



**KENSINGTON FIRE PROTECTION DISTRICT**  
MEETING OF THE EMERGENCY PREPAREDNESS COMMITTEE  
AGENDA  
Thursday, July 22, 2021 3:00pm-5:00pm  
Via Zoom Teleconference

Due to COVID-19, and in accordance with California Executive Orders N-08-21, this meeting will not be physically open to the public and all Members will be teleconferencing into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting by attending the Zoom webinar (on the day and time of the meeting) and may provide public comment by sending comments to the Board President and Board Clerk via email at [public.comment@kensingtonfire.org](mailto:public.comment@kensingtonfire.org). Comments will then be read into the record, with a maximum allowance of 5 minutes per individual comment, subject to the Chair's discretion

Instructions on how to make a public comment during the meeting: At points in the meeting when the meeting chair requests public comment, members of the public participating in the live meeting either via internet or telephone shall indicate their desire to speak. If participating via internet, please click the "raise hand" feature located within the Zoom application screen. If connected via telephone, please dial "\*9" (star, nine).

Any member of the public who needs special accommodations should email [public.comment@kensingtonfire.org](mailto:public.comment@kensingtonfire.org) 48 hours prior to the meeting. This will enable the Kensington Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1).

Public comment will be taken on each agenda item. Each member of the public will be allotted the same maximum number of minutes to speak as set by the President before or during its consideration, except that public speakers using interpretation assistance will be allowed to testify for twice the amount of the public testimony time limit (California Government Code section 54954.3(a)).

**Internet Address:**

<https://us06web.zoom.us/j/85811837064?pwd=Y1ZFRmxvLytDY3JnME9zMnhxT3ZOZz09>

**Telephone Access:**

(720) 707-2699 or (346) 248-7799 or (253) 215-8782

**Webinar ID:** 858 1183 7064

**Passcode:** 112233

**TIMING OF AGENDA ITEMS:** *Approximate times are included below but may vary to accommodate appropriate discussion time and attention to the individual items.*

**1. (3:00pm) CALL TO ORDER/ROLL CALL**

Directors: Larry Nagel and Kevin Padian

Public Members: Lisa Caronna, Katie Gluck, Peter Guerrero, Peter Liddell, Danielle Madugo, Paul Moss, David Spath

Staff: General Manager Bill Hansell

Consultant: Emergency Preparedness Coordinator Johnny Valenzuela

**2. (3:01pm) PUBLIC COMMENT**

This place on the agenda is reserved for comments and inquiries concerning matters that do not otherwise appear on the agenda.

**3. (3:04pm) ADOPTION OF CONSENT ITEMS**

Items listed below are consent items, which are considered routine and will be enacted by one motion. Reports and recommendations prior to assigning consent item designations to the various items have been received and considered. Copies of the reports are on file in the Fire Protection District Administrative Office at 217 Arlington Avenue and are available to the public. The disposition of the item is indicated. There will be no separate discussion of consent items. If discussion is requested for an item, that item will be removed from the list of consent items and considered separately on the agenda. (Supporting material)

**a. Approval of Minutes** of the regular meeting of June 24, 2021 (Approve)

**4. (3:05pm) NEW BUSINESS**

**a. JPA for Vegetation Management of East Bay WUI**

(3:05pm) Discussion of formation and possible appointment of a representative.

**b. Emergency Warning System**

(3:30pm) Discussion of options and strategy; Invitation to Fire and Police Chiefs.

**c. Berkeley Wildlife Safety Mailer**

(3:55pm) Discussion and direction.

**d. Fire Plug Special Edition**

(4:10pm) Discussion of topics for special edition, e.g. Zonehaven Zones.

**e. Traffic Survey**

(4:25pm) Report on mtg with Kensington Property Owners.

**f. Informational Magnets/Stickers**

(4:35pm) Update and direction.

**g. Emergency Radio Page on Website**

(4:40pm) Discussion and direction.

**h. Reports from Committee Members**

(4:45pm) Discussion and direction, if needed.

**5. (4:50pm) CALL FOR FUTURE AGENDA ITEMS**

**6. (5:00pm) ADJOURNMENT**

The next regular meeting of the Emergency Preparedness Committee of the Kensington Fire Protection District may be held on August 26, 2021 at 3:00pm via Zoom Teleconference.



