

LOS ANGELES FIRE DEPARTMENT



JAIME E. MOORE
FIRE CHIEF

November 19, 2025

BOARD OF FIRE COMMISSIONERS
FILE NO. 26-002

TO: Board of Fire Commissioners

FROM: Jaime E. Moore, Fire Chief 

SUBJECT: AMENDMENT TO BOARD REPORT NUMBER 23-097
(2022 NONCOMPLIANCE FEE APPEALS)

FINAL ACTION: <input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
Denied	Received & Filed	Other

SUMMARY

This report amends Board Report 23-097, "Proposed Decision and Recommendation for the 2022 Noncompliance Fee Appeal" and authorizes the Fire Department Administrative Services Bureau to refund the Noncompliance Fee for Invoice number (BN 230000578 / APN 2381024010). The original Board Report (23-097) denied the appeal for the property at 11521 Dona Pepita Place, and authorized Council (CF 23-1095) to add the Noncompliance Fee to the County property tax roll. It was then discovered that an error had occurred. Invoice (BN 230000578 / APN 2381024010) should have been excluded from the Board Report for the Brush Non-Compliance Fees. The Brush Clearance Unit later determined that the property owner should not be responsible for the brush clearance fee. However, due to an error, the property was included in the Non-Compliance fees, and the amount of \$1,011.00 (Noncompliance Fee of \$674.00 plus 50% penalty \$337.00) was added to the property tax rolls and billed to the property owner as direct assessment through their property taxes.

RECOMMENDATIONS

That the Board:

1. Approve the Amendment to Board Report 23-097 (2022 Noncompliance Fee Appeals).
2. Transmit the Board Report to the City Council for approval to amend Council File (CF 23-1095).
3. Rescind the denial of the 2022 Noncompliance appeal result for Invoice BN230000578/APN 2381024010. Direct the Fire Department, Administrative Services Bureau, to proceed with the error correction adjustment and process a refund for the fees that was assessed and paid by property owner.

FISCAL IMPACT

The total amount of the refund is \$1,011.00 (Noncompliance Fee of \$674.00 plus 50% penalty of \$337.00) for the 2022 Noncompliance Inspection Fee invoice BN230000578/APN 2381024010.

The 2022 Noncompliance Fee revenue total will be \$279,036.00 after the issuance of the refund.

DISCUSSION

The property at 11521 Dona Pepita Place was erroneously issued a Noncompliance fee which was approved by the Board of Fire Commissioners and placed on the Los Angeles County Tax Collector 2024 Property Tax rolls. The reason for the error was due to the LAFD NG Brush App incorrectly identifying the back road of 11521 Dona Pepita Place as part of the property. Based on the ZIMAS review, it was confirmed that this area is **not** part of the parcel zone. Upon identification of the error, an Error Correction Form (ECF) was submitted by the Brush Clearance Unit to correct the mistake, but the Board Report and Council File had already been approved. The property owner paid the fee through their 2024 property tax bill and is thus, requesting a refund of the \$1,011.00 that was incorrectly billed. In order for the refund to be processed, The Administrative Services Bureau has indicated that a refund can only be issued with an Amendment to the original Board Report (23-097) and Council approval. The relevant portions of Report 23-097 are included for your review.

CONCLUSION

Upon approval of this amendment, the 2022 Noncompliance Inspection Fee charged to the property owner should be rescinded and the fee should be refunded to modify and correct the administrative error.

Board Report prepared by Christopher Thyfault, Captain I, Brush Clearance Unit

Attachments