

February 22, 2024

<<Endorsement Line>>

<<Owner Name>>  
<<Owner Address>>  
<<Owner City>>, <<Owner State>> <<Owner ZIP Code>>



RE: <<Property Address>> / APN: <<APN>>

Dear Property Owner,

National Wildfire Community Preparedness Day will take place on Saturday, May 4<sup>th</sup>. Take action to protect your home and community against the threat of wildfire by attending one of several upcoming community wildfire preparedness workshops. Please see the enclosed flyer for more information and register today.

As a property owner in a designated Fire Hazard Severity Zone of the Wildland Urban Interface, you must comply with the minimum fire-safe regulations. Self-inspections are a key component in achieving fire resilience for residents and the community. Included in this packet is a property self-inspection card. Please complete this card and return by mail or online using the provided QR code.

Your property is in a **Very High Fire Hazard Severity Zone** of the Wildland Urban Interface Area and requires **100 feet** of defensible space from all structures. Defensible space is the necessary buffer created around a structure when combustible vegetation is removed or reduced. The enforced safety regulations for your property include:

**Enforced Safety Regulations (Items A - F)**

- A. Create **100 feet** of defensible space around your home. To accomplish this, you must clear flammable vegetation a **minimum of 30 feet** around structures. Additionally, create a reduced fuel zone for the **remaining 70 feet** (or to the property line).
- B. Remove pine needles, leaves, and other dead vegetation from roofs, eaves and rain gutters.
- C. Trim tree limbs 10 feet from chimneys and stove pipes; remove dead limbs that hang over rooftops.
- D. Remove all non-fire-resistive vegetation a minimum of 10 feet on each side of a fire apparatus access road or driveway.
- E. Cover chimney outlets or flues with a 1/2" mesh spark arrester.
- F. Post a clearly visible house address, using at least 4" high numbers, for easy identification. For homes located more than 50 feet from the street, post address numbers at the driveway entrance.

**Additional Safety Recommendations** (Municipal Code §9.30.005)

- New construction must create a noncombustible area a minimum of 5 feet from all structures.
- Remove flammable vegetation a minimum of 10 feet around liquified petroleum gas tanks/containers.
- Store woodpiles and combustible materials (e.g., woodpiles, lumber, and scrap) a minimum of 30 feet from all structures and separated from the crown of trees by a minimum horizontal distance of 15 feet.
- Firewood and combustible materials shall not be stored in unenclosed spaces beneath buildings or structures, or on decks or under eaves, canopies or other projections or overhangs.

<<Owner Name>>  
<<Owner Address>>  
<<Owner City>>, <<Owner State>> <<Owner ZIP Code>>

PLACE  
STAMP  
HERE

SANTA CLARA COUNTY FIRE DEPARTMENT  
ATTN: FIRE PREVENTION DIVISION  
1315 DELL AVENUE  
CAMPBELL, CA 95008-6609

Owner Responsibilities:

- 1. Please ensure that your property satisfies the listed requirements. You have the option to complete the required work yourself or hire a contractor. For information about vegetation abatement services, visit WeedAbatement.SCCgov.org or call 408.282.3145.
- 2. Please either complete and return the attached property self-inspection card **OR** scan the QR Code below to report the current status of your property **before April 1, 2024**.

Inspection Schedule:

On April 1, 2024, SCCFD will begin conducting property inspections. Property owners not in compliance will be notified of what work needs to be completed to comply with the Enforced Safety Regulations. Please contact us if you are unable to complete the required work due to late season rains or other special circumstance.

On June 1, 2024, we will begin conducting re-inspections of the properties that were out of compliance at the time of the first property inspection. If your property fails to comply with Items A, B, C, or D of the Enforced Safety Regulations specified above, the compliance work will be completed by the **Town of Los Gatos'** authorized contractor, and the charges for this service will appear on your next property tax bill.

If you have concerns regarding the safety compliance of your property, courtesy property inspections will be available April 1<sup>st</sup> through April 12<sup>th</sup>. To schedule a courtesy property inspection provided by SCCFD or for more information, please contact the Fire Prevention Division at prevention@sccfd.org or call 408.341.4420.

Sincerely,  
  
Hector R. Estrada, Deputy Chief  
Fire Prevention Division

Resources and Information

- California Department of Insurance:** [www.insurance.ca.gov](http://www.insurance.ca.gov) • 800.927.4357  
Provides information about all types of insurance, including insurance coverage and limits for high fire risk areas
- Santa Clara County FireSafe Council:** [www.SCCFireSafe.org](http://www.SCCFireSafe.org) • 408.975.9591  
Protects and educates communities at risk from wildfire through fuel reduction programs, outreach and community planning efforts
- Santa Clara County Weed Abatement Program:** [WeedAbatement.SCCgov.org](http://WeedAbatement.SCCgov.org) • 408.282.3145  
Provides community education and hazard abatement services to protect communities from fire hazards

AlertSCC Emergency Alerts  
AlertSCC.org



Genasys Protect: Know Your Zone  
Protect.Genasys.com



Visit [protect.genasys.com](http://protect.genasys.com) to view/verify your Evacuation ZONE#

Choose ONE:

- 1. Scan the QR code below with a smartphone camera to submit your response online **OR**
- 2. Complete and mail the attached information card below.

Option 1 - Respond Online

Evacuation Zone ID:<<ZoneID>>  
Private Access Key: <<AccessKey>>



Or Online: [qrs.ly/syej73x](https://qrs.ly/syej73x)

Option 2 - Respond by Mail

I have received the annual Wildland Urban Interface (WUI) Enforced Safety Regulations letter related to flammable vegetation abatement. The current status of my property is as follows (choose one):

- ☐ I have inspected my property for flammable vegetation clearance and believe it complies with the Enforced Safety Regulations. I understand that an inspection of my property may be conducted to verify compliance.
- ☐ I will remove flammable vegetation around all structures on my property in accordance with the Enforced Safety Regulations no later than **June 1, 2024**. I understand that if the required work is not completed, the authorized contractor may complete the work and the charges will appear on my next property tax bill.
- ☐ I am no longer the owner of this property.
- ☐ There are no structures on this property.

Name (print clearly): \_\_\_\_\_ Date: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Property Address: <<Property Address>>