

# City of Brisbane

## Agenda Report

Date: June 4, 2012  
To: Mayor & City Council  
From: Frank Panacci, Deputy Fire Chief/Fire Marshal  
Subject: Weed and Flammable Waste Abatement

### PURPOSE

To reduce the threat of fire created by weeds and flammable wastes located on private property.

### RECOMMENDATION

1. Open Public Hearing and hear any objections by the noticed property owners of properties on which a nuisance has been declared to exist.
2. Close Public Hearing and sustain or overrule any objections which have been raised.
3. Give direction to Enforcement Officer to clear the properties that have not complied with notice.

### BACKGROUND

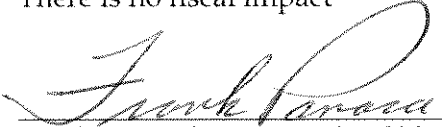
In April of 2009, the City Council adopted an ordinance establishing a procedure for the abatement of weeds and flammable wastes that create fire hazards where the property owner fails to do so, and that enables the City to recover its abatement costs through the levy of an assessment against the property on which the abatement work has been performed.

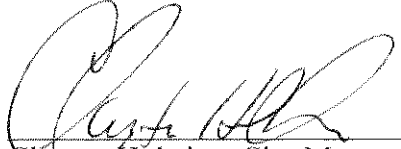
### DISCUSSION

A list was created of those properties on which weeds or flammable waste material were found to exist which constitute a fire hazard. That list was reviewed by the Fire Chief and then notices were sent to property owners. Attached is a list of steps taken in this process and the notices that were sent out. The ordinance requires, and the notices mailed, provide a time and place for a public hearing in which the property owner can disagree or protest with the request for abatement. This meeting is the time and place set.

### FINANCIAL IMPLICATIONS

There is no fiscal impact

  
Frank Panacci, Deputy Fire Chief/Fire Marshal

  
Clayton/Holstine, City Manager



# North County Fire Authority

Serving the Cities of Brisbane, Daly City, and Pacifica

Ron D. Myers  
Fire Chief

10 Wembley Drive  
Daly City, California 94015-4314

Administration  
Phone 650-991-8138  
Fax 650-991-8090

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## **Brisbane Weed Abatement Program 2012**

### **April 9, 2012**

Informational packet mailed out to all addresses in the city.

### **May 13, 2012**

Compliance required. The week of May 14<sup>th</sup> the 1<sup>st</sup> inspection of all properties in Brisbane will take place. Database created of properties that are in non-compliance. 1<sup>st</sup> notices prepared.

### **May 30, 2012**

1<sup>st</sup> notices mailed to non-compliant tax holders of properties. Sent certified mail.

### **June 4, 2012**

Public hearing for property owner appeals with city council.

### **June 17, 2012**

Deadline for cutting weeds from notice mailed May 30, 2012.

### **June 18 – 22, 2012**

2<sup>nd</sup> inspections of violations, photos and information for weed abatement contractor.

### **June 25 – July 2, 2012**

Contractor to cut outstanding properties.

### **July 3, 2012**

All properties in compliance.

### **July 23, 2012**

Bills sent to property owners.

### **August 27, 2012**

Payment due.



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## WEED ABATEMENT NOTICE

May 23, 2012

As part of the Annual Vegetation Management Program conducted by the fire department pursuant to the Brisbane Municipal Code, an inspection was made of your property. See attached parcel information.

Your property was found not to be in compliance by reason of excessive growth of weeds or accumulation of combustible material constituting a fire hazard. Below is a description of the actions you need to take to abate this hazard.

If the corrective action described below is not taken by **June 17, 2012**, the city will contract to clean the property and you will be billed for the cost of this work plus an administrative fee of up to \$300.00. These charges will be added to your real estate tax bill if not paid.

- **Cut and remove all dry grasses, weeds and other flammable or dead vegetation at least 30 feet away from your home and structures.**
- **Homes and structures on slopes may require up to 100 feet of clearance.**
- **Ornamental vegetation should be kept clear of dead material.**
- **Cut and remove all dry grasses and weeds a minimum of 10 feet from both sides of all roadways, including driveways and all access routes.**
- **Acreage: Maintain a 30 foot fire break around the perimeter of the acreage.**
- **Clear leaves, pine needles and debris from roof and gutters.**
- **Trim tree branches at least 10 feet from the outlet of a chimney.**

We appreciate your cooperation in keeping your property and neighborhood fire safe. Should you have any questions concerning this notice, please contact Clyde Preston, Safety Inspector, Fire Prevention Services Bureau 650-991-5741.

If you disagree with the determination by the fire department that a fire hazard exists on your property, you may communicate your objections to the Brisbane City Council at a public hearing to be conducted during the regular City Council meeting on June 4, 2012, beginning at 7:30 p.m., in the City Council Chambers at 50 Park Place, Brisbane, CA.

Sincerely,

Richard A Johnson  
Deputy Fire Chief/Fire Marshal  
North County Fire Authority