

**KITSAP COUNTY FIRE SAFETY ADVISORY  
COMMITTEE REPORT**

SUBMITTED TO:  
BOARD OF COUNTY COMMISSIONERS  
DISTRICT # 1, CHRIS ENDRESEN  
DISTRICT # 2, CHARLOTTE GARRIDO  
DISTRICT # 3, TIM BOTKIN

SUBMITTED BY:  
DERRICK CRAWLEY  
KITSAP COUNTY FIRE MARSHAL

DATED  
JUNE 28, 1999

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## STAKEHOLDERS ENDORSEMENT

The following stakeholders and Committee members have participated in whole or in part with the Kitsap County Fire Safety Advisory Committee and have reached general consensus regarding the following recommendations.

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**Derrick Crawley**,  
Kitsap County Fire Marshal \_\_\_\_\_

**Jim Shields**, Fire Chief City of Poulsbo,  
President Kitsap County Fire Chiefs Association \_\_\_\_\_

**Tim Arnold**, Bradley Scott CEO,  
President of the Kitsap County EDC \_\_\_\_\_

**Allan Humm**, President  
Puget Rental Owners Associations \_\_\_\_\_

**Wayne Senter**, Assistant Fire Chief  
Kitsap County Fire District #7 \_\_\_\_\_

**Randy Billick**, Battalion Chief  
Central Kitsap Fire & Rescue \_\_\_\_\_

**Tom Huddleston**, Battalion Chief  
Poulsbo Fire Department \_\_\_\_\_

**Douglas Neyhart**,  
Kitsap County Investor \_\_\_\_\_

**Dennis Osburne**,  
Condominiums  
Owners Association Representative \_\_\_\_\_

**Leroy Humphrey**, Washington Park  
Condominiums Association Rep \_\_\_\_\_

**Dean Hanks**, Institute of  
Real Estate Management \_\_\_\_\_

**Scott Rappleye**,  
Bremerton Fire Marshal \_\_\_\_\_

**John Freeberg,**  
Former Kona Village Resident \_\_\_\_\_

**Mike Brown,**  
Fire Chief City of Port Orchard/KCFPD #7 \_\_\_\_\_

**Jim Adrian,**  
Local Investment Property Owner \_\_\_\_\_

**Roy Sowerby,**  
Bremerton Housing Authority \_\_\_\_\_

**Norm McLouglin,**  
Kitsap County Housing Authority \_\_\_\_\_

**Ken Martin,**  
Apartment Owners Associations \_\_\_\_\_

**Mike Gustavson,**  
Local Investor \_\_\_\_\_

## EXECUTIVE BRIEF

The Plan shall consist of three separate and distinct initiatives as follows:

### **GENERAL PROVISIONS:**

There shall be designated three classifications for Group R, Division 1 Occupancies (e.g., apartments, hotels and motels) the following classifications were assigned based upon level of risk:

- Level – I:** All residential buildings less than **3** floors in height and more than **4** dwelling unit: **341 buildings identified in Unincorporated Kitsap County**
  
- Level - II:** All residential buildings **3** or more floors in height and less than **17** dwelling units: **191 buildings identified in Unincorporated Kitsap County**
  
- Level – III:** All residential buildings **3** or more floors in height and more than **16** dwelling units: **67 buildings identified in Unincorporated Kitsap County**

The Fire Safety Matrix was developed to be used as an assessment tool to determine the relative safety of all Level III buildings (provided as enclosure 2.2 of this brief). This matrix assigns points to various Fire Safety attributes of a building and the community. The Committee considers that it is desirable that all Level III buildings shall ultimately attain a score of 80 points or more.

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#### Approximate Number Apt.Units:

	<u>LEVEL –I</u>	<u>LEVEL –II</u>	<u>LEVEL –III</u>
<b>Unincorporated County:</b>	<b>2917</b>	<b>2058</b>	<b>1841</b>
<b>Bainbridge Island</b>	<b>262</b>	<b>244</b>	<b>206</b>
<b>City of Poulsbo</b>	<b>524</b>	<b>315</b>	<b>210</b>
<b>City of Bremerton</b>	<b>1682</b>	<b>348</b>	<b>2746</b>
<b>Total:</b>	<b>9088</b>	<b>2965</b>	<b>5003</b>

## **Initiative - 1**

Consists of the following components.

