



Los Angeles **City Fire
Department
Fire Prevention Bureau
Brush Clearance Unit**

LAFD and Brush Clearance Unit Command Organization

**Los Angeles City Fire Department
Fire Chief Kristen M. Crowley**

**LAFD Fire Marshal for the Fire Prevention Bureau
Chief Orin Saunders**

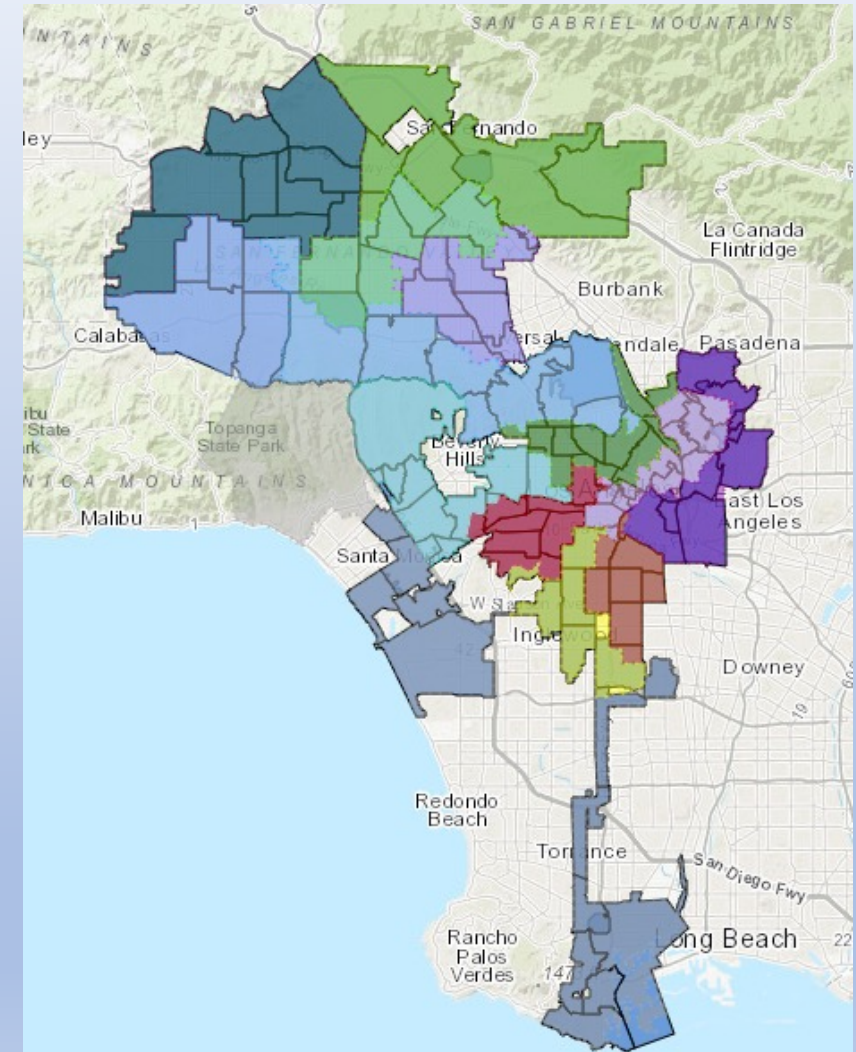
**LAFD Assistant Fire Marshall for the Fire Prevention Bureau
Chief Melford Beard**

