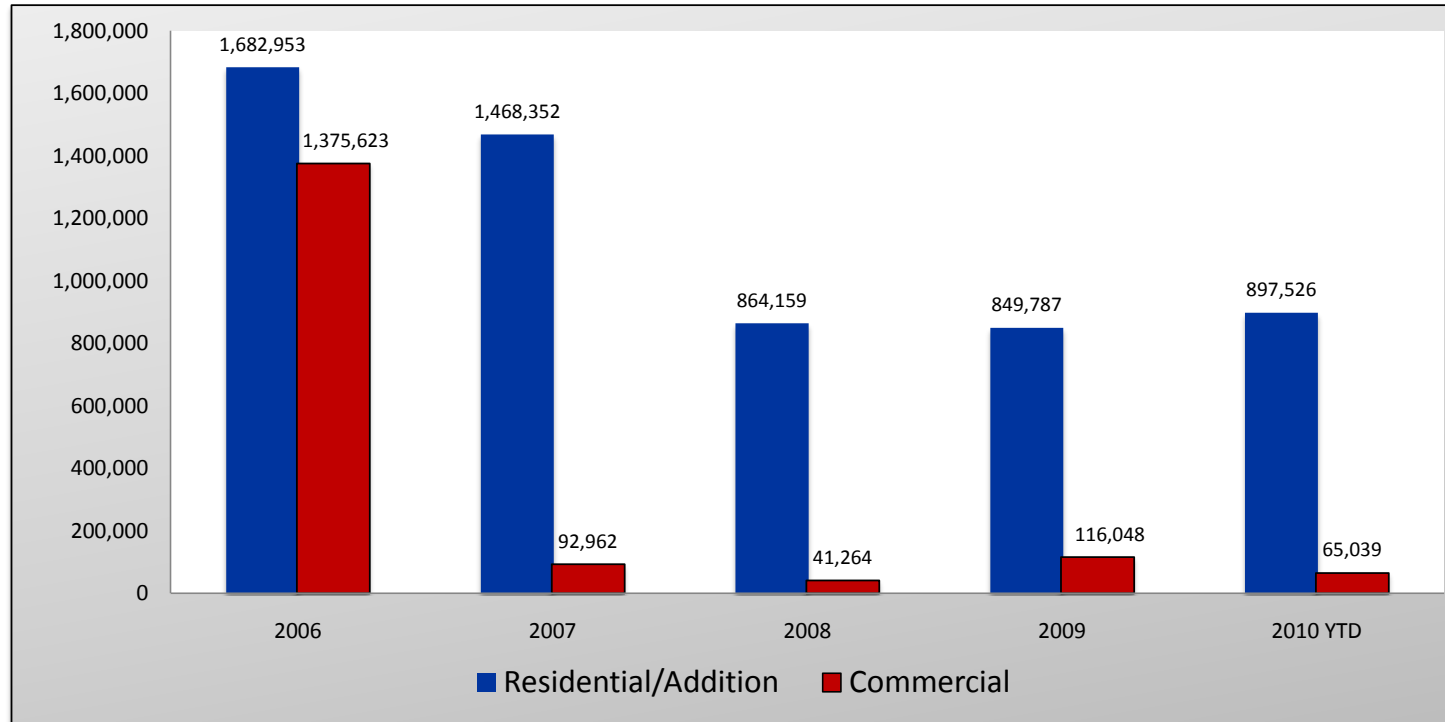
**Staff Hours- October 2010**



**2010 Total Monthly Hours/Activities**

2010	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<i>Activities</i>			2243	2303	2111	2042	3156	4747	2326	2105		
<i>Hours</i>			683.8	536.8	596.0	519.7	671.5	612.4	489.5	647.7		

**Rancho Santa Fe Fire Protection District**  
**Fire Prevention Bureau**  
**Oct 2010**



Year	Res/Add	Comm	Total
2006	1,682,953	1,375,623	3,058,576
2007	1,468,352	92,962	1,561,314
2008	864,159	41,264	905,423
2009	849,787	116,048	965,835
2010 YTD	897,526	65,039	962,565

Comparison 2009/2010 Total Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2009	68,294	65,561	47,061	62,307	171,971	53,878	148,534	68,269	117,324	7,950	42,794	111,892
2010	64,770	128,133	30,284	126,570	120,627	40,310	132,067	84,314	202,035	33,455		

Rancho Santa Fe Fire District  
Fire Prevention Bureau Monthly Activity Summary  
Oct 2010

**PLAN REVIEW**

RESIDENTIAL PLAN REVIEWS		Number of Structures	Sq Footage
	Fire Marshal	9	26,033
	Fire Inspectors	1	3,410
	<b>TOTAL</b>	<b>10</b>	<b>29,443</b>
RESIDENTIAL ADDITIONS		Original Sq Footage	Added Sq Footage
	Fire Marshal	9,455	2,013
	Fire Inspectors	9,215	1,399
	<b>TOTAL</b>	<b>18,670</b>	<b>3,412</b>
COMMERCIAL PLAN REVIEWS		Number of Structures	Sq Footage
	Fire Marshal	1	600
	<b>TOTAL</b>	<b>1</b>	<b>600</b>
TOTAL NEW CONSTRUCTION			Sq Footage
<b>Based on permitted Sq footage</b>		<b>Total Added</b>	<b>33,455</b>
FIRE SPRINKLER REVIEWS		Commercial	Residential
	Fire Marshal	0	0
	Fire Inspectors	0	6
	Urban Forester	0	0
	<b>TOTAL</b>	<b>0</b>	<b>6</b>
TENANT IMPROVEMENTS		Number of Structures	Sq Footage
	Fire Inspectors	2	10,851
	<b>TOTAL</b>	<b>2</b>	<b>10,851</b>
LANDSCAPE REVIEWS		Number of Reviews	Staff Hours
	Urban Forester	23	18.5
	<b>TOTAL</b>	<b>23</b>	<b>18.5</b>

Rancho Santa Fe Fire District  
Fire Prevention Bureau Monthly Activity Summary  
Oct 2010

**SERVICES PROVIDED- FIRE PREVENTION**

<b>DPLU -All Staff</b>	<b>Number</b>	<b>Staff Hours</b>
Project Availability Forms	1	1.0
Use Permits	4	4.0
Zaps	1	1.0
Administrative Review	2	2.0
Approval Letters	3	3.0
<b>TOTAL</b>	<b>11</b>	<b>11.0</b>
<b>INSPECTION SERVICES- All Staff</b>	<b>Number of Inspections</b>	<b>Staff Hours</b>
Undergrounds	6	4.0
Hydros (Fire Sprinklers)	16	15.5
Finals (Structures)	28	27.5
Landscape	1	1.0
Reinspections	5	2.5
Tents/Canopy	10	9.0
Department of Social Service Licensing	1	1.0
Knox/Strobe	7	5.5
Fuels/Mod Zone	2	2.5
Code Enforcement	2	3.0
Engine Company Follow Up	5	2.5
<b>TOTAL</b>	<b>83</b>	<b>74.0</b>
<b>HAZARD INSPECTIONS - All Staff</b>	<b>Number of Inspections</b>	<b>Staff Hours</b>
Weed Abatement Inspection	83	43.5
Weed Abatement Reinspection	151	65.5
1st Notice	97	25.0
2nd Notice	58	17.3
Final Notice	30	9.0
Postings	23	16.0
Homeowner Meeting	35	25.5
<b>TOTAL</b>	<b>477</b>	<b>201.8</b>
<b>GRADING -All Staff</b>	<b>Number of Inspections</b>	<b>Staff Hours</b>
Site Inspection	7	13.0
<b>TOTAL</b>	<b>7</b>	<b>13.0</b>

Rancho Santa Fe Fire District  
Fire Prevention Bureau Monthly Activity Summary  
Oct 2010

**ADMINISTRATIVE SERVICES- FIRE PREVENTION**

SPECIAL ACTIVITIES/EDUCATION-All Staff	Number	Staff Hours
GIS Mapping	1	2.5
Fire Protection Review	2	2.5
Mutli-Hazard Mitigation	1	7.5
Training Classes	1	0.5
Meetings	37	33.0
Scanning	50	4.2
Other	8	38.5
Supervision	2	2.0
<b>TOTAL</b>	<b>102</b>	<b>90.7</b>
FIRE PREVENTION -All Staff	Number	Staff Hours
Incoming Phone Calls	909	122.7
Consultations	6	6.0
Plan Review	43	38.5
General Office	5	5.0
<b>TOTAL</b>	<b>963</b>	<b>172.2</b>
PUBLIC EDUCATION - PRC	Number	Staff Hours
<i>Website/Internet:</i>		
Update existing info & documents	0	2.0
Compile & write new information	0	4.0
Website Hits	1,681.0	
Social Media (Facebook,Twitter)	306.0	0.0
Design/Write Brochures , Flyers, etc.	0.0	2.0
Fire Wire (Quarterly)	0	0.0
<i>Media Relations:</i>		
On-Scene Public Information Officer	0.0	2.0
Press Releases	1.0	4.0
Other Articles/Stories/Interviews	0	1.0
Childrens Programs	15	60.0
Child Safety Seat Installations	0	15.0
<i>Events:</i>		
Prevention Related	0	42.0
Meeting Minutes	1	4.0
<b>TOTAL</b>	<b>323</b>	<b>136.0</b>

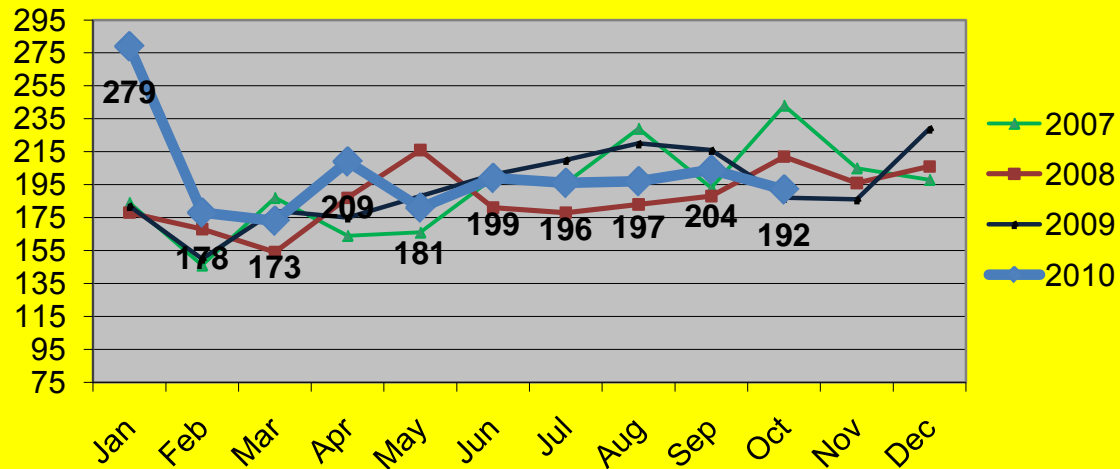
Rancho Santa Fe Fire District  
Fire Prevention Bureau Monthly Activity Summary  
Oct 2010

**ADMINISTRATIVE SERVICES- OFFICE SUPPORT**

OFFICE COORDINATOR-PREVENTION	Number	Staff Hours
Phone Calls (All Administrative Staff)	583.0	29.2
Walk in/Counter (All Administrative Staff)	150.0	7.5
Knox Application Request	6.0	0.5
UPS Outgoing Shipments	5.0	0.4
Plan Accepted/Routed	49.0	8.2
Formatting Policies	1.0	1.0
Special Projects:	4.0	2.5
Scanning Documents	50.0	4.2
Meetings: Admin Meeting/Prevention	11.0	3.5
Post Office	18.0	11.0
Deposits	8.0	4.0
Training Classes:		
<b>TOTAL</b>	<b>885.0</b>	<b>71.9</b>

## October 2010 Operations Report

### Four Year Monthly Response Comparison



2010	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Responses
Responses	279	178	173	209	181	199	196	197	204	192			2,008
YTD	279	457	630	839	1,020	1,219	1,415	1,612	1,816	2,008	2,008	2,008	

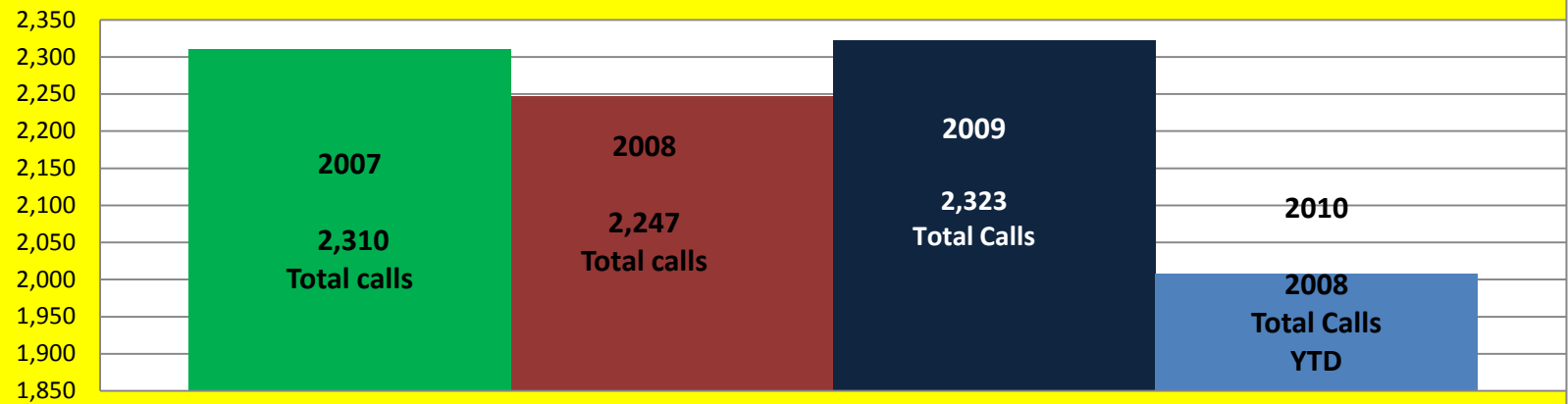
2009	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	182	150	179	175	188	201	210	220	216	187	186	229	2,323
YTD	182	332	511	686	874	1,075	1,285	1,505	1,721	1,908	2,094	2,323	3.4% increase

2008	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	178	168	154	187	216	181	178	183	188	212	196	206	2,247
YTD	178	346	500	687	903	1,084	1,262	1,445	1,633	1,845	2,041	2,247	2.7% decrease

2007	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Responses
Responses	184	146	187	164	166	199	196	229	193	243	205	198	2,310
YTD	184	330	517	681	847	1,046	1,242	1,471	1,664	1,907	2,112	2,310	21% increase



Total Calls



## **Incident Summary by Incident Type**

**Date Range: From 10/01/2010 To 10/31/2010**

**Incident Type(s) Selected: All**

<b>Incident Type</b>	<b>Incident Count</b>	<b>Used in Ave. Resp.</b>	<b>Average Response Time hh:mm:ss</b>	<b>Total Loss</b>	<b>Total Value</b>
Fire	7	6	00:06:20	\$4,500.00	\$5,751,000.00
EMS/Rescue	95	93	00:05:56	\$0.00	\$0.00
Hazardous Condition	9	6	00:04:10	\$0.00	\$0.00
Service Call	20	6	00:08:06	\$0.00	\$0.00
Good Intent	38	6	00:07:09	\$0.00	\$0.00
False Call	22	20	00:06:14	\$0.00	\$0.00
Other	1	0		\$0.00	\$0.00
Blank or Invalid	5	0		\$0.00	\$0.00
<b>Totals</b>	<b>197</b>	<b>137</b>		<b>\$4,500.00</b>	<b>\$5,751,000.00</b>

**Note:** The incident count used in averages does not include the following:

Not Completed incidents, Mutual Aid Given, Other Aid Given, Cancelled in Route, Not Priority, Fill-In Standby, No Arrival and Invalid Dates/Times.

# October 2010

October 2010							November 2010						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2	7	1	2	3	4	5	6
10	11	12	13	14	8	9	14	8	9	10	11	12	13
17	18	19	20	21	15	16	21	15	16	17	18	19	20
24	25	26	27	28	22	23	28	22	23	24	25	26	27
31					29	30		29	30				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>Sep 26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>Oct 1</b>	<b>2</b>
9/26 - 10/1						ENC Engineers Exam (Sta 9:00am Pathogens and Detergent Suicides C E's E2611 E2613 E26 14 (RSF 1) - Training	
10/3 - 8	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
		8:30am HNCCP Region al Staff Meeting (RSF -2 Training Room) - 9:00am Pathogens and Detergent Suicides C	2:00pm Pathogens & D etergent Suicides CE' s E2611 E2613 E2614 (RSF 1) - Training-C alendar	8:30am Fire Prevention Week (Horizon Presc 9:00am Confined Space E2611 (Badger Filtra 1:30pm Confined Spac	8:30am Pre-Backgroun d process for NCDJP 9:00am Confined Space 9:00am Fire Prevention 1:30pm Confined Spac	9:00am Fire Prevention Week (Horizon Presc 1:30pm Fire Prevention Week - 2612 (Gymin	
10/10 - 15	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>
	1:00pm Wildland Drill - Bret Davidson	9:00am Confined Space 9:00am Fire Prevention 1:15pm Fire Prevention 1:30pm Confined Spac	9:00am Fire Prevention Week - 2612 (Maran 1:30pm Canceled: JPA	L 380 Tip of the Spear Leadership (Sta 2 Classroom)			8:00am CERT (Classroom m and Grinder) 9:30am 2612 Nothrop Grumman Open Hou se (Northrop Gumm
10/17 - 22	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
		9:00am Fire Prevention Week (Village Nurser 9:00am Fire Prevention Week - 2613 (Solana	9:00am Fire Prevention Week - 2614 (Village Nursery School) - Ju lie E. Taber	9:00am Confined Space E2613 (Badger Filtra 9:00am Fire Prevention Week - 2614 (Village 1:30pm Confined Spac	8:00am Operation Supe rvisor interviews for 9:00am Confined Spac 9:00am Fire Prevention 1:30pm Confined Spac	9:00am Confined Space E2613 (Badger Filtra 12:30pm Fire Preventio 1:30pm Confined Spac	CERT
10/24 - 29	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>
		9:00am SIDS/TIPS (RSF 1) - Training-Calendar 3:00pm Copy: Pre Plan I nspection Brandes	9:00am SIDS/TIPS (RSF 1) - Training-Calendar	9:00am SIDS/TIPS (RSF 1) - Training-Calendar	Driver Operator Exam (6 12:35pm Fire Preventio n Week (RSF School) - Julie E. Taber		CERT (Classroom and G 8:30am Station Cover A ssignment (DMR) - Michael J. Gibbs
10/31 - 11/5	<b>31</b>	<b>Nov 1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

# Fairbanks Ranch Station Change Orders

[illegible]

*No Activity Since 9/14/10*

## Nicholas G. Pavone

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**From:** Barry J. Galvin  
**Sent:** Friday, October 08, 2010 3:14 PM  
**To:** Bret Davidson; Tony Michel; Nicholas G. Pavone; James F. Sturtevant; Michael J. Gibbs; Fred W. Cox; Chris F. Galindo  
**Subject:** Thank you

Dear Chiefs and Captain Galindo,

I just wanted to say thank you for giving me the opportunity to work for the Rancho Santa Fe Fire Protection District for the past 10 months. I really feel that I learned a lot about the fire service and that I am now better prepared for my future career in it. I feel very lucky to have worked with all the members of the RSFFPD, and I will always remember my time here. It was a pleasure working with all of you, however I hope it is not the last time.

