

ORDINANCE NO. 2011/11-20

ADOPTION OF THE 2009 EDITION OF THE INTERNATIONAL WILDLAND URBAN INTERFACE CODE WITH AMENDMENTS, AMENDMENTS TO THE 2010 CALIFORNIA BUILDING CODE, AMENDMENTS TO THE 2010 CALIFORNIA RESIDENTIAL CODE, AMENDMENTS TO THE 2010 CALIFORNIA FIRE CODE AND PROVIDING AUTHORITY TO ARREST AND ISSUE CITATIONS FOR VIOLATIONS AND PENALTIES FOR VIOLATIONS

Be it ordained by the Board of Directors of the Southern Marin Fire Protection District the following:

Sections:

1. Legislative Purpose and Incorporation of Findings
2. Definitions
3. Amendments to the 2009 International Wildland-Urban Interface Code
4. Amendments to the 2010 California Building Code
5. Urban Wildland Interface Areas
6. Clearance of Brush or Vegetative Growth From Structures
7. Retention of Plans
8. Amendments to the 2010 California Residential Code
9. Reserved
10. Reserved
11. Reserved
12. Authority to Arrest and Issue Citations
13. Penalties
14. Appeals
15. Reserved
16. Validity
17. Ordinance Publication and Effective Date
18. California Environmental Quality ACT

SECTION 1. LEGISLATIVE PURPOSE AND INCORPORATION OF FINDINGS

That a certain document, which is incorporated herein by reference, being marked and designated as the *International Wildland-Urban Interface (WUI) Code*, 2009 edition, including Appendix Chapter A also incorporated herein by reference, as published by the International Code Council, be and is hereby adopted as the Wildland Urban Interface Code of the Southern Marin Fire Protection District, in the State of California for regulating and governing the mitigation of hazard to life and property from the intrusion of fire from Wildland exposures, fire from adjacent structures and prevention of structure fires from spreading to Wildland fuels as herein provided; and further providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said *Wildland-Urban Interface Code* on file in the office of the Southern Marin Fire Protection District are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Sections 2-18 of this ordinance of the *International Wildland-Urban Interface (IWUI) Code*, 2009 edition, including Appendix Chapter A also of which not less than one copy is filed in the office of the fire chief and chief building official of the Southern Marin Fire Protection District, and the same are hereby adopted and incorporated as fully as if set out at length herein, and from the date on which this chapter shall take effect, the provision thereof shall be controlling within the limits of the Southern Marin Fire Protection District.

The Southern Marin Fire Protection District board of directors has read and considered the Findings of Fact and need for Changes or Modifications to the State Building Standards Code because of Local Conditions, Exhibit B incorporated herein by reference. The board hereby adopts such Findings of Fact and incorporates Exhibit B herein by reference.

SECTION 2. DEFINITIONS

Wherever they appear in the California and International Fire Codes, unless otherwise provided, the following words shall have the meanings ascribed to them in this section:

- (a) Whenever the words "Fire Code" are used they shall mean those Codes and Standards adopted in Section 1 of this Ordinance.
- (b) Wherever the word "jurisdiction" is used in this Ordinance and the *International Wildland-Urban Interface (WUI) Code*, 2009 edition, including Appendix Chapter A, it shall be held to mean the Southern Marin Fire Protection District.
- (c) Wherever the term "counsel" is used in this Ordinance and the *International Wildland-Urban Interface (WUI) Code*, 2009 edition, including Appendix Chapter A, it shall be held to mean the attorney for the Southern Marin Fire Protection District.
- (d) Wherever the words "Fire Code Official" is used in this Ordinance and the *International Wildland-Urban Interface (WUI) Code*, 2009 edition, including Appendix Chapter A they shall be held to mean the Fire Chief, Fire Marshal or Fire Prevention Officer of the Southern Marin Fire Protection District

SECTION 3 AMENDMENTS TO THE 2009 INTERNATIONAL WILDLAND URBAN INTERFACE CODE.

The 2009 International Wildland Urban Interface (WUI) Code is hereby changed in the following respects:

- 101.5 of Chapter 1 is hereby deleted and the following language substituted in its place:

101.5 Additions or alterations. Additions or alterations may be made to any building or structure without requiring the existing building or structure to comply with all of the requirements of this code provided the additions or alterations do not constitute a substantial remodel and, provided the addition or alteration conforms to that required for a new building or structure.

Exception: Provisions of this code that specifically apply to existing conditions are retroactive. See Sections 402.3, 601.1 and Appendix A incorporated herein by reference.

Additions or alterations shall not be made to an existing building or structure that will cause the existing building or structure to be in violation of any of the provisions of this code nor shall such additions or alterations cause the existing building or structure to become unsafe. An unsafe condition shall be deemed to have been created if an addition or alteration will cause the existing building or structure to become structurally unsafe or overloaded; will not provide adequate access in compliance with the provisions of this code or will obstruct existing exits or access; will create a fire hazard; will reduce required fire resistance or will otherwise create conditions dangerous to human life.

- Section 101.6 of Chapter 1 is hereby deleted and the following language substituted in its place:

101.6 Maintenance. All buildings, structures, access, water supply, landscape materials, vegetation, defensible space or other devices or safeguards required by this code shall be maintained in conformance to the code edition under which the same were installed. The owner or the owner's designated agent shall be responsible for the maintenance of buildings, structures, access roads, water supplies, landscape materials and vegetation.

- Section 104.2 of Chapter 1 is hereby deleted and the following language substituted in its place:

104.2 Interpretation of Rules, Regulations and Standards. The Fire Code Official is authorized to render interpretations of this code and to make and enforce rules and supplemental regulations and to develop fire protection standards to carry out the application and intent of its provisions. Such interpretations, rules, and regulations, and standards shall be in conformance to with the intent and purpose of this code. A copy of such rules and regulations are incorporated herein by reference and shall be in effect immediately thereafter.

- Section 105.3 of Chapter 1 is hereby deleted and the following language substituted in its place:

105.3 Alternative materials or methods. The Fire Code Official, in concurrence with approval from the building official, is authorized to approve alternative materials or methods, provided that the code official finds that the proposed

design, use or operation satisfactorily complies with the intent of this code and that the alternative material or method is, for the purpose intended, at least equivalent to the level of quality, strength, effectiveness, fire resistance, durability and safety prescribed by this code. Approvals under the authority herein contained shall be subject to the approval of the building official whenever the alternate material or method involves matters regulated by the California Building Code and California Residential Code.