**KENSINGTON FIRE PROTECTION DISTRICT**  
MEETING OF THE EMERGENCY PREPAREDNESS COMMITTEE  
MEETING MINUTES  
Thursday, June 24, 2021 3:00pm-5:00pm  
Via Zoom Teleconference

**1. CALL TO ORDER/ROLL CALL**

**Called to order by Kevin Padian at 3:07 PM**

Directors: Larry Nagel and Kevin Padian

Members: Lisa Caronna, Katie Gluck, Peter Guerrero, Peter Liddell, Danielle Madugo, Paul Moss, David Spath

Staff: General Manager Bill Hansell, Emergency Preparedness Coordinator Johnny Valenzuela

Public: Michael

**2. PUBLIC COMMENT**

This place on the agenda is reserved for comments and inquiries concerning matters that do not otherwise appear on the agenda.

No public comments

**3. ADOPTION OF CONSENT ITEMS**

**a. Approval of Minutes** of the regular meeting of May 27, 2021

**MOTION:** Nagel/Madugo: To adopt consent items.

**VOTE:** 7 Yes with Caronna and Liddell abstaining because they did not attend the May 27, 2021 meeting

Motion passed.

**4. NEW BUSINESS (Out of order)**

**a. Introduction of new EP Coordinator, Johnny Valenzuela**

Johnny introduced himself and summarized his experience as a volunteer firefighter, in special district service, and in marketing and management. Johnny wants to get on board quickly with neighboring agencies and assess what is needed in Kensington to effect a viable Emergency Preparation effort.

Peter Guerrero summarized the challenges in Kensington, in particular the overgrowth and dying trees in Wildcat Canyon and Tilden Regional Park.

Kevin noted that he sees the Emergency Preparedness Coordinator as boots on the ground to increase public awareness of the problems that are faced by Kensington.

We need to start having public meetings with Kensington residents.

Bill Hansell noted that he will be working more on the building and will be relying on Johnny to take up the reins in Emergency Preparation.

## 5. OLD BUSINESS

### a. Continued Items from Previous Meeting

#### i. Update on search for RFPs: Grant Proposal Writer (General Manager)

Bill Hansell noted that only one person submitted a proposal. Just recently another person has surfaced, and there is a third person living in Portland who will be moving back to California. Bill hopes to have three proposals by July so that we can start the interview process.

Bill also noted that he is looking for a financial planning consultant.

#### ii. Refrigerator magnets project (update)

Kevin has made no progress on the refrigerator magnets due to other commitments. Estimates for the work are in, and the text is approved. The need now is to design the magnets and phone stickers, get them produced, and have Mailstream assemble the mailers so that we can bring them to the post office.

#### iii. Emergency Radio Program (update)

Kevin has made no progress on the emergency radio program due to other commitments. At this point we should probably start with a webpage explaining types of radios and alert residents about their use. Raising awareness may help identify residents who need assistance in procuring and using them. He is hoping Johnny can assist in the program.

#### iv. Progress on next edition of the *Fireplug*

Bill Hansell reported that there is progress on the *FirePlug* and showed a draft that has been edited by Sasha Amiri-Nair. There was a planned article about CERT, but there was a consensus that it is more important to include an article about Zonehaven, which will replace it after being vetted by the Chiefs.

Paul Moss noted that we have to work now with what we have now. What we have now is Zonehaven and CWS and we have to educate the residents on how to use these tools. Paul just cannot understand why we have waited so long on getting this information out to the residents.

David Spath noted that we need something that explains how the system works.

Kevin suggested that we pull the CERT map from the *FirePlug*, insert a Zonehaven map, and insert a short article by Kevin explaining Zonehaven. Kevin and Larry will speak with Chief Pigoni and Battalion Chief Grupalo to establish a consistent story.

Katie Gluck asked if we should have Joe Grupalo write the *FirePlug* article.

Lisa Caronna noted that there is a lot of confusion about Zonehaven, CERT, and CWS and suggested we have to help clarify this system to the residents.

Johnny Valenzuela noted that perhaps a video would help educate the public. This could be accessed through our website or on Facebook and YouTube.

Danielle Madugo suggested that there should be some coordination between the CERT areas and the Zonehaven zones.

Peter Guerrero agreed that we should be working on a more effective communication system.