Regards,

Barry Galvin

## Karlana Rannals

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**Subject:** RE: Thank you for participating in our Career Fair

---

**From:** Renee Hill

**Sent:** Monday, October 18, 2010 2:49 PM

**To:** Julie E. Taber; Clifford F. Hunter

**Subject:** FW: Thank you for participating in our Career Fair

FYI

Renee

---

**From:** Julie Carlson [<mailto:Julie.Carlson@maranathachristianschools.org>]

**Sent:** Monday, October 18, 2010 2:48 PM

**To:** Carisa Wisniewski; [dbroyles@wclplaw.org](mailto:dbroyles@wclplaw.org); Christine Spinato; Shayne Dahlstrom; [bledge3983@aol.com](mailto:bledge3983@aol.com); Laurie Johnston; Renee Hill; [tsa721@earthlink.net](mailto:tsa721@earthlink.net); Jane & Patrick Rabun; Kathy Sausser; Doug Dorsey; Olmstead; [tzett@san.rr.com](mailto:tzett@san.rr.com); Chris Sullivan; Michele Kirby; Chas Shay; Suzanne Neidermyer; Sumi Nelson

**Subject:** Thank you for participating in our Career Fair

Hello,

Thank you for graciously giving of your time and expertise to educate our high school students about your career. It was a great opportunity for the students to learn about various careers, read your literature and talk to you about what you do. This provided a practical forum for them to meet career professionals and get more direction about future planning.

We plan to offer another career fair next year and we hope that you will consider participating if your schedule allows. Please let me know if you have any suggestions for improvement in future fairs. Thank you again for supporting our students at Maranatha Christian Schools.

Blessings,

*Julie Carlson*

Academic Advisor

Maranatha Christian Schools

9050 Maranatha Drive

San Diego, CA 92127

Office: (858) 759-9737

Fax: (858) 759-4001

[www.maranathachristianschools.org](http://www.maranathachristianschools.org)

Aug. 20, 2010

Dear, Tracy, Theresa + Ray,  
On the evening of July 27  
you came to our home from  
Springway, Cal. to take my  
husband, Bob, to Del Norte  
Memorial Hospital in Eureka.  
I sincerely appreciated  
all you did for him during  
the drive to the hospital.  
Unfortunately, he had a  
stroke & the next day a large  
heart attack. My beloved of  
53 years passed away on

August 3.

Bob had such a wonderful  
time from caring for him  
during the drive to the  
hospital.

My deepest appreciation  
in ~~Edling~~ family called to him

Rancho Santa Fe is so  
pleased by having such  
a great Fire Department.

Sincerely,  
Barbara Phillips

CRANE & CO.

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# STAFF REPORT

NO. 10-25

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**TO:** BOARD OF DIRECTORS  
**FROM:** TONY MICHEL, FIRE CHIEF  
**SUBJECT:** ALLOCATION OF UNDESIGNATED RESERVES  
**DATE:** NOVEMBER 5, 2010

---



## BACKGROUND

In 2004, the Fire District was required to implement Governmental Accounting Standards Board (GASB) 34, which changed our accounting practice to begin depreciation of assets over the estimated useful life of the asset. This change created our “accumulated depreciation” and “unspecified capital reserve” accounts to record the balance and report on the District’s financial statements. Each year, the accumulated depreciation account increases by the “non-cash” expense of depreciation. Attachment 1 shows the reserve account balances at year-end and the shortfall of the target balance.

During fiscal years 2005, 2006 and 2007, the reserves were reduced considerably by the Board’s decision to pay off the District’s CalPERS unfunded liability. While this reduction was determined necessary to eliminate the long-term liability and lower the employer rate, it also occurred during a period of rapid growth resulting in higher tax revenues for the District.

The Board of Directors has conveyed their concern about the significant increases expected for the District’s pension benefits. As a result, in 2009, the Board authorized the start of a “CalPERS Reserve” account, and allocated \$500,000 from the FY09 undesignated reserves. This reserve is intended to offset the forecasted employer rate increases in the future years. Note, the remaining FY09 undesignated reserves was allocated to “Unspecified Capital Reserve.”

## CURRENT SITUATION

The FY10 undesignated reserves account has a balance of \$1,719,461. This balance is the result of the fire district’s ongoing efforts to reduce operating costs, and an unexpected increase in revenues, such as the developer reimbursement fees, and monies received from the State of California Fuel Tank Reimbursement Fund. Each year, staff provides options and a recommendation to the Board of Directors for the reallocation of undesignated reserves from the prior fiscal year. The following are options for the board to consider:

1. Leave the undesignated reserve account balance at \$1,719,461
2. Allocate \$1,719,461 to the “unspecified capital reserve” account
3. Allocate a portion of the undesignated reserves to “CalPERS reserve” and “unspecified capital reserve” accounts.



## **RECOMMENDATION**

Staff recommends Option 3 and suggests \$500,000 is allocated to the “CalPERS reserve” and the remainder is allocated to the “unspecified capital reserve” accounts. The Board of Directors by selecting option 3 will ensure that the Fire District is saving for capital replacement expenses, and saving for the forecasted CalPERS employer rate increases in future years.

### ***Attachment***

1. Account Balances – Accumulated Depreciation and Reserves

Account Balances  
Accumulated Depreciation and Reserves

\$1,500,000 to CalPERS							
FY	Accumulated Depreciation	Unspecified Capital Reserves	Target +/- Accumulated Depreciation	Operating Reserves	CalPERS Reserve	Allocated FY Undesignated Reserves	Annual Depreciation Expense
2003	\$ -	\$ -	\$ -	\$ 1,450,000.00			\$ -
2004	\$ 2,247,892.00	\$ -	\$ (2,247,892.00)	\$ 1,450,000.00			\$ 381,782
2005	\$ 2,416,969.00	\$ -	\$ (2,416,969.00)	\$ 1,450,000.00			\$ 469,076
2006	\$ 3,003,359.00	\$ 1,837,491.15	\$ (1,165,867.85)	\$ 2,199,030.63			\$ 586,390
2007	\$ 3,546,283.43	\$ 519,177.68	\$ (3,027,105.75)	\$ 4,096,453.42			\$ 542,924
2008	\$ 4,220,649.48	\$ 538,354.92	\$ (3,682,294.56)	\$ 4,096,453.42			\$ 717,509
2009	\$ 4,860,294.21	\$ 3,272,646.14	\$ (1,587,648.07)	\$ 4,250,000.00		\$ 1,300,000.00	\$ 639,645
2010	\$ 5,126,958.91	\$ 4,048,918.14	\$ (1,078,040.77)	\$ 4,250,000.00	\$ 500,000.00	\$ 1,719,460.59	\$ 631,219
2011	\$ 5,790,498.91	\$ 4,268,378.73	\$ (1,522,120.18)	\$ 4,250,000.00	\$ 2,000,000.00	\$ 750,000.00	\$ 663,540
2012	\$ 6,579,038.91	\$ 5,018,378.73	\$ (1,560,660.18)	\$ 4,250,000.00	\$ 2,000,000.00	\$ 750,000.00	\$ 788,540
2013	\$ 7,367,578.91	\$ 5,768,378.73	\$ (1,599,200.18)	\$ 4,250,000.00	\$ 2,000,000.00	\$ 750,000.00	\$ 788,540
2014	\$ 8,156,118.91	\$ 6,518,378.73	\$ (1,637,740.18)	\$ 4,250,000.00	\$ 2,000,000.00		\$ 788,540
\$1,000,000 to CalPERS							
FY	Accumulated Depreciation	Unspecified Capital Reserves	Target +/- Accumulated Depreciation	Operating Reserves	CalPERS Reserve	Allocated FY Undesignated Reserves	Annual Depreciation Expense
2003	\$ -	\$ -	\$ -	\$ 1,450,000.00			\$ -
2004	\$ 2,247,892.00	\$ -	\$ (2,247,892.00)	\$ 1,450,000.00			\$ 381,782
2005	\$ 2,416,969.00	\$ -	\$ (2,416,969.00)	\$ 1,450,000.00			\$ 469,076
2006	\$ 3,003,359.00	\$ 1,837,491.15	\$ (1,165,867.85)	\$ 2,199,030.63			\$ 586,390
2007	\$ 3,546,283.43	\$ 519,177.68	\$ (3,027,105.75)	\$ 4,096,453.42			\$ 542,924
2008	\$ 4,220,649.48	\$ 538,354.92	\$ (3,682,294.56)	\$ 4,096,453.42			\$ 717,509
2009	\$ 4,860,294.21	\$ 3,272,646.14	\$ (1,587,648.07)	\$ 4,250,000.00		\$ 1,300,000.00	\$ 639,645
2010	\$ 5,126,958.91	\$ 4,048,918.14	\$ (1,078,040.77)	\$ 4,250,000.00	\$ 500,000.00	\$ 1,719,460.59	\$ 631,219
2011	\$ 5,790,498.91	\$ 4,768,378.73	\$ (1,022,120.18)	\$ 4,250,000.00	\$ 1,500,000.00	\$ 750,000.00	\$ 663,540
2012	\$ 6,579,038.91	\$ 5,518,378.73	\$ (1,060,660.18)	\$ 4,250,000.00	\$ 1,500,000.00	\$ 750,000.00	\$ 788,540
2013	\$ 7,367,578.91	\$ 6,268,378.73	\$ (1,099,200.18)	\$ 4,250,000.00	\$ 1,500,000.00	\$ 750,000.00	\$ 788,540
2014	\$ 8,156,118.91	\$ 7,018,378.73	\$ (1,137,740.18)	\$ 4,250,000.00	\$ 1,500,000.00		\$ 788,540

Account Balances  
Accumulated Depreciation and Reserves

\$500,000 to CalPERS							
	Accumulated Depreciation	Unspecified Capital Reserves	Target +/- Accumulated Depreciation	Operating Reserves	CalPERS Reserve	Allocated FY Undesignated Reserves	Annual Depreciation Expense
2003	\$ -	\$ -	\$ -	\$ 1,450,000.00			\$ -
2004	\$ 2,247,892.00	\$ -	\$ (2,247,892.00)	\$ 1,450,000.00			\$ 381,782
2005	\$ 2,416,969.00	\$ -	\$ (2,416,969.00)	\$ 1,450,000.00			\$ 469,076
2006	\$ 3,003,359.00	\$ 1,837,491.15	\$ (1,165,867.85)	\$ 2,199,030.63			\$ 586,390
2007	\$ 3,546,283.43	\$ 519,177.68	\$ (3,027,105.75)	\$ 4,096,453.42			\$ 542,924
2008	\$ 4,220,649.48	\$ 538,354.92	\$ (3,682,294.56)	\$ 4,096,453.42			\$ 717,509
2009	\$ 4,860,294.21	\$ 3,272,646.14	\$ (1,587,648.07)	\$ 4,250,000.00		\$ 1,300,000.00	\$ 639,645
2010	\$ 5,126,958.91	\$ 4,048,918.14	\$ (1,078,040.77)	\$ 4,250,000.00	\$ 500,000.00	\$ 1,719,460.59	\$ 631,219
2011	\$ 5,790,498.91	\$ 5,268,378.73	\$ (522,120.18)	\$ 4,250,000.00	\$ 1,000,000.00	\$ 750,000.00	\$ 663,540.00
2012	\$ 6,579,038.91	\$ 6,018,378.73	\$ (560,660.18)	\$ 4,250,000.00	\$ 1,000,000.00	\$ 750,000.00	\$ 788,540.00
2013	\$ 7,367,578.91	\$ 6,768,378.73	\$ (599,200.18)	\$ 4,250,000.00	\$ 1,000,000.00	\$ 750,000.00	\$ 788,540.00
2014	\$ 8,156,118.91	\$ 7,518,378.73	\$ (637,740.18)	\$ 4,250,000.00	\$ 1,000,000.00		\$ 788,540.00

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# STAFF REPORT

NO. 10-26

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**TO:** BOARD OF DIRECTORS  
**FROM:** KARLENA RANNALS, ADMINISTRATIVE MANAGER  
**SUBJECT:** COST PROPOSAL FOR CONTINUED INDEPENDENT  
AUDITOR SERVICES  
**DATE:** NOVEMBER 5, 2010

---



## BACKGROUND

Each year the Fire District is required to retain an independent auditor to conduct an audit in accordance with State Controller's Minimum Audit Requirements for California Special Districts. In 2005, a Request for Proposal (RFP) for audit services was mailed with only one response to the request. Charles Z. Fedak & Company was the successful vendor for auditor services and a three-year contract was executed.

In 2008, the Board of Directors chose not to distribute a RFP and agreed to renew the services of Charles Z. Fedak & Company for an additional three years. The second contract period for audit and financial reporting services terminated with the June 30, 2010 audit.

Cost for services over the six-year period were, including out of pocket expenses such as travel and copies:

FY 05	\$ 6,372.00
FY 06	\$ 8,967.00
FY 07	\$ 9,542.00
FY 08	\$13,545.00* * FY08 expense included an FY09 expense in error.
FY 09	\$ 8,563.73
FY 10	\$12,676.00

## CURRENT SITUATION

The District has received a proposal for continued independent auditor services from Charles Z. Fedak & Company (copy attached). Assuming there is no substantial change in the District's activities and operations the following fees for audit services are proposed:

FY 11	\$10,900
FY12	\$11,350
FY13	\$11,800

## RECOMMENDATION

Since the audit firm in principle works for the Board of Directors, it is not the intent of Staff to provide a recommendation, but to provide enough information for the board members to make a decision that they are comfortable with.

**Cost Proposal**  
**Independent Auditor Services**  
**For The**



**Rancho Santa Fe Fire Protection District**





Charles Z. Fedak, CPA, MBA  
Paul J. Kaymark, CPA

# Charles Z. Fedak & Company

Certified Public Accountants  
An Accountancy Corporation

6081 Orange Avenue  
Cypress, California 90630  
(714) 527-1818  
(562) 598-6565  
FAX (714) 527-9154  
EMAIL [czfco@czfcpa.com](mailto:czfco@czfcpa.com)

October 5, 2010

Karlana Rannals, Administrative Manager  
Rancho Santa Fe Fire Protection District  
16936 El Fuego  
Rancho Santa Fe, CA 92067-0410

## **Re: Cost Proposal for Continued Independent Auditor Services**

Dear Ms. Rannals:

Based on our understanding of the Rancho Santa Fe Fire Protection District's (District) requirements, our fee for audit services at our discounted rates for the fiscal year ending June 30, 2011 is **\$10,900**. This fee is based on our understanding of the District's audit requirements.

**Based on our continuous understanding of the District over the past years, we have discounted our total audit labor costs by approximately 10% in this proposal from our previous proposal.**

Assuming there is no substantial change in the District's activities and operations, our fee for audit services for the fiscal years ending June 30, 2012 and 2013 would be **\$11,350** and **\$11,800**, respectively.

Our estimate for out-of-pocket expenses is a separate estimate and may not be utilized in total to the amount estimated. Again, these fees are based on the estimated hours using our discounted hourly rates. The components of this audit services fee proposal and out-of-pocket costs for the years ending June 30, 2011 through 2013 are itemized in the attached Exhibits.

Our not-to-exceed fee proposal is contingent upon our understanding of your requirements and the assistance we require as noted in our original audit technical proposal.

Additional services not included in this proposal will be based on our discounted billing rates based on the level of experience required. We would execute a separate contract for these services, if they are requested by the District.

I am authorized to make representations for Charles Z. Fedak & Company, CPAs an Accountancy Corporation and am duly authorized to sign a contract with the District.

---

Charles Z. Fedak, CPA

October 5, 2010

Date

## Exhibit I – Proposed Hours and Our Fees

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### Proposed Hours and Our Fees

We anticipate that, for the years ending June 30, 2011 through 2013, the audit of the District will approximate 90 hours. These hours, by major area, are summarized as follows:

<u>Audit Steps</u>	<u>Partner</u>	<u>Manager</u>	<u>Staff</u>	<u>Total</u>
Planning	2	2	2	6
Control Testwork	2	3	13	18
Substantive Testwork	3	10	30	43
Reporting	<u>3</u>	<u>5</u>	<u>15</u>	<u>23</u>
Total Hours	<u>10</u>	<u>20</u>	<u>60</u>	<u>90</u>

As shown above, we expect approximately 33% of engagement hours to come from the Partners and Managers assigned to the engagement.

Working on the premise that we will be provided with a year-end trial balance, along with an audit package of reconciled balances and supporting schedules of all balance sheet accounts, we expect to perform the audit of the District at fees as stated in the attached Schedule of Professional Fees on Page 3 for the years ending June 30, 2011 through 2013, respectively

Our fees are based on the product of the time spent on the engagement and the billing rates of the individuals assigned, plus out-of-pocket costs (such as, report reproductions, typing, postage, travel, copies, telephone, etc.). We will obtain the assistance of the District's personnel to the extent possible and otherwise endeavor to keep these charges to a minimum. We will submit progress billings monthly to your office as our work progresses, which will be due and payable thirty days from the date of the invoice.

Based upon the present size and scope of the activities of the District, we expect to perform the services enumerated above at our standard hourly rates. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to the audits. We have provided a breakdown of our current hourly rates, which would apply to this engagement on the attached Schedule of Professional Fees on Page 4 of this cost proposal.

In accordance with your request for proposal and the Office of Management and Budget Circular A-128, we will maintain our work papers for at least five years and make them available to the District, state agencies, the General Accounting Office, and other parties upon the direction of the District.

We want the Board to understand that we will provide any assistance and answer any questions that the District's staff or members of the Board may have when they arise for the entire duration of our contract. We find it important to stay abreast of the District's activities and accounting issues during the entire engagement.

We would like to thank you and the Board for the opportunity to submit a proposal for the auditing services of the District. Because of our experience in special districts and our interest in the District, we will provide you with assistance in your operations as well as meet the audit needs of the organization. We will also continually make recommendations on these and other matters that come to our attention. We are proud of the professional services we provide and encourage you to make inquiries to any of our clients about their satisfaction with our services and the quality of our staff.

## Exhibit II – Schedule of Professional Fees

<b>Total Audit Fees By Fiscal Year</b>	<b>District Total Audit Service Fees*</b>	<b>District Not-to-Exceed Estimate Out-of-Pocket Costs**</b>
<b>Fiscal Year 2011</b>	<b>\$ 10,900</b>	<b>1,650</b>
<b>Fiscal Year 2012</b>	<b>11,350</b>	<b>1,700</b>
<b>Fiscal Year 2013</b>	<b>11,800</b>	<b>1,750</b>
<b>Total Three Year Contract Price***</b>	<b>\$ 34,050</b>	<b>5,100</b>

\* Professional Audit Service Fees - Labor Only

\*\* Estimate of Out-of-Pocket Costs consist of: Travel, Mileage, Postage and Printing Costs - May not be fully utilized

\*\*\* Does Not Include Optional Items Detailed on Next Page

Please note that any additional services requested by the District during the audit period shall be negotiated at the stated hourly rates per year as noted in the following schedules.