The code official shall require that sufficient evidence or proof be submitted to substantiate any claims that may be made regarding its use. The details of any action granting approval of an alternate shall be recorded and entered in the files of the code enforcement agency.

For State Fire Marshal regulated occupancies, see Article 1 California Fire Code, incorporated herein by reference.

- Section 106.1 of Chapter 1 is hereby deleted and the following language substituted in its place:

106.1 General. To determine the suitability of alternative materials and methods and to provide for reasonable interpretations of the provisions of this code, there shall be and hereby is created a board of appeals consisting of five members who are qualified by experience and training to pass judgment on pertinent matters. The code official shall be an ex officio member, and the code official shall act as secretary of the board. The board of appeals shall be appointed by the legislative body and shall hold office at their discretion. The board shall adopt reasonable rules and regulations for conducting its investigations and shall render decisions and findings in writing to the code official, with a duplicate copy to the applicant. For state fire marshal regulated occupancies, see Article 1 of the California Fire Code incorporated herein by reference.

- Section 107.2 of Chapter 1 is hereby deleted and the following language substituted in its place:

107.2 Permits required. Unless otherwise exempted, no building or structure regulated by this code shall be erected, constructed, altered, repaired, moved, removed, converted or demolished/unless a separate permit for each building or structure has first been obtained from the code official. For buildings or structures erected for temporary uses, see Appendix A, Section A108.3 of this code, incorporated herein by reference.

When required by the code official, a permit shall be obtained for the following activities, operations, practices or functions within an Wildland Urban Interface (WUI) area:

1. Automobile wrecking yard.
2. Candles and open flames in assembly areas.
3. Explosives or blasting agents.
4. Fireworks.
5. Flammable or combustible liquids.
6. Hazardous materials.
7. Liquefied petroleum gases.
8. Lumberyards.
9. Motor vehicle fuel-dispensing stations.
10. Open burning.
11. Pyrotechnical special effects material.
12. Tents, canopies and temporary membrane structures.
13. Tire storage.
14. Welding and cutting operations.
15. Implementation of a Fire Protection Plan
16. Implementation of a Vegetation Management Plan

- Section 107.8 of Chapter 1 is hereby deleted and the following language substituted in its place:

107.8 Expiration. Every permit issued by the Fire Code Official under the provisions of this code shall expire by limitation and become null and void if the building, use or work authorized by such permit is not commenced within one year from the date of such permit. All permits shall expire by limitation and become null and void, if the building or work authorized by such permit is not completed within 2 years from the date of such permit. The code official may require the commencement of work authorized by a permit within a specified period of time less than one year, and the completion of said work within a specified period of time less than two years to require the timely abatement of one or more violations of the county code.

Before work can be recommenced on a permit that has expired, a new permit shall be applied for by the permittee. Permit fees for the new permit shall be based on the work remaining to be completed. New work remaining to be completed shall be subject to the technical codes adopted at the time of issuance of the new permit.

- Section 108.1 of Chapter 1 is hereby deleted and the following language substituted in its place:

108.1 General. Plans, engineering calculations, diagrams and other data shall be submitted in at least three (3) sets with each application for a permit. When such plans are not prepared by an architect or engineer, the code official may require the applicant submitting such plans or other data to demonstrate that state law does not require that the plans be prepared by a licensed architect or engineer. The Fire Code Official may require plans, computations and specifications to be prepared and designed by an architect or engineer licensed by the state to practice as such even if not required by state law.

Exception: Submission of plans, calculations, construction inspection requirements and other data, if it is found that the nature of the work applied for is such that reviewing of plans is not necessary to obtain compliance with this code.

- Section 108.3 of Chapter 1 is hereby deleted and the following language substituted in its place:

108.3 Site plan. In addition to the requirements for plans in the California Building Code and California Residential Code, site plans shall include topography, width and percent of grade of access roads, landscape and vegetation details, locations of structures or building envelopes, existing or proposed overhead utilities, occupancy classification of buildings, types of ignition-resistant construction of buildings, structures and their appendages, roof classification of buildings, and site water supply systems.

- Section 108.6 of Chapter 1 is hereby deleted and the following language substituted in its place:

108.6 Other data and substantiation. When required by the code official, the plans and specifications shall include classification of fuel loading, according to the NWCG Aids to Determining Fuel Models for Estimating Fire Behavior, current edition.

- Section 108.7 of Chapter 1 is hereby deleted and the following language substituted in its place:

108.7 Vicinity plan. In addition to the requirements for site plans, plans shall include details regarding the vicinity as required by the code official, including other structures, slope, vegetation, fuel breaks, water supply systems and access roads.

- Section 108.8 of Chapter 1 is hereby deleted and the following language substituted in its place:

108.8 Retention of plans. In addition to the requirements for plans in the *International Building Code*, site plans shall include topography, width and percent of grade with access roads, landscape and slopes, existing proposed overhead utilities, occupancy classification of buildings, types of ignition-resistant construction of buildings and site water supply systems. The code official is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted.

- Section 109.1.1 of Chapter 1 is hereby deleted and the following language substituted in its place:

109.1.1 General. All construction or work for which a permit is required by this code shall be subject to inspection by the code official and all such construction or work shall remain accessible and exposed for inspection purposes until approved by the code official.

It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes. Neither the code official nor the Southern Marin Fire Protection District shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

Approval as a result of a plan review or an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the Southern Marin Fire Protection District.

A survey of the lot may be required by the code official to verify that the mitigation features are provided and the building or structure is located in accordance with the approved plans.

- Section 110 of Chapter 1 is hereby deleted and the following language substituted in its place:

110. Final Approval for Occupancy. No building, structure or premises shall be used or occupied, and no change in the existing occupancy classification of a building, structure, premise or portion thereof shall be made until the code official has issued a "Final Approval" for occupancy thereof. The "Final Approval" for occupancy shall not be issued until the "Final Approval" for occupancy indicating that the project is in compliance with this code has been issued by the code official.