1. Smoke detectors will be installed in all sleeping areas in all Level I, II & III buildings.
2. An emergency evacuation plan for all Level I, II, & III buildings shall be established and reviewed with all tenants and posted in appropriate visible locations.
3. The Fire Services shall be provided floor plans for all R-1 occupancy buildings to assist in incident planning.
4. All Level III buildings shall be inspected on an annual basis. The Fire Safety Matrix shall be used as the basis for evaluating the relative "Fire Safety of these buildings". There shall be a 10-year evaluation period for Level III buildings, to assess what enhancements have been made to meet or exceed the 80-point target. After the 10-year evaluation process the authority having jurisdiction shall determine if buildings are a Distinct Hazard to Life or Property and take appropriate action
5. Develop a classroom type training program for property owners, tenants, homeowners, and the public.
6. All buildings that are inspected and determined to be "Fire Safe" will be provided appropriate recognition. (i.e. No Safety violations and a minimum score of 80 points on the Matrix)
7. An assessment of the Kitsap County Fire Marshals Office via an independent Performance Audit will be accomplished.
8. Continue to enhance Public awareness of the importance of Fire Prevention and Life Safety using multiple outreach strategies under the direction of the Kitsap County Fire Chiefs Association in conjunction with the Kitsap County Fire Marshall.
9. A standing "Fire Safety Advisory Committee" consisting of all the County Stakeholders for Group R, Division -1 occupancies will be established, by Ordinance and the members shall be appointed by the County Commissioners.
10. Property owners shall be notified of all Fire and Property damage calls to their property.<sup>1</sup>

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<sup>1</sup> Initiative 1 items are affordable and can be implemented within a two-year period with very minimal economic disruption to the community.

## **Initiative –2**

Automatic Fire Sprinklers shall be installed in all Group R, Division-1 buildings that are 10 or more units, when there is a substantial remodel or damage that exceeds 50% of the assessed value of the building within a three-year period.<sup>2</sup>

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## **Initiative – 3**

- a) A Fire Alarm system (non-monitored) will be installed in all Level II buildings. The alarms are to be fully installed and operational within 36 months of the effective date of the Ordinance.
- b) A monitored Fire Alarm with a single heat detector inside each living unit will be installed in all Level III buildings. (not required for units with a monitored automatic fire sprinkler systems) The system described is to be fully installed and operational within 36 months of the effective date of the Ordinance.<sup>3</sup>

For both 3a and 3b above the Local Government will waive all permit fees for fire alarm system installation.

- c) The Fire Services in concert with the Fire Safety Advisory Committee will work to establish a "Kitsap County Fire Safety Enhancement Fund" to be used on a voluntary basis to assist in installing Automatic Fire Sprinkler Systems in the most at risk Level III buildings in Kitsap County. This funding shall be requested from all available sources such as Housing Finance Unit, Community Development Block Grant "CDBG", etc. Funds shall be available to the highest at risk Level III buildings based on a negotiated match with the property owner. Funds shall be administered via the County Fire Marshals Office. The Fire Safety Matrix has been used to assess the most at risk Level III buildings in unincorporated KitsapCounty which is shown as **Enclosure-2.2**<sup>4</sup>

The Committee considers that it is necessary to continue to seek and access all possible funding sources to facilitate enhancing the safety of the most at risk Level III buildings in Kitsap County.

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<sup>2</sup> Initiative 2 can be implemented on a planned basis and financing can be factored into the remodel planning. This section is similar to the Tacoma Ordinance and should bring most of the R-1, 10 units or more buildings into compliance within a 25-year period based on the frequency of a typical major remodel.

<sup>3</sup> Parts 3a and 3b are going to be the most costly to the private sector. The committee considers the recommendations are affordable, and with a three-year implementation plan will provide investors and property owners a reasonable time frame to plan for the necessary financing, even in a stressed economy.