## Exhibit III – Schedule of Fees By Hours

### Breakdown of Fees by Hours

<b>Fiscal Year 2011 Audit of:</b>	<b>Hours</b>	<b>Hourly Rates</b>	<b>Total</b>
District's Basic Financial Statements			
Partner	10	\$ 160	\$ 1,600
Manager	20	135	2,700
Staff	60	110	6,600
<b>Total Financial Statement Audit for 2011</b>	<b>90</b>		<b>\$ 10,900</b>
<b>Out-of-Pocket Expenses (Travel, Postage &amp; Printing Costs)</b>			<b>1,650</b>
<b>Total Maximum for 2011</b>			<b>\$ 12,550</b>
<b>Optional Items Asked to be Priced by the District</b>	<b>Hours</b>	<b>Rates</b>	<b>Total</b>
Preparation of the District's Annual State Controller's Report	7.5	100	\$ 750
<b>Total Maximum with Optional Item for 2011</b>			<b>\$ 13,300</b>

### Breakdown of Fees by Hours

<b>Fiscal Year 2012 Audit of:</b>	<b>Hours</b>	<b>Hourly Rates</b>	<b>Total</b>
District's Basic Financial Statements			
Partner	10	\$ 165	\$ 1,650
Manager	20	140	2,800
Staff	60	115	6,900
<b>Total Financial Statement Audit for 2012</b>	<b>90</b>		<b>\$ 11,350</b>
<b>Out-of-Pocket Expenses (Travel, Postage &amp; Printing Costs)</b>			<b>1,700</b>
<b>Total Maximum for 2012</b>			<b>\$ 13,050</b>
<b>Optional Items Asked to be Priced by the District</b>	<b>Hours</b>	<b>Rates</b>	<b>Total</b>
Preparation of the District's Annual State Controller's Report	7.5	100	\$ 750
<b>Total Maximum with Optional Item for 2012</b>			<b>\$ 13,800</b>

### Breakdown of Fees by Hours

<b>Fiscal Year 2013 Audit of:</b>	<b>Hours</b>	<b>Hourly Rates</b>	<b>Total</b>
District's Basic Financial Statements			
Partner	10	\$ 170	\$ 1,700
Manager	20	145	2,900
Staff	60	120	7,200
<b>Total Financial Statement Audit for 2013</b>	<b>90</b>		<b>\$ 11,800</b>
<b>Out-of-Pocket Expenses (Travel, Postage &amp; Printing Costs)</b>			<b>1,750</b>
<b>Total Maximum for 2013</b>			<b>\$ 13,550</b>
<b>Optional Items Asked to be Priced by the District</b>	<b>Hours</b>	<b>Rates</b>	<b>Total</b>
Preparation of the District's Annual State Controller's Report	7.5	100	\$ 750
<b>Total Maximum with Optional Item for 2013</b>			<b>\$ 14,300</b>

## **RESOLUTION No. 2010-10**

A Resolution of Commendation from the Board of Directors  
of the Rancho Santa Fe Fire Protection District for  
**Nicholas G. Pavone**

**Whereas**, Nicholas G. Pavone has retired from his position as Fire Chief for the Rancho Santa Fe Fire Protection District; and

**Whereas**, since February 1, 1979 until July 31, 2010, Chief Pavone has served the community with distinction, loyalty and dedication for 31-½ years at the ranks of Firefighter, Engineer, Lieutenant, Deputy Chief, and Fire Chief; and

**Whereas**, during his service to the Rancho Santa Fe Fire Protection District, he has served in many important roles:

risking his life in the efforts of saving the lives and property of others on a day-to-day basis, and participated in many major emergency incidents including the Diegueno Fire (1979), Vale Fire (1989), Paint Fire (1990) Harmony Grove Fire (1996); Paradise/Cedar Fire (2003); and the Witch Creek Fire (2007); and

**Whereas**, during his tenure he served as project manager for building improvements with the reconstruction of Station 1 (HQ), program director for the implementation of the District's paramedic program, and served in roles as the District's Training Officer, Fire Marshal, Operations Chief; and

**Whereas**, Chief Pavone has served in numerous leadership roles within the State and County such as:

President, California Fire Chiefs Association - Southern California Training Officers  
President, San Diego County Fire Chiefs Association - Training Officers  
Member, San Diego County Fire Chiefs Association – Legislative Committee  
Liaison, San Diego County Fire Chiefs Association – Administrative Section  
Liaison, San Diego County Fire Chiefs Association – Orange County Fire Chiefs Association  
Safety Officer, Federal Interagency Fire Management Team

**Whereas**, Chief Pavone has assisted in the development and training many new firefighters by teaching fire science, leading fire academy recruits at the Palomar Fire Academy, and other related fire service classes at the community college level for over 20 years; and

**Whereas** Chief Pavone has shared his passion for his profession, his ongoing dedication to training, and his willingness to be a coach and mentor to fire service professionals.

**Now, Therefore Be it Resolved** that the Board of Directors of the Rancho Santa Fe Fire Protection District do hereby convey their deep appreciation, admiration and gratitude to Chief Pavone, and commend him for his superior record of dedicated fire service and protection rendered to the residents of the Rancho Santa Fe Fire Protection District; and

**Be it Further Resolved** that the Board of Directors of the Rancho Santa Fe Fire Protection District does hereby wish Chief Pavone a well deserved, most satisfying and rewarding retirement.

Presented from the Rancho Santa Fe Fire Protection District Board of Directors this **30<sup>th</sup>** day of **October 2010**.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on November 10, 2010 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

JAMES H ASHCRAFT  
President

ATTEST:

---

Karlana Rannals  
Secretary

## **RESOLUTION No. 2010-11**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT APPOINTING AND AUTHORIZING DESIGNATED PERSONNEL TO SIGN WARRANT ORDERS AND PAYROLL CLAIMS (CHECKS)

**WHEREAS**, the Rancho Santa Fe Fire Protection District Board of Directors is desirous of delegating certain authority to sign designated claims to designated personnel; and

**WHEREAS**, the Rancho Santa Fe Fire Protection District Board of Directors has determined to appoint and grant the designated personnel listed on Exhibit "A" the authority to sign Warrant Orders and District Payroll Orders and Warrant Orders for all payroll and payroll related matters; and

**WHEREAS**, the Rancho Santa Fe Fire Protection District Board of Directors has determined that this procedure is in the best interest of the Rancho Santa Fe Fire Protection District; and

**WHEREAS**, the authority granted hereby is intended to be non-discretionary and within budget limitations.

**NOW, THEREFORE**, the Board of Directors of the Rancho Santa Fe Fire Protection resolves as follows:

Section 1. The Rancho Santa Fe Fire Protection District Board of Directors hereby appoints personnel listed on Exhibit "A" as the designated personnel to sign warrant and payroll requests on behalf of the Rancho Santa Fe Fire Protection District.

Section 2. Any two of the designated personnel listed on Exhibit "A" must sign all claims of the District in accordance with the payroll as described in the annual budget that submitted to the County of San Diego Auditor & Controller.

Section 3. Any two of the designated personnel listed on Exhibit "A" must sign all claims of the District for warrant orders.

Section 4. Designated personnel listed on Exhibit "A" shall comply with all guidelines and procedures established by the Board of Directors of the Rancho Santa Fe Fire Protection District, and that they shall audit, allow and sign claims for items that have been budgeted by the Rancho Santa Fe Fire Protection District.

Section 5. Designated personnel listed on Exhibit "A" shall not sign or compromise any disputed claim.

**BE IT FURTHER RESOLVED** that this resolution shall supersede *Resolution No. 2005-010 – Appointing and Authorizing Designated Personnel to Sign Warrant Orders and Payroll Claims* adopted September 14, 2005.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on November 10, 2010 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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JAMES H ASHCRAFT  
President

ATTEST:

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Karlana Rannals  
Secretary

RESOLUTION NO. 2010-11  
EXHIBIT "A"

Tony J Michel  
Fire Chief

\_\_\_\_\_  
Signature

Karlana Rannals  
Administrative Manager

\_\_\_\_\_  
Signature

Clifford F. Hunter  
Fire Marshal

\_\_\_\_\_  
Signature

Bret Davidson  
Battalion Chief

\_\_\_\_\_  
Signature

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# STAFF REPORT

NO. 10-27

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**TO:** BOARD OF DIRECTORS  
NICHOLAS G. PAVONE, FIRE CHIEF

**FROM:** CLIFFORD F. HUNTER, FIRE MARSHAL

**SUBJECT:** ADOPTION OF 2010 CALIFORNIA FIRE CODE (PUBLIC HEARING)

**DATE:** NOVEMBER 5, 2010

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## BACKGROUND

On January 15, 2008, the Fire District adopted the 2007 California Fire Code, based upon 2006 International Fire Code. The 2009 International Fire Code is developed by a committee made up of building officials, fire service personnel, building industry officials, and other interested parties from all over the United States. The 2009 International Fire Code was then modified by the California State Fire Marshal's Office to include State requirements including Chapter 49, requirements for the Wildland-Urban Interface Fire Areas. The three-year Fire Code adoption cycle is based the State of California completing the revision and reprinting of the newer code. It was complete July 1, 2010, under state law; local jurisdictions adopt and modify the latest edition of the 2010 California Fire Code with amendments; within 180 days of printing as established by the State Building Standards Commission. Failure to adopt a local fire code would automatically put in place the State-adopted Fire Code. The Rancho Santa Fe Fire Protection District last adopted the 2007 California Fire Code, based on the 2006 International Fire Code with amendments, Ordinance 2008-02. Additionally, the District adopted the 2006 International Wildland-Urban Interface Code with amendments, Ordinance 2008-01.

As in years past, the Fire District must meet certain guidelines in order to successfully adopt an ordinance. This introduction satisfies the requirement for a first reading of the ordinance. Thirty days later, we will have a second reading, and schedule a public hearing within 30 days. The Board of Directors may chose to either adopt the ordinance at the end of the public hearing, or have it brought back to them at the next regular meeting. After the public hearing and upon final adoption, we must publish the ordinance, in the newspaper of general circulation.

The Green/Hansen Act also requires fire districts, which adopt amendments more stringent than the state, to submit these amendments for ratification to the County Board of Supervisors. We must submit them for review no less than 30 days before the public hearing, and then submit them for ratification upon adoption of the Ordinance.

## **CURRENT SITUATION**

This is the Public Hearing of the 2010 California Fire Code, which was based upon the 2009 International Fire Code with amendments. I have made no changes since our 2<sup>nd</sup> reading, except some minor changes, mostly formatting and clarifications. To make it easier to see the changes I have highlighted the changes in yellow. The most significant change was adding section 605.11 Solar Photovoltaic Power Systems. This section covers proper installation of the solar panels so as to allow for firefighter safety when operating on the roof during ventilation at a fire. This section was developed by the State Fire Marshal Office in conjunction with the fire service and the development community.

## **RECOMMENDATION**

It is the professional opinion of the working group and Staff that the amendments to the fire code ordinance reflect the needs of the District. Staff recommends adopting the 2010 California Fire Code with amendments known as Ordinance No. 2011-01.

### ***Attachments:***

1. Draft Ordinance 2011-01 Public Hearing final



# 2011

## Fire Code-Ordinance No 2011-01



Fire Marshal – Final

Rancho Santa Fe Fire Protection District

1/1/2011 Effective Date

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## ORDINANCE NO. 2011-01

AN ORDINANCE OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT WHICH ADOPTS THE CALIFORNIA FIRE CODE, 2010 EDITION, AND 2009 INTERNATIONAL FIRE CODE WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS

WHEREAS, Health & Safety Code Section 17958 mandates that the Rancho Santa Fe Fire Protection District shall adopt ordinances or regulations imposing the same requirements as are contained in the regulations adopted by the State pursuant to Health & Safety Code, Section 17922; and

WHEREAS, the State of California is mandated by Health & Safety Code Section 17922 to impose the same requirements as are contained in the 2010 California Fire Code, hereinafter referred to collectively as the Fire Code; and,

WHEREAS, the State of California is mandated by Health & Safety Code section 17922 to impose the same requirements as are contained in the 2010 California Fire Code, together with the Rancho Santa Fe Fire Protection District amendments shall be Rancho Santa Fe Fire Protection District Fire Code for the purpose of prescribing regulations in the unincorporated territory of the County of San Diego and the Rancho Santa Fe Fire Protection District; and

WHEREAS, code amendments adopted by the State of California shall take precedence over the 2010 California Fire Code language. The 2010 California Fire Code language shall be used for those code sections not adopted by the State; and

WHEREAS, local amendments adopted by the Rancho Santa Fe Fire Protection District shall take precedence over both 2010 California Fire Code; and

WHEREAS, Health & Safety Code Section 17958.5 permits the Rancho Santa Fe Fire Protection District to make such changes or modifications to the Codes as are reasonably necessary because of local conditions; and,

WHEREAS, Health & Safety Code Section 17958.7 requires that the Rancho Santa Fe Fire Protection District before making any changes or modifications pursuant to Section 17958.5 make express findings that such changes or modifications are needed due to climatic, geographic, or topographic conditions; and,

WHEREAS, the Rancho Santa Fe Fire Protection District of the Rancho Santa Fe Fire Protection District does herewith find that the Rancho Santa Fe Fire Protection District has certain climatic, geologic, and topographical features that can have a deleterious effect on emergency services such as fire protection and emergency medical services; and,



WHEREAS, the Rancho Santa Fe Fire Protection District finds that the modifications and changes to the 2010 California Fire Code are reasonably necessary because of the following local climatic, geological, and topographical conditions as identified in Attachment A.

WHEREAS, certain amendments to the 2010 California Fire Code serve to mitigate to the extent possible said deleterious effects:

WHEREAS, Section 50022.1 through 50022.10, inclusive, of the Government code and Section 13869 of the Health and Safety Code, provide authority for the adoption by reference of codes, or portion of such codes:

NOW THEREFORE, the Board of Directors of the Rancho Santa Fe Fire Protection District does ordain as follows:

Ordinance Number 2008-01(Wildland-Urban Interface Code) and 2008-02 (2007 California Fire Code) (Amended) of the Rancho Santa Fe Fire Protection District is hereby repealed.

The Board of Directors of the Rancho Santa Fe Fire Protection District does ordain as follows:

#### Section 1

That a certain document, three (3) copies of which are on file in the office of the Board of Directors of Rancho Santa Fe Fire Protection District, being marked and designated as the 2010 California Fire Code, including Appendix Chapters, Appendix Chapter 4, Appendix B, BB, H & I as published by the International Code Council, be and is hereby adopted as the Fire Code of the Rancho Santa Fe Fire Protection District, in the State of California regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises, erection, construction, enlargement, alteration, repair, moving, removal, conversion, demolition, equipment use, and maintenance of buildings and structures, and applies to all Fire & Life Safety recommendations regarding all ministerial and discretionary planning applications, including that providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said Fire Code on file in the office of the Rancho Santa Fe Fire Protection District are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 2 of this ordinance.

#### Section 2

That the following sections are hereby revised:

Division II Administration Chapter 1 -Section 101.5 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

(R) Section 101.5 Rancho Santa Fe Fire Protection District Validity: The Board of Directors of the Rancho Santa Fe Fire Protection District hereby declares that should any section, paragraph, sentence or word of this ordinance or of the code hereby adopted be declared for any reason to be invalid, it is the intent of the Board of Directors of the Rancho Santa Fe Fire Protection District that it would have passed all other portions of this ordinance independently of the elimination here from of any such portion as may be declared invalid.

Division II Administration Chapter 1 - Section 102.5 Repeal of Conflicting Ordinances, Resolutions or motions is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

Section 102.5 is hereby amended to read as follows:

(R) Section 102.5 Application of residential code. Where structures are designed and constructed in accordance with the *International Residential Code*, the provisions of this code shall apply as follows:

1. Construction and designed provisions: Provisions of this code pertaining to the exterior of the structure shall apply including, but not limited to, premises identification, fire apparatus access and water supplies. Provisions of this code pertaining to shall apply to the interior of the structure when specifically required by this code including, but not limited to, Section 903.1 Where interior or exterior systems or devices are installed, construction permits required by Section 105.7 of this code shall also apply.
2. Administrative, operational, and maintenance provisions: all such provisions of this code shall apply.

Division II Administration Chapter 1 - Section 102.13 Repeal of Conflicting Ordinances, Resolutions or motions is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

(A) Section 102.13 Repeal of Conflicting Ordinances, Resolutions or Motions: All former ordinances, resolutions or motions, or parts thereof, conflicting or inconsistent with the

provisions of this Ordinance or of the Code or standards hereby adopted are hereby repealed.

Division II Administration Chapter 1- Section 104.12 Cost Recovery is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**Section 104.12 COST RECOVERY**

**(A)** Section 104.12.1 Purpose. The purpose of this section is to establish authority to obtain reimbursement from responsible individuals for the expenses of any emergency response and/or enforcement action by the Rancho Santa Fe Fire Protection District to protect the public from fire or hazardous substances and situations.

**(B)** Section 104.12.2 Reimbursement

(a) In accordance with the Health and Safety Code section 13000 et seq., an individual who acts negligently or in violation of the law and thereby requires the jurisdiction to provide an emergency response to a danger posed by a fire or hazardous substance shall be liable for reimbursement to the agency for the costs incurred.

(b) In accordance with Government Code Sections 53150 through 53158, any individual who is under the influence of an alcoholic beverage or any drug or the combined influence of an alcoholic beverage or any drug, and whose negligent operation of a motor vehicle, boat or vessel, or civil aircraft caused by that influence, proximately causes any incident and thereby requires the agency to provide an emergency response shall reimburse the agency for the cost incurred.

Division II Administration Chapter 1 - Section 105.3.9 Expense Recovery is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(A)** Section 105.3.9 Expense Recovery: The purpose of this section is to establish authority to obtain reimbursement from responsible individuals for the expenses of any emergency response and/or enforcement action by the Rancho Santa Fe Fire Protection District to protect the public from fire or hazardous substances and situations.

Division II Administration Chapter 1 - Section 105.6.5.1 Christmas Tree Lots is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A)** Section 105.6.5.1 to operate a Christmas tree lot with or without flame proofing services. Permit is required per section 105.6 Required Operational Permits.

Division II Administration Chapter 1- Section 105.6.19.1 Green waste Recycling, Mulching, Composting Operations And Storage is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A)** Section 105.6.19.1 Greenwaste Recycling, Mulching, Composting Operations and Storage. Permit is required per section 1901.2 of Chapter 19

Division II Administration Chapter 1 - Section 108 Appeals is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A)** Section 108.1 Appeals Procedure for the Rancho Santa Fe Fire Protection District Fire Code: This section establishes appeal procedures from a fire code official's order, decision or determination. See Section 108.1.4 Appeals regarding fire code requirements other than building permits and discretionary permits shall comply with 2010 California Fire Code Section 108 –Board of Appeals

- (A)** Section 108.1.1 Appeals of decisions regarding building permits: A project applicant or the County may appeal a fire code official's determination granting, denying or imposing conditions on an application for a building permit by filing an appeal in writing with the Regional Fire Appeals Board (Appeals Board) within 30 days of the County fire code official's determination. The Appeals Board shall make factual findings and issue a written recommendation to the County Building Official on whether the fire code official's determination should be upheld, modified or overturned. A copy of the recommendation shall be provided to the applicant. The County Building Official shall act on the Appeals Board's recommendation and issue a written decision to the parties within 15 days of receipt of the Appeals Board's recommendation. The Building Official's decision shall be final.

