



# **CAL FIRE**

## **Office of the State Fire Marshal**

### **Wildfire Mitigation Advisory Committee Meeting**

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**August 16, 2022**

# Call to Order

## Welcome!



If you have technical difficulties during this meeting, please contact Kara Garrett at (916) 201-5539 or [Kara.Garrett@fire.ca.gov](mailto:Kara.Garrett@fire.ca.gov)



# Roll Call / Quorum Established

- The State Fire Marshal
  - **Mike Richwine**
- Department of Forestry and Fire Protection
  - **Curtis Brown**
- Department of Conservation
  - **Keali'i Bright**
- Office of Energy Infrastructure Safety
  - **Caroline Thomas Jacobs or Sandy Cooney**
- State Board of Forestry and Fire Protection
  - **J. Lopez**
- Governor's Office of Emergency Services
  - **Ryan Buras or Robert Troy**
- California Department of Insurance
  - **Deborah Halberstadt or Mike Peterson**
- Governor's Office of Planning and Research
  - **Neil Matouka - New**
- California Fire Safe Council
  - **Jessica Martinez**

(Continued on Next Slide)



# Roll Call / Quorum Established

- Insurance Institute for Business & Home Safety
  - **Roy Wright**
- California Fire Chiefs Association
  - **Dave Winnacker or Todd Lando**
- California Building Industry Association
  - **Christopher E. Ochoa or Nick Cammarota**
- University of California Cooperative Extension
  - **Lenya N. Quinn-Davidson**
- California Fire Science Consortium
  - **Yana Valachovic**
- Department of Housing and Community Development
  - **Maziar Movassaghi**
- Rural County Representatives of California
  - **Staci Heaton**
- California Association of Resource Conservation Districts
  - **Sophia Lemmo – New**
- League of California Cities
  - **Sean McGlynn**
- California State Association of Counties
  - **Ed Valenzuela or Catherine Freeman**
- A representative from tribal government
  - **Don Hankins**



# Approval of Past Meeting Minutes – Motion Required

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**WILDFIRE MITIGATION ADVISORY COMMITTEE MEETING**  
**Meeting Minutes – Tuesday, July 19, 2022**  
*Posted August 5, 2022*

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**Committee Members Present**

Curtis Brown, Department of Forestry and Fire Protection  
Mike Richwine, Office of the State Fire Marshal  
Keali'i Bright, Department of Conservation  
Sandy Cooney, Office of Energy Infrastructure Safety  
J. Lopez, State Board of Forestry and Fire Protection  
Robert Troy and Ryan Buras, California Office of Emergency Services  
Deborah Halberstadt, California Department of Insurance (Virtual)  
Clay Kerchof, Office of Planning and Research  
Jessica Martinez, California Fire Safe Council (Virtual)  
Roy Wright, Insurance Institute for Business & Home Safety (Virtual)  
Dave Winnacker and Todd Lando, California Fire Chiefs Association (Virtual)  
Christopher Ochoa, Representative from the Building Industry  
Lanya N. Quinn-Davidson, University of California Cooperative Extension  
Maziar Movassaghi, Department of Housing and Community Development  
Sean McGlynn, League of California Cities  
Don Hankins, Professor, CSU Chico  
Sophia Lemmo, California Association of Resource Conservation Districts (Virtual)

**Members Absent**

California Fire Science Consortium  
Rural County Representatives of California  
California State Association of Counties

**CAL FIRE Staff in Attendance**

Daniel Berlant, Deputy Director  
Steve Hawks, Assistant Deputy Director  
Frank Bigelow, Staff Chief  
Jim McDougald, Staff Chief  
John Morgan, Deputy Chief  
Chris Keithley, Assistant Deputy Director (Virtual)  
Dennis O'Neil, Assistant Chief  
Dave Sapsis, Supervisory Senior Environmental Scientist  
Celeste Jovanovic, Associate Governmental Program Analyst  
Jamie Sammut, Staff Counsel (Virtual)  
Jeff Fuentes, Utility Fire Mitigation Battalion Chief (Virtual)  
Jamie Lydersen, Senior Environmental Scientist (Virtual)  
Kara Garrett, Associate Governmental Program Analyst

**1. CALL TO ORDER 1:01 PM**

**A. Welcome**

The meeting was called to order at 1:01 PM by Mike Richwine.

**Mike Richwine**



# Approval of Past Meeting Minutes – Motion Required

B. Roll Call – Kara Garrett  
Quorum Established with sixteen committee members present, five of which attending virtually.

C. Approval of Past Meeting Minutes (Motion Required) – Mike Richwine  
a. Sandy Cooney requested to add Energy Safety in place of OEIS on page 3.

**Motion:** J. Lopez moved to accept the meeting agenda as amended, Maziar Movassaghi seconded the motion.  
**Action:** All members voted unanimously to approve the motion with the exception of Chris Ochoa who was not present at the last meeting.

D. Agenda Review (Motion Required) – Mike Richwine

**Motion:** Chris Ochoa moved to accept the meeting agenda, Sean McGlynn seconded the motion.  
**Action:** All members voted to unanimously to approve the motion.

## 2. OLD BUSINESS

Daniel Berlant / Steve Hawks

### A. Risk Modeling

- a. Draft Charter Updates
  - i. Members of the Risk Modeling Advisory Workgroup have been contacted. Looking to meet for the first time in August.
  - ii. Pending one more nomination and appointment.
  - iii. Current Draft is on the Wildfire Mitigation Advisory Committee Website at <https://osfm.fire.ca.gov/boards-committees/wildfire-mitigation-advisory-committee/>.
  - iv. During the first meeting the group will finalize the draft charter for review.

### B. Division Reports

- a. Wildfire Risk Reduction Programs:
  - i. Defensible Space Program:
    1. 2022 to-date we have completed more than 86,000 Defensible Space inspections. This is up by more than 15,000 for the same timeframe last year.
    2. Delivery of the statewide defensible space curriculum will continue in 2023. The feedback from our pilot classes was positive. Dates will be published soon to begin filling classes for 2023.
    3. More counties are interested in completing AB 38 inspections in their jurisdictions. We are encouraging them to complete the Defensible Space inspections and share the data as well. This will allow us to get more inspection information in our Database and let our inspectors work in other areas that are needed.



# Approval of Past Meeting Minutes – Motion Required

4. AB 38 inspections survey shows positive reviews of the program. Inspectors strive to meet the demand from the real estate industry across the State, but the Units are having trouble filling all allocated positions due to living wage challenges.
  - a. Question: Curtis Brown – Is there a timeline associated with the requests?
    - i. Yes, we have a goal of making contact and scheduling them out within seven days. Due to different escrow timelines, the importance of making contact is high. The law requires the homeowner, by point of sale, to be in compliance with the defensible space standard. Or the seller can negotiate with the buyer to assume this responsibility and comply within one year of the close of escrow.
  - ii. Home Hardening Program:
    1. CAL FIRE kicked off its Joint Powers Authority with the California Governor's Office of Emergency Services (CalOES) to provide governance for a home hardening retrofit financial assistance program, known as the California Wildfire Mitigation Program.
    2. The Program has developed a statewide home hardening initiative to retrofit, harden, and create defensible space for homes at high risk to wildfires, focusing on high socially-vulnerable communities and providing financial assistance for low- and moderate-income households.
  - iii. Damage Inspection Program:
    1. 33 single family residence destroyed and 16 damaged so far in 2022.
    2. 5 DINS classes and 1 DINM course have been delivered.
    3. 3 DINS and 1 DINM class are scheduled for 2023 but more are likely to be requested.
      - a. Question: Robert Troy – For DINS, are they all CAL FIRE staff? Second part, do we have DINS teams established?
        - i. All DINS people are not CAL FIRE, extended to local governments.
        - ii. We do not have pre-established DINS teams that are pre-determined, you can order the staff from an Incident Management Team (IMTs) or a Unit and that would get you one DINM and two DINS right off the bat. Through the ordering process, those teams go to the incident. There has been thought of having a DINM on an IMT, but it is not as much as a needed team that would go.
  - iv. Bum Permit Program:
    1. The Bum Permit application testing has begun.
    2. We have 15 participants from the field helping our team to find any potential issues in the system. We have started with the web facing



# Approval of Past Meeting Minutes – Motion Required

application first. This includes, creating the burn permit request, then an approved/Denied email is sent to the requestor.

3. This feedback from the field personnel will allow our team to find any missing dialogue or content.
  - a. Question: Lenya N. Quinn-Davidson – Are there CAL FIRE Staff that are testing as applicants?
    - i. Yes, complete user acceptance testing.
    - ii. All user guides are complete.
  - b. Question: J Lopez –
    - i. Are they going to the LRA?
      1. That jurisdiction may adopt our burn permit process but as a general rule, no the LRA dictates the procedure that they are going to use.
  - c. Question: Don Hankins –
    - i. For burn permits, is there a box to check that says, “this is a cultural burn”.
      1. No, let’s meet after to brainstorm on an option.
- v. Utility Wildfire Mitigation Program:
  1. Continue to assist the Office of Energy Infrastructure Safety (Energy Safety) in the review of the 2022 Wildfire Mitigation Plans for the Investor-Owned Utilities (IOUs).
  2. Updates include:
    - a. 5/19 Draft Decision was released for public comment for San Diego Gas & Electric.
    - b. 5/26 Revision notice Issued for Pacific Gas and Electric’s WMP for 13 critical issues, must submit revised WMP 30-60 days.
    - c. 6/2 Draft Decision was released for public comment for Southern California Edison.
    - d. 6/15 Rejection of Liberty and PacifiCorp’s 2022 WMP for incompleteness, must resubmit in 30 days.
    - e. Continued review of Bear Valley and Independent Transmission Operators WMP’s.
  3. Work continues on the evaluation of several types of electrical equipment requesting exemptions from Public Resources Code (PRC) 4292, pole clearance.
  4. Participating in IOU Public Safety Power Shutoff (PSPS) Exercises in preparation for any 2022 PSPS events.
- b. Wildfire Planning and Statistics Programs:
  - i. Pre-Fire Planning Program:
    1. Fire Hazard Severity Zones
      - a. Pilot unit and scientific review was completed in May. FRAP is making small changes to the model and some modifications to the model inputs. The draft statewide SRA map has been created and will be released on August 1st to begin the CAL FIRE Unit and Contract County review



# Approval of Past Meeting Minutes – Motion Required

- process. The CAL FIRE Units and Contract Counties will have until September 2nd to complete the review process.
- b. Region has completed the Unit Fire Plan review and the plans are now with the Pre-Fire Planning program for final review before posting our internet website.
    2. Development of the CalMAPPER mobile application continues.
  - ii. California Incident Data and Statistics Program (CalStats):
    1. CalStats staff have completed the draft of the 2021 Redbook.
    2. The Redbook will now go through the review and approval process before being posted on the department's website.
    3. Mike Morlan started in his new position as Deputy Chief of the CalStats program on July 11th.
  - c. Community Wildfire Mitigation Assistance Programs:
    - i. Land Use Planning/Safety Elements:
      1. Still numerous Safety Element Assessments (SEA) moving forward statewide, numerous SEAs likely to be presented at July Board of Forestry and Fire Protection (Board) Resource Protection Committee meeting.
      2. Working on filling some staffing vacancies in Sacramento.
    - ii. Fire Safe Regulations:
      1. Look forward to the see the process moving forward.
      2. Program staff assisting Board staff with public comments.
    - iii. Subdivision Review:
      1. Numerous Cities and Counties in the review progress now.
    - iv. Firewise USA:
      1. 542 communities in good standing, more than 250 in progress.
      2. Staff are fielding lots of inquiries statewide.
      3. Staff are engaged in numerous other ongoing activities including: OSFM Statutes and Regulations Class, OPR Best Practices Inventory, Training for Local Planners and Fire Hazard Severity Zones.
    - v. Wildfire Prevention Grants:
      1. The CAL FIRE Grants Management Unit continues to work with successful grantees from the June 1st announcement to execute the grant agreements.
      2. GMU will begin to work with the awardees to establish the grant agreements.
      3. Next grant solicitation period timeline is being work on and it anticipated to open in September or October.
  - d. Statistics shared for Year-to-Date Wildfire Statistics (CAL FIRE and Federal). Link available for review at:



# Approval of Past Meeting Minutes – Motion Required

- i. <https://www.fire.ca.gov/stats-events/>
  - ii. Possibly look at changing the Fire Plan name in CalMAPPER (future internal discussion) for McDougald and Bigelow.
- e. We have been working to show the public and all stakeholders the amount of fire prevention and fuels reduction work. We are creating a fuels reduction viewer. The Fuels Reduction map viewer is available for review at:
- i. <https://www.fire.ca.gov/fuels-reduction/>
  - ii. Maziar Movassaghi – Look at adding influence zones to the Fuels Dashboard in future iterations.
  - iii. Question: Robert Troy – Are we using past fire history for this?
    - 1. Yes, we are working with the Natural Resources Agency to adjust and for pre fire planning, we use past fire history.

### 3. NEW BUSINESS

- A. CAL FIRE / CalOES Presentation on the California Wildfire Mitigation Program was presented.
  - a. Question: Roy Wright – What are the follow up measures for the actions for home hardening?
    - i. In all FEMA programs they are required to maintain the mitigation for the useful life of the application.
    - ii. The three pilot communities are in SRA, PRC requires homeowner to maintain the defensible space.
- B. Department of Conservation Presentation on the Regional Forest and Fire Capacity Program was presented.

### 4. ROUNDTABLE

Mike Richwine

- A. Topic Suggestions for Next Meetings – Link to Google Forms Suggestion Portal: <https://forms.gle/Wefq6YnmUGYS8ua9>
  - a. Lenya N. Quinn-Davidson – Continuing to build the first Fire Advisor program for the University Cooperative Extension. Recently hired five more advisors.

### 5. PUBLIC COMMENT

Mike Richwine

- A. No public comment.

### 6. UPCOMING MEETING DATES FOR 2022

Mike Richwine

- A. Third Tuesday of each month starting at 1 PM and ending at 3 PM.
- B. Next meeting is August 16, 2022 in this room.