## 6. NEW BUSINESS

### a. Introduction of new EP Coordinator, Johnny Valenzuela (see 4a above)

### b. Discussion of plan of research into Emergency Warning Systems

Responses to and discussions of concerns by EPC members; next steps

- i. How can first responders expect to use an EWS?
- ii. How will an EWS be controlled?

Kevin noted that if the Chiefs would not support an EWS, the system could not be put into place.

- iii. How will residents be educated about responding to EWS signals?
- iv. Are there potential problems or inefficiencies with these systems?
- v. What would they cost and how could they be financed?
- vi. Work plan and assignments for further research

Kevin suggested that our next step should be to invite Chief Pigoni and Chief Gancasz as well as B/C Grupalo and Lt. Harms to the next meeting to discuss their views about an EWS. Lisa Caronna asked who else should participate in this meeting. Kevin said that just the Emergency Preparedness Committee members at this point, but of course it is an open meeting.

### c. Discussion of May 19, 2021 Berkeley Fire Safety Meeting (15 min if needed)

[https://www.dropbox.com/sh/aa6a48jzdqa88r5/AACKa4\\_f8fXU6p3uletqvVAua?dl=0](https://www.dropbox.com/sh/aa6a48jzdqa88r5/AACKa4_f8fXU6p3uletqvVAua?dl=0)

Larry Nagel noted that he had hoped that Peter Guerrero would lead the discussion because Peter took extensive notes. Since Peter had to leave the meeting early, Larry filled in as best he could. He noted that the May 19, 2021 meeting was by Berkeley City Council members, police and fire officials, and for Berkeley residents. However, the Berkeley hills and upper Kensington are very similar. Berkeley is putting a lot of effort into evacuation routes and parking regulations because their streets are just as narrow and circuitous as ours are. Both the Berkeley hills and upper Kensington are

on the wildland urban interface (WUI) and the City is pleading with the East Bay Regional Park District for more aggressive fuel reduction. Both Berkeley and Kensington have implemented evacuation zones with Zonehaven, and both are considering emergency warning systems. Larry pointed out that Chief May stated at the meeting that the speakers were for warning people outdoors but probably couldn't be heard indoors except for residences very close to the speakers. We agreed that this statement needs further investigation.

**d. Reports from Committee Members**

Lisa Caronna noted that John Gioia is going to pursue the issue of the ownership and maintenance of the Kensington paths and asked if there was somebody from the Fire Board who would want to serve on a committee with John Gioia.

Larry discussed the RPP Stakeholder meeting that was held today and noted that some core team meetings will be scheduled in September.

**7. CALL FOR FUTURE AGENDA ITEMS**

- a. Do we meet in July? Kevin noted that he will not be able to attend a July meeting, and asked if we should cancel. Larry Nagel suggested that we should have the meeting and concentrate on near-term plans for Johnny Valenzuela.

Bill Hansell noted that the Brown Act exclusion has been extended until September 30. After that, all meetings will have to be in person again. Of course, we can meet in person sooner if we wish.

**8. ADJOURNMENT**

The next regular meeting of the Emergency Preparedness Committee of the Kensington Fire Protection District will be held on July 22, 2021 at 3:00pm via Zoom Teleconference.

The meeting was adjourned at 5:05 PM by Kevin Padian.

MINUTES PREPARED BY: Larry Nagel

These minutes were approved at the Emergency Preparedness Committee Meeting of the Kensington Fire Protection District on July 22, 2021.

Attest:

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Emergency Preparedness Committee Member

**Subject:** Re: Fwd: East Bay Hills Wildfire Protection JPA  
**From:** Larry Nagel <lnagel@kensingtonfire.org>  
**Date:** 7/14/21, 9:24 PM  
**To:** Bill Hansell <bhansell@kensingtonfire.org>

Bill:

Jon Kaufman (Claremont Canyon Conservancy) and Sue Piper (Oakland Firesafe Council) are the driving forces behind this JPA formation. It has been in the works a long time and seems to be gaining some traction, even allegedly with some support by Senator Skinner. I think it's worth exploring.