Issuance of a "Final Approval" for occupancy shall not be construed as an approval of a violation of the provisions of this code or of other pertinent laws and ordinances of the Southern Marin Fire Protection District. Certificates presuming to give authority to violate or cancel the provisions of this code or other laws or ordinances of the Southern Marin Fire Protection District shall not be valid.

- Section 202 of Chapter 2 is hereby amended by adding the following definitions:

BUILDING OFFICIAL. The officer or other designated authority charged with the administration and enforcement of the California Building Code, or the building officials duly authorized representative.

CDF DIRECTOR. The Director of the California Department of Forestry and Fire Protection.

CODE OFFICIAL. The official designated by the County of Marin to interpret and enforce building standards of this code, shall be the Building Official. The official designated by the Southern Marin Fire Protection District to interpret and enforce fire and life safety provisions of this code shall be the Fire Chief.

FINAL APPROVAL FOR OCCUPANCY. Written documentation from the Code Official that the project or work for which a permit was issued has been completed in conformance with requirements of this code.

FIRE PROTECTION PLAN. Document prepared for a specific project or development proposed for a Wildland-Urban Interface Fire Area setting forth measures taken to minimize and mitigate potential for loss from wildfire exposure.

The Fire Protection Plan shall be in accordance with this chapter and the California Fire Code, incorporated herein by reference. When required by the enforcing agency for the purposes of granting modifications, a fire protection plan shall be submitted. Only locally adopted ordinances that have been filed with the California Building Standards Commission in accordance with Section 101.14 or the Department of Housing and Community Development in accordance with Section 101.15 shall apply.

FIRE HAZARD SEVERITY ZONES. Geographical areas designated in California Public Resources Codes Sections 4201 through 4204 and classified as Very High, High, or Moderate in State Responsibility Areas or as Local Agency Very High Fire Hazard Severity Zones designated pursuant to California Government Code Sections 51175 through 51189.

The California Code of Regulations, Title 14, Section 1280 entitles the maps of these geographical areas as "Maps of the Fire Hazard Severity Zones in the State Responsibility Area of California."

HAZARDOUS MATERIALS. As defined in the California Fire Code.

HEAVY TIMBER CONSTRUCTION. As described in the California Building Code.

IGNITION-RESISTANT MATERIAL. Any product which, when tested in accordance with UBC Standard 8-1 for a period of 30 minutes, shall have a flame spread of not over 25 and show no evidence of progressive combustion. In addition, the flame front shall not progress more than 10½ feet (3200 mm) beyond the centerline of the burner at any time during the test. Materials shall pass the accelerated weathering test and be identified as Exterior type, in accordance with UBC Standard 23-4. All materials shall bear identification showing the fire performance rating thereof. Such identification shall be issued by a testing facility recognized by the State Fire Marshal having a service for inspection of materials at the factory.

Note: Fire-Retardant-Treated Wood as defined in CBC Section 202 meets the intent of the above definition. The enforcing agency may use other definitions of Ignition Resistant Material that reflect wildfire exposure to building materials and/or the materials performance in resisting ignition.

LOCAL AGENCY VERY HIGH FIRE HAZARD SEVERITY ZONE. Area designated by a local agency upon the recommendation of the CDF Director pursuant to Government Code, incorporated herein by reference, Sections 51177(c), 51178 and 51179 that is not a state responsibility area and where a local agency, city, county, city and county, or district is responsible for fire protection.

NWCG. National Wildfire Coordinating Group.

STATE RESPONSIBILITY AREA. Lands that are classified by the Board of Forestry pursuant to Public Resources Code Section 4125, incorporated herein by reference, where the financial responsibility of preventing and suppressing forest fires is primarily the responsibility of the state.

SUBSTANTIAL REMODEL. The renovation of any structure, which combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure. When any structural changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and coverings, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for purposes of applying this definition. This definition does not apply to the replacement and upgrading of residential roof or floor coverings, or the installation of earthquake retrofit, energy efficiency, or solar energy measures.

VMP. Shall mean Vegetation Management Plan.

WILDFIRE. An uncontrolled fire spreading through vegetative fuels that threatens to destroy life, property, or resources as defined in Public Resources Code Sections 4103 and 4104.

WILDFIRE EXPOSURE. Either one or a combination of radiant heat, convective heat, direct flame contact and burning embers being projected by vegetation fire to a structure and its immediate environment.

WILDLAND-URBAN INTERFACE FIRE AREA. A geographical area identified by the state as a "Fire Hazard Severity Zone" in accordance with the Public Resources Code Sections 4201 through 4204 and Government Code Sections 51175 through 51189, or other areas designated by the enforcing agency as being at significant risk from wildfires.

See Section 706A for the applicable referenced Sections of the Government Code and the Public Resources Code

FUEL, LIGHT. Vegetation consisting of herbaceous plants and round wood less than ¼ inch (6.4 mm) in diameter. See fuel models A, C, E, L, N, P, R and S described in Appendix D.

FUEL, MEDIUM. Vegetation consisting of round wood ¼ to 3 inches (6.4 mm to 76 mm) in diameter. See fuel models B, D, F, H, O, Q and T described in Appendix D.

IGNITION-RESISTANT CONSTRUCTION, CLASS 1. A schedule of additional requirements for construction in Wildland Urban Interface (WUI) areas based on extreme fire hazard.

IGNITION-RESISTANT CONSTRUCTION, CLASS 2. A schedule of additional requirements for construction in Wildland Urban Interface (WUI) areas based on high fire hazard.

IGNITION-RESISTANT CONSTRUCTION, CLASS 3. A schedule of additional requirements for construction in Wildland Urban Interface (WUI) areas based on moderate fire hazard.

- Section 302.1 of Chapter 3 is hereby deleted and the following language substituted in its place:

302.1 Declaration. . The legislative body shall declare the Wildland Urban Interface (WUI) areas within the Southern Marin Fire Protection District. The Wildland Urban Interface (WUI) areas shall be based on the findings of fact as prescribed by the California Health and Safety Code. The Wildland Urban Interface (WUI) area boundary shall correspond to natural or man-made features including but not limited to an assessment of fuel types and physical characteristics affecting wildland fire behavior.