- (B)** Section 108.1.2 Appeals of decisions regarding discretionary permits: A project applicant or the County may appeal a fire code official's determination relating to the application of this code to an application for a discretionary permit by filing an appeal in writing with the Appeals Board within 30 days of the County fire code official's determination. The Appeals Board shall review the fire code official's determination, make factual findings and issue a recommendation to uphold, overrule or modify the determination. The Appeals Board shall provide its recommendation to the party that filed the appeal, the fire code official and the

County. The Appeals Board's recommendation shall be presented to the County decision-making body when it considers the application for the discretionary permit.

**(A)** Section 108.1.3 Regional Fire Appeals Board: This section establishes a Regional Fire Appeals Board consisting of five members. The Appeals Board shall consist of the following:

- One representative from the San Diego County Fire Districts Association
- One Fire Marshal from the unincorporated area of the County
- One operational chief officer from CAL FIRE
- One representative from the fire district in which the project is located, who has not been involved in previous decisions on the project
- One representative from a fire district other than the fire district in which the project is located.

Three members shall constitute a quorum for the transaction of business and three affirmative votes shall be necessary to render a decision. A representative from the San Diego County Fire Authority shall act as secretary of the Appeals Board. The Appeals Board shall adopt reasonable rules and regulations for conducting its review.

If an appeal is granted, the Board shall make findings pursuant to section 104.8. A written copy of the findings, along with a map showing the proposed modification and mitigating measures, shall be forward to the Unit Chief of Cal Fire, San Diego/Imperial Unit.

**(A)** Section 108.1.4 Appeals Of Decisions For A Matter Other Than A Building Permit Or Discretionary Permit: A person may appeal a fire code official's determination relating to the application of this code to a matter other than an application for a ministerial permit or discretionary permit by following the appeal provisions in section 108 of the California Fire Code.

**(R)** Division II Administration Chapter 1 – Section 109.3. Violation Penalties: Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under the provisions of this code, shall be guilty of a infraction or misdemeanor, punishable by a fine of not exceed \$1,000 dollars or by imprisonment not exceeding six (6) months, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Division II Administration Chapter 1 - Section 111.4 Failure to Comply is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

(R) Section 111.4 Failure to Comply – Any person, who shall continue any work having been served with a stop work order, except such work as that the person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than \$250.00 dollars or more than \$1,000 dollars.

Chapter 2 Definitions - Section 202 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A) Accessory Structure A building or structure used to shelter or support any material, equipment, chattel, or occupancy other than a habitable building. (A) (See Structure)
- (A) All-weather Surface is considered as paving, concrete, or as approved by a civil Engineer.
- (A) Combustible Vegetation is material that in its natural state will readily ignite, burn and transmit fire from the vegetative growth to any structure, this includes ground fuels which are any native or landscape vegetation not considered a tree and generally in contact with the ground.
- (A) Discretionary Project “Discretionary Project” means a project, which requires the exercise of judgment or deliberation when the public agency or body decides to approve or disapprove a particular activity, as distinguished from situations where the public agency or body merely has to determine whether there has been conformity with applicable statutes, ordinances, or regulations.
- (A) Fire Authority Having Jurisdiction (FAHJ) is the designated entity providing enforcement of fire regulations as they relate to planning, construction, and development. This entity may also provide fire suppression and other emergency services.
- (A) Fire Department is any regularly organized fire department, fire protection district, a legally formed volunteer fire department recorded with the County of San Diego, or Fire Company regularly charged with the responsibility of providing fire protection to the jurisdiction.
- (A) Fire Hazard is anything that increases or could create an increase of the hazard or menace of fire to a greater degree than customarily recognized as normal by persons in the public service regularly engaged in preventing, suppressing or extinguishing fire or anything or act which could obstruct, delay, hinder or interfere with the operations of the fire department or egress of occupants in the event of fire.
- (A) Fuel Modification Zone is a strip of land where combustible vegetation has been thinned, modified or both and partially or totally replaced with approved drought tolerant, fire resistant, and/or irrigated plants to provide an acceptable level of risk from

vegetation fires. Fuel modification reduces radiant and convective heat, thereby reducing the amount of heat exposure on the roadway or structure and providing fire suppression forces a safer area in which to take action.

(A) Hazardous Fire Area is any geographic area mapped by the State or local jurisdiction as a high or very high fire hazard area, or as set forth by the FAHJ that contains the type and condition of vegetation, topography, weather, and structure density to potentially increase the possibility of vegetation conflagration fires shall be considered a hazardous fire area.

(A) Heavy Timber Construction as described in the California Building Code.

(A) Ignition-Resistant Material is any product which, when tested in accordance with ASTM E84 for a period of 30 minutes, shall have a flame spread of not over 25 and show no evidence of progressive combustion. In addition, the flame front shall not progress more than 10½ feet (3200 mm) beyond the centerline of the burner at any time during the test. (CBC)

Materials shall pass the accelerated weathering test and be identified as Exterior type, in accordance with ASTM D 2898 and ASTM D 3201. All materials shall bear identification showing the fire performance rating thereof. That identification shall be issued by ICC--ES or a testing facility recognized by the State Fire Marshal having a service for inspection of materials at the factory. Fire-Retardant-Treated Wood or noncombustible materials as defined in section 202 shall satisfy the intent of this section.

The enforcing agency may use other definitions of ignition-resistant material that reflect wildfire exposure to building materials and/or their materials performance in resisting ignition.

(A) Roof Covering roofs shall comply with the Building Code and have a minimum Class A roof covering. For roof coverings where the profile allows a space between the roof covering and roof decking, the space at the eave ends shall be fire stopped to preclude entry of flames or embers.

EXCEPTION: On qualified historical buildings, wood roof covering may be repaired or reconstructed as allowed by the State Historical Building Code.

(A) Non-Combustible Roof Covering one of the following must meet the Class "A" roof covering as noted above:

1. Cement shingles or sheets
2. Exposed concrete slab roof
3. Ferrous or copper shingles or sheets

4. Slate shingles
  5. Clay or concrete roofing tile
  6. Approved roof covering of noncombustible material
- 
- (A) Off-site Roadway a road, street, public highway, or private road used for fire apparatus access from a publicly maintained road to the boundary of the subject property.
- (A) On-site Roadway a road, street, public highway, private road, or driveway used for fire apparatus access within the boundaries of the subject property or land division.
- (A) Planning Authority Having Jurisdiction (PAHJ) the identified authority regulating and enforcing planning and/or construction standards.
- (A) Structure means a residence and attached garage, building or related facility that is designed primarily for human use or habitation or buildings designed specifically to house farm animals. Decking, fences, and similar facilities are not considered structures for the purposes of establishing the limits of the fuel modification zone. Freestanding open sided shade covers; sheds, gazebos, and similar accessory structures less than 250 square feet and 30 feet or more from the main building are not considered structures for the purposes of this appendix. (See Accessory Structure)
- (A) Vegetation Conflagration is an uncontrolled fire spreading through vegetative fuels, and exposing and consuming structures in the advancing path of fire.
- (A) Mid-Rise Building a building four stories or more in height, 75 feet or less in height and not defined as a high-rise building by section 202 of the California Building Code. Measurements shall be made from the underside of the roof or floor above the topmost space that may be occupied to the lowest fire apparatus access road level.
- (A) Travel Time the estimated time it would take for a responding agency to travel from the fire station to the furthest structure in a proposed development project, determined by measuring the safest, most direct, appropriate and reliable route with consideration given to safe operating speeds for heavy fire apparatus.
- (A) Wildland-Urban Interface Code a code regulating and governing the mitigation of hazard to life and property from the intrusion of fire from wildland exposures, fire from adjacent structures and prevention of structure fires from spreading to wildland fuels as adopted by the local FAHJ.
- (A) Response Time is the elapsed time from the fire department's receipt of the first alarm to when the first fire unit arrives at the scene.

Chapter 3 General Precautions Against Fire - Section 307.5.1 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:



**(R)** Section 307.5 Attendance Open Burning: bonfires, or recreational fires and the use of portable outdoor fireplaces shall be constantly attended by an adult until the fire is extinguished. A minimum of one portable fire extinguisher complying with section 906 with a minimum 4-A rating or other approved on-site fire-extinguishing equipment, such as dirt, sand, water barrel, garden hose or water truck, shall be available for immediate utilization.

**(D)** Section 316.3 Pitfalls of the California Fire Code is deleted.

Chapter 3 General Precautions Against Fire - Section 318 General Storage of Firewood is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(R)** Section 318 - General Storage of Firewood. Firewood shall not be stored in unenclosed spaces beneath buildings or structures, or on decks or under eaves, canopies or other projections or overhangs. When required by the code official, storage of firewood material stored in the defensible space shall be located a minimum of 30 feet (9 144 mm) from structures and separated from the crown of trees by a minimum of 15 feet (4 572 mm), measured horizontally. Firewood and combustible materials not for consumption on the premises shall be stored so as to not pose a hazard.

Chapter 3 General Mid-Rise Buildings - Section 319 Mid-Rise Buildings is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

#### SECTION 319 Mid-Rise Buildings

**(A)** Mid-Rise Buildings Sec 319.1 General: All newly constructed mid-rise buildings or any mid-rise building which undergoes a complete renovation that requires the complete vacancy of the building to complete the renovation shall comply with this section.

Exceptions:

1. Buildings used exclusively as an open parking garage.
2. Buildings where all floors above the fourth floor level are used exclusively as an open parking garage.
3. Buildings such as a power plant, lookout tower, steeple, grain house, and other similar structures with non-continuous human occupancy.

**(A)** Section 319.1.1 Automatic fire sprinkler systems and standpipes: Mid-rise buildings shall be protected throughout by an automatic fire sprinkler system designed and installed in conformance with the latest edition of NFPA 13 and in accordance with the following:

A shut-off valve and a water flow alarm shall be provided for each floor. Each shut-off valve and water flow alarm shall be electronically supervised.

Mid-rise buildings shall be provided with a class I standpipe system that is interconnected with the automatic fire sprinkler system. The system shall consist of 2½-inch hose valves located in each stair enclosure on every floor level. Two hose outlets shall be located on the roof outside of each stair enclosure, which penetrates the roof. The standpipe system shall be designed, installed and tested in accordance with the latest edition of NFPA 14. **Standard for the Installation of Standpipes and Hose Systems, 2010 Edition**

Fire department standpipe connections and valves serving the floor shall be within the vestibule and located in a manner so as not to obstruct egress when hose lines are connected and charged.

**(A)** Section 319.1.2 Smoke detection: Smoke detectors shall be provided in accordance with this section. Smoke detectors shall be connected to an automatic fire alarm system installed in accordance with the latest edition of NFPA 72. The actuation of any device required by this section shall operate the emergency voice alarm signaling system and shall place into operation all equipment necessary to prevent the circulation of smoke through air return and exhaust ductwork. Smoke detectors shall be located as follows:

In every mechanical equipment, electrical, transformer, telephone equipment, unmanned computer equipment, elevator machinery or similar room and in all elevator lobbies. Elevator lobby detectors shall be connected to an alarm verification zone or be listed as a releasing device.

In the main return air and exhaust air plenum of each air conditioning system. Such device shall be located in a serviceable area downstream of the last duct inlet.

At each connection to a vertical duct or riser serving two or more stories from a return air duct or plenum of an air conditioning system. In Group R, Division 1 and 2 occupancies, an approved smoke detector is allowed to be used in each return air riser carrying not more than 5,000 cubic feet per minute and not serving more than 10 air inlet openings.

For Group R, Division 1 and 2 occupancies, in all corridors serving as a means of egress for an occupant load of 10 or more.

**(A) Section 319.1.3 Fire Alarm System:** An approved and listed, automatic and manual, fully addressable and electronically-supervised fire alarm system shall be provided in conformance with this code and the California Building Code.

**(A) Section 319.1.4 3 Emergency Voice Alarm Signaling System:** The operation of any automatic fire detector or water flow device shall automatically sound an alert tone followed by a pre-recorded voice instruction giving appropriate information and direction on a general or selective basis to the following terminal areas:

1. Elevators
2. Elevator lobbies
3. Corridors
4. Exit stairways
5. Rooms and tenant spaces
6. Dwelling units
7. Hotel guest rooms
8. Areas designated as safe refuge within the building

**(A) Section 319.1.5 4 Central Control Station:** A central control station room for fire and life safety department operations shall be provided. The location and accessibility of the central control station room shall be approved by the fire department. The room shall be separated from the remainder of the building by not less than a one-hour, fire-resistive occupancy separation. The room shall be a minimum of 96 square feet with a minimum dimension of 8 feet. It shall contain the following as a minimum:

1. Voice alarm and public address panels
2. Fire department communications panel
3. Fire alarm enunciator panel
4. Elevator enunciator panel (when building exceeds 55 feet in height)
5. Status indicators and controls for air-handling systems (stairwell pressurization)
6. Controls for unlocking stairwell doors
7. Fire pump status indicators (if required)
8. Complete building plans set
9. Elevator control switches for switching of emergency power
10. Work table

**(A) Section 319.1.6 5 Annunciation Identification:** Control panels in the central control station shall be permanently identified as to their function. Water flow, automatic fire detection and manually-activated fire alarms, supervisory and trouble signals shall be monitored by an approved UL-listed central monitoring station and annunciated in the central control station by means of an audible and visual indicator. For the purposes of annunciation, zoning shall be in accordance with the following:

1. When the system serves more than one building, each building shall be considered a separate zone.
2. Each floor in a building shall be considered a separate zone.
3. When one or more risers serve the same floor, each riser shall be considered a separate zone.

**(A) Section 319.1.76** Elevators and Elevator Lobbies: shall comply with Chapter 30 of the California Building Code. At least one elevator cab shall be assigned for fire department use, which shall serve all floors of the building. This cab shall be provided with dimensions adequate to accommodate an ambulance-type stretcher in accordance with section 3002.4 of the California Building Code.

**(A) Section 319.1.87** Fire Department Communication System: an approved two-way fire department communication system designed and installed in accordance with the latest edition of NFPA 72 shall be provided for fire department use per section 907.2.12.3.

**(A) Section 319.1.98** Means of Egress: In addition to the requirements of Chapter 10, egress components of mid-rise buildings shall comply with sections 319.1.8.1 through 319.1.8.5.

**(A) Section 319.1.98.1** Extent of Enclosure: Stairway enclosures shall be continuous and shall fully enclose all portions of the stairway. Exit enclosure shall exit directly to the exterior of the building or include an exit passageway on the ground floor leading to the exterior of the building. Each exit enclosure shall extend completely through the roof and be provided with a door that leads onto the roof.

**(A) Section 319.1.98.2** Pressurized Enclosures and Stairways: All required stairways and enclosures in a mid-rise building shall be pressurized as specified in section 909. Pressurized stairways shall be designed to exhaust smoke manually when needed.

**(A) Section 319.1.98.3** Vestibules: Pressurized stairway enclosures serving a mid-rise building shall be provided with a pressurized entrance vestibule on each floor that complies with section 909.

**(A) Section 319.1.98.4** Pressure Differences: The minimum pressure difference within a vestibule shall be in accordance with Section 909 of the fire code.

**(A) Section 319.1.98.5** Locking of Stairway Doors: All stairway doors that are locked to prohibit access from the interior of the stairway shall have the capability of being unlocked simultaneously, without unlatching, upon a signal from the fire control room. Upon failure of normal electrical service or activation of any fire alarm, the locking mechanism shall automatically retract to the unlocked position.

A telephone or other two-way communication system connected to an approved emergency service which operates continuously shall be provided at not less than every third floor in each required exit stairway vestibule.

Approved signage shall be provided in each stairwell vestibule stating doors are locked, on each floor in which entry may be made and on each floor in which a telephone is located. Hardware for locking a stairway vestibule doors shall be State Fire Marshal listed and approved by the fire code official by permit before installation. Stairway doors located between the vestibules and the stairway shaft shall not be locked.

Chapter 5 Fire Service Features - Section 502 Definitions is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A) Dead-End Road a road that has only one point of vehicular ingress/egress, including cul-de-sacs and looped roads.
- (A) Fire Apparatus Access Road a road that provides fire apparatus access from a fire station to a facility, building or portion thereof. This is a general term that includes, but is not limited to a fire lane, public street, private street, driveway, and parking lot lane and access roadway.

Chapter 5 Fire Service Features - Section 503 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (R)** Section 503.1 General Fire apparatus access roads, including private residential driveways, shall be required for every building hereafter constructed when any portion of an exterior wall of the first story is located more than 150 feet from the closest point of fire department vehicle access. Fire apparatus access roads, including private residential driveways more than 150 feet in length, shall be provided and maintained in compliance with this section and the most recent edition and any amendments thereto, of public and private road standards as adopted by the County of San Diego (San Diego County Standards for Private Roads and Public Roads, San Diego County Department of Public Works). The fire code official may modify the requirements of this section if the modification provides equivalent access.
- (R)** Section 503.1.1 Buildings and Facilities: Approved fire apparatus access roads shall be provided for every facility, building or portion of building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exceptions: The fire code official may increase the 150 foot minimum where:

1. Fire apparatus access roads cannot be installed because of topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
  2. There are no more than two Group R-3 or Group U occupancies.
- (R)** Section 503.1.2 Additional Access: The fire code official is authorized to require more than one fire apparatus access road based on the potential for impairment of a single road by vehicle congestion, condition of terrain, climatic conditions or other factors that could limit access.
- (R)** Section 503.1.2.1 Dead-end roads: The maximum length of a dead-end road, including all dead-end roads accessed from that dead-end road shall not exceed the following cumulative lengths, regardless of the number of parcels served:

Zoning for Parcel Serviced by Dead End Road(s)	Cumulative Length of Dead End Road(s)
Parcels zoned for less than 1 acre	800 feet
Parcels zoned for 1 acre to 4.99 acres	1,320 feet
Parcels zoned for 5 acres to 19.99 acres	2,640 feet
Parcels zoned for 20 acres or larger	5,280 feet

All lengths shall be measured from the edge of the roadway surface at the intersection where the road begins to the end of the road surface at its farthest point. Where a dead-end road crosses areas of differing zoned parcel sizes, requiring different length limits, the shortest allowable length shall apply. Where parcels are zoned 5 acres or larger, turnarounds shall be provided at a maximum of 1320 foot intervals. Each dead-end road shall have an approved turnaround constructed at its terminus.

The fire code official may allow a dead-end road to exceed the maximum allowable length pursuant to section 104.8 provided the fire code official makes expressed findings in writing.

- (A)** Section 503.1.4 High-piled Storage: Fire department vehicle access to buildings used for high-piled combustible storage shall comply with the applicable provisions of Chapter 23.
- (R)** Section 503.2 Specifications: Fire apparatus access roads shall be installed and arranged in compliance with sections 503.2.1 through 503.8.
- (R)** Section 503.2.1 Dimensions:

(a) Fire apparatus access roads shall have an unobstructed improved width of not less than 24 feet, except for single-family residential driveways serving no more than two single-family dwellings, which shall have a minimum of 16 feet of unobstructed improved width. Any of the following, which have separated lanes of one-way traffic: gated entrances with card readers, guard stations or center medians, are allowed, provided that each lane is not less than 14 feet wide.

