




COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-5

For the meeting of: May 16, 2017

Date: May 3, 2017
To: Board of Supervisors
From: Amy S. Nilsen, County Administrative Officer 
Subject: Ratification of Ordinance No. 24 of the Humboldt No. 1 Fire Protection District which Adopts the 2016 California Fire Code and Certain Local Amendments Thereto


RECOMMENDATION(S):

That the Board of Supervisors:

1. Ratify Ordinance No. 24 of the Humboldt No. 1 Fire Protection District which adopts the 2016 California Fire Code and certain local amendments thereto;
2. Direct the Clerk of the Board to transmit the Board of Supervisors' determination to the Humboldt No. 1 Fire Protection District within fifteen (15) days of such determination; and
3. Direct staff to file a copy of the findings of the Humboldt No. 1 Fire Protection District, and any findings of the Humboldt County Board of Supervisors, along with a copy of the ratified version of Ordinance No. 24 that is expressly marked to identify the provisions to which each finding refers, with the California Department of Housing and Community Development.

SOURCE OF FUNDING:

Not applicable.

Prepared by: Elishia Hayes, Senior Administrative Analyst CAO Approval 

REVIEW:

Auditor _____ County Counsel Sm Human Resources _____ Other _____

TYPE OF ITEM:

☒ Consent
☐ Departmental
☐ Public Hearing
☐ Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT


Upon motion of Supervisor Fennell Seconded by Supervisor Wilson

Ayes Sundberg, Fennell, Bass, Bohn, Wilson

Nays _____
Abstain _____
Absent _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: May 16, 2017

By: 
Kathy Hayes, Clerk of the Board

DISCUSSION:

The 2016 California Fire Code, which consists of the 2015 International Fire Code, prescribes regulations governing conditions that are hazardous to life and property from fire or explosion. On October 19, 2016, the Board of Directors of the Humboldt No. 1 Fire Protection District adopted Humboldt No. 1 Fire Protection District Ordinance No. 24, which adopts the 2016 California Fire Code, and certain local amendments thereto, pursuant to California Health and Safety Code Section 13869.7. Under Ordinance No. 24, the 2016 California Fire Code, as adopted and amended thereby, shall be enforced by the Fire Prevention Bureau of Humboldt No. 1 Fire Protection District.

Humboldt No. 1 Fire Protection District is currently requesting that the Humboldt County Board of Supervisors ratify the adopted version of Ordinance No. 24. Pursuant to California Health and Safety Code Section 13869.7(c) your Board may ratify, modify, or deny Ordinance No. 24. The Board's determination must then be transmitted to Humboldt No. 1 Fire Protection District within fifteen (15) days of such determination.

Upon the Board of Supervisors' ratification of Ordinance No. 24, Health and Safety Code Section 13869.7(c) requires the county to file a copy of the findings of Humboldt No. 1 Fire Protection District, and any findings of the Board of Supervisors, along with a copy of the ratified version of Ordinance No. 24 that is expressly marked to identify the provisions to which each finding refers, with the California Department of Housing and Community Development.

FINANCIAL IMPACT:

There is no anticipated financial impact related to recommended action. The recommended action supports the Board of Supervisors' Strategic Framework by creating opportunities for improved safety and health.

OTHER AGENCY INVOLVEMENT:

Humboldt No. 1 Fire Protection District

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose to modify or deny the adopted version of Ordinance No. 24.

ATTACHMENTS:

1. Humboldt No. 1 Fire Protection District Ordinance No. 24
2. Humboldt No. 1 Fire Protection District Findings

Attachment I
Humboldt No. 1 Fire Protection District Ordinance No. 24



Humboldt No.1 Fire Protection District

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ORDINANCE No. 24

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE HUMBOLDT No. 1 FIRE PROTECTION DISTRICT ADOPTING THE 2016 CALIFORNIA FIRE CODE, TITLE 24, PART 9, BASED ON THE 2015 INTERNATIONAL FIRE CODE.

The Board of Directors of the Humboldt No. 1 Fire Protection District of the County of Humboldt ordains as follows:

ARTICLE I. Adoption of the California Fire Code

There is hereby adopted by the Board of Directors, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain code and supporting standards known as the 2016 California Fire Code, Title 24, Part 9 which consists of the 2015 International Fire Code as amended with errata. Said amendments are listed in Article IV of this ordinance.

ARTICLE II. Establishment and Duties of the Division of Fire Prevention

The 2016 California Fire Code, which consists of the 2015 International Fire Code as adopted and amended herein, shall be enforced by the Fire Prevention Bureau of Humboldt Bay Fire Joint Powers Authority, and shall be operated under the supervision of the Fire Chief of Humboldt Bay Fire.