- Section 402.1.1 of Chapter 4 is hereby deleted and the following language substituted in its place:

402.1.1 Access. New subdivisions, as determined by this Southern Marin Fire Protection District, shall be provided with fire apparatus access roads in accordance with the *California Fire Code* and access requirements in accordance with Section 403.

- Section 402.2.1 is hereby deleted and the following language substituted in its place:

402.2.1 Access. Individual structures hereafter constructed, substantial remodels, or relocated into or within Wildland Urban Interface (WUI) areas shall be provided with fire apparatus access in accordance with the California Fire Code and driveways in accordance with Section 403.2. Marking of fire protection equipment shall be provided in accordance with Section 403.5 and address markers shall be provided in accordance with Section 403.6.

- Section 402.2.2 is hereby deleted and the following language substituted in its place:

402.2.2 Water Supply. Individual structures hereafter constructed, substantial remodels, or relocated into or within Wildland Urban Interface (WUI) areas shall be provided with a conforming water supply in accordance with Section 404.

Exception: Buildings containing only private garages, carports, and sheds with a floor area of not more than 120 square feet.

- Section 403.1 is hereby deleted and the following language substituted in its place:

403.1 Restricted access. Where emergency vehicle access is restricted because of secured access roads or driveways or where immediate access is necessary for life saving or firefighting purposes, the code official is authorized to require a key access to be installed in an accessible location. The key access shall be of a type approved by the code official and shall contain keys or an approved key switch to gain necessary access as required by the code official.

- Section 403.2 of Chapter 4 is hereby deleted and the following language substituted in its place:

403.2 Driveways. Driveways shall be provided when any portion of an exterior wall of the first story of a building is located more than 150 feet from a fire apparatus access road. Driveways shall provide a minimum unobstructed width of 16 feet and a minimum unobstructed height of 13 feet 6 inches. Driveways in excess of 150 feet in length shall be provided with turnarounds. Driveways in excess of 300 feet in length and less than 20 feet in width shall be provided with turnouts in addition to turnarounds. A driveway shall not serve in excess of five dwelling units.

Exception: When such driveways meet the requirements for an access road in accordance with the California Fire Code.

Driveway turnarounds shall have inside turning radii of not less than 27 feet and outside turning radii of not less than 45 feet. Driveways that connect with a road or roads at more than one point may be considered as having a turnaround if all changes of direction meet the radii requirements for driveway turnarounds. Driveway turnouts shall be an all-weather road surface at least 10 feet wide and 30 feet long, not including the approach or departure ramps. Driveway turnouts shall be located as required by the code official. Vehicle load limits shall be posted at both entrances to bridges on driveways and private roads. Design loads for bridges shall be established by the code official.

- Section 403.6 of Chapter 4 is hereby deleted and the following language substituted in its place:

403.6 Address markers. All buildings shall have a permanently posted address clearly visible from the street with numerals illuminated and contrasting color to their background. Where structures are not visible from the street, addresses shall also be placed at each driveway entrance and be visible from both directions of travel along the road. In all cases, the address shall be posted at the beginning of construction and shall be maintained thereafter, and the address shall be visible and legible from the road on which the address is located.

Address signs along one-way roads shall be visible from both the intended direction of travel and the opposite direction. Where multiple addresses are required at a single driveway, they shall be mounted on a single post, and additional signs shall be posted at locations where driveways divide.

Where a roadway provides access solely to a single commercial or industrial business, the address sign shall be placed at the nearest road intersection providing access to that site.

- Section 403.7 of Chapter 4 is hereby deleted and the following language substituted in its place:

403.7 Grade. The gradient for fire apparatus access roads and driveways shall not exceed 18%.

- Section 404.1 of Chapter 4 is hereby deleted and the following language substituted in its place:

404.1 General. An approved water source shall have an adequate water supply for the use of the fire protection service to protect buildings and structures from exterior fire sources or to suppress structure fires within the Wildland Urban Interface (WUI) area of the Southern Marin Fire Protection District in accordance with this section.

Exception: Buildings containing only private garages, carports, and sheds with a floor area of not more than 120 square feet.

- Section 404.2 of Chapter 4 is hereby deleted and the following language substituted in its place:

404.2 Water sources. . The point at which a water source is available for use shall be located not more than 350 feet from the building and be approved by the code official. The distance shall be measured along an unobstructed line of travel. Water sources shall comply with the following:

1. Man-made water sources shall have a minimum usable water volume as determined by the adequate water supply needs in accordance with Section 404.5. This water source shall be equipped with an approved hydrant. The water level of the water source shall be maintained by rainfall, water pumped from a well, water hauled by a tanker, or by seasonal high water of a stream or river. The design, construction, location, water level maintenance, access, and access maintenance of man-made water sources shall be approved by the code official.

2. Natural water sources shall have a minimum annual water level or flow sufficient to meet the adequate water supply needs in accordance with Section 404.5. This water level or flow shall not be rendered unusable because of freezing. This water source shall have an approved draft site with an approved hydrant. Adequate water flow and rights for access to the water source shall be ensured in a form acceptable to the code official.

- Section 404.5 of Chapter 4 is hereby deleted and the following language substituted in its place:

404.5 Adequate water supply. Adequate water supply shall be determined for purposes of initial attack and flame front control as follows:

- A. **One- and two-family dwellings.** The required water supply for one- and two-family dwellings shall be from a municipal supply. Required flow rates and duration shall be determined by the code official.

Exception: If the cost of providing a municipal supply exceeds 10% of the total construction costs (based on the building permit valuation and required site improvements), an on-site private fire protection water supply (minimum storage requirement to be determined by the code official and local standards, but not less than 3,000 gallons plus 2,000 gallons dedicated to automatic fire sprinklers and domestic water) may be permitted. If a private, on-site water supply is installed, a fee in an amount up to and including 5% of total building construction cost may be charged for the purpose of upgrading existing municipal fire flow.

- B. **Buildings other than one- and two-family dwellings.** The water supply required for buildings other than one- and two-family dwellings shall be as determined by the code official.

Exception: If the cost of providing a municipal supply exceeds 10% of the total construction costs (based on the building permit valuation and required site improvements), an on-site private fire protection water supply (minimum storage requirement to be determined by the code official and local standards, but not less than 3,000 gallons plus 2,000 gallons dedicated to automatic fire sprinklers and domestic water) may be permitted. If a private, on-site water supply is installed, a fee in an amount up to and including 5% of total building construction cost may be charged for the purpose of upgrading existing municipal fire flow.

