



**Board of Directors
Special Meeting Agenda
Monday, December 1, 2025, 11:00 A.M.
Scotts Valley Fire Station 1 Board Room
7 Erba Lane, Scotts Valley CA 95066**

Agendas and Board Packets are available on the Scotts Valley Fire Protection District (SVFPD) website at www.scottsvalleyfire.com.

Any person who requires a disability-related modification or accommodation in order to participate in a public meeting should make such a request to Mark Correira, Board Secretary, for immediate consideration.

1. Opening Business

- 1.1 Call to Order
- 1.2 Pledge of Allegiance and Moment of Silence
- 1.3 Roll Call

2. Public Comment (GC §54954.3)

This portion of the meeting is reserved for persons wishing to address the Board on any matter that is within the subject matter of the jurisdiction, and either on the agenda or not on the agenda. To ensure fair and equal treatment of all who appear before the Board, and to expedite Agency business, speakers will be limited to three minutes. The three-minute per speaker time limitation may be extended for good cause by the Board President, or by majority vote of the Board Members. Anyone wishing to be placed on the Agenda for a specific topic should contact the Fire Chief's Office and submit correspondence at least 10 days before the desired date of appearance. Any matter that requires Board action will be referred to staff for a report and action at a subsequent Board meeting.

3. Action Items – Discussion/Action

- 3.1 Introduction of Ordinance No. 2025-3, Amending Ordinance No. 2025-2 to Correct and Clarify Accessory Dwelling Unit Sprinkler Requirements

4. Adjournment

Next Regularly Scheduled Board Meeting: Wednesday, December 10, 2025 at 7:00 p.m.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

To: Board of Directors
From: Erin Collins, Fire Marshal
Date: December 1, 2025
Subject: Board Memo 2025-54: Ordinance 2025-3 Fire Code Amendment

Recommendation:

Introduce Ordinance 2025-3 revising Section 25.903.2.4 of the District's Fire Code Amendments, and direct staff to bring the Ordinance back to a future Board Meeting for consideration and adoption.

Discussion:

On November 12, 2025, the Board adopted Ordinance 2025-2, which updated the District's Fire Code Amendments. Following its adoption, staff identified a necessary correction in Section 25.903.2.4 pertaining to fire sprinkler requirements for Accessory Dwelling Units (ADUs).

Under state law, ADUs on parcels with an existing non-sprinklered primary residence are not required to have fire sprinkler systems. Ordinance 2025-2 included the following sentence, which created an unnecessary condition based on the size of an attached ADU:

“Fire sprinklers not required for attached ADUs where the unit is less than fifty percent (50%) of the main dwelling.”

To accurately reflect existing requirements, this sentence is being amended so that the code clearly states:

Fire sprinklers not required for ADUs constructed on lots with an existing non-sprinklered primary residence.

To correct and clarify the ADU sprinkler requirement, a new ordinance must be introduced at one meeting and approved at a subsequent meeting. Ordinance 2025-3 is being introduced for that purpose and will be brought back to the December Regular Board meeting for adoption consideration.

**Scotts Valley Fire Protection District
Fire Code**

ORDINANCE NO. 2025-3

AN ORDINANCE OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT AMENDING ORDINANCE NO. 2025-2 TO CORRECT AND CLARIFY ACCESSORY DWELLING UNIT (ADU) SPRINKLER REQUIREMENTS

WHEREAS, the Board of Directors adopted Ordinance No. 2025-2 on November 12, 2025, establishing the Fire Code of the Scotts Valley Fire Protection District with local amendments; and

WHEREAS, Section 25.903.2.4 of Ordinance No. 2025-2 establishes automatic fire sprinkler requirements for newly constructed accessory dwelling units (ADUs); and

WHEREAS, one sentence within that section created an unnecessary size-based condition for attached ADUs on parcels with non-sprinklered primary residences and did not accurately reflect current requirements; and

WHEREAS, correction of this language clarifies proper application of existing ADU sprinkler standards and does not impose a new requirement or fee.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Scotts Valley Fire Protection District:

Section 1. Amendment to Section 25.903.2.4 of Ordinance No. 2025-2

Section 25.903.2.4 of Ordinance No. 2025-2 is amended to read as follows:

25.903.2.4 – Accessory Dwelling Unit (ADU)

Accessory Dwelling Unit(s). The following is included for clarification of the requirements for newly constructed accessory dwelling units. All newly constructed ADUs are required to comply with the standards for fire protection such as water supply and fire department access contained in Chapter 5 of this code.

1. Accessory Dwelling Units constructed on lots with an existing sprinklered primary residence:
 - a) Attached to main residence – fire sprinklers required.
 - b) Detached from main residence – fire sprinklers required.
2. Accessory Dwelling Units constructed on lots with an existing non-sprinklered primary residence:
 - a) Fire sprinklers not required.
3. Accessory Dwelling Units are required to comply with the standards for fire protection such as water supply and fire department access set forth in Chapter 5 of this code.
 - a) Water supply for fire protection shall be a minimum of 1,000 gpm for 60 minutes as required in §507.3 and Appendix B Table 105.1(1) of this code.
 - b) Access for new ADUs and JADUs shall be within 150 feet of all portions of the structure in accordance with §503.1.1 of this code.

Exception:

Where a newly constructed accessory dwelling unit does not meet these fire protection standards, an automatic residential sprinkler system may be utilized as an alternative to items 3(a) and/or 3(b) above.

Section 2. Continuation of Ordinance 2025-2

Except as amended herein, Ordinance No. 2025-2 remains in full force and effect.

Section 3. Effective Date

This ordinance shall take effect on January 1, 2026, consistent with Ordinance No. 2025-2 and Health and Safety Code Section 18941.5.

PASSED AND ADOPTED this ____ day of December 2025, by the Board of Directors of the Scotts Valley Fire Protection District by the following vote:

YES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

Chairperson of the Scotts Valley Fire Protection District Board of Directors

ATTEST:

Clerk of the Board

DISTRIBUTION: Board of Supervisors
Scotts Valley City Council