MINUTES OF THE
TOWN COUNCIL MEETING OF
GARDEN CITY, UTAH

The Garden City Town Council held its regularly scheduled meeting on Thursday, August 13th, 2026. This meeting was held at the Garden City Lakeview Building located at 69 N. Paradise Parkway, Building C. Mayor Argyle opened the meeting at 5:00 p.m.

Town Council Members Present:
- Pat Argyle, Mayor
- Brad Davis
- Kenneth Hansen
- Susann House
- Dan Larsen

Others Present:
- Cathie Rasmussen
- Dana Hudrlik
- Jeff Hodges
- Dan Kurek
- Nadine Sprouse
- Nancy Gibson
- Norm Mecham
- Claudia Conder
- Scott Livingston
- Kristina Livingston

On Teleconference:

Pledge of Allegiance and Prayer

A prayer was offered by Council Member House. The Pledge of Allegiance was led by Mayor Argyle.

1. **Roll Call**

   Mayor Argyle called for a roll call of Council Members present: Mayor Argyle, Council Member Davis, Council Member Hansen, Council Member House, and Council Member Larsen.

2. **Approval of Minutes**
   a. Approval of minutes of the regular Town Council Meeting, July 9th, 2026.

   Council Member Hansen made a motion to approve the July 9th, 2026, minutes of the regular Town Council Meeting. Council Member Davis seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, for; Council Member House, for; Council Member Larson, for. Motion Carried.

3. **Public Comments – 2-minute time limit**

Dana Hudrlik expressed her gratitude for the time and effort put into Raspberry Days and said she felt it went smoothly.

Nadine Sprouse was concerned about not having anyone keeping the kids back during the parade. It was discussed that Rich County Search and Rescue was told they weren't needed, but the Council was concerned as that had never been communicated by the Mayor. She added that people were unaware of the Grand Marshals because of their ride choice.

4. **Business License Discussion/Approval**
   a. Kensington Fresh Bear Lake, LLC dba Magleby's Fresh, 88 S Bear Lake Blvd. David Doty

Council Member House. made the motion to approve the business license for Kensington Fresh Bear Lake, LLC dba Magleby's Fresh. Council Member Hansen seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, for; Council Member House, for; Council Member Larsen, for. Motion Carried.

5. **Subdivision Discussion/Approval**
   a. Osprey Heights PUD, Phase 1, requests preliminary approval parcel #41-28-000-0126, 41-29-000-0037, 41-29-000-0025, and 41-29-000-0053. Changes from previously approved plat: widen the entrance and add 4 lots at the beginning of Osprey Heights, Blvd. Norm Mecham.

CM Hansen declared a conflict of interest and left the room.

Norm Mecham reviewed the plat with the council. He has acquired additional property to widen the entrance to 80 feet and give them a place for dumpsters.

Mecham stated that the infrastructure is almost complete. The road will be paved all the way to Paradise Parkway. The pavement is 28 feet wide, and he is willing to stripe a bike path on the road.

Dan Kurek, Planning Commission Chair, noted that even with the chances, open space requirements are still being met. Retention requirements are also noted on the plat.

Mecham said he has gone to considerable expense and effort to meet the neighboring property owner's needs, and he has been met with more demands. He expressed that he is done with those efforts.

Council Member House. made the motion to approve the preliminary plat for Osprey Heights PUD, Phase 1. Council Member Davis seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, absent; Council Member House, for; Council Member Larson, for. Motion Carried.

Mayor Argyle changed the order of the agenda because it was not 6:00 p.m. for the Public Hearing.

Council Member Hansen returned to the meeting.

6. **Town Council Member Reports**

CM Larsen – the contact person he had for a softball league backed out. The Council commented that Jason Thornock is getting a tournament going for September and working on getting a league going as well.

CM Hansen – the water meeting he attends; they discussed that the water impact fee is out of date. It's been nine years since that was reviewed. The town engineer will begin that process.

Bridger Peak Development was also discussed in the water meeting. This is a proposed subdivision near the Utah/Idaho border, outside of Garden City limits. There will need to be an MOU regarding fire response beyond the last hydrant on the water line. CM Hansen said that there is a discussion in the works about not providing water to subdivisions outside of city limits without them annexing into the town.

Construction for the well house at the Hodges Canyon well has begun and is expected to be done by the end of the year. They will begin pumping water, but the water will be discharged until further improvements are made. It should be online by spring to pump water to the city for culinary use.

