

**KINGSWOOD ESTATES UNIT III OWNERS ASSOCIATION
INCLUDING UNITS IV AND V (KEOA)**

**FIREWISE GUIDELINES AND PROVISIONS
Effective April 15, 2018**

1.0 Firewise and Wildland Fire Protection.

Based upon City of Prescott Codes/Regulations or Resolutions

- 1.1 All owners are expected to practice techniques and maintain the landscaping of their lots to mitigate the risk to life and structures from intrusion of fire from wildland fire exposures and fire exposures from adjacent structures, as well as to minimize the possibility of structure fires spreading to fuels. These techniques are not always obvious and are often subject to personal interpretations. The KEOA Board of Directors will appoint and maintain a Firewise Committee whose members are coached and trained by members of the Prescott Fire Department (PFD)/Arizona State Forestry to recognize conditions that might start or feed a wildland fire and are competent to recommend and enforce mitigating techniques designed to minimize such conditions.
- 1.2 The 2006 International Wildland-Urban Interface Code provides detailed guidance for mitigating wildland fires, and the City of Prescott amended those guidelines in 2015. The KEOA Committee will be guided by the contents of that document in enforcing wise methods of landscaping of properties in the Kingswood Estates Owners Association. The document defines the common terms used in wildland fire mitigation: "driveway", "aerial fuel", "forest floor", "ladder fuel", and "surface fuel". The City Resolution imposes numerous restrictions and requirements on the design and construction of streets, lots, and buildings; these provisions are enforced by the City Building Code officials. KEOA owners must ensure that the designers and builders of the buildings on their lots are knowledgeable of the Building Code requirements.
- 1.3 Appendix B of Prescott Resolution 3848-0911 prescribes a detailed Vegetation Management Plan consisting of three zones on each lot, and defines methods of management of the vegetation growing in each zone. It requires that defensible space be established in each of the three zones surrounding each building on each lot. Zone 1 is the area around the building within 10 feet of the structure. Zone 2 is the space that is between 10 feet and 30 feet from the structure, and Zone 3 is the space between 30 feet and 150 feet from the structure. These defensible spaces must be maintained by the property owner at least annually.
- 1.4 The KEOA Committee will publish the rules and will revise them from time to time as the need for further clarification arises and as new techniques are devised to improve fire safety. The rules will be known as Firewise Guidelines and Provisions, and the Committee will enforce them in the same way that the Architecture Committee enforces its specifications. The Committee will propose a system of fines or other enforcement techniques for adoption by the KEOA Board of Directors. On the basis of the Committee's recommendations, the Board will then adopt and use a system of fines or other means to enforce the Committee's decisions made in enforcing the Firewise Guidelines and Provisions.

1.5 KEOA Firewise Committee

- 1.5.1 Mission Statement: To advance an understanding and awareness of the fire risk within our community and to provide residents the tools they need to reduce that risk.
- 1.5.2 Vision Statement: To have in place the necessary educational programs and resources to inform residents, in a timely and effective manner, of the fire threat both to their individual properties.
- 1.5.3

1.6 Lot Maintenance.

All maintenance is the responsibility of the lot owner, as follows:

- 1.6.1 Maintain defensible space annually;
- 1.6.2 Remove diseased/dead trees, branches and brush, including disposal (Prescott City Code 7-5-4, Ord. No. 4370, 1-27-2004) (Note: PFD does not cut down trees);
- 1.6.3 Reduce winter storm damage by pruning trees in the fall.

1.7 Undeveloped/Vacant Lots. (Owner Responsibility)

- 1.7.1 Identify property line markers.
- 1.7.2 Trim lower branches on trees to a height of six feet and maintain a vertical separation of at least three times the brush height from the lowest tree limbs
- 1.7.3 Remove all dead materials/trees, branches and brush (Prescott City Code 7-5-4, Ord. No. 4202, 2-26-2002). Dead trees should be removed within 21 days.
- 1.7.4 Remove all ladder fuels.
- 1.7.5 Remove continuity of fuels. To reduce the rapid spread of fire through the vegetation, the continuity of vegetation must be broken up (this means separation of tree canopies and cutting breaks in areas of dense brush. These canopies shall be a minimum of 10 feet apart. These breaks can be made by creating vegetation islands, cutting wide pathways around selected groupings of the vegetation. This method will improve safety but leave privacy screening in place and provide habitat for wildlife.
- 1.7.6 Reduce the height of combustible fuel. Lower the height of brush in open areas to two feet and provide a clear space around each plant of at least four feet.
- 1.7.7 Reduce the height of grass/weeds to four inches, including street side.
- 1.7.8 To reduce the risk of ground fire spreading in areas where dead pine cones, needles and leaves are greater than three inches high, do the following: remove the top or most recent layer of un-decomposed (light colored) pine needles or leaf droppings. Note: The underlying darker decomposed material should remain undisturbed.