(b) All fire apparatus access roads shall have an unobstructed vertical clearance of not less than 13 feet 6 inches. Vertical clearances or road widths shall be increased when, in the opinion of the fire code official, vertical clearances or road widths are not adequate to provide fire apparatus access.

Exception: Upon approval of the fire code official, vertical clearances or road width may be reduced as long as the reduction does not impair access by fire apparatus. In cases where the vertical clearance has been reduced approved signs shall be installed and maintained indicating the amount of vertical clearance.

**(A)** Section 503.2.1.1 Road Phasing Policy- For Single Family Dwellings on Existing Legal Parcels. The fire access roadway requirement for widening existing improved fire apparatus roadway shall be per TABLE 503.2.1.1A – PHASING POLICY - Fire Apparatus Access and will extend from the property out to the nearest public road.

TABLE 503.2.1.1A - PHASING POLICY

Fire Apparatus Access – Single Family Dwellings

Number of Parcels	Unobstructed Road width	Roadways Over 600 foot Long	Extend to Nearest Public Road
1-2	16-foot, paved	Turnouts every 400-feet	Yes
3-8	20-foot, paved	Turn-outs every 400-feet	Yes
9 or more	24-foot, paved	Not required	Yes

Auxiliary structures (non-habitable) and residential additions/remodels less than 500 square feet. The access roadway will not be required to be improved if the access roadway has already been improved to a minimum width of 20 feet. If the roadway is not 20 feet, then the roadway shall be widened per “TABLE 503.2.1.1A – PHASING POLICY – “Fire Apparatus Access,” but not greater than 20 feet. The preceding addition/remodel exception is limited to one permit (addition or remodel) per three-year period from the date of the last permit approval.

Exception: Upon approval of the fire code official, vertical clearances or road width may be reduced as long as the reduction does not impair access by fire apparatus. In cases where the vertical clearance has been reduced approved signs shall be installed and maintained indicating the amount of vertical clearance.

- (R)** Section 503.2.2 Authority to Increase Minimums: The fire code official shall have the authority to require an increase in the minimum access road widths where the fire code official determines the minimum are inadequate for fire or rescue operations.
- (R)** Section 503.2.3 Surface: Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus not less than 75,000 lbs. unless authorized by the FAHJ and shall be provided with an approved paved surface so as to provide all-weather driving capabilities.
- (R)** Section 503.2.4 Turning Radius: the turning radius of a fire apparatus access road shall comply with the County public and private road standards approved by the Board of Supervisors. The turning radius for a private residential driveway shall be a minimum of 28 feet, as measured on the inside edge of the improvement width or as approved by the fire code official.



- (R) Section 503.2.5 Dead ends. All dead-end fire access roads in excess of 150 feet in length shall be provided with approved provisions for turning around emergency apparatus. A cul-de-sac shall be provided in residential areas where the access roadway serves more than two structures. The minimum unobstructed paved radius width for a cul-de-sac in a residential area shall be 36 feet. The fire code official shall establish a policy identifying acceptable turnarounds for various project types.
- (R) Section 503.2.6 Bridges and Elevated Surfaces: Where a bridge or an elevated surface is part of a fire apparatus access road, the bridge shall be constructed and maintained in accordance with AASHTO HB-17. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits and vertical clearance limitations shall be posted at both entrances to bridges when required by the fire code official. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not designed for such use, approved barriers, approved signs or both shall be installed and maintained when required by the fire code official.
- (B) Section 503.2.6.1 Bridges with One Traffic Lane: When allowed by the fire code official, private bridges providing access to not more than two residential dwellings may be allowed with one, 12 - foot wide travel lane; however, it shall provide for unobstructed visibility from one end to the other and turnouts shall be provided at both ends.
- (A) Section 503.2.7 Grade: The gradient for a fire apparatus access roadway shall not exceed 20.0%. Grades exceeding 15.0% shall not be allowed without mitigation measures. The fire code official may require additional mitigation measures where he deems appropriate. The angle of departure and angle of approach of a fire access roadway shall not exceed 7 degrees (12 percent) or as approved by the fire code official.
- (A) Section 503.2.8 Roadway Turnouts: Shall be a minimum of 10 feet wide and 30 feet long and with a minimum 25 foot taper on each end.
- (A) Section 503.3 Marking: When required by the fire code official, approved signs or other approved notices shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Signs or notices shall be maintained in a clean and legible condition at all times and is replaced or repaired when necessary to provide adequate visibility. All new public roads, all private roads within major subdivisions and all private road easements serving four or more parcels shall be named. Road name signs shall comply with County of San Diego Department of Public Works Design Standard #DS-13.
- (B) Section 503.3.1 Fire Lane Designation: Where the fire code official determines that it is necessary to ensure adequate fire access, the fire code official may designate existing roadways as fire access roadways as provided by Vehicle Code section 22500.1 (public) or 22658(a) (private).

- (R)** Section 503.4 Obstruction of Fire Apparatus Access Roads: Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum road widths and clearances established in section 503.2.1 shall be maintained at all times.
- (R)** Section 503.4.1 Roadway Design Features: Roadway design features (speed bumps, speed humps, speed control dips, etc.) which may interfere with emergency apparatus responses shall not be installed on fire access roadways, unless they meet design criteria approved by the fire code official.
- (R)** Section 503.5 Required Gates or Barricades: The fire code official is authorized to require the installation and maintenance of gates or other approved barricades across fire apparatus access roads, trails or other access ways, not including public streets, alleys or highways. Electric gate openers, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F2200.
- (R)** Section 503.5.1 Secured Gates and Barricades: When required, gates and barricades shall be secured as approved by the fire code official. Roads, trails and other access ways that have been closed and obstructed in the manner prescribed by section 503.5 shall not be trespassed on or used unless authorized by the owner and the fire code official.

Exception: The restriction on use shall not apply to public officers acting within the scope of duty.

- (R)** Section 503.5.2 School Fences and Gates: School grounds may be fenced and gates therein may be equipped with locks, provided that safe dispersal areas based on three square feet per occupant are located between the school and the fence. Such required safe dispersal areas shall not be located less than 50 feet from school buildings.

Every public and private school shall conform to Education Code section 32020, which states:

The governing board of every public school district and the governing authority of every private school, which maintains any building used for the instruction or housing of school pupils on land entirely enclosed (except for building walls) by fences or walls, shall, through the cooperation of local law enforcement and fire protection agencies having jurisdiction of the area, provide for the erection of gates in these fences or walls. The gates shall be of sufficient size to permit the entrance of ambulances, police equipment and fire-fighting apparatus used by law enforcement and fire protection agencies. There shall be no less than one access gate and there shall be as many of these gates as needed to ensure access to all major buildings and ground areas. If these

gates are equipped with locks, the locking devices shall be designed to permit ready entrance by the use of chain or bolt-cutting devices.

**(R)** Section 503.6 Security Gates: No person shall install a security gate or security device across a fire access roadway without the fire code official's approval. All gates providing access from a road to a driveway shall be located a minimum of 30 feet from the nearest edge of the roadway and the driveway width shall be 36 feet wide at the entrance on roadways of 24 feet or less of the traffic lane(s) serving the gate. An automatic gate across a fire access roadway or driveway shall be equipped with an approved emergency key-operated switch overriding all command functions and opening the gate. A gate accessing more than four residences or residential lots or a gate accessing hazardous institutional, educational or assembly occupancy group structure, shall also be equipped with an approved emergency traffic control-activating strobe light sensor or other device approved by the fire code official, which will activate the gate on the approach of emergency apparatus with a battery back-up or manual mechanical disconnect in case of power failure. An automatic gate shall meet fire department policies deemed necessary by the fire code official for rapid, reliable access. An automatic gate serving more than one dwelling or residential lot in existence at the time of adoption of this chapter is required to install an approved emergency key-operated switch or other mechanism approved by the fire code official, at an approved location, which overrides all command functions and opens the gate. A property owner shall comply with this requirement within 90 days of receiving written notice to comply. Where this section requires an approved key-operated switch, it may be dual-keyed or equipped with dual switches provided to facilitate access by law enforcement personnel. Electric gate openers, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F2200.

Chapter 5 Fire Service Features - Section 505 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(R)** Section 505.1 Address Numbers: Approved numbers and/or addresses shall be placed on all new and existing buildings and at appropriate additional locations as to be plainly visible and legible from the street or roadway fronting the property from either direction of approach. Said numbers shall contrast with their background, and shall meet the following minimum standards as to size: 4" high with a 1/2 " stroke for residential buildings, 6" high with a 1/2" stroke for commercial and multi-residential buildings, 12" high with a 1" stroke for industrial buildings. Additional numbers shall be required where deemed necessary by the Fire Marshal,

such as rear access doors, building corners, and entrances to commercial centers. The Fire code official may establish different minimum sizes for numbers for various categories of projects.

- (A) Section 505.3 Easement Address Signs: All easements, which are not named differently from the roadway, from which they originate, shall have an address sign installed and maintained, listing all street numbers occurring on that easement, located where the easement intersects the named roadway. Minimum size of numbers on that sign shall be 4 inches in height with a minimum stroke of 3/8", and shall contrast with the background.
- (A) Section 505.4 Map Directories: A lighted directory map, meeting current fire department standards, shall be installed at each driveway entrance to multiple unit residential projects and mobile home parks, where the numbers of units in such projects exceed 15.
- (B) Section 505.5 Response Map Updates: Any new development, which necessitates updating of emergency response maps by virtue of new structures, hydrants, roadways or similar features, shall be required to provide map updates in a format (PDF and/or CAD format as approved by the FAHJ) or compatible with current department mapping services, and shall be charged a reasonable fee for updating all response maps.

Chapter 5 Fire Service Features - Section 506 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A) Section 506.1 Key Boxes: When access to or within a structure or an area is unduly difficult because of secured openings or where immediate access is necessary for life saving or firefighting purposes, the Fire code official is authorized to require a key box to be installed in an accessible location. The key box shall be a type approved by the fire code official and shall contain keys to gain necessary access as required by the fire code official.
- (B) Section 506.2.1 Emergency Key Access: All central station-monitored fire detection systems and fire sprinkler systems shall have an approved emergency key access box on site in an approved location. The owner or occupant shall provide and maintain current keys for the structure(s) for fire department placement in the box, and shall notify the fire department in writing when the building is re-keyed.

Chapter 5 Fire Service Features - Section 507 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A) Section 507.2.2 Water Tanks Table 507.2.2A - Water storage tanks, when permitted by the Fire code official, shall comply with Table No. 507.2.2A

WATER STORAGE TANKS Table No. 507 .2.2A

Building Square Feet	Gallons Per Minute Water Flow	Capacity Gallons	Duration Minutes
Up to 1,500	250	5,000	20
Over 1,500	250	10,000	40
When exposure distance is one hundred feet (100') or less from adjacent property, or where additional hazards or higher fire flow exists, the required water storage may be modified by the fire code official.			

- (R) 1. Tank bottom elevation shall be equal to or higher than the fire department connection on the premises. Regardless of domestic use, all tanks shall be equipped with a device that will ensure that the tank contains the designated amount of water for fire flow duration as determined by the fire department. Tank size may be increased to serve multiple structures on a single parcel.
- (R) 2. Supply outlet shall be at least four inches in diameter from the base of the tank to the point of outlet at the fire department connection. The fire department connection shall be provided with an approved means of controlling water flow. The fire department connection shall be at least one four-inch National Standard Thread (male), reduce to one 2 ½-inch National Standard Thread (Male). Additional outlets may be required.
- (R) 3. Location of fire department outlet to be determined on the plot plan when submitted to the fire department. Consideration will be given to topography, elevations, and distance from structures, driveway access, prevailing winds, etc.
- (R) 4. The outlet shall be located along an access roadway and shall not be closer than 50 feet or further than 150 feet from the structure.
- (R) 5. All exposed tank supply pipes shall be of an alloy or other material listed for above ground use. Adequate support shall be provided.
- (R) 6. Water storage tanks shall be constructed from materials approved by the Fire Marshal and installed per manufacturer recommendations.
- (R) 7. The Fire code official may require any necessary information to be submitted on a plot plan for approval.
- (R) 8. Vessels previously used for products other than water shall not be permitted.
- (R) 9. The bottom of the water storage tank shall be level with or above the building pad.
- (R)** Section 507.3 Fire Flow Requirements: Fire flows shall be based on Appendix B or the standard published by the Insurance Services Office, "Guide for Determination of

Required Fire Flow". Consideration should be given to increasing the gallons per minute to protect structures of extremely large square footage and for such reasons as:

1. Poor access roads
2. Grade and canyon rims
3. Hazardous brush
4. Response times greater than five minutes by a recognized fire department or fire suppression company.

In hazardous fire areas as defined in the 2010 California Fire Code as amended, the main capacity for new subdivisions shall not be less than 2,500 gallons per minute, unless otherwise approved by the Fire code official.

If fire flow increases are not feasible, the Fire code official may require alternative design standards such as: alternative types of construction providing a higher level of fire resistance; fuel break requirements which could include required irrigation; modified access road requirements; specified setback distances for building sites addressing canyon rim developments and hazardous brush areas; and other requirements authorized by this Code and as specified by the fire code official.

If fire flow increases are not feasible, the Fire code official may require alternative design standards such as: alternative types of construction providing a higher level of fire resistance; fuel break requirements which could include required irrigation; modified access road requirements; specified setback distances for building sites addressing canyon rim developments and hazardous brush areas; and other requirements authorized by this Code and as specified by the Fire code official.

- (A)** Section 507.5.1 Required installations: The location, type and number of fire hydrants connected to a water supply capable of delivering the required fire flow shall be provided on the public or private street, or on the site of the premises to be protected, or both, as required and approved by the fire code official. Fire hydrants shall be accessible to the fire department apparatus by roads meeting the requirements of Section 503. For fire safety during the construction, alteration, or demolition of a building, see Section 1412.1.
- (A)** Section 507.5.1.1 Water Supplies and Fire Hydrants: Group R-3 and U Occupancies: An approved water supply capable of supplying the required fire flow for fire protection shall be provided to all premises upon which facilities, buildings, or portions of buildings are hereafter constructed or moved into or within the jurisdiction. When any portion of the facility or building protected is in excess of 500 feet (152 900 mm) from a water supply on a public street, as measured by an approved route around the exterior

of the facility or building, on-site fire hydrants and mains capable of supplying the required flow shall be provided when required by the Fire code official.

EXCEPTION: Remodels and additions: Existing structures which are remodeled or added to where the amount of new area does not exceed 1,500 square feet and the additional or remodeled area is protected with an approved automatic fire extinguishing system.

In zones other than industrial, commercial and multi-family fire hydrants shall be installed in accordance with Table No. 507 .5.1.1A.

Section 507.5.1.1 - Table No. 507 .5.1.1A

Parcels ½ acre and larger:	Every 500 feet to the structure
Parcels less than ½ acre:	Every 350 feet to the structure

**(A)** Section 507.5.1.1.2 Fire Hydrant Spacing: In multi-family zones and in commercial and industrial zones, fire hydrants shall be installed at intersections, at the beginning radius of cul-de-sacs, and every 300 feet of fire access roadways, regardless of parcel size.

EXCEPTION: When improved methods of fire protection are provided, beyond those required by the Code, and accepted by the Fire code official, adjusted spacing of fire hydrants from those set forth above may be considered.

**(A)** Section 507.5.1.1.3 Type of Fire Hydrants: All fire hydrants shall be of bronze construction, including all internal parts except seats. Alternate materials may be used if approved by the Fire Marshal and the local water district having jurisdiction. The stems shall be designed and installed in a manner that will ensure that they will not be projected outward from the main body by internal water pressure due to disassembly. The number and size of fire hydrant outlets shall be as follows:

1. One 4-inch and one 2-½-inch NST outlet. (4", 2-½")
2. One 4-inch and two 2-½-inch NST outlets. (4", 2-½", 2-½")
3. In some instances, the Fire code official may require the fire hydrant(s) to have any other combination of 4 inch and 2-½ inch outlets.

**(A)** Section 507.5.1.1.4 Waterline Extensions: The Fire code official may require a waterline extension for the purpose of installing a fire hydrant if the water main is 1,500 feet or less from the property line.

Chapter 6 Building Services and Systems Section 603.6.6 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(A)** Section 603.6.6 Spark Arresters: All structures having a chimney, flue or stovepipe attached to a fireplace, stove, barbecue or other solid or liquid fuel burning equipment or device shall have the chimney, flue or stovepipe equipped with an approved spark arrester. An approved spark arrester is a device intended to prevent sparks from escaping into the atmosphere, constructed of welded or woven wire mesh, 12 gauge thickness or larger, with openings no greater than ½ inch, or other alternative material the FAHJ determines provides equal or better protection.

Chapter 6 Building Services and Systems Section 603.8.1 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(R)** Section 603.8.1 Residential Incinerators shall be prohibited.

Chapter 6 Building Services and Systems Section 605.11 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(A)** Sec. 605.11 SOLAR PHOTOVOLTAIC POWER SYSTEMS.

Section 605.11 is added to the California Fire Code to read:

**(A)** Sec. 605.11 Solar photovoltaic power systems. Solar photovoltaic power systems shall be installed in accordance with this code, the County Building Code and the County Electrical Code.

Exception: Detached Group U non-habitable structures such as parking shade structures, carports, solar trellises and similar type structures are not subject to the requirements of this section.

**(A)** Sec. 605.11.1 Marking. Marking is required on all interior and exterior conduit, enclosures, raceways, cable assemblies, junction boxes, combiner boxes and disconnects.

**(A)** Sec. 605.11.1.1 Materials. The materials used for marking shall be reflective, weather-resistant and suitable for the environment. Marking as required in sections



605.11.1.2 through 605.11.1.4 shall have all letters capitalized with a minimum height of 3/8 inch white on red background.

(A) Sec. 605.11.1.2 Marking content. The marking shall contain the words “WARNING: PHOTOVOLTAIC POWER SOURCE”.

(A) Sec. 605.11.1.3 Main service disconnect. The marking shall be placed adjacent the main service disconnect in a location clearly visible from the location where the disconnect is operated.

(A) Sec. 605.11.1.4 Location of marking. Marking shall be placed on all interior and exterior DC conduit, raceways, enclosures and cable assemblies every 10 feet, within 1 foot of all turns or bends and within 1 foot above and below all penetrations of roof/ceiling assemblies and all walls and barriers.

(A) Sec. 605.11.2 Locations of DC conductors. Conduit, wiring systems and raceways for photovoltaic circuits shall be located as close as possible to the ridge, hip or valley and from the hip or valley as directly as possible to an outside wall to reduce trip hazards and maximize ventilation opportunities. Conduit runs between sub arrays and to DC combiner boxes shall be installed in a manner that minimizes the total amount of conduit on the roof by taking the shortest path from the array to the DC combiner box. The DC combiner boxes shall be located such that conduit runs are minimized in the pathways between arrays. DC wiring shall be installed in metallic conduit or raceways when located within enclosed spaces within a building. Conduit shall run along the bottom of load bearing members.

(A) Sec. 605.11.3 Access and pathways. Roof access, pathways and spacing requirements shall be provided in order to ensure access to the roof, provide pathways to specific areas of the roof, provide for smoke ventilation operations, and to provide emergency egress from the roof.