<sup>4</sup> Initiative 3c recognizes that in some cases the financial burden is such that substantial public participation is necessary to assist in the most hazardous situations. The program seeks to provide funding through grants and low interest loans, to retrofit automatic fire sprinklers in the most at risk buildings. In some respects this program follows along the model of the Governor's Task Force for retrofitting sprinklers in assisted care facilities using 100% public funding which targets the most at risk facilities on a priority basis. (see Encl. 1)

## **BACKGROUND DISCUSSION:**

The "Kitsap County Fire Safety Advisory Committee" was established by the Kitsap County Commissioners in concert with the Kitsap County Fire Chiefs Association in early 1998. The Committee was established to develop strategies and policies for enhancing fire prevention and life Safety for multi-family buildings in Kitsap County and was in response to several serious fires and fatalities in 1997 and 1998. **(See Encl- 4)**

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The Committee was chaired by the Kitsap County Fire Marshal and a conscious attempt was made to involve all stakeholders and included the following Organizations or individuals as Committee members:

- Bremerton Fire Department
- Fire District 7 Chief, and Fire Prevention Officer
- Central Kitsap Fire and Rescue
- Bainbridge Fire Department
- Puget Rental Owners Associations (PROA)
- The Institute of Real Estate Management
- Kitsap Lodging Association
- Condominium Owners  
**(The Condo owners in Kitsap County do not have a single association that represents their interests.)**
  
- Poulsbo Fire Department
- Bremerton and Kitsap County Housing Authorities
- Member of the Governors Task Force of Fire Safety
- Kitsap County investment property owners
- A former resident of Kona Village
- City of Bremerton and County Building Departments

**The Committee also invited several "technical experts" to the meetings as specific topics were discussed to provide input as follows:**

- City of Tacoma Fire Marshal
- Fire Sprinkler Contractors
- Certified Hazardous Waste Consultant
- Residential Commercial Banker
- Residential Mortgage Broker
- The Kitsap County Treasurer
- Representative of the Washington State Housing Finance Commission
- Fire Retardant Paint Manufacturer
- A Kitsap County, CPA
- Two former residents of Kona Village

**The Committee reviewed in part the following info:**

- ◆ The "Governors Fire Prevention Task Force" final report (see **Encl. -1**)
  - ◆ Three Kona Village reports
  - ◆ Fire safety and public education programs
  - ◆ The current Fire and Building Code requirements as they relate to apartment buildings, hotels, motels, etc.
  - ◆ An inventory of apartment buildings for Kitsap County
  - ◆ Fire Safety in High -Rise Buildings
  - ◆ Fire Sprinkler Facts
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**The Committee Chair worked to establish some basic ground rules for the Committee work as follows:**

- ◆ Agendas were developed by the Committee and provided prior to the next meeting.
- ◆ A detailed set of informal minutes were kept of all meetings and reviewed at the next meeting for accuracy.
- ◆ Kitsap Fire District 7 provided Administrative supports to the Committee.
- ◆ Decisions were made by consensus.
- ◆ The Chair was the only person authorized to communicate outside of the Committee concerning the Committees work.
- ◆ The full committee approved any press releases and the Chair conducted any interviews with the press.
- ◆ Any member of the Committee was permitted to bring a guest or technical expert to advise the Committee.
- ◆ The meetings were all open to the public.

**The following issues and items were reviewed and agreed upon by the Committee and were used as a basis for the final recommendation provided:**

- The economy of Kitsap County is in a declining mode and Kitsap has not experienced the prosperity that most of the Puget Sound Community is currently experiencing.
- The Kitsap County nominal vacancy rate for Apartments, exclusive of Bainbridge, averages 9%. The Institute of Real Estate Management considers that a typical healthy market has a vacancy rate of 3%. This situation provides property owners with little resources for capitol improvements and results in a general rent structure that in many cases barely meets day to day expenses. (See **Encl.- 3**).
- The Kitsap County Commissioners, because of the Communities overall economic condition, requested that the State designate Kitsap County as "economically distressed".

