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Dear Property Owner,

NOTICE OF INTENT TO CONDUCT PROPERTY INSPECTION 2026 Annual Defensible Space/ Brush Clearance Program

This letter serves to notify you that your property will be inspected for compliance with the City's defensible space and brush clearance requirements. Inspections are scheduled to begin on May 1, 2026.

The Los Angeles Fire Department (LAFD) administers the City's Defensible Space/Brush Clearance Program within the Very High Fire Hazard Severity Zone. Section 57.1.603.5.2 of the Los Angeles Municipal Code (LAMC) requires the LAFD to collect a fee to offset the cost of performing the inspection. The fee for 2026 is \$31.00 per parcel.

You can avoid the \$31.00 inspection fee if, by May 1, 2026, the defensible space and vegetation management conditions on your property comply with LAMC Section 57.1.603.5., *et seq.* If the property fails the compliance inspection, you will be required to pay the \$31.00 fee. Inspection-related bills will be mailed beginning August 2026, and must be paid by the dates specified on the bill. Failure to submit payment on time will result in an assessment of a 200% penalty. **Parcels affected by the Palisades fire may be exempt from the \$31.00 fee. If your parcel fails the annual inspection, and is exempt from the fee, you will still receive a Notice of Non-compliance detailing the violation and a due date to have the violation corrected.**

For questions or concerns regarding defensible space or brush clearance requirements, please contact the LAFD Brush Clearance Unit via telephone at (800) 994-4444 between the hours of 8:00 a.m. and 3:30 p.m. Monday - Friday, or email us at lafdbush@lacity.org. Please also visit our websites at www.lafd.org/brush and <https://fims.lafd.org>.

For questions or concerns regarding invoices and/or payments, please contact the LAFD Accounting Services Division, Brush Billing Unit at LAFD.brushacctg@lacity.org.

Sincerely,

REGISTER WITH FIMS

David A. Perez
Fire Marshal<https://fims.lafd.org/>

TAKE THE FOLLOWING STEPS TO PREPARE YOUR PARCEL(S), AND AVOID A 2026 INSPECTION FEE OF \$31.00*

Step 1. Conduct a thorough and comprehensive inspection of your property.

Step 2. Remove any hazardous refuse or hazardous vegetation from the property as defined in L.A.M.C. Section 57.1.603.5. (See page 3 for **minimum requirements**) by May 1, 2026.

It is not necessary to notify the Fire Department after completing Steps 1 and 2. The Fire Department will automatically conduct the initial inspection of your parcel(s) beginning May 1, 2026 through June 30, 2026.

NO BRUSH CLEARANCE INITIAL INSPECTION FEE WILL BE ASSESSED IF PARCEL(S) ARE COMPLIANT BY MAY 1, 2026

The Inspection Cycle and Fee Schedule for Non-Compliance Is as Follows:

- Initial Inspection (Pass) = No Initial Inspection Fee Assessed
- Initial Inspection (Fail) = Brush Initial Inspection Fee of \$31.00*

All Parcels Receiving A Failed Initial Inspection Will Receive a 2nd Inspection.

- Second Inspection (PASS) = Brush Initial Inspection Fee of \$31.00* With No Second Inspection Fee.
- Second Inspection (Fail) = Brush Initial Inspection Fee of \$31.00* + Brush Non-Compliance Fee of \$758.00.*

Parcels Failing First Inspection and Remaining in Non-Compliance After A Second Inspection Shall Be Cleared by City Contractors and Billed to The Property Owner.

- Brush Administrative Cost Fee of \$1,740.00* + Contractor's Lowest Bid Price + Brush Initial Inspection Fee \$31.00* + Brush Non-Compliance Fee \$758.00*

The Los Angeles City Fire Department Is the Final Authority in Determining Compliance.