CM House – the T-Bar ceiling is in at the new library expansion. HVAC and electrical is beginning. The doors are here. The flooring will come after that and finish out the bathroom.

USU representative came over to design the breezeway between the two buildings. Some students from Utah State will work on that design.

7. **Miscellaneous Discussion/Approvals**

a. Ordinance #26-22, An Ordinance Amending Exceptions to Height Limitations – DISCUSSION ONLY

The Council wants to take out "theater lofts" and move silos to section B. There was further discussion among the Council. CM Davis felt anything, building or freestanding structure, over 50 feet should have to go to a Variance Board. There was some disagreement among the Council over stating a number for the height limit.

It was discussed that hotel height exemptions are moved to this ordinance and that height exemptions can be found in just one place.

CM Hansen felt that this ordinance should be compared to the Town's Master Plan and make sure that it fits with the vision of the Town.

b. STR sign discussion (see GC Code 11C-600)

Mayor Argyle said that some of the short-term rentals are putting huge banners on advertising. 11C-602 says they cannot have signs. The Council agrees to uphold the ordinance as written.

c. Selling city property discussion

CM Davis said that the State Code defaults to $500,000 as to what constitutes a significant parcel. If it's more than $500,000, then there has to be a public auction and other requirements. The State Code is simplified compared to the Garden City Ordinance regarding the sale of property. The town needs to update its ordinance and define "significant parcel."

This will be discussed and approved next month

d. Gas station discussion

Mayor Argyle said someone wanted to know how the town felt about putting a gas station where the Salty Bear Restaurant is.

CM Davis was concerned about people turning left being that close to the 100 W and Highway 89 intersection.

8. **Public Hearing at 6:00 p.m.**
    a. Ordinance #26-21, An Ordinance Amending Business License Renewals

Council Member Davis. made the motion to leave the regular Garden City Town Council Meeting and go into the Public Hearing at 6:01p.m. Council Member House seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, for; Council Member House, for; and Council Member Larson, for. Motion Carried.

Minutes of the Public Hearing were kept on a separate record.

The Town Council returned to the regular Town Council meeting at 6:25 p.m.

9. **Ordinance Discussion/Approval**
    b. Ordinance #26-21, An Ordinance Amending Business License Renewals.

The council will review this for approval next month.

10. **Miscellaneous Discussion, continued.**

CM Hansen asked if he could add something under miscellaneous. He was wondering about the lot in front of the clinic being a helicopter landing pad, but the town doesn't own that property.

Mayor Argyle asked Dan Kurek to talk about a beach development property. The house on the property has been turned into a duplex, and they want to split the lot, with zero setbacks, and sell them separately. He asked the Council's opinion.

CM Davis said conceptually he is ok with it, but he'd have to see it. CM House said they'd have to meet the setbacks of what is in the ordinance now, and the lot would have to be large enough for her to agree with it.

Scott Livingston asked to speak. He said that allowing it is a huge step toward affordable housing.

The council also stated that they wouldn't allow it in certain zones, and that there would have to be an HOA, among other things. They agreed to entertain the idea on a case-by-case basis, so it would have to be an ordinance change.

CM Davis asked to discuss our altitude ordinance. He has concerns about those permitted to land helicopters in city limits. The council wants to see a different process moving forward.

11. Payment Vouchers

Council Member Davis. made the motion to pay the bills. Council Member House seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, for; Council Member House, for; and Council Member Larsen. Motion Carried.

12. Adjournment

There being no further business, Council Member Larsen made the motion to adjourn. Council Member Davis seconded the motion. Meeting adjourned at 6:36 p.m.

APPROVAL:

Pat Argyle, Mayor

Attest:

Cathie Rasmussen, Town Clerk

MINUTES OF THE PUBLIC HEARING
OF THE TOWN COUNCIL OF GARDEN CITY, UTAH,

The Garden City Town Council held its regularly scheduled meeting on Thursday, August 13th, 2026. This meeting was held at the Garden City Lakeview Building located at 69 N. Paradise Parkway, Building C. Mayor Argyle opened the meeting at 6:01 p.m.

Town Council Members Present:
- Pat Argyle, Mayor
- Brad Davis
- Susann House
- Dan Larsen

Others Present:
- Cathie Rasmussen
- Dana Hudrlik
- Nadine Sprouse
- Dan Kurek
- Jeff Hodges
- Dana Hudrlik
- Nancy Gibson
- Scott & Kristina Livingston

On Teleconference:

1. **Roll Call**

Mayor Argyle asked for a roll call of Council Members present: Mayor Argyle, Council Member Davis, Council Member House, Council Member Hansen, and Council Member Larsen.