### 7. MEETING ADJOURNED 2:59 PM

Mike Richwine



# Agenda Review – Motion Required

**WILDFIRE MITIGATION ADVISORY COMMITTEE MEETING**  
**Meeting Agenda – Tuesday, August 16, 2022, 1:00 PM – 3:00 PM**  
*Posted August 5, 2022*



Location:  
CNRA Building, 715 P Street, 2<sup>nd</sup> Floor Conference Room 2-221  
Sacramento, CA 95814

Zoom Meeting Information –

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/85192423489?pwd=dnZYUUhXVFliUTFmT21nMzJYYVlxQT09>

Passcode: 462073

**1. CALL TO ORDER**

- A. Welcome
- B. Roll Call/Quorum Established
- C. Approval of Past Meeting Minutes (Motion Required)
- D. Agenda Review (Motion Required)

**2. OLD BUSINESS**

- A. Risk Modeling
  - 1) Work Group Update
- B. Division Report

**3. NEW BUSINESS**

- A. Office of Energy Infrastructure Safety – Utility Wildfire Mitigation Plans
- B. Office of the State Fire Marshal – SB 190 Model Defensible Space Program

**4. ROUNDTABLE**

**5. PUBLIC COMMENT**

**6. UPCOMING MEETING DATES FOR 2022**

- A. Third Tuesday of each month starting at 1 PM and ending at 3 PM.
- B. Next meeting is September 20, 2022 at a new location:

1) AMU - Helicopter Training Classroom, 5411 Luce Avenue, McClellan 95652

**7. MEETING ADJOURNMENT (Motion Required)**



# Risk Modeling Advisory Workgroup Update

- Risk Modeling Advisory Workgroup Update
  - All members met for the first time yesterday, August 15<sup>th</sup>.
  - More information will be shared as the workgroup moves forward.
  - Contacts for the workgroup are listed below:
    - Jim McDougald
      - [Jim.McDougald@fire.ca.gov](mailto:Jim.McDougald@fire.ca.gov)
    - Celeste Jovanovic
      - [Celeste.Jovanovic@fire.ca.gov](mailto:Celeste.Jovanovic@fire.ca.gov)

# Division Report

## Community Wildfire Preparedness and Mitigation

- **Wildfire Planning and Risk Reduction**
  - Wildfire Risk Reduction
  - Wildfire Planning and Statistics
- **Community Assistance**
  - Land Use Planning
  - Wildfire Prevention Grants



# Division Report

## Wildfire Preparedness Update

### - Defensible Space:

- 2022 to-date we have completed more than 120,000 Defensible Space inspections. This is up by more than 22,900 for the same timeframe last year.
- For the first time in our program history, we met and exceeded the CAL FIRE goal of 250,000 defensible space inspections within the fiscal year! The program completed 289,255 inspections between July 1, 2021 and June 30, 2022.



# Division Report

## Wildfire Preparedness Update

### - Home Hardening:

- Established a JPA with Cal OES designed to develop a state home hardening initiative (California Wildfire Mitigation Program) to retrofit, harden, and create defensible space for homes at high risk to wildfires, focusing on high socially vulnerable communities and providing financial assistance for low- and moderate-income households.
- Successfully developed training curriculum and reference material for home hardening assessors to use in the evaluation of applicant properties of the California Wildfire Mitigation Program.
- Conducting Home Hardening Assessor Training today through Thursday in Lake County for home hardening assessors with new app updates. More training sessions will be planned as additional counties are accepted into the program.

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# Division Report

## Wildfire Preparedness Update

### - Home Hardening:

- Created an intensive home hardening assessment application for assessors to use in the evaluation of applicant properties of the California Wildfire Mitigation Program.
- Updated the Self-Assessment application to include more home hardening aspects so citizens can evaluate their home. This app lets the user know how their home measures up to today's defensible space and home hardening regulations and recommendations.
- Meeting with new counties to expand the California Wildfire Mitigation Program.



# Division Report

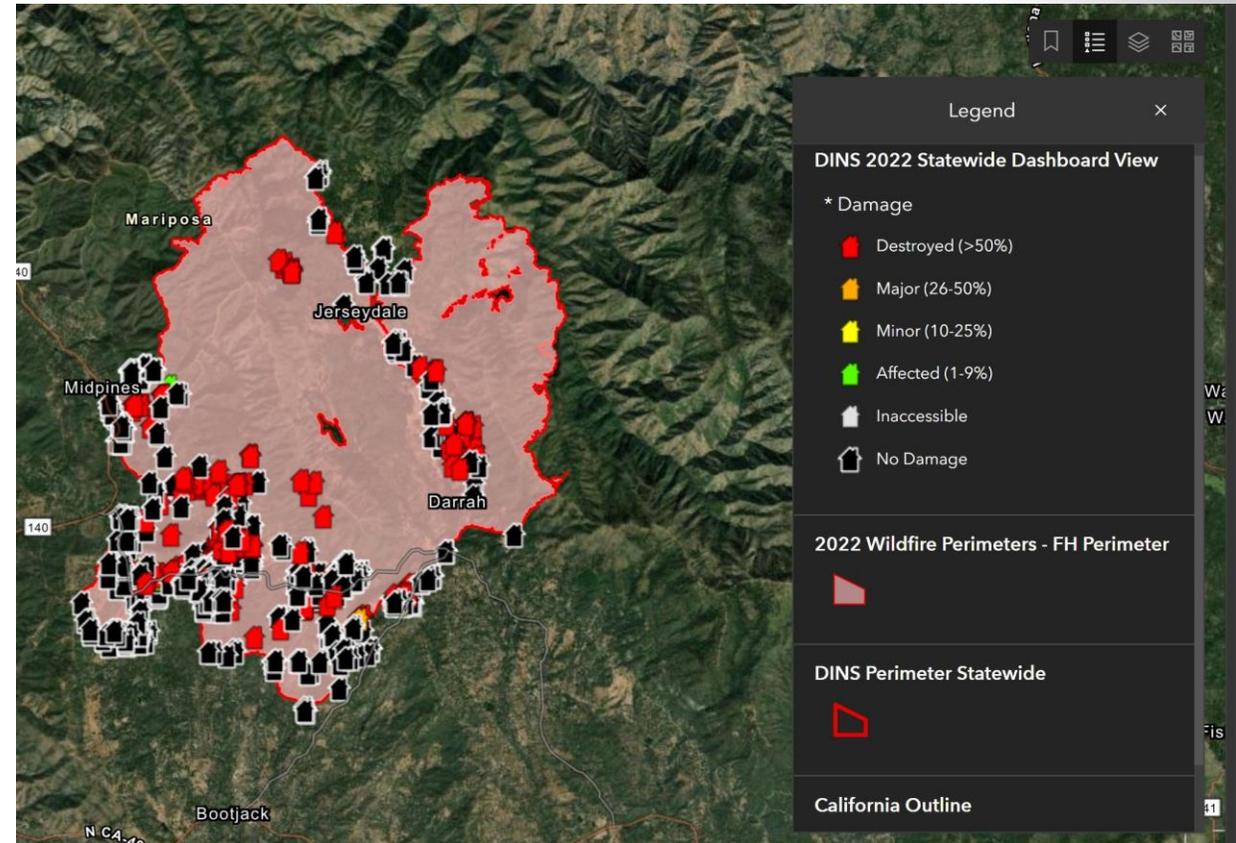
## Wildfire Preparedness Update

### - Damage Inspection:

- Structure Destroyed: 299 single family residences, 5 commercial buildings, and 152 other minor structures.
- Structures Damaged: 30 single family residences and 17 other minor structures.
- Non Damaged: 604 single family residences, 3 multi-family residences, 28 commercial, 1 mixed residential/commercial, 8 infrastructure, and 229 other minor structures.

### - Burn Permits:

- The new automated online application is in beta testing now and is expected to be released in early 2023.



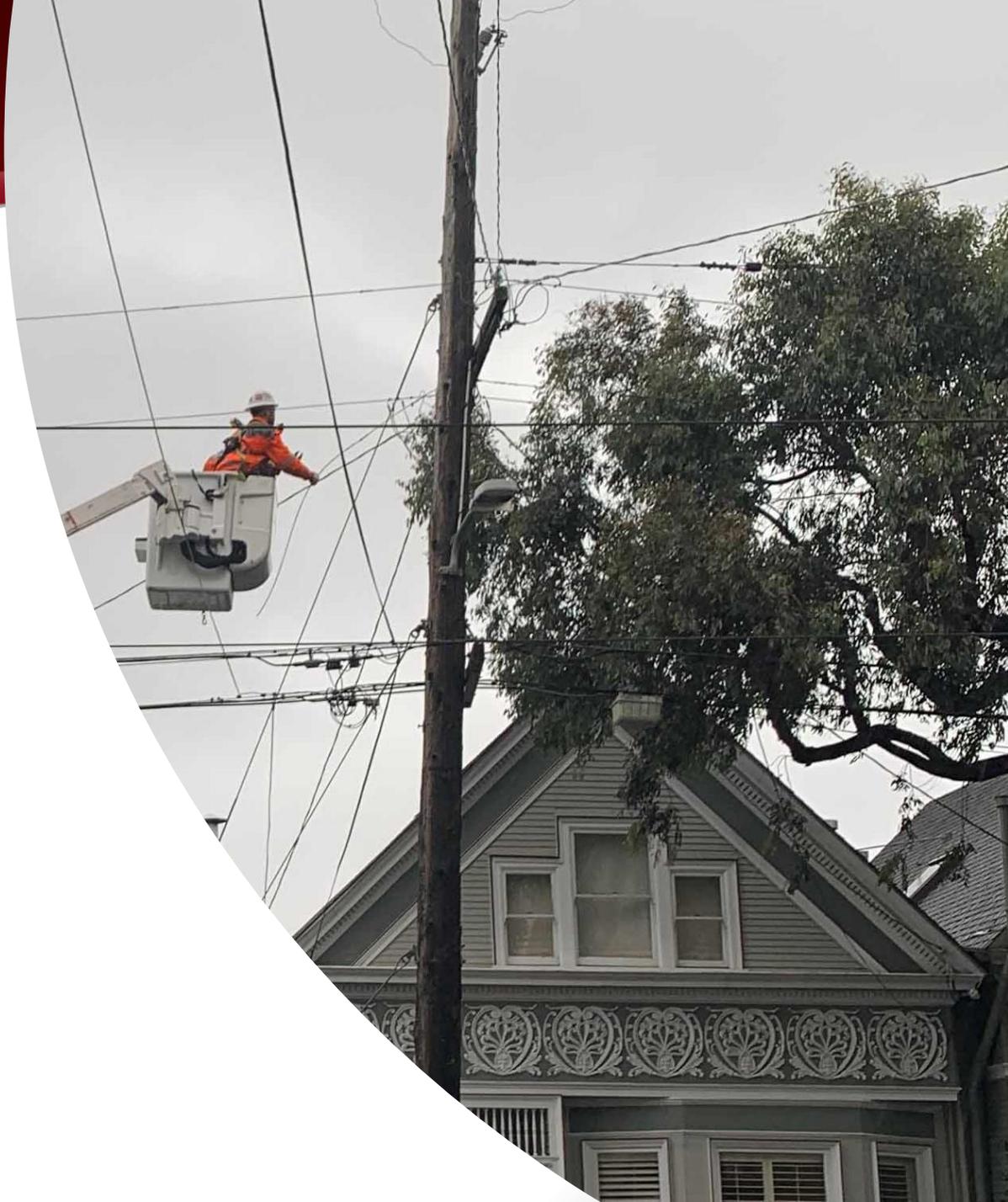
# Division Report

## Utility Wildfire Mitigation Update

- Continue to assist the Office of Energy Infrastructure Safety (OEIS) in the review of the 2022 Wildfire Mitigation Plan (WMP) reviews for the Investor-Owned Utilities (IOU).

### Updates for August:

- 7/5 Energy Safety approved San Diego Gas & Electric's 2022 WMP.
- 7/20 Energy Safety approved Southern California Edison's 2022 WMP.
- 7/22 Energy Safety issued revision notice for Bear Valley Electric Service.
- 7/28 Draft Decision was released for public comment for Independent Transmission Operators Transbay Cable and Horizon West.



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# Division Report

## Utility Wildfire Mitigation Update

- Review of Pacific Gas & Electric, PacifiCorp, and Liberty utilities WMP's continues.
- Working on filling a Battalion Chief vacancy within the program.
- CAL FIRE leadership participated on the dais for the Public Safety Power Shutoff Pre-Season Preparedness Briefings with CPUC commissioners and executives from CalOES, Energy Safety, and the utilities.
- Finalized the Powerline Fire Prevention Field Guide Equipment Identification Pocket Guide updates through a working group and the pocket guides are currently in the printing phase. Will be distributing the pocket guides to all CAL FIRE Units.



# Division Report

## Wildfire Planning and Statistics Update

### - Pre-Fire Planning

- 2022 Annual Unit Fire Plans were posted to our public website on August 9<sup>th</sup>.
  - <https://osfm.fire.ca.gov/divisions/community-wildfire-preparedness-and-mitigation/fire-plan/>
- Fire Hazard Severity Zone SRA map review training and Unit/Contract County review started on August 2<sup>nd</sup> and will be completed September 9<sup>th</sup>.
- CalMAPPER Quality Assurance/Quality Control is underway with Units and Programs and will be completed October 1<sup>st</sup> for fiscal year 2021/22.
- CAL FIRE recently launched a new online interactive fuels reduction viewer, which provides a look at completed fuels reduction projects over the last two fiscal years (20/21 and 21/22).
  - The viewer can be found on the new webpage:
    - » [www.fire.ca.gov/fuels-reduction/](http://www.fire.ca.gov/fuels-reduction/)



# Division Report

## Wildfire Planning and Statistics Update

- **California Incident Data & Statistics**
  - National Fire Incident Reporting System (NFIRS):
    - Implementing NFIRS Quality Assurance reports using the eNFIRS analytics tools to improve the timeliness, validity, and consistency of California NFIRS reporting.
    - Uploaded all of California's 2021 NFIRS data to the national database.
    - California has now fully transitioned to the new eNFIRS importing process.
  - 2021 Redbook Review:
    - Currently in Department's Green Sheet Approval Process.
    - Currently in progress at the Regions.



# Division Report

## Land Use Planning Update

- **Land Use Planning / Safety Elements:**
  - Numerous Safety Element Assessments (SEAs) moving forward statewide. Many SEAs will likely to be presented at August Resource Protection Committee meeting.
- **Fire Safe Regulations:**
  - The “State Minimum Fire Safe Regulations, 2021” will be heard at the Board of Forestry and Fire Protection meeting held tomorrow.
  - The “State Minimum Fire Safe Regulations, 2021” will consider the adoption of the rule text and approval of the Final Statement of Reasons.