From the April 27 EPC Minutes (quoting the talk by Sue Duncan):

Sue is a member of a committee that is trying to form a JPA, Joint Powers Authority for Contra Costa and Alameda counties. The committee is composed of members from the Claremont Canyon Conservancy, the OFSC and the 94803 Emergency Preparedness Alliance, which covers the El Sobrante/Richmond area. This JPA would make consistent, science-based vegetation management plans across the East Bay Hills and use various funding sources including grants to carry out the plans. Currently, we have 20 elected officials from Alameda and Contra Costa counties, the cities of Oakland, Berkeley, Albany, El Cerrito, Dublin, Fremont, Hayward, Hercules, EBRPD and Assembly Member Wicks all endorsing the concept. We also have 20 community organizations including the Sierra Club, endorsing it. The committee has raised enough funds through a few grants and private donations to hire consultants Placeworks to guide us through the process. If your committee or any of you would like more information about the JPA, I will be glad to send you information. Jon Kaufman of the Claremont Canyon Conservancy and Sue Piper of OFSC would be happy to meet with you on a zoom meeting to discuss it, too.

Larry

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**Larry Nagel**  
**President and Director, Kensington Fire Protection District**  
**251 Stanford Avenue**  
**Kensington, CA 94708**

**(510) 558-0842**  
**Cell: (510) 502-6244**  
[lnagel@kensingtonfire.org](mailto:lnagel@kensingtonfire.org)



On 7/14/21 8:12 PM, Bill Hansell wrote:

----- Forwarded message -----

From: **David Early** <[dearly@placeworks.com](mailto:dearly@placeworks.com)>

Date: Wed, Jul 14, 2021, 1:30 PM

Subject: East Bay Hills Wildfire Protection JPA

To: [bhansell@kensingtonfire.org](mailto:bhansell@kensingtonfire.org) <[bhansell@kensingtonfire.org](mailto:bhansell@kensingtonfire.org)>

Hi Bill:

You may be aware of on-going efforts to create an East Bay Wildfire Protection Vegetation Management JPA. My company, PlaceWorks, has been retained by a group of citizens led by the Oakland Firesafe Council to help to jumpstart this effort.

Our effort has already been endorsed by Kensington Neighbors for Wildfire Safety and the Kensington Public Safety Council.

You can learn more about the effort from our website at <https://eastbaywildfirejpa.org/>

I would love to make a time to speak with you for 15-30 minutes to talk about the JPA and whether it might be possible for the Kensington Fire Protection District to join the discussion. All talks are very preliminary right now, and we are not looking for any specific endorsement or commitment—just a willingness to engage in discussions.

Could you let me know a good time to talk? I am available much of the day this week on Thursday and Friday, or anytime next week.

Thanks!

**DAVID EARLY, FAICP, LEED AP**

**Senior Advisor -- He/Him**



Berkeley, California

**cell 510 507 3711 | [dearly@placeworks.com](mailto:dearly@placeworks.com) | [placeworks.com](http://placeworks.com)**



## ABE ROMAN / INTERIM FIRE CHIEF

2100 MARTIN LUTHER KING JR. WAY, BERKELEY, CA 94704 510.981.3473  
 AROMAN@CITYOFBERKELEY.INFO

Date: Tuesday, June 01, 2021

To: «OWNER\_NAME»  
 C/O: «CO»  
 «OWNER\_ADDRESS», «OWNER\_UNIT»  
 «OWNER\_CITY» «OWNER\_ZIP»

Re: Educational Outreach for Vegetation Management

Dear Property Owner(s):

The Berkeley Fire Department wants the community to be prepared for wildfires that could impact our City. Large fires in California are increasing in number and severity. These fast moving, complex fires occur throughout the Bay Area including Berkeley's hills. Please refer to the resources in this packet for information to help you reduce the risk of wildfire and be prepared if a wildfire happens.

### **Vegetation Management**

Our records indicate that you are the owner(s) of a property or vacant lot located within Fire Zones 2 or 3 as designated by the City of Berkeley. It is important that you, as a property owner, take steps to reduce the risk of wildfires to yourself, your property, neighbors, and firefighters. Overgrowth of vegetation becomes hazardous fuel for wildfires as it dries and cures in the coming months.

To assist you in reducing the vegetation fire hazards on your property we have enclosed *Diagram 1 – Defensible Space*. This visually summarizes how to help reduce the fire hazards around your property. You should act now to manage the fuel load on your property.