2. **Ordinance #26-21, An Ordinance Amending Business License Renewals**

Dana Hudrlik stated that the business license is so affordable as it is, that she felt the $500 fee is not huge. She felt that the current fee is so low, they don't take it seriously. CM Davis didn't disagree but didn't want them to be discouraged from starting a business when they are on a budget. She felt that the consequences weren't enough.

Nancy Gibson felt that they should have to pay $500.

CM Hansen felt revoking a license for a year is too high of penalty. CM Davis proposed a three-strike deal.

CM Larsen reviewed other cities' escalation process, and they began charging them $500 a day when running without a license. CM House would like to see that after July 1st per day. The town would also need to put in the enforcement mechanism.

Nadine Sprouse said that if it's a habitual issue with a business owner, the fine should be increased.

Dana Hudrlik clarified that the fine would need to go with the duration of the license, not necessarily stopping when the business closes.

Scott Livingston commented that he feels the time involved in fighting a judicial issue is more valuable to him than the fine, so he feels a fine would

3. Adjournment

There being no further business, Council Member House made the motion to close the public hearing and return to the regular Town Council Meeting at 6:25 p.m. Council Member Hansen seconded the motion. A vote was taken: Council Member Davis, for; Council Member House, for; Council Member Larsen, for; Motion Carried.

APPROVAL: Attest:

Pat Argyle, Mayor

Cathie Rasmussen, Town Clerk

AMENDED MINUTES OF THE
TOWN COUNCIL MEETING OF
GARDEN CITY, UTAH

The Garden City Town Council held its regularly scheduled meeting on Thursday, July 9th, 2026. This meeting was held at the Garden City Lakeview Building located at 69 N. Paradise Parkway, Building C. Mayor Argyle opened the meeting at 5:00 p.m.

Town Council Members Present:
Pat Argyle, Mayor
Brad Davis
Kenneth Hansen
Susann House
Dan Larsen was absent

Others Present:
Cathie Rasmussen
Jayne Davis
Dana Hudrlik
Riley Argyle
Glen Gillies
Dan Kurek
Travis Taylor
Joseph Aydelotte
Matt Larsen
Barbara Turnbow

On Teleconference:

Pledge of Allegiance and Prayer

A prayer was offered by Council Member Hansen. The Pledge of Allegiance was led by Mayor Argyle.

1. **Roll Call**

   Mayor Argyle called for a roll call of Council Members present: Mayor Argyle, Council Member Davis, Council Member Hansen, Council Member House, and Council Member Larsen was excused.

2. **Approval of Minutes**
   a. Approval of minutes of the regular Town Council Meeting, June 11th, 2026, and June 11th, 2026, Public Hearing, June 11th 2026, Second Public Hearing, and June 11th, 2026 Executive Session.

   b. Approval of the minutes of the June 11th, 2026, Town Council and Planning Commission Work Meeting.

Council Member Davis. made the motion to approve all of the June 11th, 2026, minutes for the regular Town Council Meeting, the Public Hearing, the Second Public Hearing, the Executive Session, and the Town Council and Planning Commission Work Meeting. Council Member Hansen seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, for; Council Member House, for. Motion Carried.

3. Public Comments – 2-minute time limit

Dana Hudrlik reminded the council that previously they discussed the possibility of widening Kimball Lane. She mentioned that there were skid marks and Sheriff's deputies there today. Glen Gillies has been down there to measure, and there is only 5 feet on either side.

Jayne Davis has a question about storage on 100 West across from Waterdance if it's an approved use. The answer was it had been done before the ordinance was in place.

4. Business License Discussion/Approval

a. Fullmer Chiropractic, 65 W. Logan Road, Unit 1. Thomas Fullmer

Council Member Davis. made the motion to approve the business license for Fullmer Chiropractic. Council Member House seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, for; Council Member House, for. Motion Carried.

5. Water Service Discussion/Approval

a. Bridger Peak Estates requests Garden City Water Service for a subdivision near the Utah/Idaho Border. Travis Taylor and Joseph Aydelotte

Travis Taylor presented to the Town Council. After exhausting all other avenues, they request replacing the 3" line going to the Idaho border with whatever the engineer determines is necessary. They would terminate the city's line with a meter, then continue on with the private line going up the hill. With the county's approval, they will drill wells to provide water to homes higher up the hill.