To View Secured Information regarding your annual brush inspection, log onto <https://fims.lafd.org>, register a **Brush Clearance account** and follow the brush status of your property through 2026. **Simply use the APN and PIN that is printed next to the name and address on this form.**

With a registered account:

1. The status of your property (Compliance or Non-compliance) can be determined.
2. If Non-compliant, the photos of brush hazards on your property are viewable.
3. You will receive a Non-compliance notice emailed to you at the time of the failed inspection.

If you have registered your property(s) with VMS3 the previous year, you will need to re-register that parcel with FIMS at <https://fims.lafd.org>.

Maintaining your property in accordance with L.A.M.C. Section 57.1.603.5 is due by May 1, 2026, and is a year-round responsibility. To ensure continuous compliance, it may be necessary for you to conduct a thorough inspection and maintenance clearing of your property MORE THAN ONCE A YEAR.

*SUBJECT TO CHANGE

MINIMUM REQUIREMENTS

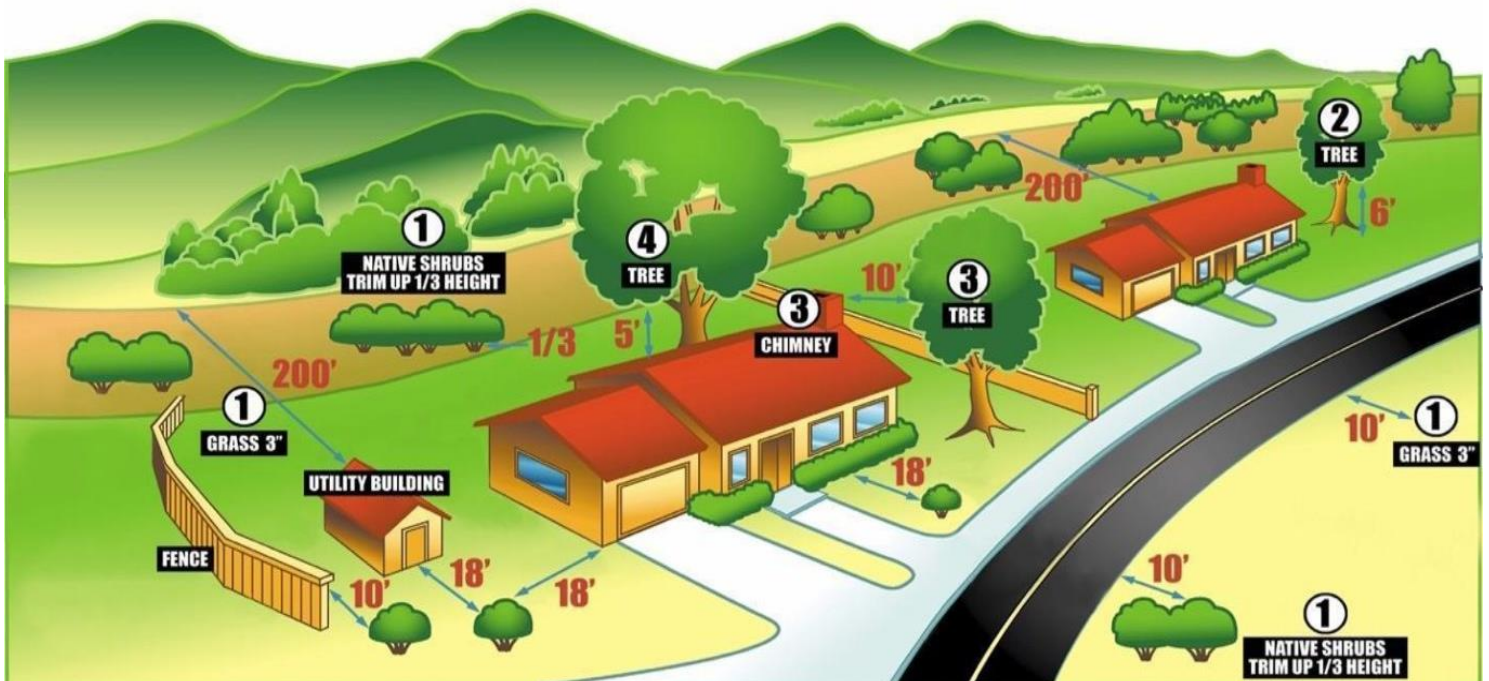
1. **Areas within 200-feet of structures and/or 10-feet of roadside surfaces or combustible fence:** Grass shall be cut to 3-inches in height. Native brush shall be reduced in quantity to 3-inches in height. This does not apply to individual native shrubs spaced a minimum of 18-feet apart, provided such shrubs are trimmed up from the ground to 1/3 of their height with all dead material being removed (See diagram below).
2. **For trees taller than 18-feet,** trim lower branches so no foliage is within 6 feet of the ground and remove all dead material. For trees and shrubs less than 18-feet, remove lower branches to 1/3 of their height. All dead trees and vegetation must be removed. (See diagram below).
3. **Trees shall be trimmed up,** so the foliage is no closer than 10-feet from the outlet of a chimney (See diagram below).
4. **All roof surfaces shall be maintained free of substantial accumulation** of leaves, needles, twigs, and any other combustible matter. Maintain 5-feet of vertical clearance between roof surfaces and portions of overhanging trees (See diagram below).
5. **All cut vegetation and debris shall be removed in a legal manner.** Cut vegetation may be machine processed (i.e., chipped) and spread back onto the property at a depth not to exceed 3-inches within 30-feet of structures and six-inches beyond 30-feet of structures. In addition, spread material shall not be placed within 10-feet of any usable roadside (as per Fire Prevention Bureau Procedure No. 25).