ARTICLE III. Definitions

Whenever they appear in the California Fire Code, unless otherwise provided, the following words shall have the meanings ascribed to them in this section:

- (a) Wherever the word "jurisdiction" is used in the California Fire Code, it shall mean Humboldt Bay Fire
- (b) Wherever the term "district counsel" is used in the California Fire Code, it shall be held to mean the attorney for Humboldt Bay Fire.

- (c) Wherever the words “Chief of the Fire Prevention Bureau” are used in the California Fire Code, they shall be held to mean the “Fire Chief of Humboldt Bay Fire or his/her designee.”

ARTICLE IV. Adoption by Chapter and Local Amendments to the California Fire Code

The 2016 California Fire Code, Title 24, Part 9, based on the 2015 International Fire Code is hereby adopted and amended as follows:

- (A) Chapter 1- Scope and Administration, the following sections are added to the Fire Code:
 - (a) Section 101- General. Entire section is adopted.
 - (b) Section 102- Applicability. Entire section is adopted.
 - (c) Section 103- Department of Fire Prevention. Entire section is adopted with the following addition:
 - a. Section 103.4.2 Cost Recovery: Fire suppression, investigation, rescue, or emergency medical costs are recoverable in accordance with Health and Safety Code Sections 13009 and 13009.1 as amended. Additionally, any person who negligently, intentionally or in violation of the law causes an emergency response, including but not limited to, a traffic accident, spill of toxic or flammable fluids or chemicals is liable for the costs of securing such emergency, including those costs pursuant to Government Code Section 53150, et seq, as amended. Any expense incurred by Humboldt Bay Fire for securing such emergency shall constitute a debt of such person and shall be collectable by Humboldt Bay Fire as in the case of an obligation under contract, express or implied.
- (d) Section 104- General Authority and Responsibilities. Entire section is adopted.
- (e) Section 106- Inspections. Entire section is adopted.
- (f) Section 107- Maintenance. Entire section is adopted.
- (g) Section 109- Violations. Entire section is adopted.
- (h) Section 110- Unsafe Buildings. Entire section is adopted.
- (i) Section 111- Stop work order. Section is adopted with the following amendment:

- a. Section 111.4 is amended to read: **Failure to Comply**-any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of \$150.00
- (j) Section 112- Service Utilities. Entire Section is adopted
- (k) Section 113- Fees. Entire section is adopted
- (B) Chapter 3- General Precautions Against Fire is added to the Fire Code and the entire chapter is adopted with the following amendments
 - (a) Section 308.1.6 Open Flame Devices, Permit Required
 - (b) Section 308.2 Open Flames Permit Required
- (C) Chapter 5- Fire Service Features. Entire chapter is adopted as amended by the California OSFM with the following additional local amendments:

- a. Section 503.2.9 is added to read: Application of Humboldt County Fire Safe Ordinance #1952. Minimum specifications of the Humboldt County Fire Safe Ordinance #1952 may be required In lieu of Section 503.2 as approved by the Fire Code Official.

- b. Section 505.1.1 is added to read: For other than one and two family dwellings and individual mobile homes, address numbers shall be a minimum of six (6) inches in height and minimum 3/8 inch stroke width. Where buildings are set back from the street, larger numbers may be required.

Exception: Existing legible identification

- c. Section 505.1.2 is added to read: In multi-tenant buildings, individual tenant spaces shall be identified with the characters a minimum two (2) inches in height located on the entry door or on the wall at the strike-side of the entry door.

Exception: Existing legible identification

- d. Section 506.1.2 is added to read: Approved key boxes shall be installed in new buildings equipped with fire alarm systems, fire sprinkler systems, elevators and/or as required by 506.1. Approved Key boxes shall be installed in existing buildings where new fire alarm systems, fire sprinkler systems, and/or elevators are installed, or as required by 506.1.

e. Section 506.1.3 is added to read: Motorized gates providing access to facilities or property shall be provided with an approved gate key switch or other approved means of emergency operation. The switch shall be installed so it will open the gate and the gate will remain in the open position until reset by the Fire District.

f. Section 507.2.2 is amended to read: Water tanks for private fire protection shall be installed in accordance with NFPA 22, Humboldt County Fire Safe Ordinance #1952, and shall be no less than 2500 gallons in capacity outside the hydrant service areas and when required by county modified limited density owner-built rural dwelling regulations (ordinance #1644).

(D) Chapter 8- Interior Finish, Decorative Materials and Furnishings. Section 806 Decorative Vegetation in New and Existing Buildings is adopted. Exception: Section 806.1 is not adopted.