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# Division Report

## Land Use Planning Update

### - Subdivision Review:

- San Diego County and incorporated cities subdivision review reports are being heard at the Board's Resource Protection Committee occurring today.
- Working with the counties of Sonoma, Marin, Lassen, Modoc, El Dorado, Nevada, and Riverside.

### - Firewise USA:

- 542 communities in good standing, with more than 290 in progress.



# Division Report

## Wildfire Prevention Grants Update

- The CAL FIRE Wildfire Prevention Grants Program anticipates opening its next open solicitation period in October. Visit the Wildfire Prevention Grants webpage for updates on grant opportunities and sign up for our CAL FIRE Grants email service.
  - <https://www.fire.ca.gov/grants/wildfire-prevention/>
- The Program is planning to hold a workshop prior to the next solicitation to get feedback from stakeholders on potential improvements to the Program.



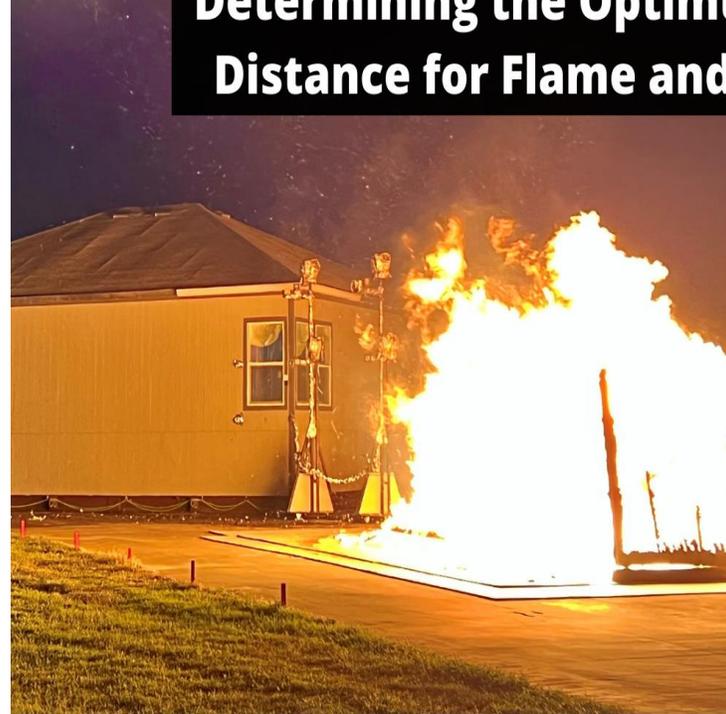
# Division Report

## Additional Update

- Staff traveled to the Insurance Institute for Business & Home Safety (IBHS) to participate in one of the experiments that is part of the [Structure Separation Experiment](#) (SSE) being funded by CAL FIRE. The SSE is being conducted in three phases and looks at the complex relationship of structure-to-structure fire spread. The experiment we witnessed at IBHS's facility went very well.



**Structure Separation Experiment –  
Determining the Optimum Structure Separation  
Distance for Flame and Radiant Heat Exposure**



# Division Report

## Additional Update

- While at the IBHS facility, IBHS performed an experiment to demonstrate the science behind a noncombustible Zone 0.



**Regular  
Landscape**

**0-5 foot  
Non-combustible**



# Division Report

## Additional Update

- Headwaters Economics in collaboration with IBHS released a new report called [Construction Costs for a Wildfire-Resistant Home: California Edition](#). This is a follow up report to the [Building a Wildfire-Resistant Home: Codes and Costs](#) report released in 2018. The California Edition report compares the cost of constructing a home to three different levels of wildfire resistance in Redding and Los Angeles, California.
  - Baseline home compliant with the minimum requirements of Chapter 7A.
  - Enhanced home augmenting Chapter 7A with a vertical under-deck enclosure around the perimeter of the deck and a noncombustible Zone 0, including under and around decks. \$3K added cost.
  - Optimum home constructed to the most stringent, noncombustible materials, or in some cases, a “code plus” option based on research and best judgement. \$18 - \$27K added cost.



## Construction Costs for a Wildfire-Resistant Home

California Edition

July 2022



# OFFICE OF ENERGY INFRASTRUCTURE SAFETY

A California Natural Resources Agency

**Update on 2022 Wildfire Mitigation Plan Evaluations**  
**Presentation to the Wildfire Mitigation Advisory Council**

August 16, 2022



# Who We Are

On July 1, 2021, the Office of Energy Infrastructure Safety was established as a new state department under the California Natural Resources Agency to ensure electrical utilities are reducing utility-related wildfire risk. Our mission expanded to underground safety with the addition of the Underground Facilities Safe Excavation Board in January 2022.

## Our Vision

A sustainable California, with **no catastrophic utility-related wildfires**, that has access to safe, affordable, and reliable electricity.

## Guiding Principles

- **Effective collaboration:** Coordinating an integrated utility wildfire mitigation approach
- **Local perspective:** Developing a flexible, localized utility wildfire mitigation approach
- **Long-term resilience:** Creating a planning horizon to focus on longer-term resilience and adaptation
- **Risk-informed, data-supported decisions:** Using data effectively to understand and plan for risk



# Legislative History & Mandate

Created by Assembly Bill 1054 (2019) and Assembly Bill 111 (2019) in response to the tragic fires of 2017 and 2018.

- **Wildfire Safety Division** established January 2020
- **Office of Energy Infrastructure Safety** established July 2021
- **Underground Facilities Safe Excavation Board** transferred January 2022  
Transferred through Senate Bill 856 (2020).

## High-level Regulatory Scope

- 1) Oversee and enforce electrical corporation compliance with wildfire safety rules and regulations. (Pub. Util. Code, §§ 8385 et seq.)
- 2) Set “locate & mark” safety standards, coordinate education programs, and investigate excavation damage of underground facilities due to “dig-ins”. (Gov. Code, § 4216.12)



# Innovative Regulatory Framework

Enacted to reduce utility-ignited wildfires through investments in electrical grid resiliency and mandated utility safety reforms.

## Key Elements

- Separated **wildfire safety oversight** from ratemaking
- 3-year **Wildfire Mitigation Plan** w/ 23 specific content requirements
- Created a **Wildfire Safety Advisory Board** of technical experts to advise the Office of Energy Infrastructure Safety
- Created annual **safety culture assessments**
- Created a voluntary **Safety Certification** w/ seven conditions, which encourage electrical corporations to invest in safety, including requiring safety metrics in executive incentive compensation.



# Core Statutory Responsibilities



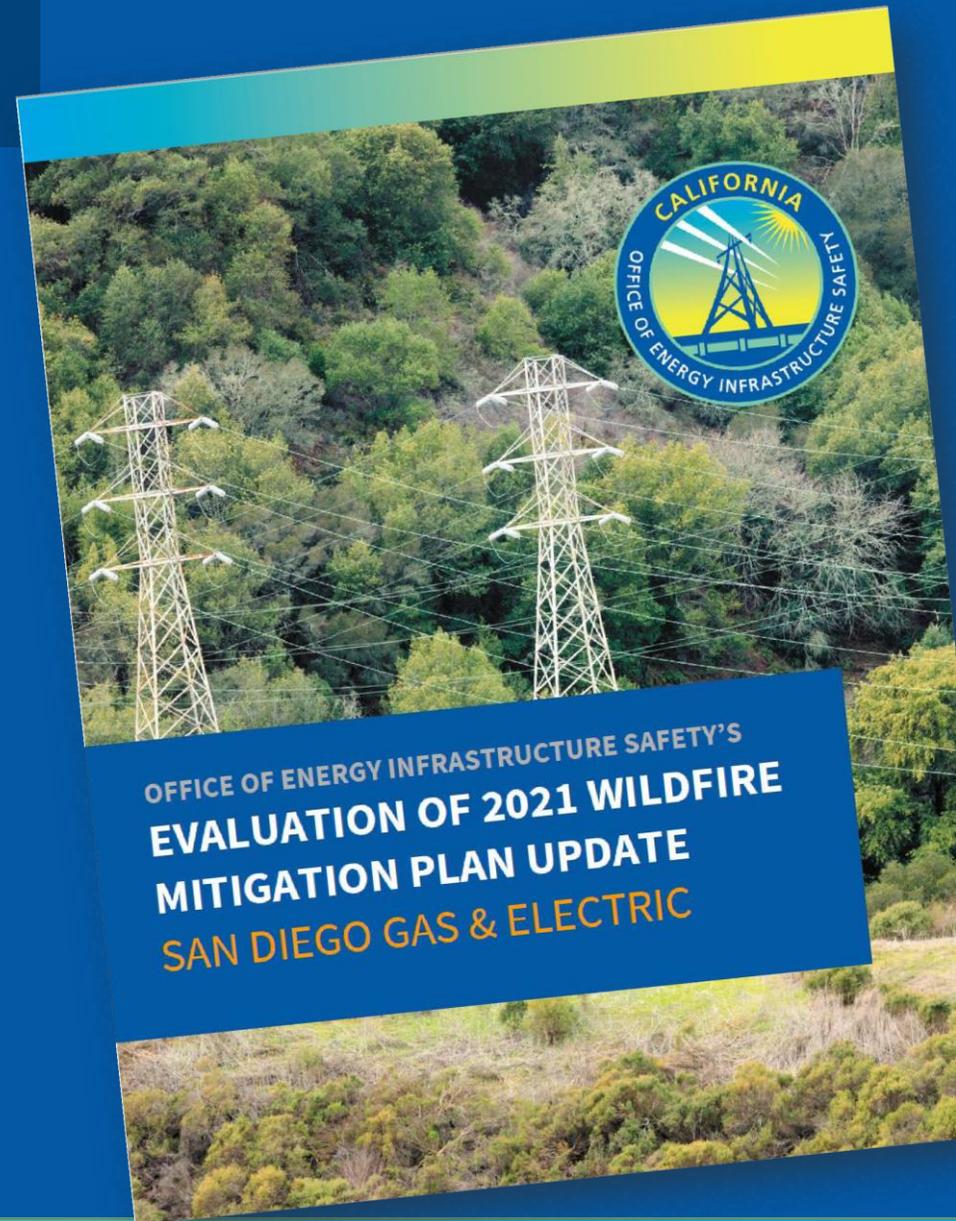
- Wildfire Mitigation Plans (WMP) Evaluation
- WMP Compliance Assurance
- Annual Safety Culture Assessments
- Safety Certification Review
- Executive Compensation Structure Review

- Set Safety Standards for Locate & Mark and Excavation Practices
- Coordinate Education and Outreach programs
- Investigate Excavation Dig-ins & Recommend Enforcement Actions



# Wildfire Mitigation Plans

- How do utilities understand their wildfire risk?
- How are they mitigating that risk?
- How are they improving over time?

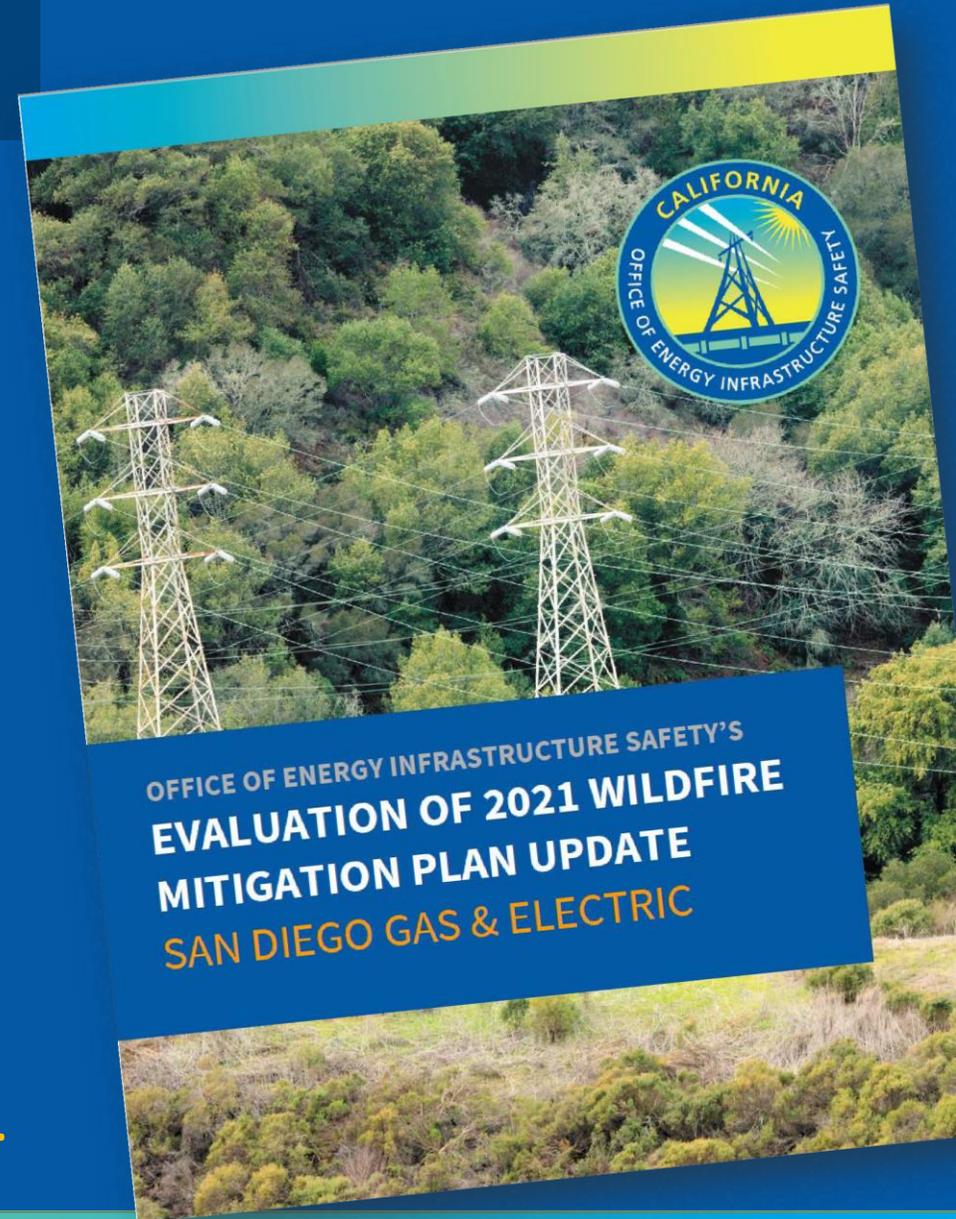


# Plan Evaluation Process

Established new, public evaluation process in 2020 to enable cross comparisons and encourage growth.