Exceptions:

1. Requirements to ridge, hips and valleys do not apply to roof slopes of two units vertical in twelve units horizontal (2:12) or less.

2. Residential structures shall be designed so that each array is no greater than 150 feet by 150 feet in either axis.

3. The fire code official may allow modules to be located up to the ridge when an alternative ventilation method acceptable to the fire code official has been provided or where the fire code official has determined vertical ventilation techniques will not be employed.

(A) Sec. 605.11.3.1 Roof access points. Roof access points shall be defined as an area that does not place ground ladders over openings such as windows or doors, and are located at strong points of building construction in locations where the access point does not conflict with overhead obstructions such as tree limbs, wires or signs.

(A) Sec. 605.11.3.2 Residential systems for one- and two-family residential dwellings. Access shall be provided in accordance with sections 605.11.3.2.1 through 605.11.3.2.4.

(A) Sec 605.11.3.2.1 Residential buildings with hip roof layouts. Modules shall be located in a manner that provides a 3 foot wide clear access pathway from the eave to the ridge on each roof slope where modules are located. The access pathway shall be located at a structurally strong location on the building capable of supporting the live load of fire fighters access the roof.

(A) Sec. 605.11.3.2.2 Residential buildings with a single ridge. Modules shall be located in a manner that provides two 3 foot wide access pathways from the eave to the ridge on each roof slope where the modules are located.

(A) Sec. 605.11.3.2.3 Hips and valleys. Modules shall be located no closer than 18 inches to a hip or a valley if modules are to be placed on both sides of a hip or valley. If the modules are to be located on only one side of a hip or valley that is of equal length then the modules shall be permitted to be placed directly adjacent to the hip or valley.

(A) Sec. 605.11.3.2.4 Smoke ventilation. Modules shall be located no higher than 3 feet below the ridge in order to allow for fire department smoke ventilation operations.

(A) Sec. 605.11.3.3 All other occupancies. Access shall be provided in accordance with sections 605.11.3.3.1 through 605.11.3.3.3.

Exception: Where it is determined by the fire code official that the roof configuration is similar to a one- and two-family dwelling, the fire code official may approve the residential access and ventilation requirements provided in sections 605.11.3.2.1 through 605.11.3.2.4

(A) Sec. 605.11.3.3.1 Access. There shall be a minimum 6 foot wide clear perimeter around the edges of the roof.

Exception: If either axis of the building is 250 feet or less, there shall be a minimum 4 foot wide clear perimeter around the edges of the roof.

(A) Sec. 605.11.3.3.2 Pathways. The solar photovoltaic installation shall be designed to provide designated pathways. The pathways shall meet the following requirements:

1. Pathways shall be over areas capable of supporting the live load of the fire fighters accessing the roof.
2. Center line axis pathways shall be provided in both axis of the roof. Center line axis pathways shall run where the roof structure is capable of supporting the live load of fire fighters accessing the roof.
3. Pathways shall be a straight line not less than 4 feet clear to skylight and/or ventilation hatches.
4. Pathways shall be a straight line not less than 4 feet clear to roof standpipes.
5. Pathways shall provide not less than 4 feet clear around the roof access hatch with at least one not less than 4 feet clear pathway to a parapet or roof edge.

(A) Sec. 605.11.3.3.3 Smoke ventilation. The solar photovoltaic installation shall be designed to meet the following requirements:

1. Arrays shall be no greater than 150 feet in distance in either axis in order to create opportunities for smoke ventilation operations.
2. Smoke ventilation options between array sections shall be one of the following:
  - a. A pathway 8 feet or greater in width
  - b. A 4 feet or greater in width pathway and bordering roof skylights or smoke and heat vents
  - c. A 4 feet or greater in width pathway and bordering 4 foot by 8 foot venting cutouts every 20 feet on alternating sides of the pathway.

(A) Sec. 605.11.4 Ground-mounted photovoltaic arrays. Ground-mounted photovoltaic array installations shall meet the requirements of sections 605.11.4.1 through 605.11.4.4.

(A) Sec. 605.11.4.1 Access. Access to ground-mounted photovoltaic arrays, associated equipment structures and operations/maintenance buildings shall be per section 503.

Exception: Private residential systems where the energy generated is primarily for on-site use.

(A) Sec. 605.11.4.1.1 Perimeter access roadway. Ground-mounted photovoltaic arrays 10 acres and larger in size shall be provided with an access roadway around the perimeter of the project. The perimeter access roadway shall be installed per section 503.

(A) Sec. 605.11.4.2 Fuel modification. Combustible vegetation within the array and to a distance of 20 feet from the array and associated equipment shall be reduced to a height of no more than 6 inches. Operation/maintenance buildings shall be provided with a fuel modification zone per section 4707.2.

(A) Sec. 605.11.4.3 Water supply. Water supply for fire protection and suppression shall be provided equipment structures and operations/maintenance buildings per section 507.

Exception: Equipment shelters used solely for the equipment associated with the array when the exterior walls and roof assemblies are constructed with non-combustible materials.

(A) Sec. 605.11.4.4 Identification. Ground-mounted photovoltaic arrays with multiple equipment structures shall be provided with means of readily-identifying equipment structures. The fire code official may require a lighted directory map of the project to be installed on-site near the entrance to the facility for projects 10 or more acres in size.

Chapter 9 Fire Sprinklers systems is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A) Section 902.1 **Definitions** - Life Safety Sprinkler System: shall meet National Fire Protection Association Standards 13, 13-D and 13-R latest addition, and Rancho Santa Fe Fire Protection District installation policies as appropriate.
- (R) **Section 903.2 Automatic Sprinkler Systems** - Where required: Approved automatic Fire sprinkler systems are required in all new structures. For the purpose of fire-sprinkler systems, buildings separated by less than ten (10) feet from adjacent buildings shall be

considered as one building. Fire barriers, partitions and walls, regardless of rating, shall not be considered as creating separate buildings for purposes of determining fire sprinkler requirements. Mezzanines shall be included in the total square footage calculation.

- (A) Section 903.2.2.1 Automatic Fire Sprinkler System - Additions: an automatic sprinkler system installed in accordance section 903.2 may be required to be installed throughout structures when the addition is more than 50% of the existing building or when the altered building will exceed a fire flow as calculated per section 507.3. The fire code official may require an automatic sprinkler system be installed in buildings where no water main exists to provide the required fire flow or where a special hazard exists such as: poor access roads, grade and canyon rims, hazardous brush and response times greater than 5 minutes by a fire department. When Fire Sprinklers are required under additions this shall meet the entire structure or structures shall be equipped with fire sprinklers. The Fire code official may require that other protective measures be taken based on existing conditions and/or potential hazards.

EXCEPTION:

(D) Exception (1) is hereby deleted and replaced with the following:

(R) (1) Group U occupancies not greater than 500 square feet, when building lies more than 20 feet from an adjacent structure or property line.

(A) (2) Accessory buildings/barns not greater than 1000 square feet, and not otherwise considered enclosed buildings/structures, which are of ignition resistant construction or as determined by the Chief to not present a significant fire hazard.

(A) (3) Agricultural buildings constructed of wood or metal frames, over which fabric or similar material is stretched, which are specifically used as green houses are exempt from the automatic sprinkler requirements unless physically connected to other structures.

- (A) Section 903.2.2.2 Automatic Fire System Remodels or Reconstructions: an automatic sprinkler system installed in accordance section 903.2.1 may be required if the scope of work includes significant modification to the interior or roof of the building, and the cost of installation of an automatic sprinkler system does not exceed 15 percent of the construction costs of the remodel. When Fire Sprinklers are required under remodels and reconstructions this shall mean the entire structure or structures shall be equipped with fire sprinklers. The fire code official may require that other protective measures be taken based on existing conditions and/or potential hazards.

- (R) Section 903.4 Sprinkler System Monitoring and Alarms

Exceptions: 1 is revised to read as follows:

Exception 1 – Automatic sprinkler systems with less than 100 fire sprinklers protecting one- and two-family dwellings.

Chapter 9 Section 907.2.11.4 Power Sources (Smoke Alarms) is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(A)** 907.2.11.4 Power Source: In new construction and in newly classified Group R-3.1 occupancies, required smoke alarms shall receive their primary power from the building wiring when such wiring is served from a commercial source and shall be equipped with a battery backup. Smoke alarms shall emit a signal when the batteries are low. Wiring shall be permanent and without a disconnecting switch other than those required for over current protection. Smoke alarms may be solely battery operated when installed in existing buildings; or in buildings without commercial power; or in buildings, which undergo alterations, repairs, or additions regulated by Section 907.2.11.5 .

Chapter 9 Section 907.2.11.5 Additions, Alterations or Repairs to Group R Occupancies is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(A)** 907.2.11.5 Additions, Alterations or Repairs to Group R Occupancies: when the valuation of an addition, alteration, or repair to a Group R occupancy exceeds \$1,000 and a permit is required, or when one or more sleeping rooms are added or created in existing Group R occupancies, smoke alarms shall be installed in accordance with Section 907.2.11.

Chapter 14 Fire Safety During Construction and Demolition is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

Section 1418 Fuel Modification or Vegetation Modification

- (R) Section 1418.1 Fuel Modification Zone During Construction: any person doing construction of any kind which requires a permit under this code or the County Building Code shall install a fuel modification zone prior to allowing any combustible material to arrive on the site and shall maintain the zone during the duration of the project.
- (R) Section 1908 Storage And Processing Of Wood Chips, Hoggged Materials Fines, Compost And Raw Product In Association With Yard Waste And Recycling Facilities is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A) Section 1908.1.1 General. The storage and processing (mulching, composting) of wood chips, hogged materials, fines, compost and raw product produced from yard waste, debris and recycling facilities shall be in accordance with section 1908.
- (A) Section 1908.1.1 Definitions: for the purpose of section 1908, certain words and phrases are defined and certain provisions shall be construed as set forth herein, unless it is apparent from the context that a different meaning is intended.
- (A) Aerated Static Pile means a composting process that uses an air distribution system to either blow or draw air through the pile. Little or no pile agitation or turning is performed.
- (A) Chipping and Grinding means an activity that mechanically reduces the size of organic matter.
- (A) Composting Operations means an operation that is conducted for the purpose of producing compost. Shall be by means of one or a combination of the following processes used to produce a compost product: static pile, windrow pile, or aerated static pile.
- (A) Green Waste includes but is not limited to such organic material as yard trimmings, plant waste, manure, untreated wood wastes, paper products, and natural fiber products.
- (A) Hogged Materials means mill waste consisting mainly of hogged bark but may include a mixture of bark, chips, dust, or other by-product from trees and vegetation.
- (A) Mulching is the process by which mixed green waste is mechanically reduced in size for the purpose of making compost.
- (A) Static Pile means a composting process that is similar to the aerated static pile except that the air source may or may not be controlled.
- (A) Windrow Composting Process means the process in which compostable material is placed in elongated piles. The piles or windrows are aerated and/or mechanically turned on a periodic basis.
- (A) Wood Chips means chips of various species produced or used in chipping and grinding operations.
- (A) Section 1908.1.2 Permit Required. A permit shall be obtained from the fire department prior to engaging in the operation and storing processed of wood chips, hogged material, fines, compost and raw product in association with yard waste and similar material recycling facilities. (See Division II Chapter 1 section 105.6.19.1) The permit shall be renewed on an annual basis, or shall be limited to such period of time as designated by the Fire code official. Permits shall not be transferable and any change in use, location, occupancy, operation, or ownership shall require a new permit.

- (A) Section 1908.1.3 Security Bond/Financial Commitment for Cost Recovery.** A security bond or other approved form of financial commitment may be required by the Fire code official to be posted, in an amount determined by the Fire code official, not less than \$25,000.00, nor more than \$100,000.00, depending on the size of operation. The security bond or financial commitment shall reimburse the fire department for expenses incurred in any emergency response and/or enforcement action by the fire department to protect the public from fire or hazardous substances related to the operation. The security bond/financial commitment shall be returned to the operator in a timely fashion upon satisfactory closure of the operation as determined by the Fire code official.
- (A) Section 1908.1.4 Operational and Emergency Plans.** The following operational and emergency action plans shall be submitted to and be approved by the Fire code official prior to initiating operation.
- (A) Section 1908.1.5 Operational Plan:** At a minimum, the Operational Plan must include site layout, pile dimensions, fire access, water supply, site security. Site operations, temperature monitoring, rotation, diversion plan.
- (A) Section 1908.1.6 Emergency Plan:** At minimum, the Emergency Plan must include: Operator fire response actions, fire dispersal area, emergency equipment operator callback, initiation of incoming diversion plan. All plans shall define the equipment necessary to process and handle the materials.
- (A) Section 1908.1.7 Notification of Fire.** All fires shall be reported to the fire department immediately upon discovery.
- (A) Section 1908.1.8 Equipment Operator Emergency Callback.** The operator shall implement and maintain a plan for rapid equipment operator response to the site. The maximum response time to the site shall be within one hour of a fire department notification. The following equipment shall be on site and staffed with skilled operators: bulldozer, loaders, and heavy-duty equipment necessary to mitigate a fire. Notification procedure shall be maintained operational 24 hours a day, seven days a week. Notification may be by pager activation or telephone answering service or other approved means.
- (A) Section 1908.1.9 Incoming Waste Diversion Plan.** The operator shall develop a diversion plan for incoming green waste for implementation in the event of equipment failure or other inability to process and distribute green waste. The plan shall prevent stockpiling of waste on the site and unauthorized depositing of waste on or near the site. The operator shall initiate the diversion based on criteria in the Operational and Emergency Plan without further direction from the fire department.
- (A) Section 1908.1.10 Unprocessable or Non-Green Waste Material.** All green waste that cannot be processed on-site, such as stumps and fibrous plants, shall be



immediately removed from the feedstock, stored in roll-off containers or bins and be removed from the facility on a weekly basis. All plastic bags shall be removed prior to shredding material.

- (A)** Section 1908.1.11 Fire Access Roadway. A fire access roadway shall be provided to the site and on-site as approved by the Fire code official. It shall have a minimum width based upon site material handling equipment and an approved driving surface as approved by the Fire code official. In no case shall the fire access roadway be less than 20 feet wide.
- (A)** Section 1908.1.12 Storage Site Storage: Sites shall be reasonably level and be solid ground or other approved all-weather surface.
- (A)** Section 1908.1.13 Combustible Vegetation Control: The operator shall clear any combustible material, weeds, brush, trees or other vegetation (including mulch) that is, or could become, dry and could be capable of transmitting fire, from within fifty (50) feet of raw green waste and mulch piles. Clearance shall be to bare earth or approved pavement. Individual growing trees within that distance may remain with approval of the Fire code official.
- (A)** Section 1908.1.14 Pile Separation: Piles shall be separated from adjacent piles and property lines by fire department access roadways.
- (A)** Section 1908.1.15 Sizes of Piles: Pile height, width, and length shall be limited to criteria approved by the Fire code official, based in part on the site material handling equipment. In no case shall the piles exceed 12 feet in height, 100 feet in width and 200 feet in length.
- (A)** Section 1908.1.16 Static Pile Protection: Interior pile temperatures shall be monitored and recorded on a regular basis per the Operational Plan. Internal pile temperatures must be taken at 2/3 the pile height, 12 to 24 inches from the surface with a probe-type thermometer. Readings shall be made at not greater than 50-foot intervals along the length of the pile.

Temperatures above 158 degrees F are known to adversely affect microbial decomposition and are considered excessive. Infrared thermometers may be used to monitor for hot spots at the surface, but are not a substitute for internal probe measurement and documentation.

Once windrows exceed 170 degrees F, the windrows must be reduced in size, be rotated, and be monitored daily until temperatures drop below 158 degrees F. All green waste stockpiles shall be re-mixed as necessary to alleviate any fire due to spontaneous combustion or temperatures above 170 degrees.

Windrows shall be visually inspected on a regular basis. Once fires have been detected in any windrows at a site, this visual inspection shall be a minimum daily requirement. Daily inspections shall continue until the threads of fire no longer exist, and the Fire code official approves suspension.

All temperature and pile-handling records shall be kept on file at the site and be made available for inspection by fire department personnel. Data shall include date, time, temperature, specific location, and person conducting measurement.

#### Section 1908.11 Firefighting Water Supplies and Storage

- (A) Section 1908.11.1 Public Water Supply: the operator shall provide and maintain approved fire hydrants and waterline mains as required by the Fire code official. Water lines may be approved aboveground lines supplied from a reliable water supply with adequate protection against impact and fire flow reaction. Hydrant spacing shall be at 400-foot intervals along primary fire access roadways. Fire flow at the hydrant(s) shall be least 1000 gallons per minute at 20 psi. Duration of the required fire flow shall be as determined by the Fire code official.
- (A) Section 1908.11.2 Private Water Supply: above-groundwater storage tanks may be installed when authorized by the Fire code official where public water supply is not adequate to meet fire flow requirements. Volume and duration of the required fire flow shall be as determined by the Fire code official.
- (A) Section 1908.11.3 Material Handling Equipment: equipment used on all piles should be of a type that minimizes compaction. All vehicles operating on or around the piles shall have a Class A fire extinguisher of a minimum 2-A rating, in addition to the Class B rating appropriate for the vehicles. Approved material-handling equipment shall be available during fire fighting operations for moving wood chips, hogged material, compost, and raw product produced from yard waste and wood fines.
- (A) Section 1908.11.4 Site Equipment Maintenance – General Safety Rules: welding or cutting torch operations shall be conducted a minimum of 30 feet from combustible materials. A fire watch shall be provided to detect fire, and to operate fire-extinguishing equipment throughout the welding or cutting operation and thirty-minutes (30) thereafter. Refueling and on-site maintenance shall meet California Fire Code Chapter 22 & 34 - Flammable and Combustible Liquids, and all other applicable fire code requirements.
- (A) Section 1908.11.5 Site Security: pile storage areas shall be surrounded with approved fencing. Fences shall be a minimum of 6 feet in height.
- (A) Section 1908.11.6 Smoking and Open Burning Prohibited: The operator shall prohibit smoking and open flame on the operational site, including smoking within vehicles.

Approved signs shall be clearly and prominently posted, and shall be enforced by the site operators. No open burning will be allowed on site.

Chapter 22 Motor Fuel – Dispensing Facilities and Repair Garages Section 2205, 2206, and 2210 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A)** Section 2201.1 Scope. Automotive motor-fuel dispensing facilities, marine motor fuel-dispensing facilities, fleet vehicle motor fuel-dispensing facilities and repair garages shall be in accordance with this chapter and the California Building Code, California Plumbing Code and the California Mechanical Code. These operations shall include both operations that are accessible to the public and private operations. Whenever this chapter imposes a requirement that applies to Class IIIA liquids that same requirement shall also apply to Class III liquids.

Chapter 34 Flammable and Combustible Liquids - Section 3405.2.4 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (D)** Section 3405.2.4 Class I, II and III Liquids Exception: 4 is deleted.
- (R)** Section 3406.2.5.2.1 Limitations on Tanks for Gravity Discharge: Gravity dispensing of Class I or II liquids or Class III liquids that are heated up to or above their flash points is prohibited. Dispensing devices for flammable and combustible liquids shall be of an approved type. Approved pumps taking suction from the top of the tank shall be used. Flammable or combustible liquids shall not be dispensed by a device that operates through pressure within a storage tank. Air or oxygen shall not be used to pressurize an aboveground tank.
- (A)** Section 3406.2.8.2. Tank Vehicle As A Substitute For Permanent Tank Prohibited: The use of a tank vehicle in a stationary manner as a substitute for an approved above-ground or below-ground fuel tank is prohibited.