The above general requirements also apply to landscape vegetation.

To review ALL enforceable Brush Clearance requirements, visit <https://fims.lafd.org> "Brush Clearance."

VEGETATION MANAGEMENT IS A YEAR-ROUND RESPONSIBILITY.

Clear Early, Clear Often.



You Are Only Responsible to Clean Your Own Property

LAFD Brush Clearance Unit (BCU)

The Brush Clearance Program: visit <https://fims.lafd.org> (brush section) this site is informative and can be helpful prior to beginning the brush clearance on your parcel(s). If you are not able to clear your property yourself, hire a professional that understands the requirements. If you need assistance securing a brush clearance contractor, click on "Brush Clearance Vendor List." This website also provides new information such as RESTRICTIONS ON METAL CUTTING BLADES.

To contact the Brush Clearance Unit for any additional information, please email us at lafdbush@lacity.org

- If a **homeless encampment** has developed on your property, go to lapdonline.org/ for further instructions.
- **Los Angeles Sanitation** offers a Once-A-Year collection for excess yard trimmings free of charge, call (800) 773-2489 or visit lacitysan.org to schedule your pickup.
- **To record updated owner/address information** please contact the Los Angeles County Assessor's Office at assessor@lacounty.gov or (818) 833-6000, and the BCU office (800) 994-4444.

Need Help Verifying Your Property Lines?

zimas.lacity.org - allows you to view your parcel in colored satellite view. The image is not the most current but displayed landmarks and how they relate to your property can be helpful.

<https://maps.assessor.lacounty.gov> - allows you to identify your parcel on the assessor map using your APN or address. Property line dimensions are also included on this map.

The following links provide Onsite Brush Clearance Training:

<https://vimeo.com/164469261>

<https://vimeo.com/164354384>

Need Help with Brush Clearance Invoices?

Contact LAFD Accounting Department – lafd.brushacctg@lacity.org

The safety of your home can be significantly increased with proper brush clearance, advanced planning, and preparation. Brush clearance is a year-round responsibility.
Clear Early, Clear Often. Thank you for your continued support and cooperation.



LONGACRE ST LLC
C/O EMPIRE WEST
31706 COAST HWY UNIT 303
LAGUNA BEACH, CA 92651

REGISTER AN ACCOUNT USING THE FOLLOWING:

APN

2601031014

PIN

XXXXXXXXXX



<https://fims.lafd.org/>