- Section 404.9 of Chapter 4 is hereby deleted and the following language substituted in its place:

404.9 Testing and maintenance. Water sources, draft sites, hydrants and other fire protection equipment required by this code shall be subject to periodic tests as determined and required by the code official. All such equipment installed under the provisions of this code shall be maintained in an operative condition at all times and shall be repaired or replaced where defective. Additions, repairs, alterations and servicing of such fire protection equipment and resources shall be in accordance with approved standards and shall not be made without approval of the Code Official.

- Section 404.10.3 of Chapter 4 is hereby deleted and the following language substituted in its place:

404.10.3 Standby Power. Stationary water supply facilities within the Wildland Urban Interface (WUI) area that are dependent on electrical power to meet adequate water supply demands shall provide standby power systems in accordance with the California Electrical Code to ensure that an uninterrupted water supply is maintained. The standby power source shall be capable of providing power for a minimum of two hours.

Exceptions:

1. When approved by the code official, a standby power supply is not required where the primary power service to the stationary water supply facility is underground.
2. A standby power supply is not required where the stationary water supply facility serves no more than one single-family dwelling.

- Section 405.2 of Chapter 4 is hereby deleted and the following language substituted in its place:

405.2 Content. The plan shall be based upon a site-specific wildfire risk assessment that includes considerations of location, topography, aspect, flammable vegetation, climatic conditions and fire history. The plan shall address water supply, access, building ignition and fire-resistance factors, fire protection systems and equipment, defensible space and vegetation management. In addition to considerations included in this section, Fire Protection Plans shall conform to Standards developed by the Code Official.

- Section 405.4 of Chapter 4 is hereby deleted and the following language substituted in its place:

405.4 Plan retention. The fire protection plan shall be retained by the code official for the life of the building.

- Section 406 of Chapter 4 is hereby added to read as follows:

SECTION 406 VEGETATION MANAGEMENT PLAN

406.1 General. When required by the code official, a vegetation management plan shall be prepared.

406.2 Content. The VMP consists of two forms: (1) blue or black line drawings; and (2) a text narrative describing specific and applicable contributing factors in the selection and design of the plan.

VMP Contents

The VMP shall include at the minimum:

1. The entire “plan content” elements described in narrative form.
2. Not less than three (3) complete plan sets should be submitted to the Code Official for review.
3. The Hazard Assessment Matrix
4. The list of plants to be used and materials consistent with the approved plant list.
5. 3 sets of blue prints showing the house, zone, plant type and spacing.

406.3 Cost. The cost of vegetation management plan preparation and review shall be the responsibility of the applicant.

406.4 Plan retention. The vegetation management plan shall be retained by the code official for the life of the building.

- Chapter 5 is hereby deleted and the following language substituted in its place:

Chapter 5 MATERIALS AND CONSTRUCTION METHODS FOR EXTERIOR WILDFIRE EXPOSURE

SECTION 501 SCOPE, PURPOSE AND APPLICATION

501.1 - Purpose. The purpose of this Chapter is to establish minimum standards for the protection of life and property by increasing the ability of a building located in any Fire Hazard Severity Zone within State Responsibility Areas or any Wildland-Urban Interface Fire Area to resist the intrusion of flame or burning embers projected by a vegetation fire and contributes to a systematic reduction in conflagration losses.

501.2 - Scope. This chapter applies to building materials, systems and or assemblies used in the exterior design and construction of new, substantially remodeled or relocated buildings within a Wildland-Urban Interface Fire Area as defined in Section 202 of the California Fire Code.

Exceptions:

1. Accessory structures not exceeding 120 square feet in floor area when located at least 50 feet from buildings containing habitable spaces.
2. Agricultural buildings at least 50 feet from buildings containing habitable spaces.

501.3. Application. All new and substantially remodeled buildings located in any Fire Hazard Severity Zone within State Responsibility Areas or any Wildland-Urban Interface Fire Area designated by the enforcing agency for which an application for a building permit is submitted on or after December 1, 2005, shall comply with the following Sections:

1. 501.1 – Roofing
2. 501.2 - Attic Ventilation

501.3.1 Alternates for materials, design, tests, and methods of construction. The enforcing agency is permitted to modify the provisions of this chapter for site-specific conditions in accordance with Sections 104.11 California Building Code, incorporated herein by reference. When required by the enforcing agency for the purposes of granting modifications, a fire protection plan shall be submitted in accordance with the California Fire Code, incorporated herein by reference.

501.3.2 Application Following Map Revisions. 180 days after the CDF Director has adopted revised Fire Hazard Severity Zone maps or a Wildland-Urban Interface Fire Area has been designated by a local agency, the following provisions shall become effective statewide for the following areas.

1. State Responsibility Area Very High Fire Hazard Severity Zones – all provisions
2. Local Agency Very High Fire Hazard Severity Zones – all provisions
3. State Responsibility Area High Fire Hazard Severity Zones – all provisions except exterior walls
4. State Responsibility Area Moderate Fire Hazard Severity Zones – all provisions except exterior walls and roof gutters.
5. Other Wildland-Urban Interface Fire Areas, designated by a local agency pursuant to H&S Code 13108.5 – all or any portion of these provisions specified by the local agency.

SECTION 502 - MATERIALS, SYSTEMS, and METHODS OF CONSTRUCTION

502.1 General. Material, systems, and methods of construction used shall be in accordance with this Chapter.

502.2 Qualification by Testing. Material and material assemblies tested in accordance with the requirements set forth in Section 502.3 shall be accepted for use in accordance with the results and conditions of such tests. Testing shall be performed by a testing agency approved by the Authority Having Jurisdiction.

502.3 Standards of Quality. The State Fire Marshal (SFM) standards listed below are also listed in Chapter 35, Part III, Title 24 California Code of Regulations, incorporated herein by reference, and are part of this code. The Authority having jurisdiction may use other standards that are equal to or exceed standards listed in this chapter.