**LAFD Battalion Chief and FPB Section Commander for the BCU
Chief Brian Petty**

**LAFD Captain I for the FPB Brush Clearance Unit
Captain Bryan Nassour**

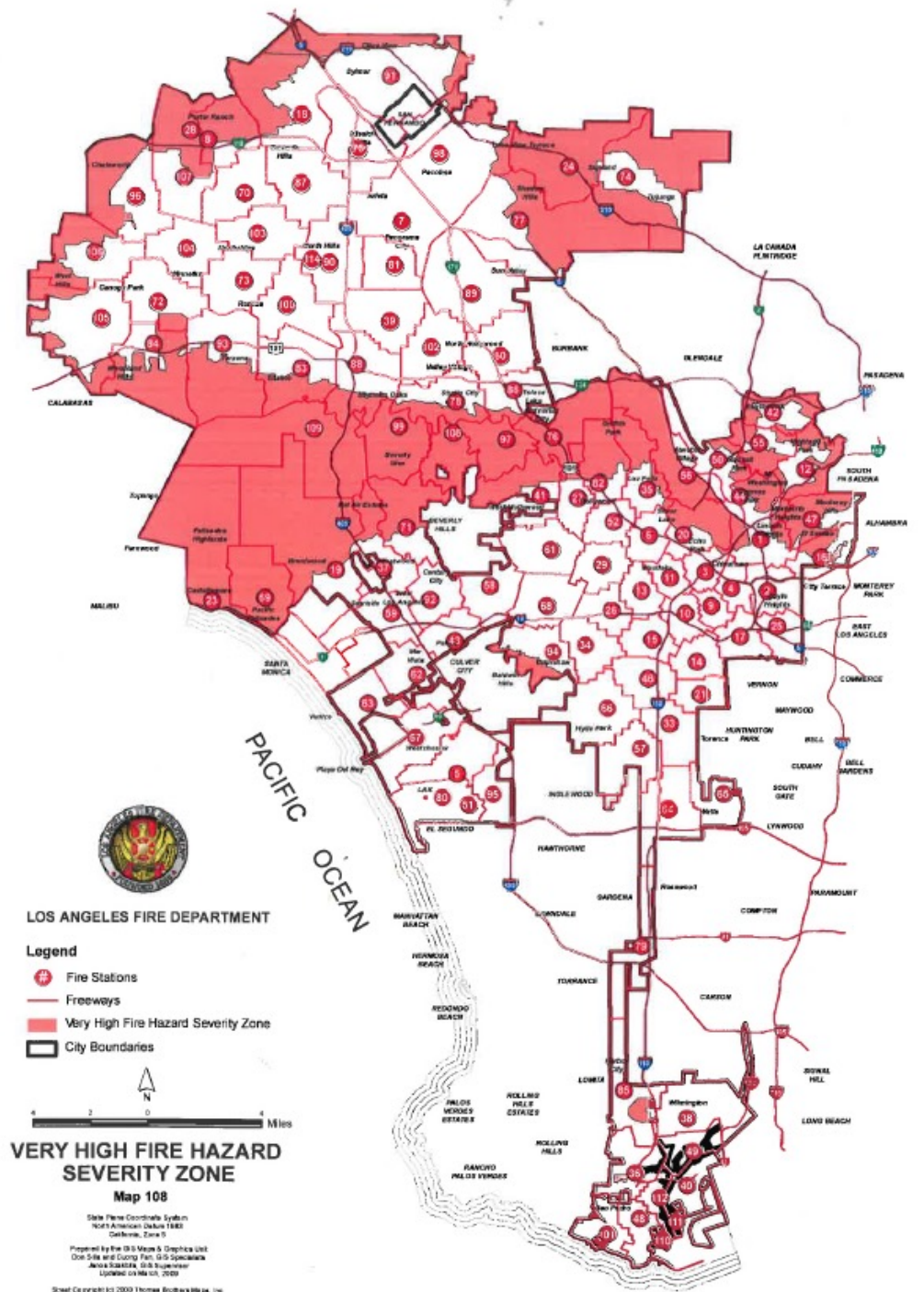
**LAFD Fire Inspector II for the FPB Brush Clearance Unit
Inspector II Brent Kneisler**

**The Brush Clearance Unit is comprised of an additional 12 Inspector I's
representing all geographic areas of Los Angeles identified in the Very High
Fire Hazard Severity Zone.**



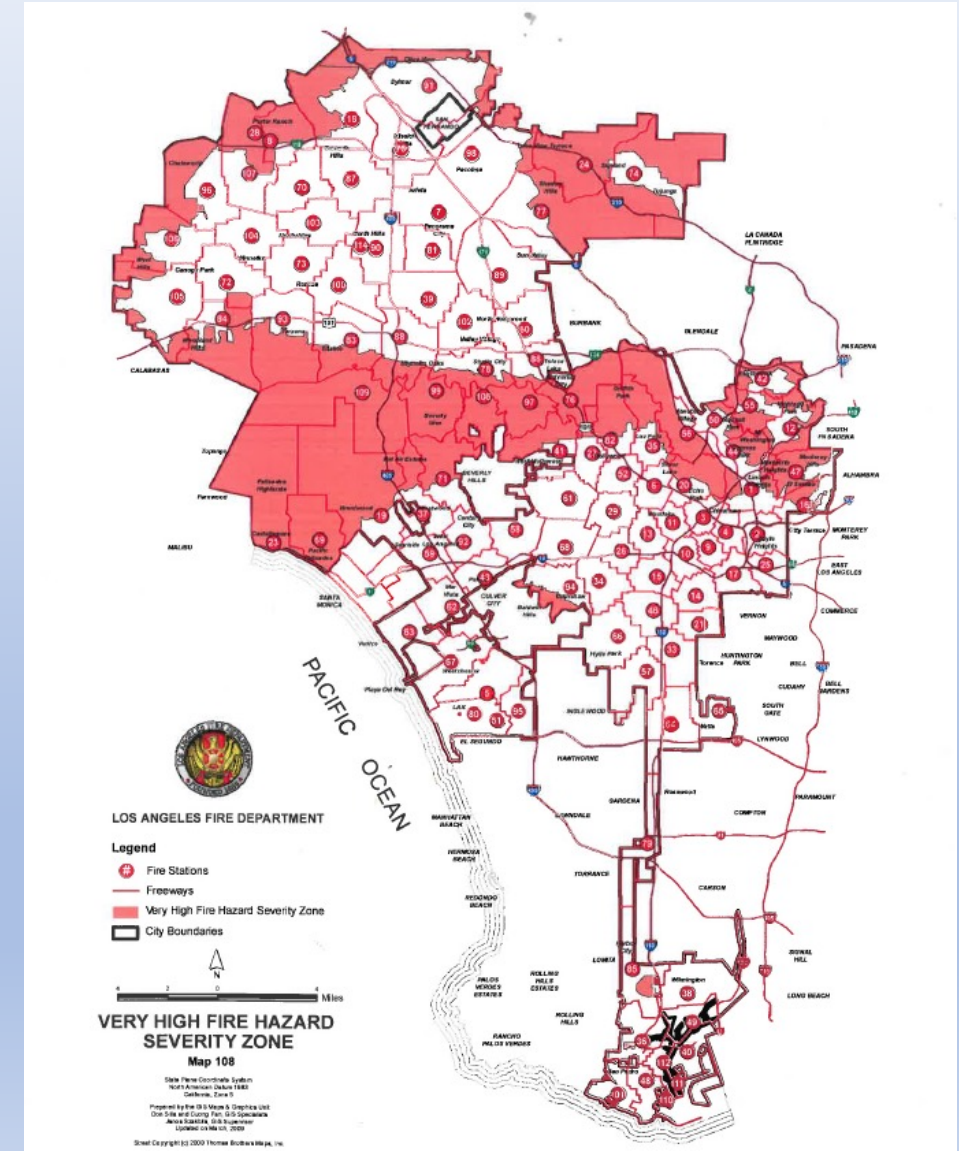
Inspection Process

- All properties within the City of Los Angeles are issued an Assessor Parcel Number from the County of Los Angeles Assessors office.
- These parcels or APNs are identified by the State of CA as being within the Very High Fire Hazard Severity Zone or VHFHSZ.
- The VHFHSZ APN's are the inspection responsibility of the LAFD Brush Clearance Unit or BCU.