- ❑ Kitsap County's major employer, the U.S. Navy has significantly downsized since 1992 and will continue to do so for the foreseeable future. The County has in fact lost over 10,000 good paying civilian jobs and about 6000 military billets have left the community. The county is attempting to diversify its economy but has not been able to compensate for the loss of Navy jobs. The loss of DOD jobs will take years to recover from.
- ❑ The Trident fleet will probably shrink by 4 boats in the next couple of years, which will result in the loss of approximately 1200 to 1500 jobs for Kitsap County. This would be the equivalent of the loss of a large Kitsap County business.
- ❑ Based on current Navy planning the number of homeported ships at Naval Station Puget will continue to decline. In 2004 there may be no Ships homeported in Bremerton.
- ❑ Kitsap County has been documented to have a per capita income of 191 out of 212 U.S. metropolitan areas for 1996 based on a recent study by Old Dominion University in Norfolk. **(See Encl-9)**
- ❑ Based on discussions with a Kitsap County Commercial Banker and a Mortgage Broker the Committee was advised that in the current market it is practically impossible to obtain a cash back loan for commercial residential real estate (greater than 5 units). The reason is, because commercial banks are finding this market very risky overall and because of the generally poor economic conditions in Kitsap County. The high vacancy rates are looked at as increasing the risk of the loan and with a 10% or greater vacancy rate any loan is simply impossible. **(See Encl-6,7 & 15)**
- ❑ The rent structure in Kitsap County has been almost flat for four to five years but other expenses have increased including property taxes, utilities, insurance and other operational costs.
- ❑ The State has set aside \$9,000,000 to fully fund the installation of sprinklers in State licensed assisted care facilities. **(See Encl-1)**
- ❑ The Committee has estimated that the cost to retrofit Automatic Fire sprinklers could be up to \$6.00/sq ft. This cost could significantly increase if asbestos or lead based paint were encountered. Any building constructed before 1980 may have asbestos or lead paint present and should be tested for lead and asbestos if sprinklers are to be installed. If lead or asbestos are found than special provisions must be taken to contain these hazardous materials during all retrofit work. This cost, if absorbed by the private sector, could have an extremely serious impact on the private sector rental market. **(See Encl-10)**
- ❑ A recent King County Council report concluded that the nominal cost of sprinklers installed in existing buildings would be \$5.76/sq ft. if there were no hazardous materials encountered. **(See Encl-5)**
- ❑ No city in Washington State has mandated the installation of Automatic Fire sprinklers in low rise existing Apartment buildings.

- ❑ There would be a very minimal cost savings in residential Fire Insurance if Automatic Fire sprinklers were installed (about a 4 to 10% savings) but it would be insignificant compared to the initial total cost of retrofit. **(See Encl-4)**
- ❑ The Committee considered that the installation of sprinklers would be so costly that it would be appropriate to have the public substantially participate in the costs. Several funding sources were considered, such as County Tax revenue, Fire District dollars and Community Development Block Grant (CDBG) funds. The only viable funding source was CDBG funds. The Committee realizes that more work is needed to identify other possible funding sources and recommends maintaining The Fire Safety Advisory Committee, in part to pursue such funding.
- ❑ The Governors Fire Prevention Task Force may be reconvened to look at Fire Safety enhancements for other types of R-1 occupancies.

**The policies and proposals developed by the Committee:**

1. Should be uniformly adapted by all jurisdictions throughout the County. One method to ensure acceptance of the committees concepts and strategies is to share the contents of this report with members of the Kitsap County Regional Planning Council. The Regional Planning Council should be encouraged to adapt and endorse the report and its recommendation as a matter of policy, and adopted within each jurisdiction.
2. Must be affordable to the Private and Public Sectors and recognize the current economic situation in Kitsap County.
3. Are considered a first step and need to be reviewed, refined, and revised at some frequency to assure they are in fact meeting the intended objectives, are uniformly enforced, and are not causing an undue financial burden on the Community. Their needs to be established some type of process that continues to involve the stakeholders, enforcing officials and the policy makers.

**FIRE SAFETY ENHANCEMENTS:**

- ◆ Fire Alarms with pull stations have been estimated to cost approximately \$350.00/unit. (See Encl-8)
- ◆ A monitored Fire Alarm system with heat detectors, in each unit, has been estimated to cost approximately \$650.00/unit. There also will be a continuous monitoring cost of approximately \$30.00/month/building. (See Encl-8)
- ◆ The Fire Services will inform all affected parties of the requirements of any policies that are implemented.
- ◆ Any policies to be implemented by Ordinance will be implemented by a stand alone Ordinance.
- ◆ **The total estimated cost to Kitsap County private sector in accomplishing the recommended Fire Safety upgrades are as follows:**