1.8 Residential/Home Lots. (Owner Responsibility)

- 1.8.1 Identify property line markers.
- 1.8.2 Remove all ladder fuels within ten feet of the house and maintain a separation of at least three times the brush height from the lowest tree limbs 11 to 30 feet from the structure. Ladder fuels are lighter or smaller diameter fuels that can readily ignite, allowing flames from a ground fire to transfer into the tree canopy. Ladder fuels are of great concern in the KEOA community.

- 1.8.3 Remove all vegetation growing under the eaves or deck. Vegetation that is close to the structure will allow for direct flame contact, contributing to the vulnerability of the structure. For larger trees we recommend pruning the trees up at least ten feet from the roof line.
- 1.8.4 Separate tree canopies and cut breaks in areas of dense brush which will reduce the rapid spread of fire through the vegetation. These breaks can be made by creating vegetation islands, cutting wide pathways around selected groupings of vegetation. This approach not only improves safety but leaves privacy screening in place and provides habitat for wildlife.
- 1.8.5 Remove any accumulation of dead material from the property and stack firewood at least 30 feet from the structure.
 - 1.8.5.1 Keep the roof and gutters clean of pine needles.
 - 1.8.5.2 For the immediate area surrounding the structure (within ten feet), remove pine cones/needles /leaves from the soil.
- 1.8.6 Further from the home (beyond ten feet), a homeowner may maintain pine needleleaf litter to a height of two to three inches.
- 1.8.7 Remove all dead materials/trees, branches and brush (Prescott City Code 7-5-4, Ord. No 4202, 2-26-2002).
- 1.8.8 Reduce the height of combustible fuel. Lower the height of brush in open areas to two feet and provide a clear space around each plant of at least four feet.
- 1.8.9 Reduce the height of grass/weeds to four inches, including street side.
- 1.8.10 To reduce the risk of ground fire spreading in areas where dead pine cones/needles and leaves are greater than three inches high, do the following: remove the top or most recent layer of un-decomposed (light colored) pine needles or leaf droppings. Note: The underlying darker decomposed material should remain undisturbed.
- 1.8.11 No lattice/patio/wood elements may be attached to house.

1.9 Street Side Safety Maintenance

One of the highest fire dangers in our community is the eight foot distance from the edge of the street. The main reason is careless smokers discarding live cigarettes. We can lower this risk if in the fall, homeowners remove dead grass, pine needles, pine cones, leaves, thin out brush and remove lower branches. This requires yearly maintenance. The other benefit is increased safety during our evacuation and will help fire trucks and fire crews when entering our narrow streets.

- 1.9.1 Lot Maintenance - The lot owner is responsible for keeping tree branches and brush trimmed back from the street edge to a height of fourteen feet to assure easy passage of large trucks or fire vehicles on our streets (Prescott City Code 7-5-4).

1.10 Roadside Pickup Service by Prescott Fire Department

- 1.10.1 The PFD will pick up one- to six-inch trees and branches, maximum ten-foot long, which are placed by the roadside. (Note: Limbs must be removed from trees.) This service is only provided when the work is done by Lot owners, not contractors.

Defensible space is the area between a house and an oncoming wildfire where the vegetation has been modified to reduce the wildfire threat and to provide an opportunity for firefighters to effectively defend the house.

The ever present danger of fire in the Southwest is always a concern. People realize the importance of providing defensible space for the protection of their property. Prescott Fire Department has trained personnel to assist in the homeowner with brush disposal, once the homeowner has provided defensible space. If the homeowner isn't sure if defensible space has been created they can contact the Prescott Fire Department for an assessment of the work completed.