Inspection Process Continued

- For the 2023 season there are total of 154,707 APNs that will require an inspection to be compliant with the both the State and Los Angeles Fire Code.
- All criteria and code requirements are adopted through the Los Angeles Municipal Code and identified within the Los Angeles Fire Code under Chapter 49.
- Any BCU or BTF member can make access to a property to review compliance with Chapter 49 under L.A.M.C. 57.322
- Chapter 49 applies to all 154,707 parcels but is only enforceable on contractually agreed upon Government Parcels (APNs known as 900s) and Private Parcels.
- All 154,707 parcels are inspected by the 12 member team of the Brush Clearance Unit as well as additional labor comprised of 14/15 Inspectors to create a Brush Task Force.



BCU Operational Timeline for 2023

March

- All mailers for the properties identified in the VHFHSZ are distributed by GSD for notification of the 2023 season.
- All billing for 2022 failed (and 60 day past due) first notice of non compliance are mailed by LAFD Accounting.
- All billing for 2022 failed second notice of noncompliance is mailed by LAFD Accounting.
- All initial inspections for government parcels are performed. These include all City and State entities. LAFD BCU is required to inspect all parcels per the fire code but can only perform contacted abatement on LA ZOO, DWP- both Water & Power.
 - GSD, DOT:CAL-TRANS, MRCA, REC/PARK, STREET SERVICES, URBAN FORESTRY, EDISON and all other GOVERNMENT Parcels are outside of the enforcement authority of the LAFD Brush Clearance Unit.
 - Government Parcels are cleared in accordance with the 2021 approved RFQ contractors list in order of abatement priority. Starting with DWP reservoirs identified from Water and Power in priority preference.

BCU Operational Timeline for 2022

May/June

- All private parcels identified within the VHFHSZ are inspected between May 1st and June 30th.
- Properties are inspected by the BCU and Brush Task Force (BTF) and found to be cleared by owner or in noncompliance with a first inspection. Property owners are given 30 days to bring their property into compliance.



BCU Operational Timeline for 2022

July/August

- All failed first inspections are re-inspected for compliance. Properties at this time are found to be cleared by owner or have failed a 2nd inspection and will receive a 2nd notice of non compliance. Property owners are given an additional 30 days to bring their property into compliance.



BCU Operation Timeline for 2022

August/September/October

- All Private parcels remaining in non compliance within the VHFHSZ will be packaged for a bid session and contracted for hazard abatement with a lowest bid contractor identified from within the 2021 RFQ.



BCU Operation Timeline for 2022

November/December

- All contracted work performed is re-inspected for completeness and accuracy before invoicing begins.



BCU APPEALS

- **APPEALS FOR ALL NOTICES.....EXCEPT THE INITIAL NOTICE WILL BE PERFORMED**
 - **Brush Notice (BN)** - ONLY the \$674 fine! It is written appeal only with a **\$50** check submitted to LAFD Accounting by May 1st
 - ❖ Date subject to change depending on posted date on their bill
 - **Brush Clearance (BC)** – In person Appeal with application submitted by May 1st
 - ❖ Date subject to change depending on posted date on their bill
 - If a citizen has received a Brush Clearance (BC) Notice they will automatically get a Brush Notice (BN) and they have to submit 2 separate appeals for each notice if they choose to appeal