(E) Chapter 9- Fire Protection Systems. Entire chapter is adopted as amended by the California OSFM with the addition of the following section:

- a. Section 903.4.4 is added to read: In addition to the requirements of 903.4, valves on connections to water supplies, sectional control and isolation valves, and other valves in supply pipes to sprinklers and other fixed water-based fire suppression systems shall be locked in the correct position with the exception of R-3 occupancies which shall be installed per the California Residential Code.

(F) Chapter 26- Fumigation and Thermal Insecticidal Fogging. Entire chapter adopted.

(G) Appendix B- Fire Flow Requirements for Buildings. Appendix adopted as amended by California OSFM.

(H) Appendix C- Fire Hydrant Locations and Distribution. Appendix adopted as amended by California OSFM.

(I) Appendix D- Fire Apparatus Access Roads. Entire chapter is adopted as amended by the California OSFM with the addition of the following section:

- a. **D103.7 Application of Humboldt County Fire Safe Ordinance #1952.** Minimum specifications of the Humboldt County Fire Safe Ordinance #1952 may be required In lieu of Section D103 as approved by the Fire Code Official.

ARTICLE V. Authority to Arrest and Issue Citations

- (a) The Fire Chief, and Fire Marshal shall have the authority to arrest or to cite any person who violates any provision of this article involving the California Fire Code or the California Buildings Standards Code relating to fire and panic safety as adopted by the State Fire Marshal, in the manner provided with 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.
- (b) It is the intent of the Fire Board that the immunities provided in the Penal Code Section 836.5 is applicable to the aforementioned officers exercising their arrest or citation authority within the course and scope of their employment pursuant to this article.
- (c) Arrest and issuance of a citation are considered to be last resort in the mitigation of violations and/or hazards. Every effort shall be made to reach a resolution to given issues prior to issuance of a citation or making an arrest.

ARTICLE VI. Penalties

- (a) The violations of the California Fire Code as adopted herein are misdemeanors/infractions and are subject to the penalties set forth herein.
- (b) The first citation, within a twelve (12) month period, for violations of the California Fire Code and any amendments adopted herein shall be treated as a civil penalty payable directly to the Humboldt Bay Fire and is set at \$150.00, or as determined by an adopted fee schedule, plus actual costs of all inspections required to gain compliance, at the rate set from time to time by the Humboldt Bay Fire. Said civil penalties shall be a debt owed to the Humboldt Bay Fire 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 for in article XIII. Upon failure to pay the civil penalty when due, the responsible person shall be liable in civil action brought by Humboldt Bay Fire for such civil penalties and costs of the litigation, including reasonable attorney's fees.
- (c) Any subsequent violation within a twelve (12) month period for violation of the California Fire Code and any amendments adopted herein shall be misdemeanors/infractions, and shall be subject to the penalties set forth herein.
- (d) 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.

(e) Nothing contained in subsections (a) through (f) of this section shall be construed or interpreted to prevent Humboldt Bay Fire from recovering all costs associated with a Humboldt Bay Fire response as described in Chapter 103.4.2 as added to the **2016** California Fire Code.

(f) Any violation of any provision of this chapter shall constitute a public nuisance and shall entitle Humboldt Bay Fire to collect 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 Fire Chief of the Humboldt Bay Fire's intent to charge the property owner for all administrative costs associated with 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 Fire Chief's decision to the Humboldt Bay Fire Joint Powers Authority within fifteen (15) days of the date of the notice and request a public hearing prior to recordation of the lien or special assessment. In addition to the foregoing, Humboldt Bay Fire 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 cost of litigation, including reasonable attorney's fees.

ARTICLE VII. Limits Of Districts For Storage Of Explosives And Blasting Agents.

(a) The limits referred to in Section 5601.1 of said 2013 California Fire Code, Title 24, Part 9, as referenced to the California Code of Regulations, Title 19, Division 1, Chapter 10, in which a permit is required for the storage of explosives and blasting agents, such storage is prohibited within the boundaries of Humboldt Bay Fire jurisdiction.

Article VIII. Limits Of Districts For Storage Of Flammable And Combustible Liquids And Liquefied Petroleum Gas.

(a) The geographic limits referred to in Section 5704.2.9.6.1 of said 2013 California Fire Code, Title 24, Part 9, in which the storage of flammable or combustible liquids in aboveground tanks outside of buildings is prohibited, and the limits referred to in Section 5706.5.1.1 of said Code in which construction of new bulk plants for the storage of flammable or combustible liquids is prohibited, and the geographic limits referred to in Section 6104.2 of said Code, in which the bulk storage of liquefied petroleum gas is restricted to commercial districts and approved by the Fire Chief or his designee.