- Standardized Template
- Performance Metrics
- Maturity Survey
- Assess Plans for:
  - a) Completeness
  - b) Technical Feasibility
  - c) Resource Use Efficiency
  - d) Forward-looking Growth

Have authority to require revisions to a Plan before decision.

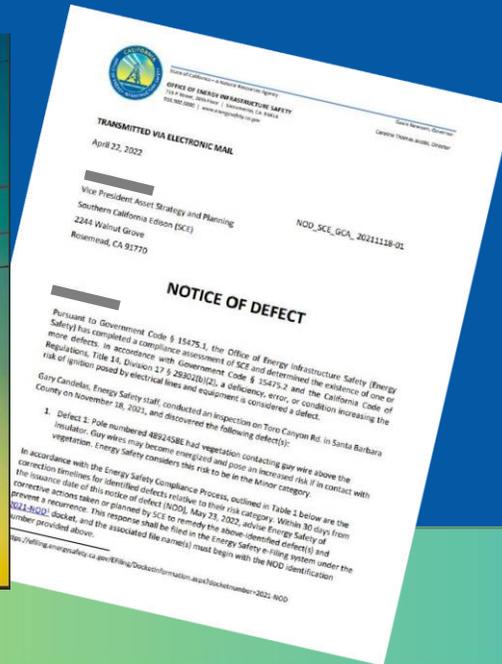
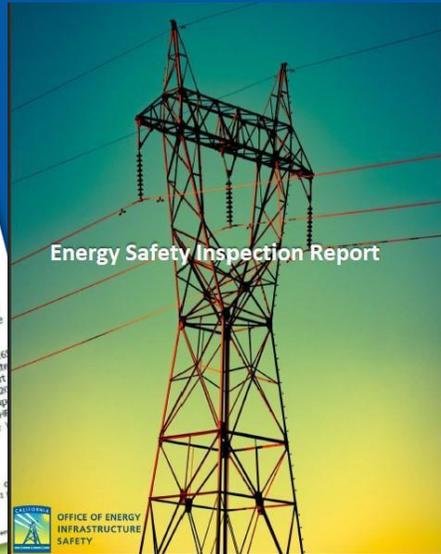
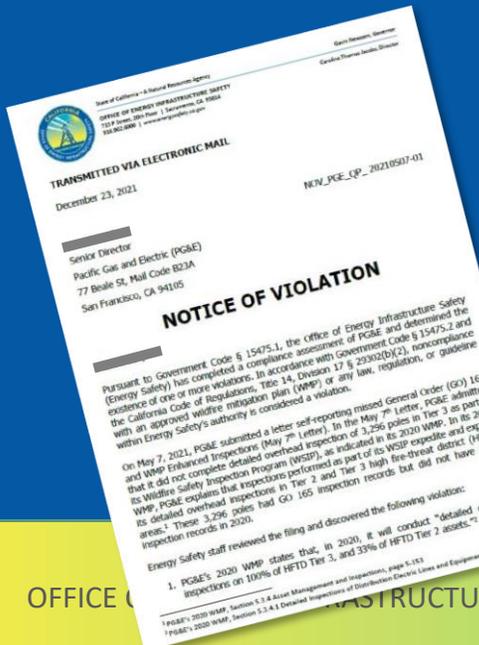


# Wildfire Mitigation Plan Compliance

## Inspections, Audits, and Investigations

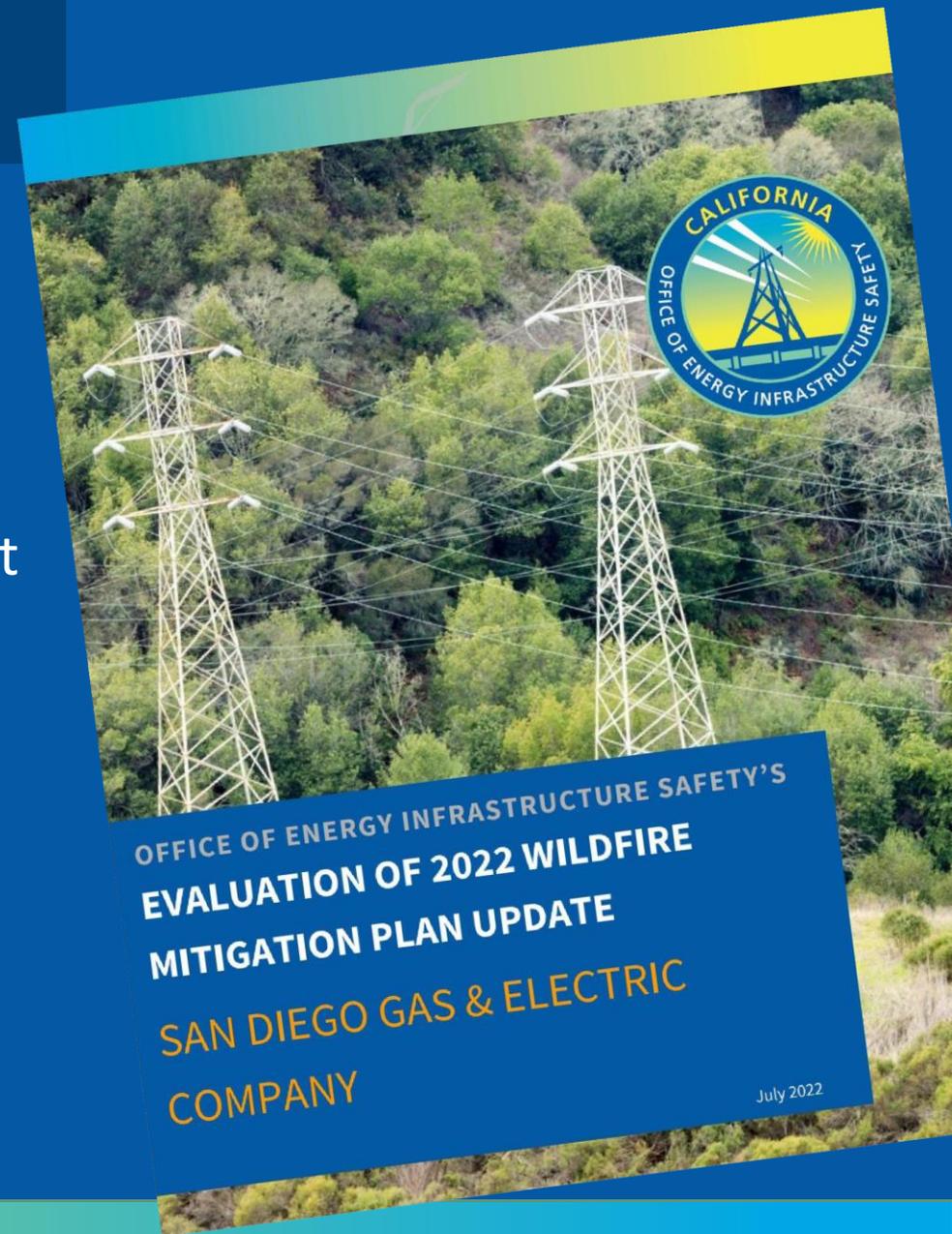
Since program inception in May 2020:

- Conducted over 25,000 inspection activities
- Directed corrective action on over 600 defects & violations
- Directed Independent Evaluation of 2020 & 2021 Plan implementation
- Issuing final compliance report for 2020 Plans in Fall 2022



# 2022 Wildfire Mitigation Plans

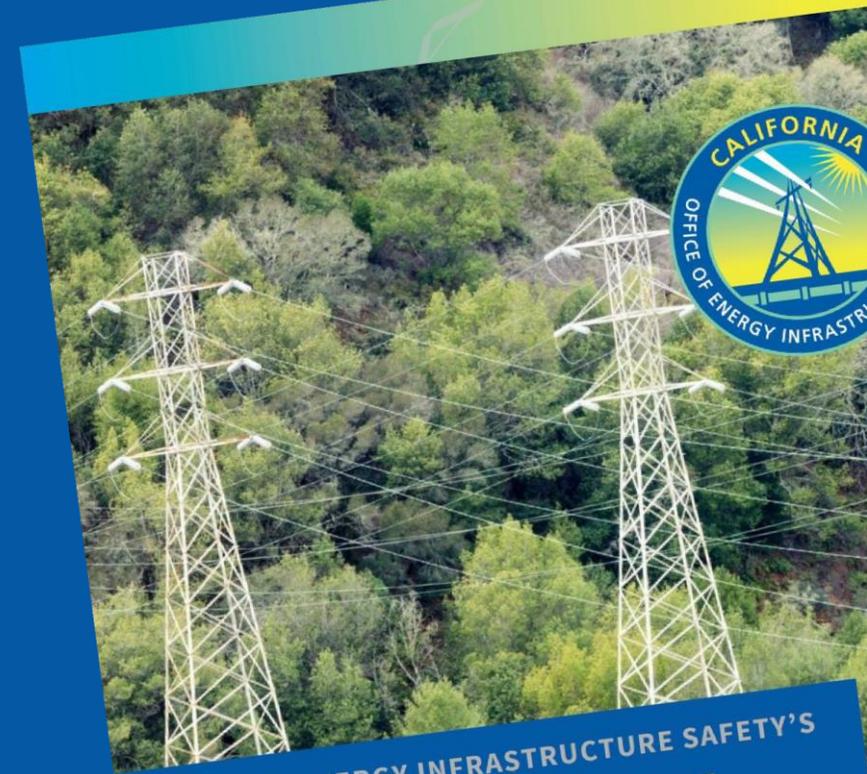
- SCE & SDGE 2022 WMP Updates are approved.
- Issued PG&E a Revision Notice on 5/26. Revised 2022 WMP now under evaluation.
- Rejected Liberty and PacifiCorp and ordered to resubmit on 6/15 due to incompleteness. 2022 WMP resubmissions are now under evaluation.
- Issued Bear Valley a Revision Notice on 7/22.
- Trans Bay Cable and Horizon West 2022 WMPs Draft Decisions published 7/28 for public comment.



# Key Areas of Progress since 2020

Since 2020 electrical corporations have:

- Increased their maturity levels across 10 broad categories, incl grid hardening, asset inspection & maintenance and situational awareness & forecasting.
- Built and matured risk modeling & assessment capabilities and begun to integrate risk prioritization across their enterprise.
- Replaced and upgraded thousands of old components such as fuses, poles, and remote sensing devices.
- Begun redesigning and rebuilding their grid to new “hardened” standards.
- Installed a wide network of weather stations and cameras and built sophisticated situational awareness & forecasting capabilities.



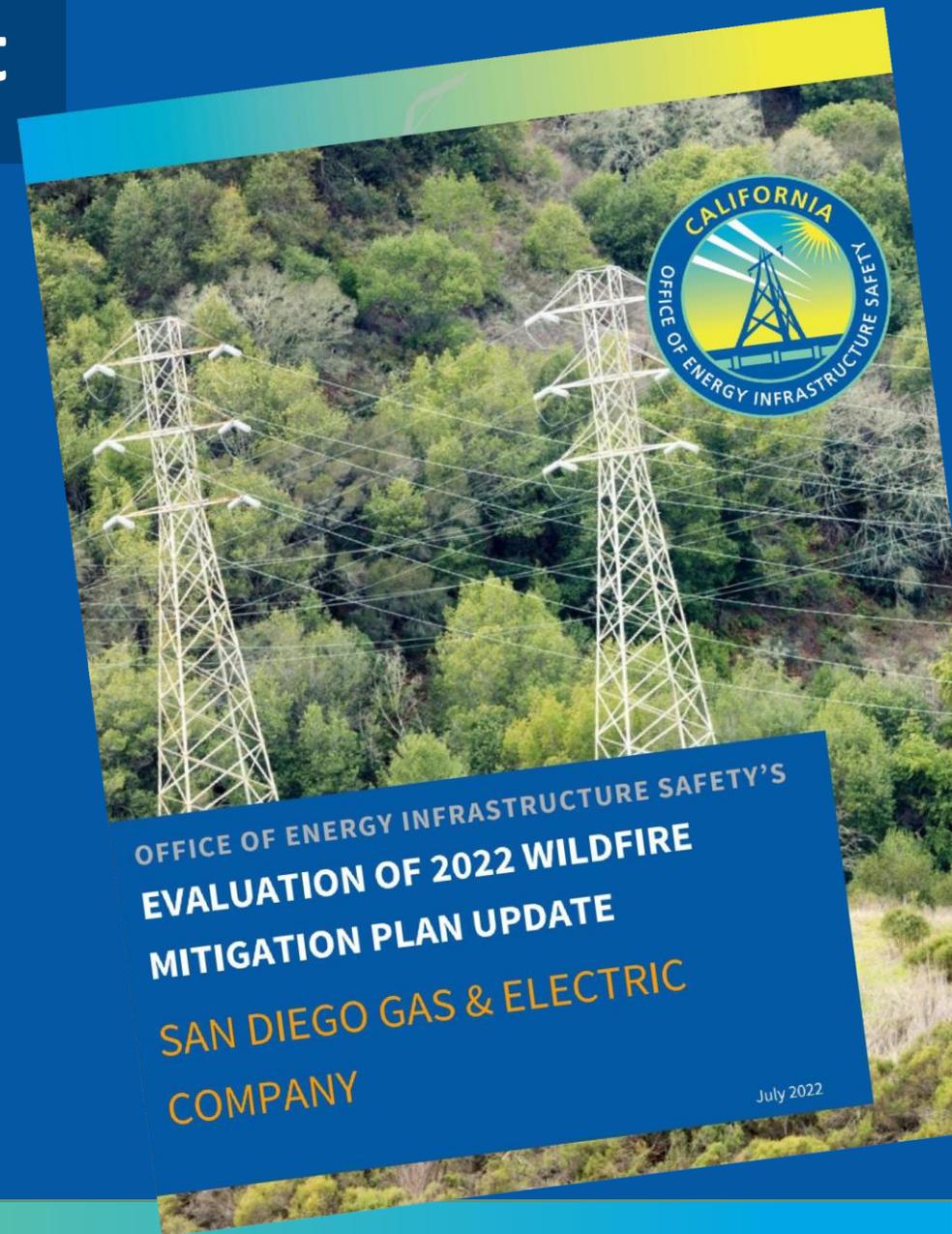
OFFICE OF ENERGY INFRASTRUCTURE SAFETY'S  
EVALUATION OF 2022 WILDFIRE  
MITIGATION PLAN UPDATE  
SAN DIEGO GAS & ELECTRIC  
COMPANY