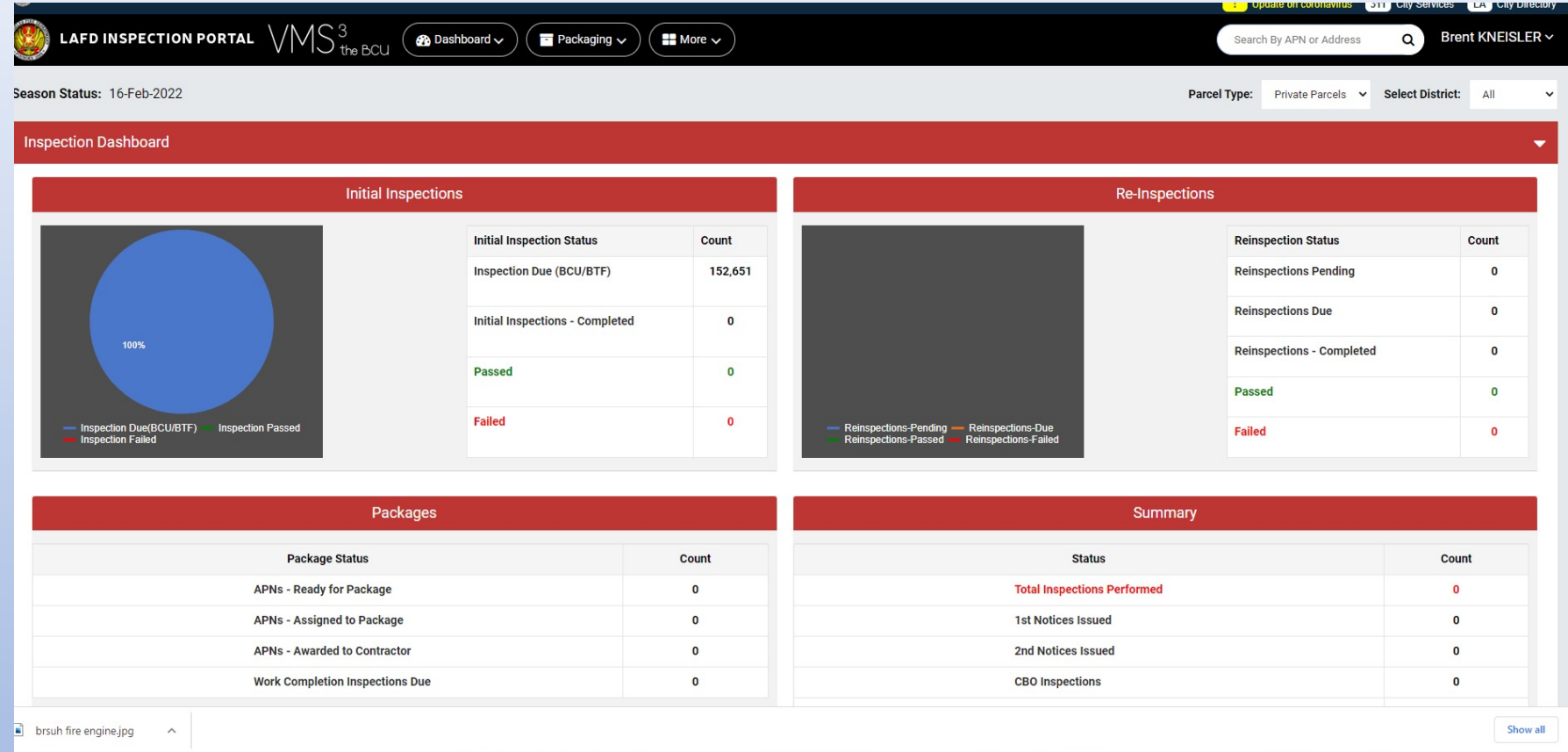


Where is the Inspection Data??

All Inspection results are uploaded into the 3Di maintained software known as Vegetation Management System 3 or VMS3

How can the Council Office assist Property Owners with VMS3?

- The APN can be located either on the Owner Notification that was mailed in March, on the Notice of Violation or the Property Tax Statement.
- Search vms3.lafd.org and register an account.
- Enter the APN in the “Check APN Status” box
- Click on Look-Up to view a parcel.



What are the Fire Code Requirements?

Year-round compliance shall be maintained as described below on all native brush, weeds, grass, trees and hazardous vegetation within 200 feet of any structures/buildings, whether those structures are on the owner's property or adjoining properties, and within 10 feet of any combustible fence or roadway/driveway used for vehicular travel.

1. Maintain all weeds and grasses at a maximum height of 3 inches.
2. Maintain the lower 1/3rd of trees and shrubs by removing all leafy foliage, twigs, and branches up to a maximum of 6 feet from the ground (i.e., any tree 18 feet or higher requires only 6 feet of clearance).
3. Remove all dead trees and shrubs.
4. Maintain 5 feet of vertical clearance between roof surfaces and portions of overhanging trees and shrubs (any overhanging foliage must be at least 5 feet above the roof).
5. Remove any portion of a tree or shrub within 10-foot radius of a chimney outlet.
6. Maintain the roofs of all structures free of leaves, needles, twigs and other combustible matter.
7. Remove all dead/dry undergrowth and material within trees and shrubs to include all dead or dry palm fronds/branches.
8. Once brush clearance is conducted, remove and safely dispose of all cut or bagged vegetation, all dead trees and all debris. This includes all combustible junk, trash or debris that may be on your property, regardless of how it got there. Combustible debris may include, but is not limited to, paper trash, cardboard boxes, household trash, fabric/clothing, plastic, rubber/tires, or piles of yard waste.
9. Cut vegetation may be machine processed (chipped) and spread as ground cover (mulch) so it does not exceed 3 inches in depth within 30 feet of structures and no more than 6 inches in depth 30+ feet from structures/buildings. Machine processed/chipped material shall not be placed within 10 feet of combustible fences or road surfaces.

What are the Fire Code Requirements?

10. Trim Native shrubs/brush so foliage is removed from lower third up to a maximum of 6 feet. Native shrubs shall not exceed 216 cubic feet in volume and shall be spaced not less than 3 times its maximum height but not less than 18 feet from other native shrubs, structures, and combustible material.

NOTE: Native Shrubs/Brush are indigenous plants that mostly grow wild without any watering or care. High Energy Release Shrubs/Brush include, but are not limited to, Junipers, Spanish or Scotch Broom, Manzanita, Service Berry, Mountain Mahogany/Whitethorn, Sage, and Rabbit Brush, and as determined by the Fire Chief.