Some actions you should take to create defensible space around your property include

- Remove combustible waste from your property.
- Remove vegetation debris like dead leaves and needles from the roof.
- Remove seasonal weeds and brush.
- Remove "Ladder Fuels" that allow fire to climb from the ground to trees:
  - o Remove lower tree branches at least 10 feet from the ground,
  - o Trim vegetation away from utility lines,
  - o Remove shrubs and brush from under trees.
- Clear brush and trees 10 feet back from roadways.
- Ensure no obstructions to fire access roads.
- Install spark arresters on chimneys.
- Address Identification: Have legible address signs visible from the street during the day and night. The sign should be a contrasting color from the home.
- Work with your neighbors to have a Vegetation Bin located in your area to remove debris or to have it chipped. Trimmed vegetation should not remain on the property, it should be disposed of.
- Consider mowing before 10 am, if it's too hot for you, it's too hot to mow. REMEMBER: Don't mow during the heat of the day or when the wind is blowing.



- Be sure weed whackers / or mowers have spark arrestors.
- Clear flammable materials from your deck. This includes brooms, stacked wood and easily ignitable patio furniture. Consider boarding up the area under your deck to keep it from becoming a fuel bed for hot embers.
- Move wood piles and garbage cans away from your home, at least 10-feet.
- Inspect/clean your chimney every year. Trim away branches within 10-feet and install a spark arrestor with ½" or smaller mesh screen.
- Window screens should be metal, not plastic or other flammable or meltable material.
- If you have a wood shake roof, consider replacing the shingle roof with non-flammable (Class-A) roofing materials such as asphalt shingles, tile or metal roofing.

### **Wildland-Urban Interface Area Inspections**

The Berkeley Fire Department will begin annual wildfire safety inspections in designated parts of Fire Zones 2 and the entire Zone 3 on June 1, 2021. Please be advised that the Berkeley Fire Department is in the process of dramatically expanding this formal inspection program with the goal of ultimately inspecting all properties within Fire Zones 2 and 3 for wildfire safety compliance on a regular basis. In the meantime, we encourage you to inspect your property and address any apparent issues to comply with wildland fire safety requirements and the City of Berkeley Fire Code. A self-inspection checklist is enclosed to assist you. Also, remember that even though your specific property may not be included in this current round of HFA inspections that you are still responsible for wildfire safety compliance on your property.

### **Wildfire Evacuation**

Now is the time to prepare yourself and your household to rapidly evacuate from wildfire. We have enclosed a Berkeley Wildfire Evacuation Checklist in this mailer. This list gives you information on:

- 1) What you can do if you have to leave quickly.
- 2) What to do if you have time to prepare to evacuate.
- 3) How to find information about the emergency and how to share that information.

You can find more information on being ready at: [www.cityofberkeley.info/Ready](http://www.cityofberkeley.info/Ready)

Thank you in for your cooperation and compliance. Your efforts will help make the entire Berkeley community safer. If you have any questions please contact the Berkeley Fire Department at (510) 981-5585 during normal business hours.

Sincerely,



Steven Riggs  
Fire Marshal

- Enclosures:
- A. Self-Inspection Check List
  - B. Diagram 1 – Defensible Space
  - C. Berkeley Wildfire Evacuation Checklist



- Clear brush and flammable vegetation within 30 feet or to the property line of a structure (ornamental plants are excluded)
- Remove brush, vegetation and debris from under trees, around structures and on vacant lots
- Remove combustible materials from under open porches or decks
- Cut grass and weeds to a heights of 3" or less

