**STAFF REPORT**

**MEETING DATE** October 29, 2025

**PREPARED FOR** Sleepy Hollow Fire Protection District, Board of Directors

**PREPARED BY** Robert Bastianon, Ross Valley Fire Department, Sr. Fire Inspector

**SUBJECT** Introduce, Waive First Reading, and Read by Title Only Ordinance 2025-5 to Adopt the 2025 Edition of the California Wildland-Urban Interface Code and 2024 International Wildland-Urban Interface Code with Certain Local Amendments and Additions.

**RECOMMENDATION**

1. That the Board of Directors introduce, waive first reading and read by title only, the proposed ordinance.
2. That the Board of Directors schedule a public hearing for November 20, 2025 regarding the adoption of the ordinance.

**DISCUSSION**

This item involves consideration of an ordinance, which would adopt the 2025 Edition of the California Wildland-Urban Interface Code and 2024 International Wildland-Urban Interface Code with certain local amendments and additions. This adoption process is required by the Board of Directors to stay current with the minimum requirements of the State of California building and fire standards as determined by the California Building Standards Commission.

Every three years the California Building Standards Commissions publishes model codes such as the California Fire Code, Building Code, Mechanical Code, Plumbing Code, etc. Once published, local agencies have 180 days to make additions or amendments based on local conditions. If no changes are made during this 180-day window, the model codes become effective. Based on the 180-day cycle, we have until January 1, 2026 to make local changes.

For the last nine code adoption cycles, the Marin County Fire Prevention Officers have met and cooperatively reviewed the model code. This proposed ordinance represents a cooperative effort to develop standard ordinance language. While some minor changes occur between jurisdictions, the end result is a more consistent and cooperative approach to fire safety issues, making it easier for contractors and developers to work with each jurisdiction. The local amendments included in the ordinance do not represent any significant changes from the current Code.

**Summary Text of Ordinance**

Other than the new code references, there are no significant changes in the proposed Ordinance language as compared to the last Ordinance 2016-2 adopted by the Board of Directors in 2016. The Wildland-Urban Interface Code is arranged and organized to follow sequential steps that generally occur during plan review or inspection. The 2024 International Wildland-Urban Interface Code (IWUIC), which California adopts with amendments as the 2025 California Wildland-Urban Interface Code, has again been organized into 7 parts. Each part represents a broad subject matter and includes the chapters that logically fit under the subject matter of each part. The 2024 IWUIC was organized to allow for future chapters to be conveniently and logically expanded without requiring a major renumbering. Therefore this code adoption, as in past adoptions, results in some renumbering.

Proposed new changes to the Ordinance include:

* Adoption of the 2025 Edition of the California Wildland-Urban Interface Code, and 2024 International Wildland-Urban Interface Code), with certain local amendments and additions.
* State relocated requirements for Wildland-Urban Interface Fire Areas from California Fire Code, Chapter 49 to the new 2025 California Wildland-Urban Interface Code.
* State relocated requirements for Materials and Construction Methods for Exterior Wildfire Exposure from California Building Code Chapter 7A to the new 2025 California Wildland-Urban Interface Code.
* State relocated requirements for Materials and Construction Methods for Exterior Wildfire Exposure from California Residential Code Chapter 3, Section 33 to the new 2025 California Wildland-Urban Interface Code.
* Amend Chapter 1, Section 110 - Requirement for both code officials to issue “Final Approval” prior to issuance of “Certificate of Completion”.
* Amend Chapter 2 - Defining “Code Official” and “VMP”
* Amend Chapter 4 - Aligns Fire apparatus access and water supply with the District Fire Code.
* (New) Amend Chapter 4, Section 403.1.3 - Raises the imposed design load for fire lanes to 75,000 lb.
* Amend Chapter 6 - Carries former CFC Section 49 amendments to new WUI section
* (New) Amend Chapter 6, Section 602.3.1 - Requires a map indicating locations of emergency water supplies to Fire Protection Plans.
* (New) Amend Chapter 6, Section 602.3.2 - Requires location on map of fire protection systems, power sources, meters and shutdowns be added to Fire Protection Plans
* Adopt Appendix A - Carries over general requirements as amended from the 2022 District Fire Code.

**FISCAL IMPACT**

None

**CALIFORNIA ENVIRONMENTAL QUALITY ACT**

The Board of Directors has determined that adoption of the proposed ordinance is exempt from the California Environmental Quality Act because it has no potential for causing a significant effect on the environment (California Code of Regulations, Title 14, § 15061(b)(3)).

**ATTACHMENTS**

Draft Ordinance# 2025-5