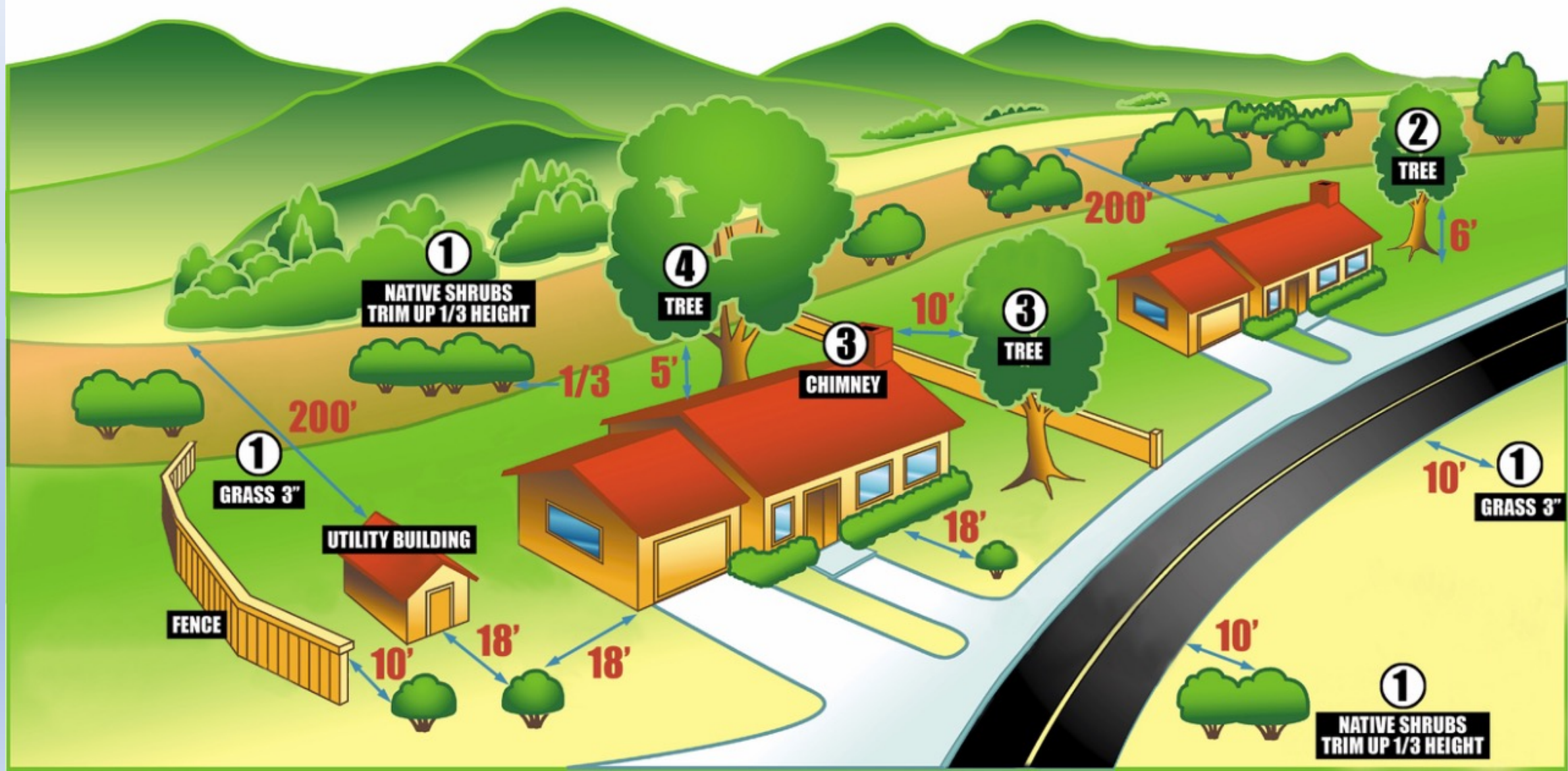
11. Maintain all other landscape vegetation, including, but not limited to, conifers (e.g., cedar, cypress, fir, juniper, and pine), eucalyptus, acacia, palm and pampas grass in such a condition as not to provide an available fuel supply to augment the spread or intensity of a fire or impede egress of emergency vehicles. This includes trimming up and removing all dead and dry material as required above.

12. Firewood shall be located 30 feet away from any structure or shall be completely enclosed within a fire resistive closed container.



13. Trim back vegetation and maintain 3 feet radius clearance around fire hydrants.

14. Vegetation/branches extending past curb and over the street shall be trimmed back to the curb line and up a minimum of 14 feet vertically from the roadway surface to the lowest overhanging branch to provide clearance for emergency vehicles.

NOTE: Vegetation/branches extending over the sidewalk shall also be trimmed up a minimum of 9 feet vertically from the sidewalk surface to the lowest overhanging branch so as not to obstruct or interfere with the free passage of pedestrians.



BCU Field Notifications



LAFD

NOTICE OF BRUSH INSPECTION

An LAFD Brush Task Force member has made access to the exterior property at this address in accordance with L.A.M.C. 57.322 for the purpose of:


- ☐ Brush Complaint Investigation
- ☐ Initial Inspection
 - O PASS = No Assessed Fee**
 - O FAIL = Initial Inspection Fee of \$33.00***
- ☐ 2nd Notice of Non Compliance Inspection
 - O Pass = Initial Inspection Fee Only \$33.00***
 - O FAIL = \$33.00 Initial Inspection Fee + 2nd Inspection Fee of \$668.00***
- ☐ Posting prior to contracting notification
- ☐ Pre-bid contracting pictures
- ☐ Post contracting verification
- ☐ Verification of "Cleared by Owner" status

***Items in red will be billed to property owner at a future date.**

To view secured information regarding your annual brush inspection, log onto vms3.lafd.org, register a Brush Clearance account and follow the brush status of your property.


Please visit www.lafd.org/brush for information on brush clearance requirements. All other questions please contact LAFD BCU at 800-994-4444 or by email at lafdbrush@lacity.org.