The following is a list of DO's and DON'T's in preparation for the Prescott Fire Department Chipping Service.

- DO call Prescott Fire Department Fuels Reduction Crew to be placed on the chipping list. If you require a call back please leave your name, number and address. If no callback is requested the crew will place you on their work schedule. If scheduling is out longer than two weeks, you will receive a call back noting the time frame and other options. Please call 928-777-1733 or 928-777-1713.
- DO lay brush along streets for easy access. If this is not possible, please leave a detailed message of the location of the brush.
- DO have cut ends of brush or trees facing the street.
- DO make longer piles, instead of higher piles (3'-4' max).
- DO maintain a safe distance from the chipper while it is in operation for your safety – at least 50' away.
- DON'T use twine, string, wire, flagging or anything else to tied bundles of brush together.
- DON'T request chipping of brush that has been lying around for years. This damages the chipper blades and is much more dangerous for the fuels crew to handle.
- DON'T place the following in piles – pine needles, leaf litter, rocks, root balls, cactus, trash or any other debris other than natural materials' the brush will not be chipped.
- DON'T place materials in bags. The bags cannot be put in the chipper.
- DON'T place brush in garbage cans, trailers or any other container. Brush will not be chipped.

For questions or concerns, please feel free to call or email the following Community Risk Reduction members:

Lead Fuels Technician– 928-777-1733
Fuels Management Coord. – 928-777-1713

Thank you for your support in making the Prescott Basin a safer place to live.

1.11 Yearly Property Evaluation. An essential element of any fire prevention plan is the ability to measure progress of fuel mitigation in the community and provide such results to homeowners. The KEOA Firewise Committee includes a periodic Wildland Fire Risk and Hazard Assessment on a regular basis to establish a baseline for each property and then track and report fuel reduction progress. Such feedback informs homeowners that they each play a part in the overall community success. The Committee also maintains a communication process by which homeowners can report progress on their properties.

1.12 Criteria used for evaluation:

Code	Description
B	For vacant lots, need to clear property 30 feet from border with adjacent property(ies)
C	Continuous (horizontal) fuel on fuel. Need to provide breaks (open spaces by staggering foliage to achieve privacy while reducing fire risk
D	Dead tree(s) (standing or fallen) or fallen tree limbs on property
G	High grasses and/or weeds (12 inches+) on property
L	Ladder fuels on property which can spread fire vertically (example, from grasses to bushes, from bushes to trees, from small trees into large canopy trees)
M	Combustible materials on lot (example, wood piles near house, piles of scrub/branches)
R	Tree branches within ten feet above roof or branches growing under roof eaves
S	Street side safety maintenance

1.13 Home and Property Insurance Protection

Be aware of fire insurance guidelines and personal liability to your KEOA community. Properties with defensible space will be defended first.

1.14 Non-compliance

1.14.1 Upon completion of the community survey with a representative of the Prescott Fire Department, the KEOA Committee will notify the homeowner/lot owner in writing of items that are considered non-compliant with Firewise guidelines. Owners will be requested to complete the outlined work within a specified amount of time and will be given a contact within the association for further information should they desire. Although the Association cannot formally recommend contractors for the work, they may be able to pass along recommendations from other satisfied Association members.

1.14.2 If no action has occurred within the specified time period and the owner has not contacted the Association, the Committee will send a letter or email to the owner and ask for the owner's planned schedule for completion.

1.14.3 If no response is received from the owner, the KEOA Board of Directors will send another letter requesting the cooperation of the owner in helping to maintain the safety of our community.

1.15 Definitions

- Brush: Low spreading woody plants
- Canopies: Crown of trees overlapping, creating a dense combustible fuel environment.
- Combustible Fuel: Capable of taking fire; that which can easily be burned; wood.
- Continuity of Fuels: These are areas of Ponderosa pine intermixed with chaparral and grasses.
- Defensible Space: The area between a house and an oncoming wildfire where the vegetation has been modified to reduce the wildfire threat and to provide an opportunity for firefighters to effectively defend the house.
- Ladder Fuels: These are lighter or smaller diameter fuels that can rapidly ignite allowing flames from a ground fire to transfer into tree canopies.