



ORANGE COUNTY FIRE AUTHORITY

P.O. Box 57115, Irvine, CA 92619-7115 • 1 Fire Authority Road, Irvine, CA 92602

Keith Richter, Fire Chief

(714) 573-6000

Subject: **“Community Right To Know” Records Search**

To Whom It May Concern:

The Safety and Environmental Services Section - Inspection Services is responsible for maintaining information about fire safety inspections required of businesses in our jurisdiction. Federal/State laws and regulations and county and city ordinances mandate these activities. The Inspection Office is responsible for providing the most current information available for inspections, as well as Fire Code violations and permit issuances.

If you need assistance regarding specific information, please contact the Prevention Support Services Office at 714/573-6180.

The Safety and Environmental Services Section - Hazardous Materials is responsible for gathering information about hazardous chemicals that businesses in our jurisdiction use, store, or handle. Federal and State laws and regulations, as well as Orange County ordinances, mandate these activities. The HazMat Office is responsible for providing emergency responders with the most current information available.

The HazMat Office maintains current chemical inventory information and a limited amount of historical data (none prior to 1986). You will receive a report that lists current chemicals on site. The report contains the chemical name, the ingredients, and the amount stored. Pursuant to Health and Safety Code Chapter 6.95 restrictions, confidential information is not released (home addresses, home phone numbers, locations of the chemical on site and site maps).

If you need assistance with specific information, please contact the HazMat Office at 714/573-6250.

To obtain Community Right To Know information, please complete the enclosed “Community Right To Know” Records Search Form. **Please list each address separately. If a business (vacant/occupied) has a suite or combined suites, the suite number(s) will be necessary to receive the correct information.** Our records system is based on **street address only**. We are unable to perform record searches for sites by lot, tract, parcel, legal description, blocks, areas, vacant lots, fields, creeks, river beds, or orchards.

Please fax the completed form(s) to **714/368-8836** or mail to:

Orange County Fire Authority
S&ESS
P. O. Box 57115
Irvine, CA 92619-7115

Serving the Cities of: Aliso Viejo • Buena Park • Cypress • Dana Point • Irvine • Laguna Hills • Laguna Niguel • Laguna Woods • Lake Forest • La Palma • Los Alamitos • Mission Viejo • Placentia • Rancho Santa Margarita • San Clemente • San Juan Capistrano • Seal Beach • Stanton • Tustin • Villa Park • Westminster • Yorba Linda • and Unincorporated Areas of Orange County

RESIDENTIAL SPRINKLERS AND SMOKE DETECTORS SAVE LIVES

“Community Right To Know” Records Search

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There is a fee of \$2.50 per address for computer-generated records. The fee must be received prior to the release of the information. The fee may be paid by cash, check or money order. If paying by check, please make payable to the ORANGE COUNTY FIRE AUTHORITY. Processing time is 10 business days from date submitted. If an inspection folder is requested, or Fuel Modification Maps are requested, the processing time is 14 business days.

Additional information may be obtained by contacting the following:

Orange County Health Care Agency maintains the underground storage tank program, including: plan checks, leaks, mitigation, and clarifiers. Phone: 714/433-6000 or 714/433-6404.

Orange County Health Care Agency Custodian of Records maintains information regarding hazardous waste, infectious waste, and industrial cleanup sites. Phone: 714/ 834-3536.

We are here to serve the community and are glad to assist with your requests. If you have questions regarding the status of your request, please contact the Safety and Environmental Services Section at 714/573-6180.

Sincerely,

Robin Nelson Glotfelty
Management Assistant
S&ESS