INSPECTOR: _____ Date: _____



**City of Los Angeles
FIRE DEPARTMENT**

NOTICE TO ABATE A PUBLIC NUISANCE AND FIRE HAZARD

F-335A (Rev. 8/2017)

APN: (Map Book – Page – Parcel)	DATE OF INSPECTION:
TO:	LOCATION OF HAZARD:

You are hereby directed to abate all of the below checked Public Nuisances on your property which have been deemed Fire Hazards due to being located within 200 feet of structures, whether those structures are on your property or adjoining properties, and within 10 feet of any combustible fences or any roadways/driveways used for vehicular travel. A reinspection will be made for full compliance.

FAILURE TO COMPLY FORTHWITH WILL RESULT IN REMOVAL AND ELIMINATION BY THE CITY, OR ITS CONTRACTORS, OF ALL THE HAZARDS CHECKED BELOW. YOU WILL BE BILLED FOR THE COST OF THE WORK PLUS AN ADMINISTRATIVE PROCESSING FEE. UPON CITY COUNCIL CONFIRMATION AND RECORDATION OF THAT ORDER, A LIEN MAY BE ATTACHED TO THE ABOVE PARCEL TO BE COLLECTED ON THE NEXT REGULAR TAX BILL IN A MANNER SET FORTH IN THE LOS ANGELES MUNICIPAL CODE (L.A.M.C. SECTION 57.322).

- ☐ 1. Maintain all weeds and grasses at a maximum height of 3 inches .
- ☐ 2. Maintain the lower 1/3rd of trees and shrubs by removing all leafy foliage, twigs, and branches up to a maximum of 6 feet from the ground (i.e., any tree 18 feet or higher requires only 6 feet of clearance).
- ☐ 3. Remove all dead trees, shrubs and vegetation.
- ☐ 4. Maintain all weeds/grasses at a maximum height of 3 inches and all other vegetation located within 10 feet of any combustible fence or any roadway/driveway used for vehicular travel.
- ☐ 5. Maintain 5 feet of vertical clearance between roof surfaces and portions of overhanging trees and shrubs (i.e., any overhanging foliage must be at least 5 feet above the roof).
- ☐ 6. Remove any portion of a tree or shrub within 10-foot radius of a chimney outlet.
- ☐ 7. Maintain the roofs of all structures free of leaves, needles, twigs and other combustible matter.
- ☐ 8. Remove all dead/dry undergrowth and material within trees and shrubs. See comment section for further guidance to determine if your landscape vegetation requires additional clearance. Comments will indicate additional items required.
- ☐ 9. Once brush clearance is conducted, remove and safely dispose of all cut or bagged vegetation, all dead trees, and all debris (includes combustible rubbish and trash). In lieu of disposal, cut vegetation may be machine processed, chipped, and spread on site.
- ☐ 10. Other: _____

To view the status of your parcel: vms3.lafd.org
To view brush clearance info visit: lafd.org/brush
To verify your property lines visit: zimas.lacity.org

By order of the Los Angeles City Fire Department Fire Chief

Fire Inspector: _____ Contact Info: _____

Property Sales in the VHFHSZ AB38

- California Assembly Bill No. 38 (AB38) seeks to mitigate the danger of wildfire by outlining available retrofits designed to protect homes located in the Very High Fire Hazard Severity Zone (VHFHSZ), and by directing vegetation management requirements around these properties.
- Beginning January 1, 2021 AB38 requires specific disclosures to be provided to Buyers of residential property within the VHFHSZ. In May 2021, California Association of Realtors (C.A.R.) Form Fire Hardening and Defensible Space Advisory, Disclosure, and Addendum (FHDS) became available for this purpose.
- Information provided here is intended as a guide for Homeowners, Buyers, and Sellers to navigate this process successfully, and to educate the public on Fire Hardening and providing Defensible Space through Vegetation Management in the VHFHSZ.
- To request a supplemental inspection, please contact Captain Bryan Nassour @ LAFD.AB38Inspection@lacity.org

**FIRE HARDENING AND DEFENSIBLE SPACE ADVISORY,
DISCLOSURE, AND ADDENDUM**
(C.A.R. Form FHDS, 5/21)

This is an advisory, disclosure, and addendum to the Purchase Agreement, OR _____ ("Agreement"), dated _____, by and between _____ ("Property"), _____ referred to as Buyer, and _____ referred to as Seller.