(b) The geographic limits referred to in Section 5706.2.4.4 of said 2016 California Fire Code, Title 24, Part 9, in which the storage of Class I and II flammable and combustible liquids in above-ground tanks at farms and construction sites are prohibited, are hereby established as the boundaries of the Humboldt Bay Fire jurisdiction.

(c) The geographic limits referred to in Section 5806.2 of said 2016 California Fire Code, Title 24, Part 9, in which the storage of flammable cryogenic fluids in stationary containers is prohibited, is hereby established as the boundaries of the Humboldt Bay Fire jurisdiction.

ARTICLE IX. Appeals

(a) Any person receiving a citation for a civil penalty pursuant to Article VI or a bill for Humboldt Bay Fire response costs and expenses pursuant to Section 103.4.2 as added to the 2016 California 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 Fire Chief shall give written notice of the decision to the appellant, which decision shall be final. If the appeal is denied in full or in part, 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 Fire 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 true intent and meaning of the code has been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the Fire Chief to the Humboldt Bay Fire Joint Powers Authority within ten (10) days from the date of the decision.

ARTICLE X. Former Ordinances

All former ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance or the Code hereby adopted are hereby repealed.

ARTICLE XI. 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. City of Eureka, Humboldt Bay Fire Joint Powers Authority and the Board of Directors of the Humboldt No.1 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 phrases thereof shall be declared invalid.

ARTICLE XII. Continuity of Previous Requirements.

Publications, handouts, applications, notices, or other documents provided by the District referencing previous editions of codes adopted by the District shall be deemed to refer to the pertinent section(s) of current editions of the adopted code.

ARTICLE XIII. 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 Humboldt Bay Fire Station 1 at least fifteen (15) 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 (15) days after the adoption, together with the names of the Humboldt Bay Fire Joint Powers Authority Board members voting for or against the same, in the North Coast Journal, a newspaper of general circulation published in the City of Eureka, County of Humboldt, State of California.

Within fifteen (15) days after adoption, the Humboldt Bay Fire Executive Secretary of Humboldt Bay Fire shall also post, in Humboldt Bay Fire Station 1, a copy of the full text of this ordinance along with the names of those Board Members voting for and against this ordinance.

The foregoing Ordinance No. 24 was read and introduced at the regular board meeting of the Humboldt No. 1 Fire Protection District held on the 13th day of September, 2016, and ordered passed to print, with the required public hearing at the Board meeting scheduled for October 19th, 2016 at 3:30p.m. The ordinance was passed and adopted on the 19th day of October, 2016 by the following roll call vote:

AYES: DeWald, Crumley, White + Skjonsby

NOES: None

ABSENT: Gath

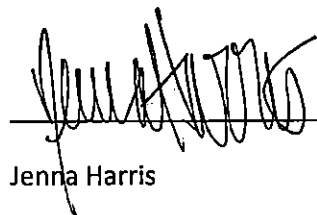
ABSTAIN: None



Ed DeWald

Chair

ATTEST:



Jenna Harris

Clerk of the Board

Attachment II
Humboldt No. 1 Fire Protection District's Findings



Humboldt No.1 Fire Protection District

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Ordinance 24

Humboldt No. 1 Fire Protection District

Express Finding Related to Local Amendments of the 2016 California Fire Code

Pursuant section 13869.7 of the Health and Safety Code the Board of Directors finds certain sections of the California Fire Code be amended due to unique local geographic, topographic, and/or climactic conditions. The Board finds that these amendments are reasonably necessary to provide for the health and safety of the citizens of the District.

The Board of Directors of Humboldt No. 1 Fire Protection District Authority makes the following findings and determinations relative to the adoption of more restrictive provisions than those of 2016 California Fire Code:

Section 503.2.9 is added to read:

Amendment is necessary for local geographical conditions. The amendment requires that fire access road specifications may be required to comply with Humboldt County Fire Safe Ordinance #1952 in lieu of the requirements of Section 503.2 as determined by the Fire Code Official. The Humboldt Bay Fire protects an area of 57 square miles, much of which is rural. These topographical conditions require access be permitted per the Humboldt County Fire Safe Ordinance #1952 in lieu of Section 503.2.