- 12-7A-1 EXTERIOR WALL TEST STANDARD
- 12-7A-2 EXTERIOR WINDOW TEST STANDARD
- 12-7A-3 UNDER EAVE TEST STANDARD
- 12-7A-5 DECK TEST STANDARD

503.1 ROOFS

503.1.1 General. Roofs shall comply with the requirements of Chapter 7A and Chapter 15 of the California Building Code, incorporated herein by reference. Roofs shall have a roofing assembly installed in accordance with its listing and the manufacturer's installation instructions.

503.1.2 Roof Coverings. Where the roof profile allows a space between the roof covering and roof decking, the spaces shall be constructed to prevent the intrusion of flames and embers, be fire-stopped with approved materials or have one layer of No. 72 ASTM cap sheet installed over the combustible decking.

503.1.3 Roof Valleys. When provided, valley flashings shall be not less than 0.016-inch (No. 28 galvanized sheet gage) corrosion-resistant metal installed over a minimum 36 inches wide underlayment consisting of one layer of No. 72 ASTM cap sheet running the full length of the valley.

503.1.4 Roof Gutters. Roof gutters shall be provided with the means to prevent the accumulation of leaves and debris in the gutter. Roof gutters and downspouts shall be constructed of non-combustible materials.

503.2 Attic Ventilation.

503.2.1 General. When required by Chapter 15 of the 2010 edition of the California Building Code, roof and attic vents shall resist the intrusion of flame and embers into the attic area of the structure, or shall be protected by corrosion resistant, non-combustible wire mesh with ¼ inch openings or its equivalent.

503.2.2 Eave or Cornice Vents. Vents shall not be installed in eaves and cornices.

Exception: Eave and cornice vents may be used provided they resist the intrusion of flame and burning embers into the attic area of the structure.

503.3 - Eave Protection. Eaves and soffits shall meet the requirements of 12-7A-3 "Under Eave Test Standard" or shall be protected by ignition-resistant materials or noncombustible construction on the exposed underside as approved by the Authority Having Jurisdiction.

503.4 Skylights

Skylights shall be constructed of tempered glass, multi-layered glazed panels, or those materials approved by the Authority Having Jurisdiction unless the structure is protected throughout by an approved automatic sprinkler system.

SECTION 504 – EXTERIOR WALLS

504.1 General. Exterior walls shall be approved non-combustible or ignition-resistant material, heavy timber, or log wall construction or shall provide protection from the intrusion of flames and embers and temperatures capable of igniting combustibles on the inside of the wall in accordance with 12-7A-1 "Exterior Wall Test Standard" or other standard approved by the authority having jurisdiction.

Exterior wall coverings shall extend from the top of the foundation to the underside of the roof sheathing, terminate at 2 inch nominal solid wood blocking between rafters at all roof overhangs, or in the case of enclosed eaves, terminate at the enclosure.

Exterior wall openings shall be in accordance with this section.

504.2 Exterior Wall Openings. Exterior wall openings shall be in accordance with this section.

504.2.1 Exterior Glazing. Exterior windows, window walls, glazed doors, and glazed openings within exterior doors shall conform to the performance requirements of 12-7A-2 "Exterior Window Test Standard" or multilayered glazing with minimum of one tempered pane, glass block or other window assemblies having a fire protection rating of not less than 20 minutes.

504.2.2 Doors. Exterior door assemblies shall conform to the performance requirements of 12-7A-1 "Exterior Wall Test Standard," or shall be of approved non-combustible construction, solid core wood not less than 1-¾ inches thick, or shall have a fire protection rating of not less than 20 minutes.
Exception: Noncombustible vehicle access doors.

Exception: Noncombustible vehicle access doors.

504.2.3 Under-Floor ventilation. Under-floor ventilation shall resist the intrusion of flame and embers into the area under the floor, or shall be protected by corrosion resistant, non-combustible wire mesh with ¼ inch openings or its equivalent.

504.2.4 Other Wall Vents. Unless otherwise prohibited by other provisions of this code, vent openings in exterior walls shall resist the intrusion of flame and embers into the structure or vents shall be screened with a corrosion-resistant, non-combustible wire mesh with ¼ inch openings.

504.3 Appendages and Floor Projections. Appendages and Floor Projections. The underside of cantilevered and overhanging appendages and floor projections shall maintain the ignition-resistant integrity of exterior walls, or the projection shall be enclosed to the grade.

504.4 Unenclosed Under-floor Protection. Buildings shall have all under floor areas enclosed to the grade with exterior walls in accordance with Section 504.1.

Exception: The complete enclosure of under floor areas may be omitted where the underside of all exposed floors, exposed structural columns, beams and supporting walls are protected as required with exterior ignition-resistant material construction or be heavy timber, or other construction approved by the authority having jurisdiction.

SECTION 505 - ANCILLARY STRUCTURES

505.1 Decking. Surfaces, stair treads, risers, and landings of decks, porches, & balconies within 50 feet of the primary structure shall be constructed with "Ignition Resistant Materials" and comply with the performance requirements of 12-7A-5 "Deck Test Standard," or deck surfaces of heavy timber, fire retardant treated wood or non-combustible materials.

505.2 Ancillary Structures. When required by the Authority Having Jurisdiction ancillary and detached accessory structures shall comply with the provisions of this Chapter.

- Section 602 of Chapter 6 is hereby deleted and the following language substituted in its place:

SECTION 602 - AUTOMATIC FIRE SPRINKLER SYSTEMS

An approved automatic fire sprinkler system shall be installed in all occupancies, in new buildings, and substantial remodels. The installation of the automatic fire sprinkler systems shall be in accordance with nationally recognized standards and Fire Protection Standards.

- Section 603 of Chapter 6 is hereby deleted and the following language substituted in its place:

SECTION 603 - DEFENSIBLE SPACE

603.1 Objective. Provisions of this section are intended to modify the fuel load, type, and configuration in areas adjacent to structures to create a defensible space.

603.2 Fuel modification. In order to qualify as a conforming defensible space fuel modification shall be provided as specified in Fire Protection Standards approved by the Chief. Distances specified in the Fire Protection Standards may be modified by the code official because of a site-specific analysis based on local conditions and the fire protection plan. Persons owning, leasing, controlling, operating or maintaining buildings or structures requiring defensible spaces are responsible for modifying or removing non fire-resistive vegetation on the property owned, leased or controlled by said person. If the required defensible space requires fuel modification that exceeds the boundaries of the property owned, leased or controlled by said person, said person shall obtain the right to modify or remove non fire-resistive vegetation on the adjacent property to the extent required. If such permission cannot be obtained from adjacent property owners, the building or structure shall be modified to meet construction requirements consistent with the defensible space that can be maintained within the boundaries of the property owned, leased or controlled.