<b>Levels:</b>	<b>I, II, III</b>	<b>Level –II</b>	<b>Level –III</b>	<b>Totals:</b>
<b>Enhancements</b>	Smoke alarms <sup>1</sup>	Local fire alarm system <sup>2</sup>	Monitored fire alarm systems <sup>3</sup>	
<b>Unincorporated County:</b>	\$204,480	\$720,300	\$1,196,650	<b>\$2,121,430</b>
Bremerton:	\$143,280	\$121,800	\$1,784,900	\$2,049,980
Poulsbo:	\$ 31,470	\$110,250	\$ 136,500	\$ 278,220
Bainbridge Island	\$ 7,860	\$ 7,320	\$ 6,180	\$ 21,360
Port Orchard	\$ 30,390	\$163,100	\$ 122,850	\$ 316,340
<b>Totals</b>	<b>\$417,480</b>	<b>\$1,122,770</b>	<b>\$3,247,080</b>	<b>\$4,787,330</b>

1. Battery powered in each bedroom
2. Sounds an alarm locally, not monitored, manual pull stations, detection in common use areas
3. Heat detector in each dwelling, manual pull stations on each floor level,

# **STRATEGIC PLAN FOR ENHANCING LIFE SAFETY AND FIRE PREVENTION IN KITSAP COUNTY**

## **RECOMMENDATIONS**

### **PART-1**

#### **1. SMOKE DETECTORS:**

Mandate that battery operated smoke detectors is installed in all bedrooms in all Residential Units in Kitsap County within a 6-month period. This is very affordable and easily implemented.

Mandate that smoke detectors be replaced at a minimum every 10 years.

#### **2. ESTABLISH AN EMERGENCY EVACUATION PLAN:**

The Fire Service will develop a plan and guidelines in booklet form, for use by investment property owners, in their development of fire evacuation plans for their respective investment properties and the tenants occupying same properties. These guidelines will be made available to all R1 occupancy owners and managers within an as yet to be determined time frame. Property owners and resident managers to develop their own fire evacuation plan will use the guidelines.

The investment property owner/resident manager evacuation plan will be submitted to the respective Fire Services for review/comment/approval and the final plan will be retained as a part of the Fire Services records. (There shall be no charge for this review) Subsequent to Fire Services approval the final plan may be posted in all units in the dwelling units and in common hallways and affirmatively provided to all tenants and signed for and the landlord will retain as a part of the rental Agreement. The landlord shall discuss with, and explain to the occupants, the evacuation plan. Residents shall be encouraged to practice the evacuation plan. (5 units and above only)

The Fire Services will develop a "Tenants Fire Safety Pamphlet" that will contain the most critical elements of Apartment Fire Safety such as basic fire prevention, smoke alarm maintenance and escape planning. The pamphlet once developed will be made available to the community and the Fire Safety Advisory Committee will work to assure that it is made available to Apartment residents, hotel and motel residents and condo residents.

#### **3. BUILDING FLOOR PLANS TO THE FIRE SERVICES:**

Commercial residential owners shall work with fire service to provide a floor plan of their buildings. These plans can be used by the Fire Services to facilitate any necessary pre fire planning as well as assisting in the event of an actual fire.

#### **4. Level III BUILDINGS INSPECTION PROGRAM:**

All Level III buildings shall be inspected on a frequent cycle not less than annually. The "on site" inspection would result in the written identification and notification to property owners of violations or problem areas and constructive suggestions for enhanced life safety improvements that are over and above the minimum code requirements. All "code violations" identified are subject to appeal through the appropriate administrative process.

#### **5. FIRE PREVENTION TRAINING:**

The Fire Services shall establish a training program, classroom type, for homeowners, tenants, Landlords and property owners and site managers. The County will establish the equivalent of a DARE program for fire prevention and Life Safety and provide the resources to accommodate it. This program will also cover disaster preparedness. This program will be offered throughout the County a minimum of 4 times/year and taped for rebroadcast on the Countywide Public Access TV System.

It is possible that the training could be coordinated with the PROA, **Puget Rental Owners Association** and conducted with the drug and crime prevention training provided to landlords that is currently underway. Another model to consider is the Kitsap County Bar annual training program taught at Olympic College, "Law for the Layman program."