Chapter 38 Liquefied Petroleum Gases - Section 3807.5 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A)** Section 3807.5 Securing Tanks to Ground (LPG) – Tanks shall be secured to prevent the tank from rolling or moving when required by the FAHJ.

Chapter 49 Requirements for the Wildland-Urban Interface Areas is hereby added (A) or Revised (R) or deleted (D) to the Building/Fire Code portion of the California Buildings Standards Code to read as follows:

Chapter 49 Definitions - Section 4902.1 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A) Building Official means the Director of the Department of Planning and Land Use or any person appointed or hired by the Director to administer or enforce the County's planning and construction standards. The building official duties shall include plan checking, inspections and code enforcement.
- (A) Combustible Vegetation means material that in its natural state will readily ignite, burn and transmit fire from native or landscape plants to any structure or other vegetation. Combustible vegetation includes dry grass, brush, weeds, litter or other flammable vegetation that creates a fire hazard.
- (A) Defensible Space is an area either natural or man-made, where material capable of allowing a fire to spread unchecked has been treated, cleared or modified to slow the rate and intensity of an advancing wildfire and to create an area for fire suppression operations to occur.
- (A) Fire Protection Plan (FPP) is a document prepared for a specific project or development proposed for the wildland-urban interface fire area that describes ways to minimize and mitigate potential loss from wildfire exposure, with the purpose of reducing impact on the community's fire protection delivery system.
- (R) Fire Hazard Severity Zones are geographical areas designated pursuant to California Public Resources Code sections 4201 through 4204 and classified as Very High, High and Moderate in State Responsibility Areas or as Local Agency Very High Fire Hazard Severity Zones designated pursuant to California Government Code sections 51175 through 51189.

The California Code of Regulations, Section 1280 entitles maps of these geographical areas as "Maps of the Fire Hazard Severity Zones in the State Responsibility Area of California."

- (A) Fuel Break is an area, strategically located for fighting anticipated fires, where the native vegetation has been permanently modified or replaced so that fires burning into it can be more easily controlled. Fuel breaks divide fire-prone areas into smaller areas for easier fire control and to provide access for fire fighting.
- (A) Local Agency Very High Fire Hazard Severity Zone means an area designated by a local agency upon the recommendation of the Cal Fire Director pursuant to Government Code sections 51177(c), 51178 and 51189 that is not a State

Responsibility Area and where a local agency, city, county, city and county, or district is responsible for fire protection.

- (A) Open Space Easement means any right or interest in perpetuity or for a term for years in open-space land, as that term is defined in Government Code sections 51065(a), acquired by the County, a city or a nonprofit organization where the instrument granting the right or interest imposes restriction on use of the land, to preserve the land for public use or enjoyment of the natural or scenic character of the land.
- (A) Open Space Preserve means open-space land, as that term is defined in Government Code section 65560(b), for the preservation of natural resources, managed production of resources, outdoor recreation, public health and safety, buffer for a military installation or the protection of cultural resources.
- (A) Slope is the variation of terrain from the horizontal; the number of feet, rise or fall per 100 feet, measured horizontally, expressed as a percentage.
- (A) State Responsibility Area means lands that are classified by the Board of Forestry pursuant to Public Resources Code section 4125 where the financial responsibility of preventing and suppressing forest fires is primarily the responsibility of the State.
- (A) Tree Crown means the primary and secondary branches growing out from the main stem, together with twigs and foliage.
- (A) Wildfire is any uncontrolled fire spreading through vegetative fuels that threaten to destroy life, property, or resources as defined in Public Resources Code sections 4103 and 4104.
- (A) Wildfire Exposure is one or a combination of radiant heat, convective heat, direct flame contact and burning embers being projected by vegetation fire to a structure and its immediate environment.
- (A) Wildland-Urban Interface Fire Area is a geographical area identified by the state as a "Fire Hazard Severity Zone" in accordance with the Public Resources Code sections 4201 through 4204 and Government Code sections 51175 through 51189, or other areas designated by the enforcing agency to be at a significant risk from wildfires.

Chapter 49 Wildland-Urban Interface Area Designation - Section 4902.2 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (R)** Section 4902.2 Declaration: The legislative body shall declare the Wildland Interface Areas within the jurisdiction. The Wildland Urban Interface Areas shall be based on the findings of fact. The Wildland Urban Interface Area boundary shall be any geographic area mapped or otherwise identified by the State or local jurisdiction as a High Hazard, or Very High Fire Severity Zone, or as set forth by the Rancho Santa Fe Fire Protection District. (See

Attachment B for map) When the type and condition of vegetation, topography, weather, and structure density, which potentially increases the probability of vegetation conflagration, exists, such area shall be considered a Very High Fire Severity Zone.

Chapter 49 Fire Protection Plan - Section 4903 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

- (A) Section 4903.1 When required: The Department of Planning and Land Use or the Fire Authority Having Jurisdiction may require an applicant for a parcel map, subdivision map, specific plan or major use permit for any property located in a wildland-urban interface fire area to submit a Fire Protection Plan (FPP) as part of the approval process.
- (A) Section 4903.2 Content: The FPP shall consider location, topography, geology, aspect, combustible vegetation (fuel types), climatic conditions and fire history. The plan shall address the following in terms of compliance with applicable codes and regulations including but not limited to: water supply, vehicular and emergency apparatus access, travel time to nearest serving fire station, structural ignitability, structure set back, ignition-resistive building features, fire protection systems and equipment, impacts to existing emergency services, defensible space and vegetation management.

The FPP shall be prepared as prescribed in the County of San Diego Land Use and Environment Group "Guidelines for Determining Significance and Report Format and Content Requirements for Wildland Fire and Fire Protection" document.

Chapter 49 Wildfire Protection Building Construction - Section 4905.4 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(A)** Section 4905.4 Wildland Urban Interface Special Building Construction Regulations are located in the 2010 California Building Code and amendments for the County of San Diego for the following construction features:

1. Standards of Quality
  - a) SFM Standard 12-7A-1 Exterior Wall Siding and Sheathing
  - b) SFM Standard 12-7A-2 Exterior Windows
  - c) SFM Standard 12-7A-3 Horizontal Projections
  - d) SFM Standard 12-7A-4 Decking
  - e) SFM Standard 12-7A-5 Ignition-resistant Materials
2. Roofing Covering & Valleys - Class "A" Very High Fire Hazard Areas

- a) Roof gutters –Prevent debris accumulation
- b) Replacement – more than 50% or more 2,500 square feet roof area
- 3. Skylights – One pane tempered Glass
- 4. Attic Ventilations – prevent intrusion of flame and embers into the attic
- 5. Eave or cornice vents –not allowed in exterior overhang areas
  - a) Eave protection –shall be protected by ignition resistant materials
- 6. Exterior Walls- shall be noncombustible, ignition-resistant materials
  - a) Exterior wall covering – shall extend from the top the foundation and terminate at roof
  - b) Repair/Replacement of exterior wall –less than 30 feet from property line
  - c) Exterior wall Vents - prevent intrusion of flame and embers into the structure
- 7. Exterior glazing and window walls –one pane tempered on dual pane windows
- 8. Exterior door assemblies –approved noncombustible construction or 20 minute rated
- 9. Decking and other appendages – structural supports and framing members shall be non-combustible
  - a) Decking surface – non-combustible, fire treated wood, one-hour fire-resistant
  - b) Testing of alternative decking materials
  - c) Deck remodel or repair -50% or 1,000 square feet
- 10. Under-floor and appendages and floor projections – maintain same ignition-resistant integrity of exterior walls.
  - a) Unenclosed under-floor protection – under-floor areas enclosed to the grade
- 11. Insulation – Paper-faced insulation prohibited in attics or ventilated spaces
- 12. Fences and other structures less than five from a building – non-combustible

Chapter 49 Defensible Space - Section 4907 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(A)**Section 4907.2 Structure Setbacks from Property Lines: The building official shall establish the minimum setbacks for locating a structure on a lot in a wildland-urban interface fire area. The setbacks may be greater than the minimum setbacks provided in the County Zoning Ordinance, when necessary to protect a structure from an unreasonable hazard from a wildfire.

**(A)**Section 4907.2.1 Structure Set Back from Top of Slope: a single story structure shall be setback a minimum 15 feet (4,572 mm) horizontally from top of slope to the

farthest projection from a roof. A single story structure shall be less than 12 feet above grade. A two- story structure shall be setback a minimum of 30 feet (9,144 mm) measured horizontally from top of slope to the farthest projection from a roof. Structures greater than two stories may require greater setback, which is based upon a 2-to1 slope.

- (A)** Section 4907.2.2 General Fire Setbacks: Buildings and structures shall be setback a minimum of 30 feet from property lines and open space easements unless the County Zoning Ordinance requires a greater minimum. When the property line abuts a roadway the setback shall be measured from the centerline of the roadway.

Exception: When both the building official and the FAHJ determine that the hazard from a wildland fire is not significant or when the terrain, parcel size or other constraints on the parcel make the required setback infeasible, the building official may allow the setback to be less than 30 feet from the property line when allowed by the Zoning Ordinance.

- (A)** Section 4907.2.3 Fire Setbacks Adjacent Protected Areas: Buildings and structures shall be setback a minimum of 100 feet from any property line adjacent a national forest, state park, open space preserve or other protected biological resources. This setback may be reduced when additional mitigation measures are employed that are satisfactory to both the FAHJ and the building official.

- (A)** Section 4907.3 Fuel modification: A fuel modification zone shall be required around every building that is designed primarily for human habitation or use or a building designed specifically to house farm animals. Decks, sheds, gazebos, freestanding open-sided shade covers and similar accessory structures less than 250 square feet and 30 feet or more from a dwelling, and fences more than five feet from a dwelling, are not considered structures for the establishment of a fuel modification zone. A fuel modification zone shall comply with the following:

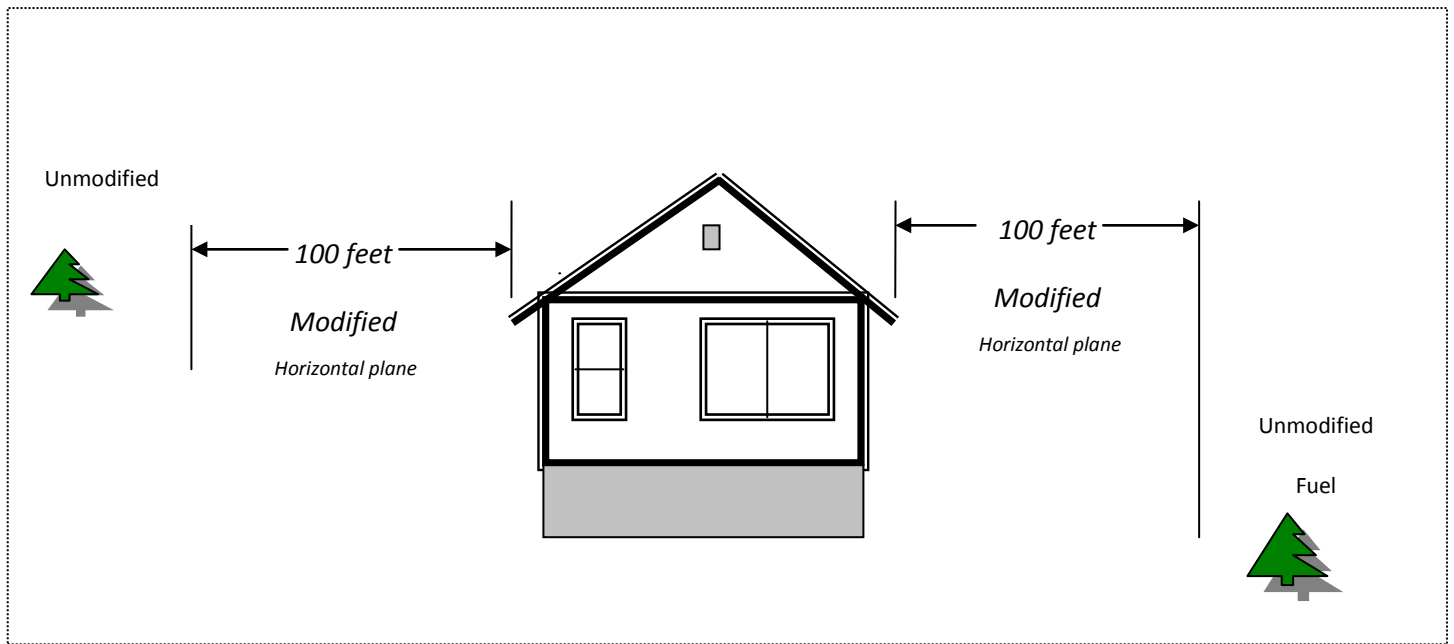
- (a) When a building or structure in a hazardous fire area is located 100 feet or more from the property line the person owning or occupying the building or structure shall maintain a fuel modification zone within 100 feet of the building or structure. The area within 50 feet of a building or structure shall be cleared of vegetation that is not fire resistant and re-planted with fire-resistant plants. In the area between 50 to 100 feet from a building all dead and dying vegetation shall be removed. Native vegetation may remain in this area provided that the vegetation is modified so that combustible vegetation does not occupy more than 50% of the square footage of this area. Weeds and annual grasses to be mowed to a height of 4" to 6". Any chipping that is done on site should be



spread not to exceed 6" in height. Trees may remain in both areas provided that the horizontal distance between crowns of adjacent trees and crowns of trees and structures is not less than 10 feet. See Figure 4907.2.

- (b) When a building or structure in a hazardous fire area is setback less than 100 feet from the property line, the person owning or occupying the building or structure shall meet the requirements in subsection (a) above, to the extent possible, in the area between the building or structure and the property line.
- (c) The building official and the FAHJ may provide lists of prohibited and recommended plants.
- (d) The fuel modification zone shall be located entirely on the subject property unless approved by the FAHJ. This required fuel modification zone may be reduced as allowed in subsection (b) above or increased as required by a fire protection plan.
- (e) When the subject property contains an area designated to protect biological or other sensitive habitat or resource, no building or other structure requiring a fuel modification zone shall be located so as to extend the fuel modification zone into a protected area.

FIGURE 4907.2 MEASUREMENTS OF FUEL MODIFICATION DISTANCE



**(B)** Section 4907.3.1 Fuel Modification of Combustible Vegetation From Sides Of Roadways. The FAHJ may require a property owner to modify combustible vegetation in the area within 20 feet from each side of the driveway or a public or private road adjacent to their property to establish a fuel modification zone. The FAHJ has the right to enter private property to insure the fuel modification zone requirements are met.

Exception: The FAJH may reduce the width of the fuel modification zone if it will not impair access

**(A)**Section 4907.3.2 Community fuel modification: The FAHJ may require a developer, as a condition of issuing a certificate of occupancy, to establish one or more fuel modification zones to protect a new community by reducing the fuel loads adjacent to a community and structures within it. The developer shall assign the land on which any fuel modification zone is established under this section to the association or other common owner group that succeeds the developer as the person responsible for common areas within the community.

**(A)**Section 4907.3.3 Land Ownership: Once a fuel modification zone has been established under section 4907.2.2 the land on which the zone is located shall be under the control of an association or other common ownership established in perpetuity, for the benefit of the community to be protected.

- (A)** Sections 4907.3.4 Community Fuel Modification: Fuel modification zones to protect new communities shall be provided when required by the fire code official in accordance with Section 603 to reduce the fuel loads adjacent to communities and structures within them.
- (A)** Sections 4907.3.5 Land Ownership Fuel modification zone land used to protect a community shall be under the control of an association or other common ownership established in perpetuity, for the benefit of the community to be protected.
- (A)** Sections 4907.3.6 Plans shall be approved prior to fuel modification work. Plans shall be placed on a grading site plan shown in plan view. An elevation plan shall also be provided to indicate the length of the fuel modification zone on the slope. Plans shall include but not limited to: (1) plan showing existing vegetation (2) photographs showing natural condition prior to work being performed, (3) grading plans showing location of proposed structures and set back from top of slope to all structures.
- (A)** Section 4907.4 Maintenance of defensible space: Any person owning, leasing, controlling, operating or maintaining a building or structure required to establish a fuel modification zone pursuant to section 4907.2 shall maintain the defensible space. The FAHJ may enter the property to determine if the person responsible is complying with this section. The FAHJ may issue an order to the person responsible for maintaining the defensible space directing the person to modify or remove non-fire resistant vegetation from defensible space areas, remove leaves, needles and other dead vegetative material from the roof of a building or structure, maintain trees as required by section 4907.3.1 or to take other action the FAHJ determines is necessary to comply with the intent of sections 4903 et seq.
- (A)** Section 4907.4.1 Modified Area: Non-fire-resistive vegetation or growth shall be kept clear of buildings or structures, in accordance with Section 4907.2, in such a manner as to provide a clear area for fire suppression operations.
- (A)** Section 4907.4.2 Responsibility: Persons owning, leasing, controlling, operating or maintaining buildings or structures are responsible for maintenance of defensible spaces. Maintenance of the defensible space shall be annually or as determined by the FAHJ and may include but not limited to the modification or removal of non-fire resistive vegetation and keeping leaves, needles and other dead vegetative material regularly removed from roofs of buildings and structures.
- (A)** Section 4907.4.3. Trees: Crowns of trees located within defensible space shall maintain a minimum horizontal clearance of 10 feet for fire resistant trees and 30 feet for non-fire resistive trees. Mature trees shall be pruned to remove limbs 1/3 the height or 6 feet, whichever is less, above the ground surface adjacent to the trees. Dead wood and litter shall be regularly removed from trees. Ornamental

trees shall be limited to groupings of 2-3 trees with canopies for each grouping separated horizontally as described in Table 4907.3.1.

TABLE 4907.3.1

DISTANCE BETWEEN TREE CANOPIES

Percent of Slope	Required Distances Between Edge of Mature Tree Canopies (1)
0 to 20	10 feet
21 to 40	20 feet
41 plus	30 feet

1. Determined from canopy dimensions as described in Sunset Western Garden Book (Current Edition)

**(A)**Section 4907.5 Landscape Requirements: Objective Provisions of this section are intended to modify fuel load in areas adjacent to structures to create defensible space.

**(A)**Section 4907.5.1 Landscape Submittals: Landscape Plans are required for all residential custom homes, production tract homes, multi-family residential, and commercial buildings. Landscape plans shall be submitted and approved by the Fire District prior to the framing inspection. Landscape plan submittals shall include, at a minimum, a readable scale, the delineation of 100-foot fuel modification zone, the existing vegetation, and all irrigated areas, a plant legend with both botanical and common names and identify all plant material symbols.

**(A)**Section 4907.5.2 Landscaping Requirements: **all** plant materials used shall be approved by the Fire District for plant palette. Landscape plans shall be in accordance with the following criteria.