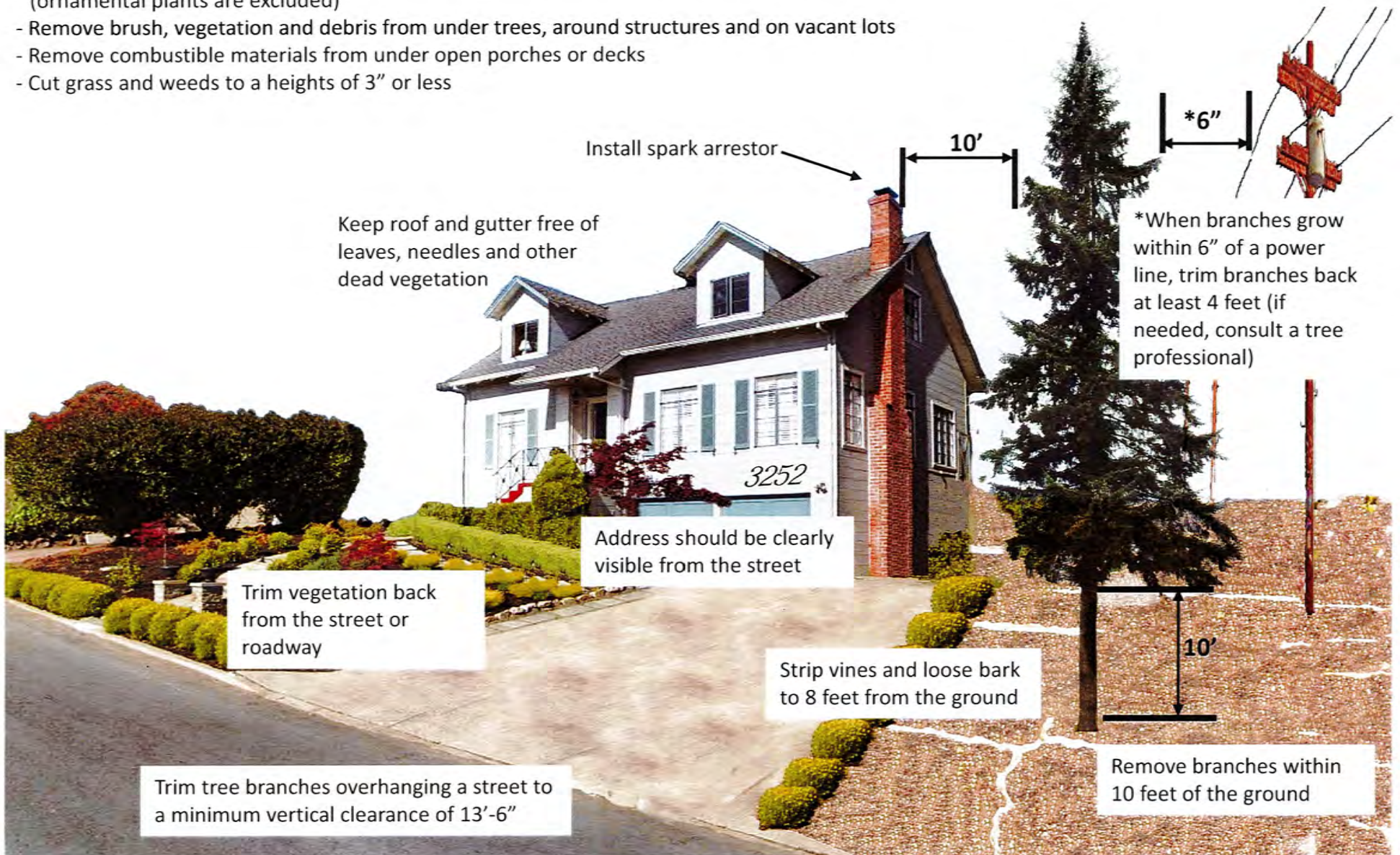


Diagram 1 – Defensible Space







**ABE ROMAN / INTERIM FIRE CHIEF**  
2100 MARTIN LUTHER KING JR. WAY, BERKELEY, CA 94704 510.981.3473  
AROMAN@CITYOFBERKELEY.INFO



## **BERKELEY FIRE DEPARTMENT - VEGETATION MANAGEMENT SELF-INSPECTION CHECKLIST**

- Do you have any accumulated vegetation waste?
- Is your car blocking any fire apparatus access to roads? Fire trucks need a minimum lane of 26 feet wide and 13' 6" tall for clearance. We recommend backing your vehicle into driveways on Red Flag warning days.
- Can you see your address from the street? Address identification must be seen from the street in the day or night time and contrast in color from their background.
- Are the power lines cleared? There must be a minimum of 4 feet of clearance from high voltage conductor. If the power lines are obstructed, contact PG&E to request trimming around the power lines.
- Is there clearance of brush from roadways? Minimum of 10-feet on each side of the roadway must be cleared of vegetation such as tall grass, weeds or brush.
- Is there defensible space around your home? Some things to consider:
  - o Cut grass and flammable vegetation
  - o Remove combustible items from areas such as decks, overhangs and stairs
  - o Relocate combustible outdoor furniture
  - o Create space between plants and between plants and structures
  - o Trim trees 10 feet back from chimney(s) and if possible from overhanging your roof
  - o Remove old leaves and pine needles from roofs, eaves and gutters
  - o Remove branches within 10 feet from the ground (limbing)
  - o Remove dead wood / or thin overly dense tree crowns
  - o Remove understory, brush and ground fuel beneath trees
  - o Thin stands of trees / shrubs by removing individual stems or plants
  - o Strip loose bark 8-feet from the ground (eucalyptus)
- Do you have Spark Arrestors installed? Spark arrestors are required for chimneys, fireplaces, barbecues, incinerators or heating appliances (Berkeley Building Code 704A1.6 for specifications).
- Can you maintain an effective fire break by removing anything combustible 30 feet from the structure?
- Remember, brush and debris does not need to be completely removed but may be chipped into pieces less than 3 inches in size.