#### **6. LOCK BOXES:**

Provide lock boxes for all buildings with common hallways that are locked or any common areas that the Fire Services need to have access to. This item requires further discussion.

#### **7. APPROPRIATE RECOGNITION:**

Apartment owners who pass the fire inspection should be provided some type of certificate or appropriate recognition that can be proudly displayed and used for marketing if so desired. Need to establish a very proactive and positive mind set and recognition in the community relative to all aspects of fire safety.

#### **8. ASSESS THE ROLE OF THE FIRE MARSHALLS OFFICE**

An independent performance audit/review of the County Fire Marshal's shall be conducted to assess at a minimum the following:

- A review of the Statutory requirements under the RCW and the County and compliance with same.
- An assessment of the role/relationship of the office with respect to the Fire Districts and the Cities.
- Assessment of the appropriate role of the office in dealing with Life Safety and Fire Prevention throughout the Community and the Cities and recommendations for enhancing same.

- Recommendations for enhancing the efficiency and the performance of the office with respect to meeting all statutory and regulatory obligations.

The Committee recommends that this action be completed by 6-1-2000 and that the County assures that there are sufficient resources to assure completion of this proposal and recommendation.

## **9. ENHANCE COMMUNITY AWARENESS:**

The Kitsap County Fire Chiefs Association should assume responsibility for coordinating community wide public relations and training program relative to fire prevention and life safety as relates to the Public. Some of the activities that are already underway and need to continue or enhanced are as follows:

- ◆ Adapt a Countywide fire safety day or week that all the Fire Services participate in jointly. This could be established during the County Fair week. Create events at the Fair such as a practice burn, a booth, and a presentation on how to enhance Fire safety for the winter.
- ◆ Create media events and Community awareness.
- ◆ Engage the kids.
- ◆ Issue periodic Press releases and news updates
  
- ❖ Produce a fire safety program for the Public Access stations.
- ❖ Set up information booths at various community events.
- ❖ Engage elected officials to use their "soapbox" to carry the message of Fire Safety
- ❖ Assist various nonprofit in writing articles concerning Fire Safety for their newsletters.
- ❖ Develop and distribute fire safety handouts and fliers at public events and through the mail.
- ❖ Visit the schools and talk to the kids. Integrate Fire Safety into the school curriculum throughout the County.
- ❖ Send out household fire safety bulletins to all households in Kitsap County annually.
- ❖ Develop Fire prevention messages/bulletins for renters and motel/hotel occupants that can be provided to them when they assume occupancy.
- ❖ Develop positive partnerships with nonprofit and use their newsletters and "soap box" to convey the message. This can be accomplished in part during the next phase of the "Fire Safety Advisory Committee's" work.
- ❖ Establish a Kitsap County Web site for Fire Prevention and Life Safety that ties or "links" all of the Fire Districts together. The Site shall initially include at a minimum the following information:
  1. Description of each of the Fire Services and the number of personnel associated with each.
  2. The budget of each of the respective Fire Districts.
  3. An explanation of what an ISO rating is the respective rating of each District in the County and it's affect on constituents.
  4. Map of the various County Fire District jurisdictions.
  5. Guidelines for homeowner and renter fire prevention and life safety.
  6. Periodic updates and summaries of elected officials meetings and what I going on in the various Fire Districts.

7. Listing of personnel staffing and their function within the Fire Service.
8. Listing of training, equipment and resources available.
9. Additional Worldwide Links relating to Fire Prevention and Life Safety should be established.

The site should be kept updated as real time as possible with updates on the local Fire Services as well as major events and changes Nationwide.

#### **10. ESTABLISH A FIRE SAFETY ADVISORY COMMITTEE:**

The County elected policy makers, shall by Ordinance, establish a Countywide Fire Safety Advisory Committee to deal with all R-1 occupancy issues as follows:

##### A. The role of the committee....

- Review all proposed new ordinances relating to Fire Safety prior to submission to the Elected Policy makers.
- Work with the Fire Services to develop strategies to enhance Fire Safety in the Community.
- Act as an informal mediator to resolve disputes relative to point assessment on the newly established Fire Matrix.
- Work to streamline and standardize all Fire Code requirements throughout the County.
- Perform other related duties as deemed necessary by the Commissioners or the Fire Marshall.
- Keep the Kitsap County Elected policy makers advised on all Fire Safety matters and National Fire Safety issues.
- Work to identify additional sources of revenue for the most at risk buildings.