1. (A) All non-fire resistive trees, including conifers, palms, pepper trees, and eucalyptus, species, shall be planted and maintained so that the tree's drip line at maturity is a minimum 30 feet from any combustible structure. All fire resistive tree species shall be planted and maintained at a minimum of 10 feet from the tree's drip line to any combustible structure.
2. (A) For streetscape plantings, all non-fire resistive trees shall be planted so that the center of the tree trunk is 10 feet from edge of curb. Fire resistive trees can be planted 10 feet from edge of curb to center of tree trunk. Care should be

given to the tree's form selected so that the tree canopy will not encroach into the roadway, nor produce a closed canopy effect.

3. (A) Limit planting of large unbroken masses especially trees and large shrubs. Groups should be two to three trees maximum, with mature foliage of any group separated horizontally by at least 10 feet, if planted on less than 20 percent slope, and 20 feet, if planted on greater than 20 percent slope.
  4. (A) If shrubs are located underneath a tree's drip line, the lowest branch should be at least three times as high as the understory shrubs or 10 feet, whichever is greater.
  5. (A) Existing trees can be pruned 10 feet away from roof, eave, or exterior siding, depending on the tree's physical or flammable characteristics and the building construction features.
  6. (A) All tree branches and palm fronds shall be removed within 10 feet of a fireplace chimney or outdoor barbecue.
- (A) Section 4907.5.3 Orchards, Groves or Vineyards: all orchards, groves, and vineyards shall be kept in a healthy state and maintained as described below. A 10-foot firebreak shall be cleared between the perimeter, orchard trees or row of grape vines and native vegetation or ornamental landscaping. Orchards shall be kept cleaned of dead and or downed trees. Orchards and vineyards shall be free of combustible debris, dead branches and dead foliage. All dead grasses between rows of trees or vines shall be mowed or disked to bare soil.
- (A) Section 4907.5.4 Eucalyptus Forests and Oak Woodlands: all forests and woodlands shall be kept in a healthy state and maintained as described below. The forest or woodlands shall be free of all dead, dying, or diseased trees (excluding tree stumps no higher than six inches above the ground). Dead, dying, or diseased trees shall include insect infested trees, no longer living, in the last stages of growth or infected by a pathogen of any type. If combustible vegetation is located underneath a tree's drip line, the lowest branch shall be at least three times as high as the understory brush or grasses, or ten feet, whichever is greater. This will reduce the build-up of "ladder" fuels. Firewood shall be neatly stacked and shall have a minimum of 30 feet of clearance (no vegetation) around the entire firewood storage area. Debris and trimmings produced by the removal process shall be removed from the site, or if left, shall be converted into mulch by a chipping machine and evenly dispersed to maximum depth of six inches.
- (A) Section 4907.5.5 Landscape Installation: all landscaping shall be installed prior to the final inspection for issuance of certificate of occupancy.

Chapter 49 Construction methods for exterior wildfire exposure - Section 4910 is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(R)** Section 4910.1 Construction Methods For Exterior Wildfire Exposure: the construction methods for exterior wildfire exposure in a wildland-urban interface fire area shall be as provided in Chapter 7A of the County Building Code or section R327 of the County Residential Code. (See Section 4905.4 for Special regulation regarding the Wildland-Urban-Interface Fire Areas)

Appendix "B" Fire-Flow Requirements for Buildings is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(R)** B103.3 Areas Without Water Supply Systems – For information regarding water supplies for firefighting purposes in rural areas and suburban areas in which adequate and reliable water supplies do not exist, the Fire code official is authorized to utilize provisions in Appendix B of this code or the standard published by the Insurance Services Office document entitled "Guide for Determination of Required Fire Flow."

**(D)** B106 Reference Standards Delete reference to ICC IWUIC-06 and NFPA 1142-01 to the Fire Code portion of the California Building Standards Code.

### Section 3

That the geographic limits referred to in certain sections of the 2010 California Fire Code is hereby established as follows:

Chapter 34 Flammable and Combustible Liquids is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(R)** Section 3404.2.9.6 .1 Rancho Santa Fe Fire Protection District in which the storage of Class I and Class II liquids in above-ground tanks outside of buildings is prohibited): The limits referred to in Section 3404.2.9. 6.1 And 3406.2.4.4 of the 2010 California Fire Code and the 2009 International Fire Code in which storage of flammable or combustible liquids in outside aboveground tanks is prohibited are hereby established as the jurisdictional limits of the Rancho Santa Fe Fire Protection District.

EXCEPTIONS:

2,000 gallons maximum temporary above ground tanks meeting UL 2085 for private use on farms, agricultural and rural property, remote construction sites, earth moving projects, gravel pits or borrow pits. Such tanks shall be specially designed, approved, and listed, and have features incorporated into their design, which mitigates concerns for exposure to heat (two-hour fire resistance), ignition sources, and mechanical damage.

Crankcase draining may be stored in specially constructed above ground storage tanks, approved by the Fire code official, with a maximum capacity of 550 gallons. Such tanks may be located within a building when the Fire code official deems appropriate, and the container meets the following: specially designed, approved, and listed containers, which have features incorporated into their design, which mitigates concerns for exposure to heat, ignition sources, and mechanical damage. Containers must be installed and used in accordance with their listing, and provisions must be made for leak and spill containment. In no case shall such storage be permitted in residential or institutional property.

With the Fire Code official's approval, Class I and II liquids may be stored above ground outside of buildings in specially designed, approved, and listed containers, which have features incorporated into their design, which mitigates concerns for exposure to heat, ignition sources, and mechanical damage. Containers must be installed and used in accordance with their listing, and provisions must be made for leak and spill containment. The Fire code official may disapprove the installation of such containers when in his opinion their use presents a risk to life or property.

4. With the Fire code official's approval, temporary storage of a maximum of 10,000 gallons Class II liquids may be permitted for a period not to exceed ninety days (90) at remote construction sites, earth-moving projects, gravel pits, or borrow pits, consistent with 3404 and 3406.

(R) Section 3406.2.4.4 the geographic limits in which the storage of Class I and Class II liquids in aboveground tanks is prohibited in residential areas within the Rancho Santa Fe Fire Protection District.

Chapter 35 Flammable Cryogenic Fluids is hereby added (A), revised (R) or deleted (D) to the Building/Fire Code portion of the California Building Standards Code to read as follows:

**(R)** Section 3506.2 The geographic limits in which the storage of flammable cryogenic fluids in stationary containers is prohibited is hereby established for Rancho Santa Fe

Fire Protection District except for areas zoned for mixed, general or high impact industrial uses.

(R) Section 3804.2 The geographic limits in which the bulk storage of liquefied petroleum gas is prohibited for the protection of heavily populated and congested areas is hereby established as jurisdiction limits of the Rancho Santa Fe Fire Protection District except for areas zoned by the County of San Diego for mixed, general or high impact industrial uses.

Exception: Bulk tanks with a maximum aggregate capacity of 30,000 gallons water capacity for aboveground storage of underground distribution to residential areas, where such storage and distribution meets Fire Code requirements as determined by the FAHJ.

#### Section 4 – Repealing

That Ordinance 2008-02, an Ordinance Of The Rancho Santa Fe Fire Protection District, which Adopts The California Fire Code, 2007 Edition, with Certain Amendments, the 2006 International Fire Code, and National Fire Protection Association Standards 13, 2002 Edition, 13-D, 2007 Edition, and 13-R, 2002 Edition and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

That Ordinance 2008-01, an Ordinance of the Rancho Santa Fe Fire Protection District, which Adopts the International Wildland–Urban Interface Code, 2006 Edition with certain Amendments has been included into the 2010 California Fire Code Chapter 49, Requirements for Wildland-Urban Interface Areas with certain Amendments and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

#### Section 5 – Validity Unconstitutional

That if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Directors hereby declares that it would have passed this ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional.

#### Section 6 – Liability

That nothing in this ordinance or in the Fire Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or



any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 4 of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

### Section 7 – Published

That the Clerk of the Board of Directors is hereby ordered and directed to cause this ordinance to be published. First read at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District of the County of San Diego, California, held on the 22<sup>nd</sup> day of September 2010. A second reading occurred at a regular meeting on 13<sup>th</sup> day of October 2010. A public hearing was held November 10, 2010, and finally adopted and ordered published in the manner required by law at the hearing and meeting on the 10<sup>th</sup> day of November 2010 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Upon passage, the Secretary of the Board shall transmit a copy of this Ordinance to the California Building Standards Commission pursuant to Health and Safety Code section 17958.7.

### Section 8 – Effective

That this ordinance and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect 30 days from and after the date of its final passage and adoption.

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James Ashcraft  
President

ATTEST

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KARLENA RANNALS  
Secretary

# ATTACHMENT “A”

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## FINDINGS

FOR REVISION OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT AMENDMENTS TO THE 2010 CALIFORNIA FIRE CODE OF THE CALIFORNIA CODE OF REGULATIONS TITLE 24, PART 9

As required by Health and Safety Code section 17958 the Rancho Santa Fe Fire Protection District does herewith make express findings that amendments to the 2010 California Fire Code are necessary for the protection of the public health, safety, and welfare due certain climatic, topographic, or geological features existing in the County of San Diego.

The following matrix lists the Rancho Santa Fe Fire Protection District amendments and the corresponding express findings. Minor editorial changes or typographical corrections to the Fire Code are not shown in these findings. The full texts of the proposed Rancho Santa Fe Fire Protection District amendments are shown in Rancho Santa Fe Fire Protection District Fire Code.

Additional Findings for Chapter 49  
Requirements For Wildland-Urban Interface Fire Areas

As required by Health and Safety Code section 17958 the Rancho Santa Fe Board of Directors does herewith make express findings that amendments to the California Building Standards Code are necessary for the protection of the public health, safety and welfare due certain climatic, topographic or geological features existing in the County of San Diego.

### Definitions

Climate The average course or condition of the weather at a particular place over a period of many years, as exhibited in absolute extremes, means and frequencies of given departures from these means (i.e., of temperature, wind velocity, precipitation and other weather elements).

Topography The configuration of landmass surface, including its relief (elevation) and the position of its natural and man-made features that affect the ability to cross or transit a terrain.

Geography A science that deals with the earth and its life, especially the description of land, sea, air, and the distribution of plant and animal life including man and his

industries with reference to the mutual relations of these diverse elements. Webster's Third New California Dictionary

### Climatic Considerations

There are two types of climates: macro and micro. A macro climate affects an entire region and gives the area a general environmental context. A micro climate is a specific variation that could be related to the other two factors, topography and geography. A micro climate may cover a relatively small area or be able to encompass an entire community, as opposed to another community in the same county.

Climatic consideration should be given to the extremes, means, and anomalies of the following weather elements:

1. Temperatures
2. Relative humidifies
3. Precipitation and flooding conditions
4. Wind speed and duration of periods of high velocity
5. Wind direction
6. Fog and other atmospheric conditions.

### Topographic Considerations

Topographic considerations should be given to the presence of the following topographical elements:

1. Elevation and ranges of elevation
2. Location of ridges, drainages and escarpments
3. Percent of grade (slope)
4. Location of roads, bridges and railroads
5. Other topographical features, such as aspect exposure

This information becomes an important part of creating an analysis of urban-wildland areas because topography and slope are key elements (along with fuel type) that create the need for specific ignition-resistance requirements in this code.

### Geographic Considerations

Geography should be evaluated to determine the relationship between man-made improvements (creating an exposure) and factors such as the following:

1. Fuel types, concentration in a mosaic and distribution of fuel types
2. Earthquake fault zone

3. Hazardous material routes
4. Artificial boundaries created by jurisdictional boundaries
5. Vulnerability of infrastructure to damage by climate and topographical concerns

Fuel types are the final component of the findings that suggest the need for identifying urban-wildland areas in a jurisdiction.

## MATRIX OF FINDINGS

### 2010 California Fire Code Amendments

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Section 503.4 Obstruction of fire apparatus access roads	25	5,6,7,8,&9
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Section 503.5.1 Secured gates and barricades	25	5,6,7,8,&9
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Section 508 Water Storage Tanks	28	4,5
Section 507.3 Fire Flow requirements	29	1,3,4,5,9,10
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Section 5075.1.1.2 Multi- Family Fire Hydrant Spacing	30	All
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Appendix “B” Delete B106.6 Referenced standards	49	Deleted
Delete Appendix “H” Hazardous Materials Management Plans (No Amendments to appendix		Deleted

## Findings for the Fire Code

### Finding 1

The Rancho Santa Fe Fire Protection District is situated on the slopes of and at the base of the Coastal Mountains, with drainage from the eastern portion of the district, including the San Dieguito River and Escondido Creek, which when flooded, could result in conditions rendering fire departments vehicular traffic access unduly burdensome or impossible.

Further, the flood conditions described above carries the potential for overcoming the ability of the fire department to aid or assist in fire control, evacuations, rescues and the emergency tasks demands inherent in such situations. The potential for the aforementioned flooding conditions to result in limiting fire department emergency vehicular traffic, with resulting overtaxing fire department personnel, may further cause a substantial or total lack of protection against fire for the buildings and structures located within the jurisdiction.

### Finding 2

The Rancho Santa Fe Fire Protection District is situated near several known major faults, each capable of generating earthquakes of significant magnitude. These include the Rose Canyon Fault, the Coronado Banks, and the Silver Strand Faults, located generally west of the District and the Elsinore Fault, the Agua Caliente Fault, located east of the District. These faults are subject to becoming active at any time; the Rancho Santa Fe Fire Protection District is particularly vulnerable to devastation should such an earthquake occur.

The potential effects of earthquake activity include isolating the Rancho Santa Fe Fire Protection District from the surrounding area and restricting or eliminating internal circulation due to the potential for collapsing of highway overpasses and underpasses, along with other bridges in the district, or an earth slide, and the potential for vertical movement rendering surface travel unduly burdensome or impossible.

### Finding 3

San Diego County Highway S6 bisects the Rancho Santa Fe Fire Protection District. Transportation vehicles carrying known toxic, flammable, explosive, and hazardous materials heavily travel this highway.

The potential for release or threatened release of a hazardous material along this route and others within the district is likely given the volume transported daily. Incidents of this nature will normally require all available emergency response personnel to prevent injury and loss of life and to prevent, as far as practicable, property loss. Emergency personnel responding to such aforementioned incidents may be unduly impeded and delayed in accomplishing an emergency response as a result of this situation. With the potential result of undue and

unnecessary risk to the protection of life and public safety and, in particular, endangering residents and occupants in buildings or structures without the protection of automatic fire sprinklers.

#### Finding 4

The Rancho Santa Fe Fire Protection District and Southern California are semi-arid regions and experience water shortages from time to time. Those shortages can have a severely adverse effect on water availability for fire fighting. Fires starting in sprinkled buildings are typically controlled by one or two sprinkler heads, flowing as little as 13 gallons per minute.

Hose streams used by engine companies on well-established structure fires operate at about 250 gallons per minute each, and the estimated water need for a typical residential fire is 1,250 to 1,500 gallons per minute, according to the Insurance Service Office and the California Fire Code.

Under circumstances such as, lack of water infrastructure, earthquakes, multiple fires and wildland fires within a community, the limited water demands needs of residential fire sprinklers would control and extinguish many fires before they spread from building to wildland. In such a disaster, water demands needed for conflagration firefighting probably would not be available.

#### Finding 5

The topography of the Rancho Santa Fe Fire Protection District presents problems in delivery of emergency services, including fire protection. Hilly terrain has narrowed, winding roads with little circulation, much of these hills are covered with natural vegetation preventing rapid access and orderly evacuation. Much of these hills are covered with highly non-fire-resistive natural vegetation. In addition to access and evacuation problems, the terrain makes delivery of water extremely difficult. Some hill areas are served by water pump systems subject to failure in fire, high winds, earthquake, and other power failure situations. This would only allow domestic gravity feed water from tanks and not enough water for fire fighting.

#### Finding 6

Due to the topography in much of the Rancho Santa Fe Fire Protection District, it is very important that roadways be named and identified in order to facilitate emergency response.

#### Finding 7

Due to the topography in much of the Rancho Santa Fe Fire Protection District, steep, narrow and winding roads and areas of heavy brush are common. These features make it difficult for emergency response personnel to easily, and quickly find the location of the site that requires

assistance. It is therefore essential that street numbers and signs be easily readable to ensure the quickest response times for a given location.

### Finding 8

Due to the topography in much of the Rancho Santa Fe Fire Protection District, roadway condition, gates, angle of approach or departure, steeply sloping roadways and grades are common. In addition, combining potentially severe rainstorms and ground water retention of many areas of the District where there is expansive soil. This produces a condition wherein the moisture content of the soil is sufficient that roadways become damaged due to soil expansion and shrinkage. All weather, paved surfaces capable of supporting the imposed loads of fire apparatus are necessary to ensure access of emergency response personnel. These roadways, gates, approach angles, steep slopes, and grades can also make it difficult for fire apparatus and other emergency vehicles to access a site. It is therefore essential that these roadway accesses be provided with proper all weather, paved surfaces, angle of approach, grades and gate access.

### Finding 9

Areas in the Rancho Santa Fe Fire Protection District can have special fire prevention needs not fully covered by the provisions of the Fire Code itself. This is due to the unique topographic features, demographics, infrastructure, and local economics of the Fire District

### Finding 10

Due to the steeply sloping topography in the Rancho Santa Fe Fire Protection District, the potential exists that new and future development will result in taller buildings on smaller parcels. Defining mid-rise buildings as four stories or more in height and less than from 75 feet in height modifies the application of special provisions for these buildings to all occupancies. Because of the need to mitigate the potential danger of mid-rise buildings this change is necessary. In addition, the limitations of available fire-fighting equipment, limited availability of human resources in local fire departments, and the necessity to climb vertically up flights of stairs greatly impacting the response time to reach an incident scene, it necessary to define the height of mid-rise buildings. The reduced height and built in protection will mitigate extended fire department response time and keep incidents manageable.

### Finding 11

The topography of the Rancho Santa Fe Fire Protection District presents problems in delivery of emergency services, including fire protection. Hilly terrain has narrow, winding roads with little circulation, preventing rapid access and orderly evacuation. Much of these hills are covered with highly non-fire resistive natural vegetation. In addition to access and evacuation problems,

the terrain makes delivery of water extremely difficult. Some hill areas are served by water tank and pump systems are subject to failure in fire, high winds, earthquake and other power failure situations.

The aforementioned problems are set forth in the 2010 California Building Code and amendments.

## Finding 12

The seasonal climatic conditions during the late summer and fall create numerous serious difficulties regarding the control of and protection against fires in the Rancho Santa Fe Fire Protection District. The hot, dry weather typical of this area in summer and fall, coupled with Santa Anna winds and low humidity frequently results in wildfires that threaten or could threaten the Rancho Santa Fe Fire Protection District.

Although some code requirements, such as fire-resistive roof classification, have a direct bearing on building survival in a wildland fire situation, others, such as residential fire sprinklers, may also have a positive effect. In dry climate on low humidity days, many materials are much more easily ignited. More fires are likely to occur and any fire, once started, can expand extremely rapidly. Residential fire sprinklers can arrest a fire starting within a structure before the fire is able to spread to adjacent brush and structures.

A seasonal wind also have the potential for interfering with emergency vehicle access, delaying or making impossible fire responses, because of toppling of extensive plantings of dense chaparral, eucalyptus and confers trees. The trees are subject to uprooting in strong winds due to relatively small root bases compared to the tree itself. The aforementioned problems support the imposition of fire-protection requirements greater than those set forth in the Building Code or Fire Code.

ATTACHMENT "B"