July 2022

# Joint Areas of Continued Improvement

Energy Safety has required:

- 2021 Joint Effectiveness Study on Enhanced Vegetation Management
- 2021 Joint Effectiveness Study on Covered Conductor
- 2021 Risk Modeling Workgroup (con't)
- 2022 Collaboration on Best Practices for Integrating Climate Change Impacts into Risk Modeling
- 2022 Vegetation Management Best Practices Scoping Meeting



# Utility-specific Areas of Continued Improvement

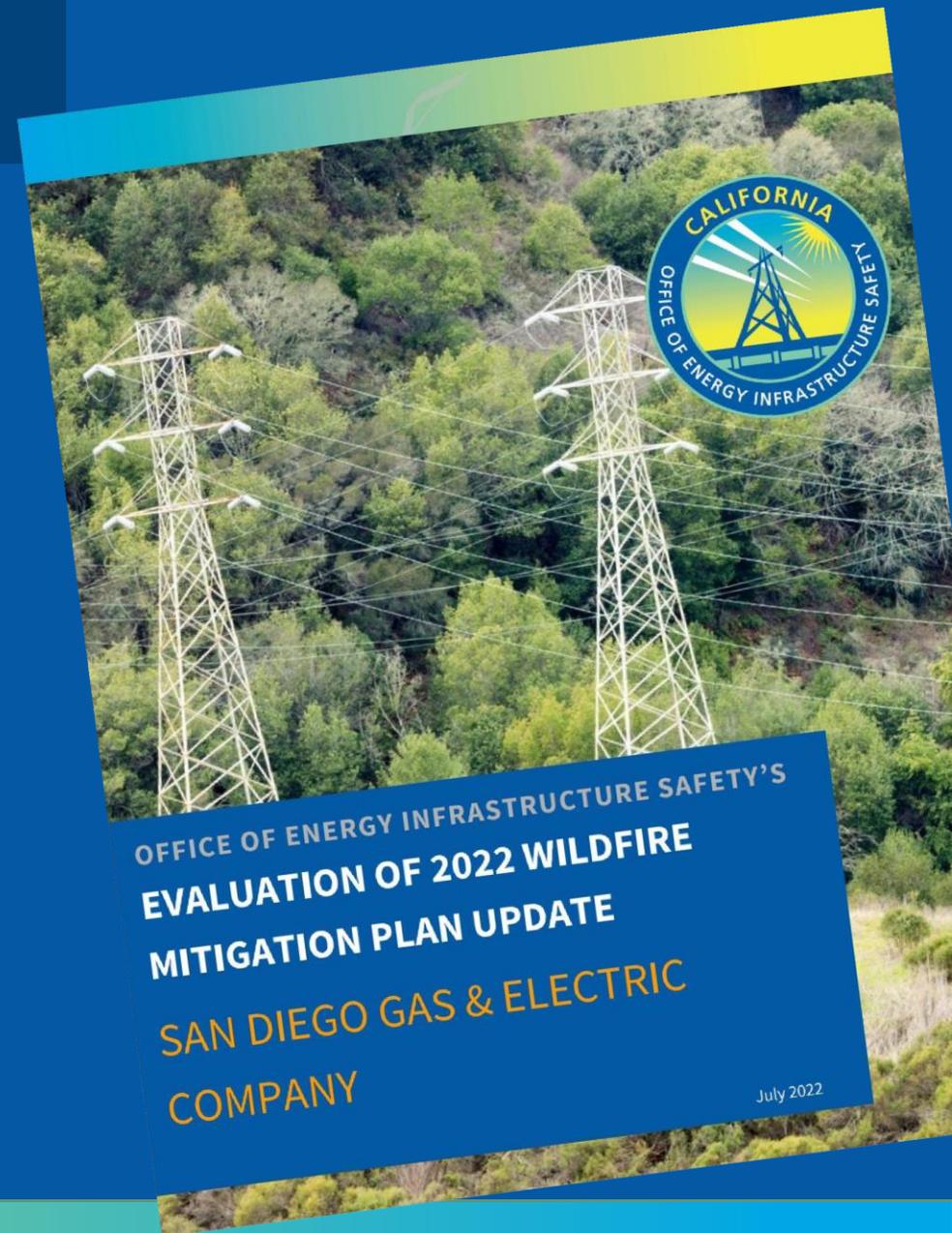
## Sample ACI

SDGE-22-23. PSPS Wind Threshold Change Evaluations.

Description: SDG&E has not yet evaluated PSPS threshold changes as a result of installing covered conductor.

Required Progress: In its 2023 WMP, SDG&E must:

- Coordinate with other utilities to understand the impacts of installing covered conductor and associated changes that could be made to PSPS thresholds as a result.
- Provide a summary of key findings, including any changes implemented to SDG&E's PSPS procedures or practices.
- Provide any studies completed by third-parties on wind speed thresholds for covered conductor, or, if not yet completed, a timeline for completion.
- Provide a description and associated justification of any modifications to PSPS wind speed thresholds since the 2022 Update. Discussed in Section 4.6.6, "Grid Operations and Operating Protocols, Including PSPS."





# DATA DRIVEN FORWARD-THINKING INNOVATIVE SAFETY FOCUSED

[www.energysafety.ca.gov](http://www.energysafety.ca.gov)

## OFFICE OF ENERGY INFRASTRUCTURE SAFETY

A California Natural Resources Agency

715 P Street, 20th Floor  
Sacramento, CA 95814  
916.902.6000





## Office of the State Fire Marshal

### Overview of the SB 190 Model Defensible Space Program

Presented by:

Frank Bigelow, **Staff Chief - Wildfire Risk Reduction**

John Morgan, **Deputy Chief - Wildfire Preparedness**



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Wildfire Mitigation Advisory Committee Agenda Item – SB 190 – Model Defensible Space Program

(d) (1) The Office of the State Fire Marshal shall develop a model defensible space program that shall be made available for use by a city, county, or city and county in the enforcement of the defensible space provisions of Section 51182 of this code and subdivision (a) of Section 4291 of the Public Resources Code. In the development of this program, the State Fire Marshal shall consult with representatives from local, state, and federal fire services, local government, building officials, utility companies, the building industry, insurers and insurance research organizations, and the environmental community. Components of the program shall include, but not be limited to, all of the following:

(A) General guidelines for creating and maintaining defensible space around specified structures, including appropriate guidelines and definitions for vegetation management.

(B) Suggested minimum qualifications needed for enforcement personnel.

(C) Enforcement mechanisms for compliance with and maintenance of defensible space requirements, including, but not limited to, the following:

(i) Site inspections.

(ii) Procedures for notifying a property owner of a violation.

(iii) Timelines for corrective action by a property owner and for reinspection.

(iv) Citations requiring abatement of a violation and subsequent removal of a fire hazard within the defensible space boundaries.

(v) Suggested administrative procedures that allow for appeal of the citation by the property owner.

(2) If a defensible space program is adopted, the local agency for enforcement of this program may recover the actual cost of abatement and may cause a notice of abatement lien to be recorded in the county in which the real property is located. The notice shall, at a minimum, identify the record owner or possessor of the property, set forth the last known address of the record owner or possessor, set forth the date upon which abatement was ordered by the local agency and the date the abatement was completed, and include a description of the real property subject to the lien and the amount of the abatement cost.

(3) The model defensible space program required pursuant to this subdivision shall be updated whenever the department substantially updates the guidance documents created pursuant to subdivision (c) of Section 51182 of this code and subdivision (e) of Section 4291 of the Public Resources Code.

(4) In order to develop and implement this subdivision and support any required update of the guidance documents identified in subdivision (c) of Section 51182 of this code and subdivision (e) of Section 4291 of the Public Resources Code, the Office of the State Fire Marshal is authorized to expend funds from the Building Standards Administration Special Revolving Fund, upon an appropriation by the Legislature, pursuant to Section 18931.7 of the Health and Safety Code.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Appendix A:

#### HAZARDOUS VEGETATION AND COMBUSTIBLE MATERIAL ABATEMENT

##### Findings

- A. The City, County, or City and County City Council/Board of Supervisors supports improved defensible space for each parcel within the local agency's jurisdiction. This City Council/Board of Supervisors recognizes that abatement may be required of hazardous vegetation and combustible materials for a parcel on which a protected building or structure is located. This Article extends and supplements state law, utilizing the same treatment requirements as provided by Government Code 51182, to ensure defensible space is maintained on parcels adjacent to improved parcels and along emergency access and evacuation routes and fire access easements so that landowners benefit from defensible space on adjacent parcels where appropriate.
1. The City, County, or City and County City Council/Board of Supervisors supports improved defensible space for each parcel within the local agency's jurisdiction. This City Council/Board of Supervisors recognizes that abatement may be required of hazardous vegetation and combustible materials beyond the property line of a parcel on which a protected building or structure is located or the potential impact that hazardous vegetation beyond a property line could have on an adjacent improved parcel. This Article extends and supplements state law, utilizing the same treatment requirements as provided by Government Code 51182, to ensure defensible space is maintained on parcels adjacent to improved parcels and along emergency access and evacuation routes and fire access easements so that landowners benefit from defensible space on adjacent parcels where appropriate.
- B. During the fire season, City, County, or City and County generally has a dry, arid climate conducive to wildfires. City, County, or City and County also has a very diverse and complex landscape, which includes dry, brush-covered, and grass-covered wildlands, mountainous areas, dense heavily forested properties, and other terrains which are home to many sensitive plant and animal species. Many of the City, County, or City and County's native and non-native plant species can be highly combustible during normal dry periods and have contributed to significant wildfires within the City, County, or City and County. Difficult topography, terrain, and weather conditions exacerbate the fire danger and the difficulty of fighting wildfires, and have resulted in catastrophic fire losses to life, property, and the environment.
- C. Of paramount importance to the City, County, or City and County Council/Board of Supervisors and the citizens of City, County, or City and County are the protection of lives and structures from the threat of wildfire, and the safety of public safety personnel during wildfires. The proper establishment of defensible space benefits property owners, public safety personnel, and all citizens of City, County, or City and County by dramatically increasing the likelihood that structures will survive a wildfire, provides for firefighter safety during a wildfire, and generally aids in the protection of lives, property, and the environment.
- D. The City, County, or City and County Council/Board of Supervisors finds and declares that the uncontrolled growth and/or accumulation of weeds, grasses, hazardous vegetation and combustible materials or obstructions on sidewalks, streets, and on lands or lots within the City, County, or City and County is dangerous or injurious to neighboring property and the health, safety, and welfare of residents of the City, County, or City and County. Such growth and accumulation constitutes a public nuisance in that it creates fire hazards, reduces the value of private property, promotes blight and deterioration, invites plundering, constitutes an unattractive nuisance, and creates a hazard to the health, safety, and general welfare of the public.
- E. The purpose of this Article is to provide for the removal of hazardous vegetation and combustible material from around the exterior of improvements situated in the jurisdiction of the City, County, or City and County to reduce the potential for fire and to promote the public health, safety, and welfare of the community. It is the further purpose of this Article to establish a hazardous vegetation reduction program that provides a process to identify and abate hazardous vegetation on parcels and protects the lives and property of the citizens of City, County, or City and County, while at the same time protecting sensitive plant and animal species and protecting against significant erosion and sedimentation. The removal of hazardous vegetation in the areas subject to this Article is recognized as an essential action homeowners and property owners can take to increase the chances that homes, structures and other property will survive a wildfire, while protecting the natural environment. Regular fuels management and modifications consistent with the requirements of this Article is necessary to ensure adequate defensible space is achieved. The defensible space required by this Article is necessary to significantly reduce the risk of transmission of flame or heat sufficient to ignite the structures, and there is no other feasible mitigation measure possible to reduce the risk of ignition or spread of wildfire to structures on adjacent improved parcels.
- F. This Article is enacted by ordinance pursuant to the powers granted to the City Council/Board of Supervisors concerning the abatement of hazardous vegetation and combustible material as contained in applicable governing codes and regulations of the State of California. Additional authority for the abatement of nuisances, establishment of procedures, and establishment of real property liens through the City Council/Board of Supervisors is provided in applicable governing codes and regulations of the State of California.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Application of Article

This Article shall apply to:

- A. This Article shall, at all times of year, be applicable to all Improved Parcels within the jurisdiction of the City, County, or City and County.
- B. All Parcels adjacent to Improved Parcels where: (a) the owner/occupant of the Improved Parcel is unable to obtain the required Defensible Space, as delineated in adopted City, County, or City and County Codes; and (b) the current condition of fuels on the subject Parcel is assessed by the Public Official as a hazardous fire condition regardless of fire hazard severity zone. The owner of the subject Parcel shall provide or allow for the fuel modifications to meet the Defensible Space requirements of the adjacent Improved Parcel subject to applicable law including the finding that the clearing is necessary to significantly reduce the risk of transmission of flame or heat sufficient to ignite a Structure, and there is no other feasible mitigation measure possible to reduce the risk of ignition or spread of wildfire to the Structure.
- C. All Parcels where:
  - 1. The parcel is adjacent to a roadway which is determined by the Public Official to be necessary for the safe ingress and egress to the area served by the roadway or fire access easement; and
  - 2. The current condition of fuels on the adjacent Parcel is assessed by the Public Official as a hazardous fire condition.
- D. The owner, occupant or other person in control of the improved parcel shall be responsible for fifty (50) percent of the abatement cost on the adjacent parcel if the owner of said adjacent parcel consents in writing to the abatement.
- E. If any part of this Article is in conflict with any other part of this code the more restrictive provision(s) shall control.

### Definitions

As used in this Article, the following definitions shall apply:

"Abate" or "Abatement" shall mean an act used to remove, destroy, eliminate, seize, impound, or any action taken to mitigate a public nuisance.

"Abatement costs" shall mean any and all costs incurred by the City, County, or City and County or a local independent fire district to enforce this Article and to abate the hazardous vegetation or combustible material on any property pursuant to this Article, including physical abatement costs, administration fees and any additional actual costs incurred for the abatement proceeding(s), including attorney's fees, if applicable.

"Biomass" shall mean all green waste material generated during the fuels treatment project. Biomass includes, without limitation, all grass, weeds, vegetation, and tree trimmings.

"City Council/Council/Board of Supervisors" or "Board" shall mean the City Council/Board of Supervisors for the City, County, or City and County of \_\_\_\_\_.