**BERKELEY FIRE DEPARTMENT**  
 2100 MARTIN LUTHER KING JR. WAY, 2<sup>ND</sup> FL.  
 BERKELEY, CA. 94704  
 (510) 981-5585

## FIRE PREVENTION INSPECTION REPORT WILDLAND-URBAN INTERFACE AREA

Occupancy Address	Business Name	<input type="checkbox"/> NO VIOLATIONS NOTED
Type of Business	Occupancy Group <b>A B E F H I M R1 R2 R3 S U</b>	APN (Parcel) #
Property Owner	Property Owner's Address	Phone #
Type of Inspection <input type="checkbox"/> Vegetation (Annual Hazardous Fire Area) <input type="checkbox"/> Vegetation (Re-inspection) <input type="checkbox"/> Citizen Complaint		<input type="checkbox"/> 1 <sup>st</sup> Notice <input type="checkbox"/> 2 <sup>nd</sup> Notice <input type="checkbox"/> Refer to F. P.

### NOTICE OF FIRE AND SAFETY HAZARDS

You are hereby notified that an inspection of your premises for the minimum fire & life safety requirements of Berkeley Municipal Code Chapter 19.48, known as "Berkeley Fire Code" (BFC) and/or the provisions of the California Fire Code (CFC), has revealed the following violations.

<p><b>Fire Code Violation</b></p> <p><input type="checkbox"/> <b>A CFC 304.1 Waste Accumulation Prohibited</b> Prohibited in buildings, structures or upon premises</p> <p><input type="checkbox"/> <b>B CFC 503.4 Obstruction of Fire Apparatus Access Road</b> Obstruction of width or height prohibited. Min. 13'-6" vertical clearance and 26' width required</p> <p><input type="checkbox"/> <b>C CFC 505.1 Address Identification</b> Must be plainly legible from street / road frontage - min. 4 inches high on contrasting background</p> <p><input type="checkbox"/> <b>D BFC 4906.5.2 Trimming Clearance (Electrical Conductor)</b> min. 4' clearance from high voltage conductor (&gt;400V)</p> <p><input type="checkbox"/> <b>E BFC 4906.5.3 Trimming Clearance (Electrical Power Line)</b> min. 6" clear from high voltage (&gt;750V)</p> <p><input type="checkbox"/> <b>F BFC 4906.6 Clearance of Brush and Vegetation from Roadways</b> Clear within 10 feet on each side of highways, streets and roads. Single plant specimens and ground covers permissible provided they will not readily transmit fire</p> <p><input type="checkbox"/> <b>G BFC 4908.5 Spark Arresters.</b> (2019 CBC 2113.9.2) Provide chimneys, barbecues, incinerators or heating appliances using solid/liquid fuels with a spark arrester</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>Recommended Separation of Plants Based on Slope:</b>          0-20% slope= 2x fuel height (Shrubs) or 10Ft (Trees)          20-40% slope= 4x fuel height (Shrubs) or 20Ft (Trees)          &gt;40% slope= 6x fuel height (Shrubs) or 30Ft (Trees)</p> </div>	<p><b>Fire Code Violation</b></p> <p><input type="checkbox"/> <b>H BFC 4907.2 Clearance of Brush and Vegetative Growth from Structures.</b> May include but is not limited to:  <b>Create 30' defensible space around structure-</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 1. cut grass and flammable vegetation to ≤3 inches, remove if mulch is &gt;5" deep [single plant specimens ok if they will not rapidly transmit fire to a structure]</li> <li><input type="checkbox"/> 2. remove storage (incl. under decks/ overhangs/ stairs)</li> <li><input type="checkbox"/> 3. relocate combust. outdoor furniture / features</li> <li><input type="checkbox"/> 4. create space between plants, and between plants and structures</li> <li><input type="checkbox"/> 5. Provide 10' clearance around chimneys</li> <li><input type="checkbox"/> 6. Remove vegetation &amp; debris from  <input type="checkbox"/> roofs    <input type="checkbox"/> eaves    <input type="checkbox"/> gutters</li> </ul> <p><b>Trees/Shrubs (ea. correction may apply to trees/shrubs)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 7. prune trees overhanging or in contact with structures</li> <li><input type="checkbox"/> 8. remove branches within 10' of the ground (limbing)</li> <li>9. <input type="checkbox"/> remove dead wood    <input type="checkbox"/> thin crowns</li> <li><input type="checkbox"/> 10. provide separation distance between trees / shrubs</li> <li><input type="checkbox"/> 11. remove understory / brush / ground fuel below trees</li> <li><input type="checkbox"/> 12. thin stands of trees / shrubs</li> </ul> <p><b>Create additional fuel break if required by the inspector (may range from 30' – 100')</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 13. cut grass/weeds (max. 18" height on steep slopes)</li> <li><input type="checkbox"/> 14. strip loose tree bark to 8 feet from the ground</li> </ul> <p><input type="checkbox"/> I Other: _____</p>
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**ORDER TO COMPLY:** As the above conditions are contrary to law, you are hereby required to correct said conditions immediately upon receipt of this notice. A re-inspection to determine whether you have complied with this notice will be conducted after \_\_\_\_\_ days. Failure to correct the violations identified on this form will constitute an infraction of the law under City of Berkeley Ordinance No. 5499N.S. and may result in the issuance of a citation, which may require your appearance in court, and a fine of up to \$500.00 for each violation every day the violations remain uncorrected. If you have any questions regarding the inspection, please contact the inspector below at the listed telephone number. Thank you for your cooperation.