SAMPLE

- FIRE HARDENING AND DEFENSIBLE SPACE ADVISORY**
 - LAW APPLICABLE:**
 - Fire Hardening Disclosure:** The disclosures specified in paragraph 3 are only required for sellers of residential properties that: (i) contain one to four units, (ii) constructed before January 1, 2010, and (iii) are located in either a high or very high fire hazard severity zone, if the seller is required to complete a Real Estate Transfer Disclosure Statement (C.A.R. Form TDS).
 - Defensible Space Compliance:** The disclosures and requirements specified in paragraph 4 are only required for sellers of residential properties that (i) contain one to four units and (ii) are located in either a high or very high fire hazard severity zone, if the seller is required to complete a Real Estate Transfer Disclosure Statement (C.A.R. Form TDS).
 - Inspection Report including Fire Hardening/Defensible Space Compliance:** The disclosure of a final inspection report obtained under the specifications in paragraph 5 is only required for sellers of residential properties improved with one to four units if the seller is obligated to complete a Real Estate Transfer Disclosure Statement (C.A.R. Form TDS). Any seller may be required to provide a copy of such a final inspection report pursuant to a contractual or voluntary disclosure or as a material fact.
 - WHERE TO LOCATE INFORMATION:** Seller has the obligation to determine if compliance with the fire hardening and defensible space requirements are applicable to Seller and the property. It may be possible to determine if a property is in a high or very high fire hazard severity zone by consulting with a natural hazard zone disclosure company or reviewing the company's report. This information may also be available through a local agency where this information should have been filed.
 - Even if the Property is not in either of the zones specified above, or if the Seller is unable to determine whether the Property is in either of those zones, if the Property is in or near a mountainous area, forest-covered lands, brush covered lands, grass-covered lands or land that is covered with flammable material, a Seller may choose to make the disclosures below because a buyer might consider the information material. A seller may voluntarily make the disclosures in paragraphs 3B and 4, even if not mandated by law.
- FIRE SEVERITY ZONE:**
 - The home is in a high or very high fire hazard severity zone.
OR B. ☐ The home is NOT in a high or very high fire hazard severity zone. Seller is providing this form as an advisory and, if paragraph 3B is completed below as a voluntary disclosure.
- FIRE HARDENING DISCLOSURE (only required to be completed if criteria in 1A(1) are met):**
 - FIRE HARDENING STATUTORY NOTICE:** "THIS HOME IS LOCATED IN A HIGH OR VERY HIGH FIRE HAZARD SEVERITY ZONE AND THIS HOME WAS BUILT BEFORE THE IMPLEMENTATION OF THE WILDFIRE URBAN INTERFACE BUILDING CODES WHICH HELP TO FIRE HARDEN A HOME TO BETTER PROTECT YOUR HOME FROM WILDFIRE. YOU MIGHT NEED TO CONSIDER IMPROVEMENTS. INFORMATION ON FIRE HARDENING, INCLUDING CURRENT BUILDING STANDARDS AND INFORMATION ON MINIMUM ANNUAL VEGETATION MANAGEMENT STANDARDS TO PROTECT HOMES FROM WILDFIRES, CAN BE OBTAINED ON THE INTERNET WEBSITE HTTP://WWW.READYFORWILDFIRE.ORG".
 - FIRE HARDENING VULNERABILITIES:** Seller is aware of the following features that may make the home vulnerable to wildfire and flying embers (check all that apply):
 - ☐ Eave, soffit, and roof ventilation where the vents have openings in excess of one-eighth of an inch or are not flame and ember resistant.
 - ☐ Roof coverings made of untreated wood shingles or shakes.
 - ☐ Combustible landscaping or other materials within five feet of the home and under the footprint of any attached deck.
 - ☐ Single pane or non-tempered glass windows.
 - ☐ Loose or missing brick stopping or roof flashing.
 - ☐ Rain gutters without metal or noncombustible gutter covers.
- DEFENSIBLE SPACE REQUIREMENTS (only required to be completed if criteria in 1A(2) are met):**
 - DEFENSIBLE SPACE ADVISORY:** Public Resources Code § 4291 requires that, in order to minimize the risk of fire affecting a building or structure on the Property, a defensible space around the improvement be maintained within 100 feet of the improvement. Many local governments have enacted a local vegetation management ordinance for that same purpose. (Collective, "defensible space laws.") Effective July 1, 2021, Civil Code § 1102.19 requires disclosures regarding compliance with defensible space for certain specified properties.
 - DEFENSIBLE SPACE COMPLIANCE ((1) applies unless (2), (3), or (4) is checked):**
 - NO LOCAL ORDINANCE, BUYER shall obtain documentation of compliance with the State defensible space law;**
No local ordinance: There is no local ordinance requiring proof of compliance with defensible space laws. Buyer shall obtain documentation of compliance **within one year** of Close Of Escrow. This requirement only applies if there is a state or local agency, or other governmental entity, or qualified non-profit entity in the jurisdiction where the Property is located that is authorized to inspect the Property and provide documentation of compliance ("Authorized Inspector").
 - NO LOCAL ORDINANCE, SELLER within the previous 6 months has already obtained documentation of compliance with the State defensible space law:** There is no local ordinance requiring Seller to provide proof of compliance with defensible space laws, but Seller voluntarily obtained documentation within the last 6 months, from an Authorized Inspector. Seller shall deliver documentation to Buyer within 7 Days after Acceptance.

FHDS 5/21 (PAGE 1 OF 2)

FIRE HARDENING AND DEFENSIBLE SPACE ADVISORY, DISCLOSURE, AND ADDENDUM (FHDS PAGE 1 OF 2)

AARF, 12366 High Street Drive, Ste 400 San Diego CA 92138
Jane Smith Produced with Lorie Wolf Transactions (zipform Edition) 231 Shawan Cr. Cambridge, Ontario, Canada N1T 1J5 www.lwtf.com

Phone: (647) 337-7997 Fax:
554 Golf Club

BCU and Accounting Contact Information

Contact Us

Mail/Walk In:

BRUSH CLEARANCE UNIT 6262 VAN NUYS BLVD, #451 VAN NUYS, CA 91401

Phone: (800) 994-4444

Hours: 8:00 a.m to 03:00 p.m

Email: lafdbrush@lacity.org

Accounting Services

Billing Questions Call (213) 978-3424

Hours: 8:00 a.m to 4:00 p.m

Email: lafd.brushacctg@lacity.org

[CHECK PROPERTY STATUS](#)

[OWNER INFORMATION MAILER](#)

[CLEARANCE REQUIREMENTS](#)

[FIRE PREVENTION](#)

[CONTACT US](#)

[FAQs](#)