"Citation" or "Administrative Citation" shall mean a civil citation issued pursuant to the Article stating there has been a violation of one or more provisions and setting the amount of the civil penalty to be paid by the responsible party.

"Combustible material" shall mean all rubbish, litter, or material of any kind other than hazardous vegetation that is combustible and endangers the public safety by creating a fire hazard.

"City, County, or City and County" shall mean the City, County, or City and County of \_\_\_\_\_, a political subdivision of the State of California.

"Days" shall mean calendar days.

"Defensible space" means that area described in 14 California Code of Regulations 1299, Government Code 51182, Public Resources Code Section 4291 and as otherwise described in this Code, which is adjacent to each side of a building or Structure and must be cleared of brush, Hazardous Vegetation, or Combustible Material, as set forth in this Code.

"Fire hazard" shall mean any condition, arrangement, act, or omission which:

1. Increases, or may cause an increase of hazard or menace of fire to a greater degree than that customarily recognized as normal by persons in the public service regularly engaged in preventing, suppressing, or extinguishing fire; or
2. May obstruct, delay, hinder, or interfere with the operations of a fire department or the egress of occupants in the event of fire.

"Hazardous vegetation" shall mean any vegetation that is combustible and endangers the public safety by creating a fire hazard. Hazardous vegetation includes material that in its natural state will readily ignite, burn, and transmit fire from native or landscape plants to any Structure or other vegetation. Hazardous vegetation includes, but is not limited to, dry grass and leaves, brush, weeds, green waste, dead or dying trees, low-hanging branches, litter, or other flammable

vegetation that create a fire hazard. Hazardous vegetation shall not include a commercial agricultural crop that is being actively grown and managed by the property owner or his or her legal tenant.

"Improved Parcel" shall mean a portion of real property on which a Structure is located, the area of which is determined by the Assessor's maps and records and which may be identified by an Assessor's Parcel Number.

"Ladder fuels" shall mean fuels that can carry a fire vertically between or within Combustible Material or Hazardous Vegetation.

"Public Official" shall include the Fire Chief of any local fire department/protection district located in whole or in part within the City, County, or City and County, City, County, or City and County Fire Marshal, the company officers and trained prevention staff as may be designated by a Fire Chief to enforce the provisions of this Article, and City, County, or City and County Office of Emergency Services staff. Public Officials include City, County, or City and County Code Compliance officers.

"Parcel" shall mean a portion of real property of any size, the area of which is determined by the Assessor's maps and records and which may be identified by an Assessor's Parcel Number.

"GOVERNMENT CODE 51182" shall mean California Public Resources Code Section 4291, and any amendments thereto.

"Real Estate Transaction" shall mean the transfer of real property between individuals or entities.

"Responsible Party" shall mean an individual, association, co-partnership, political subdivision, government agency, municipality, industry, public or private corporation, firm, organization, partnership, joint venture or any other person or entity whatsoever whose act or omission caused or contributed to a violation of this Article.

"Structure" shall mean any dwelling, house, building, or other type of combustible construction, whether or not occupied, including but not limited to a wood fence located within the Defensible Space of any other Structure.

"Unimproved parcel" shall mean a portion of land of any size, the area of which is determined by the Assessor's maps and records and may be identified by an Assessor's Parcel Number (APN) upon which no Structure is located.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Nuisance Declared; Duty to Abate Hazardous Vegetation and Combustible Material

- A. Hazardous Vegetation and Combustible Materials within one hundred (100') feet of a Structure (or greater as determined by the Public Official) on properties located within a very high fire hazard severity zone designated by the City, County, or City and County pursuant to Government Code Section 51179, are hereby declared to be a public nuisance that may be abated in accordance with this Article, and by any other means available by law.
- B. Prior to the close of any real estate sales transaction within the County, the requirements for property owners to comply with the vegetation management ordinance shall be disclosed to all potential property owners pursuant to California Civil Code 1102.
- C. It shall be the duty of every person who owns, leases, controls, operates, or maintains a dwelling or structure in, upon, or adjoining a mountainous area, forest-covered land, brush-covered land, grass-covered land, or land that is covered with flammable material, to abate therefrom, and from roadways on or immediately adjacent thereto (except for those roads accepted into the City, County, or City and County maintained system), all Combustible Material, and Hazardous Vegetation which constitutes a fire hazard and public nuisance which may endanger or damage neighboring property or forestland.
- D. The requirements of this Section shall be satisfied if the Parcel and all roadways on or immediately adjacent thereto (except for those roads accepted into the City, County, or City and County maintained system) are cleared in accordance with a Notice to Abate by cutting brush, trimming trees, thinning trees, disking, mowing, plowing, or any other method described in a Notice to Abate, or, if no Notice to Abate is issued, by removing all Hazardous Vegetation and Combustible Materials as follows:
1. Maintain a Defensible Space of one hundred (100') feet from each side and from the front and rear of a Structure, but not beyond the property line except as provided in subparagraph (B) of Section 51182 of the Government Code. The amount of fuel modification necessary shall consider the flammability of the Structure as affected by building material, building standards, location, and type of vegetation. Fuels shall be maintained in a condition so that a wildfire burning under average weather conditions would be unlikely to ignite the Structure. This subparagraph does not apply to single specimens of trees or other vegetation that are well-pruned and maintained so as to effectively manage fuels and not form a means of rapidly transmitting fire from other nearby vegetation to a Structure or from a Structure to other nearby vegetation. The intensity of fuels management may vary within the one hundred (100') foot perimeter of a Structure, the most intense being used between five (5') feet and thirty (30') feet around the Structure, and an ember-resistant zone being required within five (5') feet of the structure, including attached decks. Consistent with fuels management objectives, steps should be taken to minimize erosion;
  2. Maintain a one hundred (100') foot wide area of land around Structure(s) located on an adjacent Improved Parcel (some or all of this Defensible Space requirement may be required on an adjacent Parcel depending upon the location of the Structure on the Improved Parcel);
  3. Maintain free of Ladder Fuels a minimum of a ten (10') foot wide strip of land beyond the shoulder of a roadway serving as primary ingress and egress to the parcel, to a height of fifteen (15') feet along the boundary of a Parcel;
  4. Remove the portion of a tree that extends within ten (10') feet of the outline of a chimney or stovepipe;
  5. Climbing vines must be removed from trees and Structures within the one hundred (100') foot defensible space zone around Structure(s);
  6. Maintain a tree, shrub, or other plant adjacent to or overhanging a building free of dead or dying wood;
  7. Maintain the roof of a Structure free of leaves, needles, or other vegetative materials;
  8. Maintain the Parcel free of ladder fuels within the one hundred (100') foot Defensible Space area around Structure(s);
  9. Further guidance regarding these methods is contained in the City, County, or City and County, "General Guidelines for Creating Defensible Space, DATE UPDATED," incorporated herein by reference.
- E. The Public Official may mandate additional fuels management of an area more or less than the above-referenced widths or height on a Parcel and all sidewalks and roadways on or immediately adjacent thereto (except for those roads accepted into the City, County, or City and County maintained system), for the protection of public health, safety or welfare or the environment if the Public Official finds that the additional fuels management is necessary to significantly reduce the risk of transmission of flame or heat sufficient to ignite a Structure, and there is no other feasible mitigation measure possible to reduce the risk of ignition or spread of wildfire to a Structure on an Improved Parcel. The Public Official shall determine appropriate defensible space distances based upon a visual inspection of the Parcel and shall consider all factors that place the Structure(s) on the adjacent Improved Parcel at risk from an approaching fire. These factors shall include, but are not limited to, local weather conditions, fuel type(s), topography, and the environment where the adjacent parcel or the Structure(s) is located.
- F. Clearance requirements around free standing photovoltaic systems and equipment shall comply with the following:
1. A minimum 10-foot clearance for clusters of panels not exceeding 1,500 sqft of combined panel area.
  2. A minimum 30-foot clearance for clusters of panels greater than 1,500 sqft of combined panel area.
  3. Clusters shall be separated a minimum of 20 feet.
- G. When a building is less than one hundred feet from a property line and Combustible Material or Hazardous Vegetation on an adjacent parcel presents a fire hazard for the building, the owner of the parcel where the fire hazard exists shall be responsible for clearing the area on that owner's land which is within one hundred feet of the occupied Structure and is needed to provide the necessary fire protection in the manner and to the extent required by the Public Official.
- H. Where the terrain, condition or environment on the adjacent Parcel is such that it cannot or should not be disked or mowed, the Public Official may require, or authorize, other means of hazardous vegetation or combustible material removal.
- I. No Parcel owner may allow any portion of vegetation on his or her property to interfere with street and emergency vehicle access, regardless of whether the access is along a public street or along a private residential access road. The Public Official may provide written notice to the property owner requiring vegetation to be trimmed for a specified additional distance when the Public Official determines the vegetation would otherwise interfere with street or emergency vehicle access.
1. If the Parcel Owner fails to maintain these clearance requirements, the Public Official may abate this nuisance without further notice and at the Parcel Owner's expense. This subsection shall not apply to cultivated ground-cover such as green grass, ivy, succulents, or similar plants used as ground-covers, provided they do not constitute a fire hazard.
  2. Pursuant to applicable governing codes and regulations, as amended, a Public Official may summarily abate weeds or hazardous growth on private property that in any way hinders emergency access and may charge the Parcel Owner for the cost of the abatement.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Enforcement

- A. The Public Official shall be the primary authority for enforcement of this Article and shall administer and enforce the requirements as provided in this Article.
- B. The Public Official shall have the following responsibilities and authorities in the enforcement and administration of the provisions of this Article:
  1. Receive and respond to complaints through planning and conducting inspections within the limits of available resources.
  2. Review the requirements of this Article with property owners and/or occupants found to be out of compliance, to support voluntary compliance with the provisions of this Article.
  3. The determination for appropriate clearance distances will be made based upon a visual inspection of the Parcel and shall consider all factors that place the Parcel or adjoining Structure(s) at risk from an approaching fire. These factors shall include local weather conditions, fuel type(s), topography, and the environment where the Parcel or adjoining Structure(s) is located.
  4. Prepare and issue Notices to Abate, and such other notices as may be necessary to encourage voluntary compliance with the provisions of this Article.
  5. Carry out all enforcement and abatement proceedings as described in this Article.
  6. Conduct post-notice/pre-abatement inspections and documentation and conduct post-abatement inspections and documentation.
  7. The Public Official may, at his or her discretion, issue an administrative citation for violations of this Article, in lieu of abating a parcel.
  8. Within local fire district boundaries, inspections established by this Article may be performed by designated fire district personnel.
  9. Conduct abatements and handle accounting, assessment, and collection of costs, including recordation of liens.
- C. Nothing herein shall limit the ability of a Public Official, to enforce the provisions of this Article, from making initial inspections or independent compliance checks without first receiving a complaint.
- C. This Article may be enforced within those areas where independent fire districts have governing bodies other than the City, County, or City and County, provided the governing body acts to enforce this Article by adopting an appropriate resolution authorizing the fire chief of the district to enforce the requirements of this Article.

### Notice to Abate

Whenever the Public Official determines, based on a planned inspection, that a Parcel is in violation of this Article and requires abatement, the Public Official shall send the owner of record for the Parcel a Notice to Abate. The Notice to Abate shall be in writing and shall:

- A. Identify the owner(s) of the Parcel upon which the violation exists, as named in the records of the City, County, or City and County Assessor, and identify the occupant(s) or person in control of the property, if other than the owner(s) and if known or reasonably identifiable.
- B. Describe the location of the Parcel by its commonly used street address, if any, and identify the Parcel by reference to the Assessor's Parcel Number, if any.
- C. Briefly describe the violation(s) on the Parcel and identify the fuel modification area(s) which are required to abate the violation(s) and bring the Parcel into compliance with this Article.
- D. Contain a statement that the legal owner or occupant is required to correct the violation and allow at least thirty (30) calendar days from the date the notice is served for the work to be completed.
- E. Outline the appeal process as provided in the Appeals Process section of this Article.
- F. Contain a statement that, unless the legal owner or occupant abates the violation(s) and brings the Parcel into compliance with this Article or seeks an appeal within the time prescribed in the notice, the violation may be abated at the legal owner and/or occupant's expense. It shall also state that the abatement costs, including administrative costs, may be made a special assessment added to the City, County, or City and County assessment roll and become a lien on the real property, or be placed on the unsecured tax roll.
- G. Contain a statement that this Article provides that the Parcel owner and any person in possession of the Parcel upon which the Hazardous Vegetation or Combustible Material is found to exist shall be jointly and severally liable for all abatement costs incurred by the City, County, or City and County.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Service of Notice to Abate

All notices required by this Article shall be served in the following manner:

- A. By delivering it personally to the legal owner(s) of the Parcel(s) and to the occupant(s), or by mailing it by first-class United States mail to the legal owner(s) of the Parcel at his or her address as it appears on the last equalized assessment roll and to any non-owner occupant(s), if known, at the street address for the Parcel.
  1. If the records of the City, County, or City and County Assessor show that the ownership has changed since the last equalized assessment roll was completed, the notice shall also be mailed to the new owner(s) at his or her address as it appears in said records; or
  2. In the event that, after reasonable effort, the Public Official is unable to serve the notice as set forth above, service shall be accomplished by posting copies of the notice along the frontage of the subject Parcel(s), and at such other locations on the Parcel(s) as are reasonably likely to provide notice to the owner(s) and any person known by the Public Official to be in possession of the Parcel(s). At least two (2) copies of the notice shall be posted on a Parcel pursuant to this Section.
- B. The date of service for the notice is deemed to be the date of personal delivery or posting, or three (3) days after deposit in the United States mail.

### Enforcement Process

- A. Not less than thirty (30) days after the Notice to Abate is served, the Public Official shall conduct a post-notice/pre-abatement inspection on the Parcel and, if the required fuel modification area(s) have not been performed, the Public Official may require that the required fuel modification area(s) be completed by the City, County, or City and County, and the cost of enforcement and the abatement costs, including administrative costs, may be made a special assessment added to the City, County, or City and County assessment roll and become a lien on the real property, or be placed on the unsecured tax roll.
- B. For Parcels owned or controlled by public agencies, the Public Official or designee may provide a Notice of Nuisance and include the project area in the local community wildfire protection plan and request the Hazardous Vegetation or Combustible Material be abated in accordance with the Healthy Forest Restoration Act of 2003 (H.R. 1904) or Government Code 51182.