Trees are allowed within the defensible space, provided the horizontal distance between crowns of adjacent trees and crowns of trees and structures, overhead electrical facilities or unmodified fuel is not less than 10 feet. Deadwood and litter shall be regularly removed from trees.

Where ornamental vegetative fuels or cultivated ground cover, such as green grass, ivy, succulents or similar plants are used as ground cover, they are allowed to be within the designated defensible space, provided they do not form a means of transmitting fire from the native growth to any structure.

- Table 603.2 of Chapter 6 is hereby deleted.
- Figure 603.2 of Chapter 6 is hereby deleted.
- Section 606.1 of Chapter 6 is hereby deleted and the following language substituted in its place:

606.1 General. The storage of LP-gas and the installation and maintenance of pertinent equipment shall be in accordance with the Fire Protection Standard – Southern Marin Fire Protection District Standard.

- Section 606.2 of Chapter 6 is hereby deleted and the following language substituted in its place:

606.2 Location of containers. LP-gas containers shall be located within the defensible space in accordance with the Fire Protection Standard – Southern Marin Fire Protection District.

SECTION 4. AMENDMENTS TO THE 2010 CALIFORNIA BUILDING CODE WHICH CONSISTS OF CERTAIN PORTIONS OF THE 2009 INTERNATIONAL BUILDING CODE AS ADOPTED AND AMENDED BY THE CALIFORNIA BUILDING STANDARDS COMMISSION

Section 701 of the California Building Code is hereby amended by adding the following sentence:

- a. Buildings constructed in designated Wildland Urban Interface areas shall comply with this code and the International Wildland Urban Interface Code, 2009 edition and Appendix A as amended by the Southern Marin Fire Protection District.

SECTION 5. URBAN WILDLAND INTERFACE AREAS

Specific boundaries of natural or man-made features of the Wildland Urban Interface areas shall be as shown on the Wildland area interface map as delineated in Attachment "A" of this ordinance.

SECTION 6. CLEARANCE OF BRUSH OR VEGETATIVE GROWTH FROM STRUCTURES

General. Persons owning, leasing, controlling operating or maintaining buildings or structures in, upon or adjoining hazardous fire areas, including on adjacent property over which said person(s) have obtained a right to modify vegetation in conformance with the requirements of this section, shall at all times:

- a. Maintain an effective firebreak by removing and clearing away flammable vegetation and combustible growth from areas within 30 feet of such buildings or structures;

Exception: 1. Single specimens of trees, ornamental shrubbery or similar plants used as ground covers, provided that they do not form a means of rapidly transmitting fire from the native growth to any structure.

Exception: 2. If the owner, lessee, or person controlling, operating or maintaining said property cannot obtain the right to modify vegetation on adjacent property, the Chief may order modification of the structures to provide an equivalent condition.

- b. Maintain additional fire protection or firebreak by removing brush, flammable vegetation and combustible growth located from 30 feet to 100 feet from such buildings or structures, when required to do so by the Chief because of extra-hazardous conditions causing a firebreak of only 30 feet to be insufficient to provide reasonable fire safety.

Exception: 1. Grass and other vegetation located more than 30 feet from buildings or structures and less than 18 inches in height above the ground need not be removed where necessary to stabilize the soil and prevent erosion.

Exception: 2. If the owner, lessee, or person controlling, operating or maintaining said property cannot obtain the right to modify vegetation on adjacent property, the Chief may order modification of the structures to provide an equivalent condition.

- c. Remove portions of trees which extend within 10 feet of the outlet of a chimney.
- d. Maintain trees adjacent to or overhanging a building free of deadwood; and
- e. Maintain the roof and gutters of a structure free of leaves, needles or other dead vegetative growth.

SECTION 7. RETENTION OF PLANS

(One) set of approved plans, specifications and computations shall be retained by the code official for the life of the structure. (One) set of approved plans, specifications and computations shall be returned to the applicant, and said sets shall be kept on side of the building, use or work at all times during which the work authorized thereby is in progress. (One) set of approved plans, specifications and computations shall be returned to the architect or engineer whom prepared the original sets submitted for review by the fire code official.

SECTION 8. AMENDMENTS TO THE 2010 CALIFORNIA RESIDENTIAL CODE WHICH CONSISTS OF CERTAIN PORTIONS OF THE 2009 INTERNATIONAL RESIDENTIAL CODE AS ADOPTED AND AMENDED BY THE CALIFORNIA BUILDING STANDARDS COMMISSION

Section R327 of the California Residential Code is hereby amended by adding the following sentence:

- a. Buildings constructed in designated Wildland Urban Interface areas shall comply with this code and the International Wildland Urban Interface Code, 2009 edition and Appendix A as amended by the Southern Marin Fire Protection District.

SECTION 12. AUTHORITY TO ARREST AND ISSUE CITATIONS.

The Southern Marin Fire Protection District Fire Chief, Chief Officers, Fire Marshal and Fire Prevention Officer shall have authority to arrest or to cite any person who violates any provision of this chapter involving the ICC International Wildland Urban Interface Code or the California Building Standards Code relating to fire and panic safety as adopted by the State Fire Marshal, in the manner provided for the arrest or release on citation and notice to appear with respect to misdemeanors or infractions, as prescribed by Chapters 5, 5c and 5d of Title 3, Part 2 of the California Penal Code, including Section 853.6, or as the same hereafter may be amended.

- a) It is the intent of the Southern Marin Fire Protection District board of directors that the immunities provided in Penal Code Section 836.5, incorporated herein by reference, are applicable to aforementioned officers and employees exercising their arrest or citation authority within the course and scope of their employment pursuant to this chapter.
- b) In lieu of the above procedures, the Southern Marin Fire Protection District shall also have the authority to proceed under any local ordinance it may have adopted for purposes of the administrative enforcement of its Code.
- c) In lieu of the above procedures, the Southern Marin Fire Protection District shall also have the authority to proceed under any local ordinance the board of supervisors may have adopted for purposes of the administrative enforcement of its Code.