Fire Station districts Contact Information

Fire Stations 36,37,67,71, 85, 94, 101 and 109

Inspector Brian Bunker
brian.bunker@lacity.org

Fire Stations 42, 44, and 55

Inspector Gabe Orona
gabriel.orona@lacity.org

Fire Stations 24, 74, 77, and 98

Inspector Derricke Lockhart
derricke.lockhart@lacity.org

Fire Stations 20, 50, 56, and 3

Inspector Charles Elzie
charles.elzie@lacity.org

Fire Stations 96, 105, 106, and 107

Inspector Celeste Hill
celeste.hill@lacity.org

Fire Stations 1, 12, 16, 47

Inspector Don Smith
donald.smith@lacity.org

Fire Stations 27, 35, 76 and 82

Inspector Daniel Liberto
daniel.liberto@lacity.org

Fire Stations 19, 23, and 69

Inspector Warren Sutton
warren.sutton@lacity.org

Fire Stations 41, 86, and 97

Inspector Alex Moreno
lizandro.moreno@lacity.org

Fire Stations 8, 18, 28, and 91

Inspector Phil Ryan
philip.ryan@lacity.org

Fire Stations 78, 99, and 108

Inspector Matt Stevens
matthew.stevens@lacity.org

Fire Stations 83 and 88

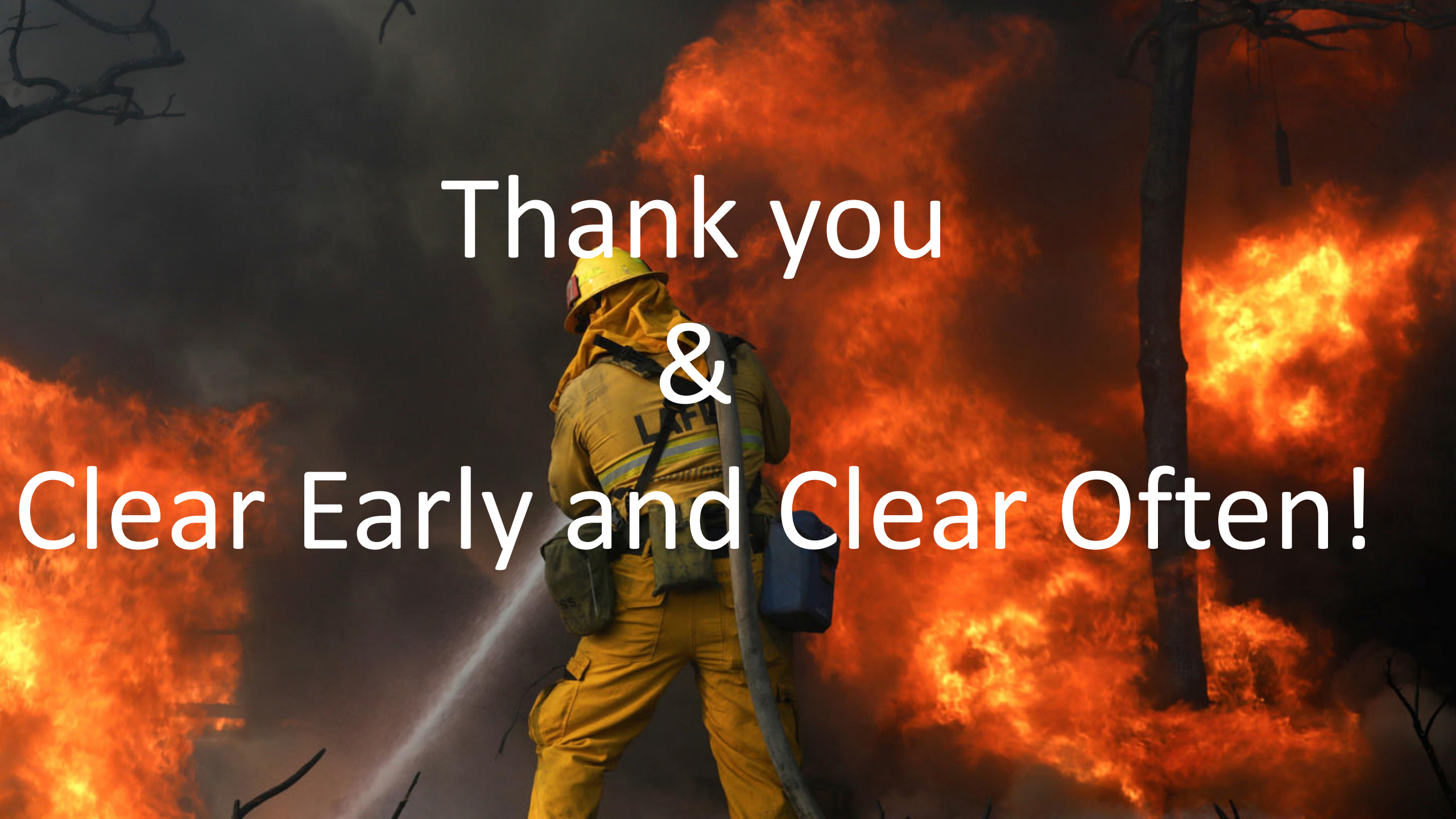
Inspector Brent Kneisler
brent.kneisler@lacity.org

Fire Stations 84, 93, and 70

Inspector Chris Sanz-Agero
christopher.sanz-agero@lacity.org

LAFD BCU CLERICAL STAFF

800-994-4444
Linda, Lydia, Cathy and Zabela
lafdbush@lacity.org



Thank you
&
Clear Early and Clear Often!