



BRYAN COLLINS, FIRE CHIEF

2120 N. Wilbur
Spokane Valley, WA 99206
(509) 928-1700 Main
(509) 892-4125 Fax
spokanevalleyfire.com

*****FIRE HAZARD COMPLAINT PROCESS*****

Thank you for your request for a fire hazard complaint form. The Spokane Valley Fire Department appreciates the fire prevention help received from concerned citizens.

Enclosed is a complaint form to be completed and returned to the address above. As soon as the signed form is received, the complaint will be assigned to an inspector. The inspector will assess the property in question and determine the fire risk.

The three possible results of this inspection are as follows:

1. No fire hazard at this time. **(A property may be unsightly without meeting the criteria of an enforceable fire hazard.)**
2. Low to moderate risk of fire. Property owner/tenant will be notified.
3. High risk. Owner/tenant will be issued a notice and a deadline to comply with the International Fire Code.

Again, thank you for your concern and your fire prevention efforts.

Spokane Valley Fire Department
Fire Prevention Bureau

DESCRIPTION OF A FIRE HAZARD

Spokane Valley Fire Department will inspect the property in question to determine if the **adjacent** properties are in danger. If a threat to **your** property is determined, a letter will be sent of the violation with a date set to comply. Per Section 304 of the International Fire Code **a property owner can be a fire hazard to their own property**. Action can only be taken if they pose a threat to adjacent properties and/or structures. **Tall grass and unkempt landscaping DOES NOT constitute a fire hazard.**

- **Wildland / Urban Interface**, Fire Hazard would typically consist of the following items aligned together in sequence, and not stand alone:
 - Competent ignition source
 - Light flashy fuel (burns fast and hot) like dry wild grasses
 - Medium to heavy brush
 - Evergreen/Pine trees which are within 10' of structures.
- **Residential & Commercial**, refuse/combustibles arranged in such a manner that would create a fire hazard to the property and or structures immediately adjacent to it. A competent ignition source (cutting, grinding, welding, open flame, etc.) must be present or have been in use to create a fire hazard.

FIRE HAZARD COMPLAINT
SPOKANE VALLEY FIRE DEPARTMENT
FIRE PREVENTION BUREAU
2120 N. WILBUR
SPOKANE VALLEY, WA 99206
Inspections@spokanevalleyfire.com

THIS SECTION IS ABOUT THE VIOLATION-BE AS CONCISE AND COMPLETE AS POSSIBLE ONE PROPERTY PER COMPLAINT FORM, PLEASE. COMPLETE ALL SECTIONS OF THIS FORM, (INCLUDING THE BACK), AND RETURN TO THE ABOVE ADDRESS.

VIOLATION INFORMATION:

ADDRESS OF THE VIOLATION: _____

IF NO ADDRESS IS AVAILABLE, PROVIDE A DETAILED DESCRIPTION:

PROPERTY OWNER (IF KNOWN): _____

OCCUPANTS OF PROPERTY (IF KNOWN): _____

PHONE NUMBER: _____

EXPLANATION OF FIRE HAZARD:

THIS SECTION IS ABOUT YOU, IT MUST BE COMPLETE FOR US TO ACT ON THE MATTER

COMPLAINANT INFORMATION: (REQUIRED)

YOUR NAME: _____

YOUR ADDRESS: _____

HOME PHONE NUMBER: _____

WORK PHONE NUMBER: _____

IF NECESSARY, MAY WE HAVE PERMISSION TO ENTER YOUR PROPERTY TO VIEW THE SUBJECT VIOLATION? YES NO

CONFIDENTIALITY PREFERENCE: If you believe that disclosure of your identity would endanger your life, physical safety, or property, you may request that your identity not be disclosed under Chapter 42.56.240 RCW. Disclosure of information revealing your identity will depend on application of this Chapter (the Public Disclosure Law), other applicable laws and whether the complaint is criminally prosecuted. With those understandings, if you prefer that your identity NOT be disclosed, simply write your initials in the space at the end of this sentence. _____

SIGNATURE: _____

DATE: _____

(SEE BACK OF FORM)

Please complete the following questions to help determine the risk to your property:

RISK FACTORS OF FIRE HAZARD (To be completed by complainant)				
YES	NO			
<input type="checkbox"/>	<input type="checkbox"/>	Are there low-hanging evergreen trees within 10' feet of the hazard?		
<input type="checkbox"/>	<input type="checkbox"/>	Is there an ignition source & combustibles within 10' of your property?		
Approximate distance from the hazard to a combustible structure on your property? <input type="text"/> ft				
Total area of hazard <input type="text"/> ft x <input type="text"/> ft = <input type="text"/> total square footage (length) (width)				
<p>A property owner can be a fire hazard/danger to his/her <u>own property</u>. Action can only be taken if they pose a threat to adjacent properties and/or structures. Tall grass/unkept landscaping <u>DOES NOT</u> constitute a fire hazard.</p> <p><i>Spokane Valley Fire Department will inspect the property in question to determine if the adjacent properties are in danger. If a threat to <u>your</u> property is determined, a letter will be sent of the violation with a date set to comply. (Per Section 304 of the International Fire Code.)</i></p>				
TO BE COMPLETED BY SPOKANE VALLEY FIRE DEPARTMENT INSPECTOR				
Site Assessment by:				Risk Assessment:
Site Assessment date:	Low	Med	High	
Referral to County or City?	Yes	No		
Circle one:	City of Spokane Valley / City of Liberty Lake / City of Millwood / Spokane County			
Completed Date:				