SECTION 13. PENALTIES

- (a) The violations of the Fire Code as adopted herein are misdemeanors/infractions and are subject to the penalties set forth herein.
- (b) If a criminal citation is issued, penalties shall be per Section 106, 109, or 114 of this code. If an administrative citation is issued, the penalties are as follows:
- (c) The first citation, within a 12-month period, for violations of the Fire Code and any amendments adopted herein shall be treated as a Civil Penalty payable directly to the Southern Marin Fire Protection District and is set at \$150 plus the actual costs of all inspections required to gain compliance at the rate set from time to time by the Southern Marin Fire Protection District. Said civil penalties shall be a debt owed to the District by the person responsible for the violation within thirty (30) days after the date of mailing of the citation unless an appeal is filed as provided in Section 14. Upon failure to pay the civil penalty when due, the responsible person shall be liable in a civil action brought by the Southern Marin Fire Protection District for such civil penalty and costs of the litigation, including reasonable attorney's fees.

- (d) Any subsequent citations within a twelve (12) month period for any violations of the Fire Code and any amendments adopted herein shall be misdemeanors/infractions, and shall be subject to the penalties set forth herein.
- (e) The imposition of one penalty for any violation shall not excuse the violation or permit it to continue and all such persons shall be required to correct or remedy such violations or defects within a reasonable time and, when not otherwise specified each day that a violation occurs or continues, after a final notice has been delivered shall constitute a separate offense. The application of both penalties shall not be held to prevent the enforced correction of prohibited conditions.
- (f) Nothing contained in Subsections (a) through (f) of this Section shall be construed or interpreted to prevent the Southern Marin Fire Protection District from recovering all costs associated with a Fire Districts response as described in Section 104.12 of the 2009 International Fire Code as amended.
- (g) Any violation of any provision of this Chapter shall constitute a public nuisance and shall entitle the Southern Marin Fire Protection District to collect the costs of abatement and related administrative costs by a nuisance abatement lien as more particularly set forth in Government Code Section 38773.1, and by special assessment to be collected by the County Tax Collector as more particularly set forth in Government Code Section 38773.5. At least thirty (30) days prior to recordation of the lien, or submission of the report to the Tax Collector for collection of this special assessment, the record owner shall receive notice from the Chief of the Southern Marin Fire Protection District intent to charge the property owner for all administrative costs associated with enforcement of this Ordinance and abatement of the nuisance. The notice shall include a summary of costs associated with enforcement of this Ordinance and abatement of the nuisance. The property owner may appeal the Chief's decision to the Board of Directors of the Southern Marin Fire Protection District within fifteen (15) days of the date of the notice and request a public hearing prior to recordation of the lien or submission of the report to the County Tax Collector for collection of the special assessment. In addition to the foregoing, the Southern Marin Fire Protection District is authorized to prosecute a civil action to collect such abatement costs from the property owner or other person in possession or control of the affected property, and shall be entitled to recover such abatement costs, together with the cost of litigation, including reasonable attorney's fees

SECTION 14. APPEALS

- (a) Any person receiving a citation for a civil penalty pursuant to Subsection (b) of Section 13 or a bill for Southern Marin Fire Protection District response costs and expenses pursuant to Section 104.12 of the Fire Code, may file within thirty (30) days after the date of mailing the citation or bill, an administrative appeal against imposition of the civil penalty or response costs and expense. The appeal shall be in writing and filed with the Fire Chief, and shall include a copy of the bill and statement of the grounds for appeal. The Fire Chief shall conduct an administrative hearing on the appeal, after giving the appellant at least ten (10) days' advance written notice of the time and place of the hearing. Within ten (10) days after the hearing the Chief shall give written notice of the decision to the appellant, which decision shall be final. If the appeal is denied in part or full, all amounts due shall be paid within thirty (30) days after the mailing of the notice of the decision of the hearing officer.
- (b) Whenever the Chief shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the code do not apply or that the true intent and meaning of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the Chief to the Board of Directors of the Southern Marin Fire Protection District within 10 days from the date of the decision. The provision of this section shall not apply to corrective actions for the clearance of brush or vegetative growth from structures as outlined in various sections of this Code, or to matters for which an appeal is provided pursuant to Section 14 (a) above.

SECTION 16. VALIDITY

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The Board of Directors of the Southern Marin Fire Protection District hereby declares that it would have adopted the Ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases shall be declared invalid.

SECTION 17. ORDINANCE PUBLICATION AND EFFECTIVE DATE

A summary of this ordinance shall be published and a certified copy of the full text of this ordinance shall be posted in the office of the clerk of the Southern Marin Fire Protection District at least five (5) days prior to the board meeting at which it is adopted.

This ordinance shall be in full force and effective thirty (30) days after its final passage, and the summary of this ordinance shall be published within fifteen days after the adoption, together with the names of the Marin County board of directors voting for or against same, in the Independent Journal, a newspaper of general circulation published in the Southern Marin Fire Protection District, State of California.

SECTION 18. CALIFORNIA ENVIRONMENTAL QUALITY ACT

The Board of Directors/Supervisors of the Southern Marin Fire Protection District finds that adoption of this ordinance exempt from the California Environmental Quality Act ("CEQA") under California Code of Regulations, Title 14, § 15061(b)(3).

Within fifteen days after adoption, the county clerk shall also post in the office of the county clerk, a certified copy of the full text of this ordinance along with the names of those board members voting for and against the ordinance.

Cathryn Hilliard, President of the Board of Directors

Attest: Susan Kim, Clerk to the Board

The foregoing Ordinance No. 2010-11-20 was read and introduced at a Regular meeting of the Board of Directors of the Southern Marin Fire Protection District held on the 25 day of January 2012, and ordered passed to print by the following vote, to wit:

- AYES: Directors Barney, Chun, Hilliard, St. John, von Stein & Wriston
- NOES: None
- ABSENT: Director Sullivan

and will come up for adoption as an Ordinance of the Southern Marin Fire Protection District at a Regular meeting of the Board of Directors to be held on the 22 day of February, 2012.

Susan Kim, Clerk to the Board