### Appeals Process

- A. Any person upon whom a Notice to Abate has been served may appeal the determination of the Public Official by delivering a written request for hearing to the Clerk of the City Council/Board's office within ten (10) calendar days of the date of the Notice to Abate, together with payment of any appeal fee as may be duly adopted by the City Council/Council/Board of Supervisors. The written request shall include a statement of all facts supporting the appeal. The time requirement for filing such a written request shall be deemed jurisdictional and may not be waived.
- B. If a timely appeal is filed with the Clerk of the City Council/Board, no further enforcement action will be taken until after the Hazardous Vegetation Abatement Hearing Body has made a determination on the appeal. In the absence of a timely filed written request that complies fully with the requirements of this section, the determination of the Public Official as set forth in the Notice to Abate shall become final and conclusive on the thirty-first (31st) day following service of the notice.
- C. The hearing on the appeal shall occur not more than thirty (30) days after receipt of a timely appeal and shall provide written notice of the hearing date and time to the appellant at least ten (10) days prior to the date of the hearing unless such time limits are waived in writing by the Public Official and the appellant. Continuances of the hearing will only be granted on a showing of good cause. Unavailability of an attorney does not constitute "good cause."

### Hazardous Vegetation Abatement Hearing Body

A Hazardous Vegetation Abatement Hearing Body is hereby established to hear appeals on any Notice to Abate issued by a Public Official. The Hazardous Vegetation Abatement Hearing Body shall consist of the City, County, or City and County Fire Marshal or designee, the City, County, or City and County's Emergency Services Program Manager or designee, and a Fire Chief from a local fire department/protection district selected by the City, County, or City and County Fire Chiefs' Association; provided, however, that if the Notice to Abate being appealed was issued by the City, County, or City and County Fire Marshal or designee, then the Hazardous Vegetation Abatement Hearing Body shall consist of the City, County, or City and County's Emergency Services Program Manager or designee, and two (2) Fire Chiefs from a local fire department/protection district selected by the Emergency Services Program Manager. The Hazardous Vegetation Abatement Hearing Body shall have the authority to amend, dismiss, or uphold a Notice to Abate by a majority vote.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Abatement by Public Official

- A. If, at the end of the time allowed for compliance in the original Notice to Abate, or as extended in cases of appeal, or as specified by the Hazardous Vegetation Abatement Hearing Body, compliance has not been accomplished, the Public Official issuing the notice, or the agency of which he or she is an officer, may pursue a lawful abatement. The Public Official may proceed with the abatement of the Hazardous Vegetation or Combustible Material and provide that it be removed by Public Official or by employees of the agency or by a private contractor selected by the agency in accordance with applicable governing codes and regulations. The cost of such removal and enforcement accompanied by a reasonable administrative cost, may be made a special assessment added to the City, County, or City and County assessment roll and become a lien on the real property, or be placed on the unsecured tax roll.
- B. The costs so assessed shall be limited to the actual costs incurred by the Public Official and the City, County, or City and County in enforcing the violation and abatement upon the subject Parcel. Such costs may include, but are not limited to, the costs of all prior inspections, appeal hearings and other enforcement actions leading up to the abatement, payments to the contractor, costs of site inspection, costs of notice, boundary determination and measurement, costs for material disposal and all clerical, personnel, consultant, and other administrative costs.

### Abatement Penalties and Costs

Upon expiration of the time limits and appeal processes established by this Article, the Public Official shall acquire jurisdiction to abate the nuisance, and may carry out the following as appropriate:

- A. Disposal of Materials. Any materials abated may be disposed of as a part of the removal process to include, as appropriate, recycling or as a part of a Biomass utilization program.
- B. Cost Accounting, Receipts and Notice of Assessment. The Public Official shall keep an itemized account of the costs of enforcing the provisions of this Article, and of the proceeds of the sale of any materials connected therewith. Upon completion of the abatement, the Public Official shall prepare a notice to be served on the affected Parcel(s) as provided in City, County, or City and County code and specifying:
  1. The work done (supported by before and after pictures);
  2. An itemized account of the costs and receipts of performing the work;
  3. An address, legal description, or other description sufficient to identify the Parcel that was subject to abatement costs, including administrative costs, and added to a special assessment roll and become a lien on the real property, or be placed on the unsecured tax roll;
  4. The amount of the assessment proposed to be levied against the Parcel(s), or the amount to be refunded, if any, due to excess proceeds over the expenses;
  5. The time and place where the Public Official will submit the account to the Hazardous Vegetation Abatement Hearing Body for confirmation. The time and place specified shall be no less than fifteen (15) days after service of the notice;
  6. A statement that the Hazardous Vegetation Abatement Hearing Body will hear and consider objections and protests to the account and proposed assessment or refund.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Hearing on Proposed Assessment and/or Lien

At the time and place fixed in the notice, the Hazardous Vegetation Abatement Hearing Body will hear and consider the account and proposed assessment, together with objections and protests thereto. At the conclusion of the hearing, the Hazardous Vegetation Abatement Hearing Body may make such modifications and revisions of the proposed account and assessment as deemed just and may order the account and proposed assessment confirmed or denied, in whole or in part, or as modified and revised, and shall issue a written recommendation regarding the proposed assessment and/or lien to the Council/Board of Supervisors. The City Council/Board of Supervisors may summarily adopt the recommendation of the Hazardous Vegetation Abatement Hearing Body without further notice of hearing or may set the matter for a de novo hearing in accordance with applicable governing codes and regulations. The determination of the Council/Board of Supervisors as to all matters contained therein shall be final and conclusive.

### Notice, Recordation, and Collection of Assessment and/or Lien:

Upon confirmation of an assessment by the City Council/Council/Board of Supervisors, Code Compliance shall notify the affected Parcel owners by certified mail, return receipt requested, of the amount of the pending lien confirmed by the City Council/Council/Board of Supervisors, and advise them that they may pay the account in full within thirty (30) days in order to avoid the lien being recorded against the parcel(s). If the lien amount is not paid by the date stated in the letter, Code Compliance shall prepare and have recorded a Notice of Lien with the City, County, or City and County Clerk-Recorder's office. The Notice of Lien shall contain:

1. A legal description, address and/or other description sufficient to identify the Parcel(s) to be liened;
  2. A description of the proceeding under which the special assessment was made, including the order of the City Council/Board of Supervisors under this code confirming the assessment;
  3. The amount of the assessment;
  4. A claim of lien upon the described Parcel(s).
- A. Upon the recordation of a Notice of Lien, the amount claimed shall constitute a lien upon the described Parcel(s), pursuant to applicable governing codes and regulations. Such lien shall be at parity with the liens of State and City, County, or City and County taxes, to the extent allowed by applicable law.
- B. After recordation, the Notice of Lien shall be delivered to the City, County, or City and County Auditor-Controller, who shall enter the amount of the lien on the assessment roll as a special assessment. The amount set forth shall be subject to the same penalties and interest as ordinary City, County, or City and County taxes. All laws applicable to the levy, collection and enforcement of City, County, or City and County taxes are hereby made applicable to such assessment to the extent allowed by applicable law.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Violations

Pursuant to City, County, or City and County Code, it shall be an infraction or misdemeanor for any person, natural or corporate, owning, possessing, occupying, or controlling any lands or premises to fail to perform the duty set forth in this Article, or to fail to comply with the requirements in the Notice to Abate as specified in this Article, or to interfere with the performance of the duties herein specified for any of the Public Officials named in this part, or to refuse to allow any such Public Official, or approved private contractors, to enter upon any Parcel for the purpose of lawfully inspecting and/or as ordered, removing any Hazardous Vegetation and Combustible Material hereinbefore described as a public nuisance, or to interfere in any manner whatever with the Public Officials or contractors in the work of a lawful inspection and ordered removal herein provided.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Penalties for Violations

- A. This Article is a local safety code. Every violation of this Article which is determined to be an infraction or an administrative violation shall be punishable in accordance with Government Code Sections 53069.4 and 25132, as may be amended from time to time.
- B. Any person violating or failing to comply with the provisions of this Article shall be guilty of a misdemeanor, except that when the District Attorney or City, County, or City and County Counsel shall elect to charge such violation as an infraction, it shall be an infraction. Each such person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of this Article is committed, continued, or permitted by such person and shall be punishable accordingly.
- C. Notwithstanding any other law, a violation of local building and safety codes that is an infraction is punishable under applicable governing codes and regulations, as may be amended from time to time, by the following:
  - 1. A fine not exceeding one hundred thirty dollars (\$130) for a first violation.
  - 2. A fine not exceeding seven hundred dollars (\$700) for a second violation of the same ordinance within one year of the first violation.
  - 3. A fine not exceeding one thousand three hundred dollars (\$1,300) for each additional violation of the same ordinance within one year of the first violation.
  - 4. Upon a subsequent violation within a two (2) year period the violator shall be liable to the City, County, or City and County for the abatement costs, including, but not limited to, costs incurred by local independent fire districts, in accordance with applicable governing codes and regulations.
  - 5. Unless a violation creates an immediate danger to health and safety, a Responsible Party shall be provided with notice and an opportunity to correct the violation prior to the imposition of the administrative penalty.
  - 6. Acts, omissions, or conditions in violation of this Article that continue to exist, or occur on more than one day, constitute separate violations on each day. Fines may be levied.
- D. Pursuant to applicable governing codes and regulations, if the City, County, or City and County levies a fine pursuant to this section, the City, County, or City and County shall establish a process for granting a hardship waiver to reduce the amount of the fine upon a showing by the responsible party that the responsible party has made a bona fide effort to comply after the first violation and that payment of the full amount of the fine would impose an undue financial burden on the responsible party.
- E. Any person convicted of a misdemeanor under the provisions of this Code shall be punishable by imprisonment in the City, County, or City and County jail not exceeding six months, or by fine not exceeding one thousand dollars (\$1,000), or by both.
- F. The administrative penalty, or any portion thereof, for a first-time violation which has become effective following the corrective period, may be waived by the Public Official in his or her sole discretion only if the Responsible Party corrects the violation in accordance with all conditions established by the Public Official.
- G. If after a third inspection a Parcel owner continues to be noncompliant, the Public Official may issue a noncompliance citation. This can be waived by the Public Official if the Parcel owner is cooperating, performing best efforts, and mitigation progress is visible.
- H. Whenever a notice has been issued, the Public Official may record a notice of noncompliance with the office of the City, County, or City and County Recorder of City, County, or City and County and shall notify the Parcel owner of such action. The notice of noncompliance shall describe the Parcel, shall set forth the noncomplying conditions, and shall state that any abatement costs incurred by the City, County, or City and County as a result of the violations of this Article may be specially assessed as a lien on the property and that the Parcel owner has been so notified.
- I. Alternatively, the Public Official may prosecute violations of this Article by civil action, including, without limitation, issuance of administrative citations.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Authority to Promulgate Reasonable Rules and Regulations

The City Council/Board of Supervisors reserves its right to adopt reasonable rules, regulations, and resolutions consistent with this Article to enforce, interpret, and carry out the provisions of this Article. Such rules, regulations and resolutions may vary between different areas within City, County, or City and County.

### No Duty to Enforce

Nothing in this Article shall be construed as imposing on a Public Official or the City, County, or City and County of \_\_\_\_\_, any duty to issue a Notice to Abate, nor to abate any Hazardous Vegetation or Combustible Material within a Parcel's Defensible Space, nor to take any other action with regard to any unlawful Hazardous Vegetation or Combustible Material, and neither the Public Official nor the City, County, or City and County shall be held liable for failure to issue a Notice to Abate any unlawful Hazardous Vegetation or Combustible Material, nor for failure to abate any unlawful Hazardous Vegetation or Combustible Material, nor for failure to take any other action with regard to any unlawful Hazardous Vegetation or Combustible Material.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Appendix B

#### DEFENSIBLE SPACE INSPECTION IMPLEMENTATION

[###-#]

Wildfire Prevention Division

#### OVERVIEW

Defensible Space Inspections ensure that required clearance and vegetation management practices within the City, County, or City and County of \_\_\_\_\_, are followed and always maintained at all times of the year.

The City, County, or City and County of \_\_\_\_\_, provides the local coordination and support of the Defensible Space Inspection Program. These efforts include but are not limited to:

- Hiring, scheduling, and supervision of Defensible Space Inspectors
- Allocated budget management
- Coordination of supplies, transportation, training, personal protective equipment (PPE), and all other necessary items for the successful implementation of the program

#### REVISION DATE

Revision Date: 12/2021  
Last Reviewed: 12/2021

#### PERSON / PROGRAM / FUNCTION AND ACTIONS

Person / Program / Function	Actions
<u>City, County, or City and County of _____</u>	Position Funding Allocation
Chief	Support and coordinate the Defensible Space Inspection Program
Defensible Space Coordinator	Coordinate the <u>City, County, or City and County of _____</u> , Defensible Space Program

#### RELATED FORM(S) / LINK(S)

Defensible Space Inspection Policy  
Training and Reference Material

#### SUBJECT MATTER EXPERT(S)



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Appendix C

#### DEFENSIBLE SPACE INSPECTION PROGRAM [###-#]

##### POLICY STATEMENT

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The City, County, or City and County of \_\_\_\_\_, Defensible Space (DSpace) Inspection Program helps ensure that structures in wildland and wildland-urban interface (WUI) areas have sufficient clearance for firefighter and public safety, and to ensure structures have the best possible chance of survivability when exposed to unwanted and destructive wildfires.

##### DEFINITION(S)

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**Defensible Space:** The buffer created between a building or structure and the grass, trees, shrubs, plants, other vegetation, or fuel that surrounds it. This space is needed to slow or stop the spread of wildfire and it helps protect the home from catching fire—either from embers, direct flame contact or radiant heat.

**Defensible Space Inspection:** A systematic inspection of the space between a building and the surrounding vegetation to ensure compliance with vegetation management directives.

**Defensible Space Inspector (DSI):** An inspector trained and authorized to evaluate the defensible space surrounding a structure.

\*Additional definitions can be found in 14 CCR § 1299.03, PRC § 4291, BOF General Guidelines, 2013 CFC § 505.1, 2013 CBC § 2113.9.2.