##### B. The make up of the Committee...

- A representative of each of the Fire Services including all of the Cities.
- The following community stakeholders :
  - Investment Property owners
  - Innkeepers
  - Homeowners
  - Commercial
  - Condo owners
  - Builders
  - Housing Authorities
- A representative of the Building Department Community

##### C. Administrative matters:

- The County Fire Marshal shall chair the Committee.
- The term of office for each member shall be for three years.

- The County shall provide all necessary administrative support for the Committee.
- The County Fire Marshal shall have the authority to direct the establishment of subcommittees using personnel other than committee members to accomplish assigned tasks or assign sub-committees to do same.
- The Committee shall keep records of all meetings and assure the County Commissioners are advised of all activities.
- The Committee shall meet at a minimum of three times annually but may be called on at a more frequent basis as determined by the County Fire Marshal.

**11. ADAPT AS A STAND ALONE ORDINANCE:**

Whatever recommendations are forthcoming from the Fire Safety Advisory Committee they should be codified as a stand alone Ordinance. This is much easier for the Public to understand and necessitates using only one document.

**12. COMMUNICATE THE MESSAGE:**

The Committee shall develop a means of advising all stakeholders and the general public of the final revised fire safety policy developed by the committee and adapted by the Elected Policy makers.

**13. NOTIFY PROPERTY OWNERS OF ALL EMERGENCY FIRE SERVICE CALLS TO THEIR PROPERTY (ACTUAL FIRE AND PROPERTY DAMAGE CALLS ONLY):**

The Fire Services should work with the County to develop a common database of names and addresses of owners and /or site managers. When there is any kind of an emergency Fire Service call to the property, resulting from an actual fire or property loss, the Fire Services should notify the responsible property representative of the nature of the call and a copy of the Fire Services report. This should be provided no longer than a week after the actual call.

## **PART-2**

Adapt an Ordinance that would require the installation of Automatic Fire Sprinklers in residential rental units of 10 units and above if there was a significant remodel that constituted a rehab of greater than 50% of the entire building. A similar ordinance was adapted in Tacoma.

Based on a visit from the Tacoma Fire Marshall they have concluded that this is the best, most affordable method to implement in their community. Most if not all of the Tacoma Community will be in compliance within 25 years, based on the typical time frames between major upgrades of commercial real estate

The Tacoma ordinance provides guidance that is both simple, affordable, practical and clearly is in touch with the economic realities of the community. The financing for installing Automatic Fire Sprinklers can be planned for as a part of the remodel.

This is a long-term solution that's affordable, and will significantly enhance Fire Safety in Group R, Division -1 occupancies within the Community.

## **PART-3**

There shall be designated three classes of R-1 (residential) type building occupancies as follows:

- Level-I All residential buildings Less than 3 floors in height and more than 4 dwelling units.
- Level-II All residential buildings 3 or more floors in height and less than 17 dwelling units.
- Level-III All residential buildings 3 or more floors in height and more than 16 dwelling units.

A Fire Safety assessment Matrix has been developed to determine the relative safety of all Level III buildings. This matrix assigns points to various Fire Safety attributes of a building and the community and is provided as enclosure 2.1 of this report. It has been considered desirable that all Level III buildings shall ultimately attain a score of 80 points or more based on the matrix score.

- A. A Fire Alarm system (non-monitored) will be installed in all Level II BUILDINGS. The alarms are to be fully installed and operational within 36 months of the effective date of the Ordinance.
- B. A monitored Fire Alarm with heat detectors will be installed of all living units in all level III buildings. The system described is to be fully installed and operational within 36 months of the effective date of the Ordinance.
- C. The Fire Services will work to establish a fund to be used on a voluntary basis to assist in installing Automatic Fire Sprinkler Systems in the most at risk Level III buildings based on the matrix assessment. This shall take place on a voluntary basis working with the property owner.

The Fire Services in partnership with the Stakeholders will continue to work to locate additional funding for fire safety enhancements.