Section 505.1.1-

Amendment is necessary for local climatic conditions. The amendment requires that for other than one and two family dwellings and individual mobile homes, address numbers shall be a minimum of 6 inches in height. Where buildings are set back from the street, larger numbers may be required. Existing legible identification is accepted. The Humboldt Bay Fire experiences measurable precipitation an average of 222 day per year, cloudy or foggy skies an average of 224 days per year and annual winter storms. These climatic conditions act to obscure address numbers and deteriorate existing numbers posted on buildings, making them less visible to emergency responders.

Section 505.1.2 –

Amendment is necessary for local climatic conditions. The amendment requires that in multi-tenant buildings individual tenant spaces shall be identified with characters a minimum of 2 inches in height located on the entry door or on the wall at the strike-side



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of the entry door. Existing legible identification is accepted. The Humboldt Bay Fire experiences measurable precipitation an average of 222 day per year, cloudy or foggy skies an average of 224 days per year and annual winter storms. These climatic conditions act to obscure tenant space numbers and deteriorate existing numbers on tenant spaces posted on buildings, making them less visible to emergency responders.

Section 506.1.2 –

Amendment is necessary for local geologic and climatic conditions. The amendment requires that approved key boxes shall be installed in new buildings equipped with fire alarm systems, fire sprinkler systems, elevators, and/or as required by 506.1 and that key boxes shall be installed in existing buildings where new fire alarm systems, fire sprinkler systems, and/or elevators are installed, or as required by 506.1. The Humboldt Bay Fire is located in a highly seismically active area, directly adjacent to the Cascadia Subduction Zone and the Triple Junction of the American, Pacific and the Gorda tectonic plates. Since 1906 there have been approximately 40 earthquakes of a magnitude greater than 6.0 including a 6.5 magnitude earthquake on January 9th, 2010 resulting in approximately 43 million dollars in damages and loss of power to 28,000 local residents. The Humboldt Bay Fire also experiences measurable precipitation an average of 222 day per year, cloudy or foggy skies an average of 224 days per year and annual winter storms. These geological and climatic conditions can result in the failure and accidental activation of fire alarm systems, fire sprinkler systems, and elevators, requiring access to buildings so equipped to determine if an emergency condition exists, limit property loss, and rescue trapped persons

Section 506.1.3 –

Amendment is necessary for local geologic and climatic conditions. The amendment requires motorized gates providing access to facilities or property shall be provided with an approved gate key switch or other approved means of emergency operation. The switch shall be installed so it will open the gate and the gate will remain in the open position until re-set by the fire department. The Humboldt Bay Fire is located in a highly seismically active area, directly adjacent to the Cascadia Subduction Zone and the Triple Junction of the American, Pacific and the Gorda tectonic plates. Since 1906 there have been approximately 40 earthquakes of a magnitude greater than 6.0 including a 6.5 magnitude earthquake on January 9th, 2010 resulting in approximately 43 million dollars in damages and loss of power to 28,000 local residents. The Humboldt Fire District also experiences measurable precipitation an average of 222 day per year, cloudy or foggy skies an average of 224 days per year and annual winter storms. These geological and climatic conditions can result in medical emergencies,



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fires, structural collapses and other emergencies on properties secured by motorized gates requiring access to properties so equipped for emergency response.

Section 903.4.4 –

Amendment is necessary for local geologic conditions. The amendment requires that in addition to the requirements of 903.4, valves on connections to water supplies, sectional control and isolation valves, and other valves in supply pipes to sprinklers and other fixed water-based fire suppression systems shall be locked in the correct position. The Humboldt Bay Fire is located in a highly seismically active area, directly adjacent to the Cascadia Subduction Zone and the Triple Junction of the American, Pacific and the Gorda tectonic plates. Since 1906 there have been approximately 40 earthquakes of a magnitude greater than 6.0 including a 6.5 magnitude earthquake on January 9th, 2010 resulting in approximately 43 million dollars in damages and loss of power to 28,000 local residents. These geological and climatic conditions can result the failure of domestic water or utility service lines and the accidental or intentional operation of fire protection system control valves.

Appendix D103.7 –

Amendment is necessary for local geographical conditions. The amendment requires that fire access roads specifications may be required to comply with Humboldt County Fire Safe Ordinance #1952 in lieu of Section D103 as determined by the Fire Code Official. The Humboldt Bay Fire protects a 57 square mile area, much of which is rural. These topographical conditions require access be permitted per the Humboldt County Fire Safe Ordinance #1952 in lieu of Section D103.

Adopted this 19th day of October 2016

A handwritten signature in black ink, appearing to read "Ed DeWald", written over a horizontal line.

Ed DeWald, Chair

Attest

A handwritten signature in black ink, appearing to read "Jenna Harris", written over a horizontal line.

Jenna Harris, Board Clerk