##### AUTHORITY AND RESPONSIBILITIES

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Authority	Responsibilities
Defensible Space Unit	Jurisdiction-wide program administration, electronic data collection support, statistical tracking, and reports
Chief	Department level program management

##### RELATED FORM(S) / LINK(S)

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(Replace all below with local forms and handbooks)

[Defensible Space Inspection Procedure](#)  
[Conducting Defensible Space Inspections](#)  
[Documenting Defensible Space Inspections](#)

##### AUTHORITY

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14 California Code of Regulations § 1299  
Government Code 51182  
California Building Code  
California Fire Code Chapter 49  
BOF General Guidelines Item 3

##### REFERENCE(S)

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##### SUBJECT MATTER EXPERT(S)

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Defensible Space Unit

##### REVISION DATE

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Revision Date: 12/2021  
Last Reviewed: 12/2021



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Appendix D

#### CONDUCTING DEFENSIBLE SPACE INSPECTIONS [###-#]

##### OVERVIEW

The Defensible Space Inspector (DSI) ensures that required clearance and vegetation management practices within the City, County, or City and County of \_\_\_\_\_, are followed and always maintained at all times of the year. One hundred feet (100 ft.) of defensible space clearance shall be maintained in three distinct "Zones" as follows: "Zone 0" extends five feet (5 ft.) from the edge of the "Building or Structure" and to or to the property line, whichever comes first; "Zone 1" extends thirty feet (30 ft.) out from each "Building or Structure" or to the property line, whichever comes first; "Zone 2" extends from thirty feet (30 ft.) to one hundred feet (100 ft.) from each "Building or Structure" but not beyond the property line. The vegetation treatment requirements for Zone 0 and Zone 1 are more restrictive than for Zone 2, as provided in (a) and (b) below. The Department of Forestry and Fire Protection's "Property Inspection Guide, 2021 version (DRAFT), December 2021" provides additional guidance on vegetation treatment within Zone 0, Zone 1, and Zone 2.

For purposes of this procedure, "fuel" means any combustible material, including petroleum-based products, cultivated landscape plants, grasses, and weeds, and wildland vegetation.

For purposes of this procedure, a "Structure" for the purpose of an ember-resistant zone shall include any attached deck.

Adhering to all Injury and Illness Protection Policies, the DSI will conduct defensible space inspections using the following criteria:

(a) Inspection Criteria for Zone 0:

- (1) Remove fuels and items that could catch fire which are the first five feet (5 ft.) or above the "Structure"
- (2) Remove fuels and items that could catch fire which are adjacent to or under combustible decks, porches, balconies, stairs, or similar attached accessories.
- (3) No combustible bark or mulch in this zone.
- (4) Ensure all tree or shrub branches that overhang roofs, below or adjacent to windows, or which are adjacent to wall surfaces, have been removed from the Zone.
- (5) Ensure all branches are a minimum of ten feet (10 ft.) away from chimney and stovepipe outlets.

- (6) All dead or dying grass, plants, shrubs, trees, branches, leaves, weeds, and pine needles have been removed from around the "Structure" including on the roof or rain gutters of the "Building or Structure" or any other location within the Zone.
- (7) Relocate exposed firewood piles outside of Zone 0 unless they are completely covered in a secured, fire resistant enclosure or covered with a secured, fire resistant material.

Suggestions and Education in Zone 0:

- (8) Use hardscape like gravel, pavers, concrete, and other noncombustible materials.
- (9) Limit combustible items such as outdoor furniture, planters, and other combustible items on top of decks.
- (10) Replace combustible fencing, gates, trellis, and arbors attached to the "Structure(s)" with noncombustible features.
- (11) Relocate garbage and recycling containers outside of this zone unless in a secured, fire resistant enclosure or covered with a secured, fire-resistant material.
- (12) Relocate boats, RVs, vehicles, and other combustible items outside of this zone unless in a secured, fire resistant enclosure or covered with a secured, fire resistant material.

(b) Inspection Criteria for Zone 1:

- (1) All dead or dying grass, plants, shrubs, trees, branches, leaves, weeds, and pine needles have been removed from the Zone.
- (2) All exposed firewood piles are located outside of Zone 1 unless they are completely covered in a fire-resistant material.
- (3) No flammable vegetation and items that could catch fire are located adjacent to or under combustible decks, balconies, and stairs.

(c) Inspection Criteria for Zone 2:

- (1) Ensure horizontal and vertical spacing among shrubs and trees is maintained using the "Fuel Separation" method, the "Continuous Tree Canopy" method or a combination of both to achieve defensible space clearance requirements.
- (2) In both the Fuel Separation and Continuous Tree Canopy methods, the DSI will ensure the following standards apply:
  - a. All dead and dying woody surface fuels and aerial fuels have been removed. Loose surface litter, normally consisting of fallen leaves or needles, twigs, bark, cones, and small branches, shall be permitted to a maximum depth of three inches (3 in.).
  - b. Annual grasses and forbs have been cut/trimmed down to a maximum height of four inches (4 in.).
  - c. Ensure all exposed wood piles have a minimum of ten feet (10 ft.) of clearance, down to bare mineral soil, in all directions.

(d) Inspection Criteria for both Zones 1 and 2:

- (1) The DSI will ensure Liquid Propane Gas (LPG) storage tanks have the following minimum clearance: ten feet (10 ft.) of clearance to bare mineral soil and no flammable vegetation for an additional ten feet (10 ft.) around their exterior.
- (2) Provide educational information to the occupant or property owner at the time of inspection.
  - a. Advise the occupant or property owner to only clear vegetation to bare mineral soil around outbuildings, LPG tanks and exposed wood piles. Avoiding the use of heavy equipment in and around streams and seasonal drainages is important for protecting water quality. Vegetation removal can cause soil erosion, especially on steep slopes. Keep soil disturbance to a minimum on steep slopes.

#### PERSON / PROGRAM / FUNCTION AND ACTIONS

Person / Program / Function	Actions
Defensible Space Inspector	Using the proper forms, instruments, and materials, conduct defensible space inspections respectfully and professionally

#### RELATED FORM(S) / LINK(S)

(Replace all below with local forms and handbooks)

[Defensible Space Inspection Policy](#)  
[Defensible Space Inspection Procedure](#)

IIPP-2

IIPP-3

LE100a

Training Guides and Reference Material

Property Inspection Guide, 2021 version (DRAFT), December 2021

#### SUBJECT MATTER EXPERT(S)

Defensible Space Unit

#### REVISION DATE

Revision Date: 12/2021

Last Reviewed: 12/2021

# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Appendix E

#### DOCUMENTING DEFENSIBLE SPACE INSPECTIONS [####-#]

##### OVERVIEW

Using the approved [Documentation of Compliance](#) and the approved electronic data collection application, the Defensible Space Inspector (DSI) will accurately document all defensible space inspections conducted within the City, County, or City and County of \_\_\_\_\_.

- Legible inspection [documentation](#) will be left in a conspicuous place after each defensible space inspection.
  - Any violations found will be marked on the form and explained to the occupant, agent, or owner of the property.
- Using methods described within the training and reference material, each defensible space inspection will be documented using the approved electronic data collection application, as determined by the City, County, or City and County.
- Using quality control measures described within the training and reference material, each inspection will be checked for accuracy.
- Dashboards are used to track all defensible space activity and provide an easy-to-understand reference for personnel.
  - Dashboards will be maintained by the City, County, or City and County.
- Template reports are available through the [Report Request](#) program.
- Custom reports will be generated by the City, County, or City and County which can be requested through DSI support.

##### PERSON / PROGRAM / FUNCTION AND ACTIONS

Person / Program / Function	Actions
Defensible Space Inspector	Document defensible space inspections accurately and efficiently Use quality control measures and dashboards to ensure accuracy and efficiency
Defensible Space Unit	<u>City, County, or City and County</u> of _____, program management, electronic data collection support, statistical tracking, and reports

##### RELATED FORM(S) / LINK(S)

(Replace all below with local forms and handbooks)

Defensible Space Inspection Policy  
Dashboards  
Training and Reference Material  
Reports

##### SUBJECT MATTER EXPERT(S)

Defensible Space Unit

##### REVISION DATE

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# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Appendix F

#### Training Curriculum

##### Home Ignition Zone / Defensible Space Assessor

###### Unit 1: Introduction

Topic 1-1: Orientation and Administration

###### Unit 2: Roles and Responsibilities

Topic 2-1: Position Description

Topic 2-2: Roles and Responsibilities

###### Unit 3: Wildfire in the Natural and Built Environment

Topic 3-1: Wildfire Development

Topic 3-2: Fire Mechanics and Behavior

###### Unit 4: Codes and Regulations

Topic 4-1: Responsibility Areas

Topic 4-2: Statutes, Regulations, and Ordinances

Topic 4-3: Fire Hazard Severity Zones

###### Unit 5: Research, Case Studies, and Data Analysis

Topic 5-1: Research, Case Studies, and Data Analysis

###### Unit 6: Defensible Space

Topic 6-1: Defensible Space Standards

###### Unit 7: Home Hardening

Topic 7-1: Home Components and Vulnerabilities

Topic 7-2: Ember Resistant Materials and Construction Methods

Topic 7-3: Retrofitting Existing Homes

###### Unit 8: Assessment Process

Topic 8-1: Preparing for an Assessment

Topic 8-2: Safety Considerations

Topic 8-3: Communications

Topic 8-4: Data Collection Requirements

Topic 8-5: Conducting an Assessment

Topic 8-6: Other Prevention Measures

Topic 8-7: Validating Assessment Data



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

### Appendix G

#### POSITION ESSENTIAL FUNCTIONS DUTIES

Under close supervision of the XXXX, the Defensible Space Inspector (DSI) conducts defensible space inspections in accordance with City, County, or City and County Hazardous Vegetation and Combustible Material Abatement Ordinance.

##### Defensible Space Inspections and Home Hardening Education

\*Conduct Inspections of property within the City, County, or City and County jurisdiction to ensure City, County, or City and County Hazardous Vegetation and Combustible Material Abatement Ordinance (Defensible Space) compliance for persons who own, lease, control, operates, or maintain a building or structure in, upon, or adjoining a mountainous area, forest-covered lands, brush-covered lands, grass-covered lands, or land that is covered with flammable material. \*Contact landowners/residents/tenants to provide education on Defensible Space requirements, wildfire safety/preparedness, and a defensible space inspection with corresponding documentation. \*Implement the inspection plan to efficiently cover the targeted areas and maximize public contact through defensible space inspections. \*Assist in the development and distribution of educational material and media releases pertaining to Defensible Space. Provide guidance and education on Home Hardening.

##### Defensible Space Inspection Program Management

\*Receive requests for, and schedule initial inspections, for defensible space to ensure compliance with City, County, or City and County Hazardous Vegetation and Combustible Material Abatement Ordinance. \*Schedule and conduct re-inspections on property when necessary. \*For non-compliant properties, identify the need for appropriate enforcement action and notify the City, County, or City and County Fire Prevention Bureau of such. \*Conduct quality control and validation measures on field collected data to ensure compliance with City, County, or City and County Fire Department standards. \*Maintain defensible space mobile smart devices (tablets/phones) assigned to the City, County, or City and County to the Fire Department standard. \*Assist the Defensible Space Program manager in determining defensible space inspection areas to be targeted for inspection by the DSIs.

##### Report Writing, Records Management and Training

\*Review all documents, laws, rules, and regulations related to defensible space inspections. \*Utilize specified Department forms to document inspection results. \*Prepare documents which include: Inspection Schedule, notice of defensible space inspection, notice to abate, inspection completions, re-inspections, and records of total number of inspections. \*Maintain orderly files for City, County, or City and County use

containing all work completed. \*Provide recurring City, County, or City and County specific training to returning and new DSIs, including changes to the defensible space laws, defensible space database and smart device use, and public education related to wildfire safety/preparedness. \*Utilize computers, mobile smart devices (tablets/phones), GPS units, digital cameras and other digital devices as needed. \*Documents to be reviewed and approved by supervisor.

##### Other Duties

\*Employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they meet during work hours, during work related activities, and anytime they represent the City, County, or City and County. Additionally, all City, County, or City and County employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.

\*Complete required training. Other duties as assigned.



# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

- Material contained in the documentation presented is from ordinances and documents from the following sources:
  - Ventura County
  - Shasta County
  - Glendale
  - Nevada County
  - El Dorado County
  - Government Code
  - California Code of Regulations
  - Public Resources Code

# Office of the State Fire Marshal

## SB 190 Model Defensible Space Program

- Questions?
- Contact:
  - Frank Bigelow
    - [Frank.Bigelow@fire.ca.gov](mailto:Frank.Bigelow@fire.ca.gov)
  - John Morgan
    - [John.Morgan@fire.ca.gov](mailto:John.Morgan@fire.ca.gov)



# Roundtable / Public Comment

- Roundtable
  - Topic Suggestions for Next Meetings  
<https://forms.gle/Wefg6YnrnUGYS8ua9>
- Public Comment

# Upcoming Meeting Dates for 2022

The Committee shall meet on the third Tuesday of each month from 1:00 PM – 3:00 PM.

- Sep 20, 2022 – **New Location**

CAL FIRE Aviation Management Unit  
Helicopter Training Classroom  
5411 Luce Avenue, McClellan CA 95652

- Oct 18, 2022
- Nov 15, 2022
- Dec 20, 2022
- Jan 17, 2023



# Meeting Adjournment (Motion Required)

- Copies of the written materials have been posted on the Office of the State Fire Marshal web site at <https://osfm.fire.ca.gov/>.
- For information concerning the Advisory Committee Meeting, please contact Kara Garrett at (916) 201-5539 or [Kara.Garrett@fire.ca.gov](mailto:Kara.Garrett@fire.ca.gov).
- NOTE: Items designated for information are appropriate for committee action if the committee chooses to act. The agenda order is tentative and subject to change. Agenda items may be taken out of order to facilitate the effective transaction of business. The Committee may not discuss or act on any matter raised during the public forum period, except to decide whether to place the matter on the notice and agenda of a future committee meeting.
- Any written reports being provided to the committee members in advance of the public meeting will also be available to the public upon request.
- This committee meeting will be accessible via live audio webcast. Public comments on agenda items will be accepted via text sent through the webcast chat interface as well as via audio for those participating by phone and teleconference platform. Those wishing to provide public comment are not required to provide their name and/or e-mail in order to do so. Please mute your microphones when you are not speaking.
- In accordance with Title II of the Americans with Disabilities Act of 1990, reasonable accommodations are available. Request for reasonable accommodations should be made at least five (5) working days prior to the meeting date. To request reasonable accommodations, including documents in alternative formats, please contact Kara Garrett at (916) 201-5539 or [Kara.Garrett@fire.ca.gov](mailto:Kara.Garrett@fire.ca.gov).