Signature (person receiving report)	Inspector (Print)	Date of Insp.	Company	Shift (A) (B) (C) (D)	Telephone (510) <input type="checkbox"/> 981- <input type="checkbox"/> 981-5585    Fire Prevention
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# BERKELEY WILDFIRE EVACUATION CHECKLIST

## LEAVE QUICKLY

### Go-Bag

- Flashlight/headlamp
- Local map with walking paths
- Water, snacks
- Important documents
- Emergency blanket
- Cash
- Portable radio & batteries
- Sturdy shoes and socks
- Whistle
- Change of clothing
- Add last minute: Wallet, cell phone

### Check on Others

- Tell neighbors to evacuate and which way to go
- Ask if they have a plan get out safely
- Offer help for those who need it
- Take your pets with you

**IF SOMEONE IS TRAPPED  
AND CAN'T ESCAPE**

**CALL 911**

## IF YOU HAVE TIME

### Prepare Your Home

- Shut all inside doors
- Raise shades and remove curtains
- Turn on inside lights
- Turn on outside lights
- Shut off air conditioning
- Close/seal ground and attic vents
- Move furniture away from walls
- Move outdoor items away from home including BBQ
- Put a ladder at the corner of your house for firefighters

### Grab Extra Items

- Wear heavy shoes, cotton clothing, and a dry bandanna
- Computers, electronics & chargers
- Medications, prescriptions, and medical devices
- Family treasures, art, photo albums
- Pet carriers/leashes, vaccination records, and pet food

## FIND & SHARE INFO

### Receive Alerts

- Sign up at [www.ACAAlert.org](http://www.ACAAlert.org) for emergency alerts
- Listen to 1610 AM for Berkeley info
- Listen to KPFB 89.3FM, KCBS 740AM, KQED 88.5FM and KSOL 98.9FM (Spanish) for general info
- Check [www.cityofberkeley.info](http://www.cityofberkeley.info) for updates
- Change your outgoing voicemail message so callers know you are ok
- Update your status on social media
- Register with Red Cross Safe & Well



- 1: People & Pets
- 2: Prescriptions
- 3: Papers
- 4: Personal Needs
- 5: Priceless Items

### Five Ps of Evacuation



FOR MORE INFORMATION VISIT [WWW.CITYOFBERKELEY.INFO/READY](http://WWW.CITYOFBERKELEY.INFO/READY)  
FOR ALTERNATIVE FORMATS EMAIL [ADA@CITYOFBERKELEY.INFO](mailto:ADA@CITYOFBERKELEY.INFO) OR CALL 510-981-6418