Once the replaced line was installed, inspected, and approved, they would turn the line over to the city. The HOA will submeter the other property owners.

CM Hansen asked how they will satisfy the water rights requirements. Taylor responded that they have Swan Canal shares. The state has issued new water rights for each individual lot, but they cannot be transferred to the city. They are also willing to pay a fee "in lieu of" transferring water. CM Hansen said the city would not allow "payment in lieu" for water rights that are designated for the city to benefit a property outside of the city.

CM Hansen suggested they go to the canal company that goes north from Garden City and see if they are willing to transfer shares into culinary water, but he has no idea what that canal company might do, as the city doesn't work with them.

Public Works Director Riley Argyle reiterated the steps that would need to happen for this approval: install 1500 feet of line, no pump station, install bulk meter, water rights – if it's from Swan Canal Co., there would need to be an agreement for the change of use, and the final item being a radio-read tower put in place.

Mr. Taylor asked if the Town was ok with the premise and with Riley's list? Mayor Argyle **said, "I think** as far as the water, ~~is concerned, she felt the town would be willing to provide the water~~**; I think we are. The other part is going to be you're dealing with the County," and she wasn't sure where they stood with that.** ~~The~~ Council **Member Davis agreed with CM Hansen** that "**as a general feeling"** if Mr. Taylor can find the **water** rights, they ~~would~~ "**could agree on the participation here. We can maybe make it work."** ~~participate in his moving forward with his proposed plan for the water line extension.~~

Council Member Davis made the motion to deny with the proviso that when the water situation is clarified, the Council would be happy to discuss this again. Council Member Hansen seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, for; Council Member House, for. Motion Carried.

6. <u>Subdivision Discussion/Approval</u>

a. Requests for Preliminary approval of Clear Water Commercial/ Lakeshore Land Subdivision to be amended from 4 existing buildings into 11 units. 70 N 395 W. Matt Larsen

Matt Larsen explained that he built them with the idea of selling them. He has the proper firewalls, bulk meter, individual water shut-offs, and an HOA. He has met the requirements to change these into individual units, so he is able to sell them with their own parcel numbers. Four of the eleven units have living space. There will be 9 tax I.D.s because the first two buildings will be duplexes, as there is not a proper firewall between them.

CM Davis mentioned that with the 0 setbacks currently in place, he may need to have a CUP.

CM House was concerned about future businesses having enough parking. Larsen responded that it's been planned for 4 stalls per unit. Each unit only has reserved stalls in front of its bay doors. All other open parking spaces are not reserved.

CM Davis wanted to be certain the Fire Chief signs off on each unit. CM Hansen wanted to verify that the water shares brought to the city for the original project will not change.

CM House asked if Mr. Larsen has his original plans with him. She'd like to see what was originally approved.

Council Member Davis. made the motion to approve the preliminary plat for Clear Water Commercial/Lakeshore Land Subdivision, amending from 4 buildings to 11 units. Council Member Hansen seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, for; Council Member House, nay. Motion Carried.

7. <u>Ordinance Discussion/Approval</u>

a. Ordinance #26-20, An Ordinance Updating the C3 Zone Conditional Uses.

Council Member House. made the motion to approve Ordinance #26-20, An Ordinance Updating the C3 Zone Conditional Uses. Council Member Davis seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, for; Council Member House, for. Motion Carried.

8. Town Council Member Reports

CM Davis – reported on a letter from Carrie Jacobsen from UDOT. She's the one who deals with parking issues. Because of the classification of Highway 89 and Highway 30, no angled parking is allowed. It has to be a minor collector road or lower for approval of angled parking. She has offered to meet with the council. All council members would appreciate her coming to meet with them.

Mayor Argyle has also been discussing the lighted crosswalks with UDOT and the options that are available to avoid the traffic backup with pedestrian crossings.

CM Hansen – they talked about the well project in the water meeting today. He mentioned that the city has been approached about taking over some water facilities that have already been constructed. He doesn't have much information on that yet.

He added that he learned the best way to clean the moss out of the pond is to just throw hooks out. He suggested having some of the volunteer groups that want to serve each week, to have them go and throw hooks out and pull the moss out.

CM Hansen suggested the council put together a comprehensive plan on where the town wants to be moving forward. He'd like to see maintenance plans for the nice facilities the town has built.

CM House – the new library building has been painted. The doors are done and will be brought in soon. The library board is concerned about the breezeway over to the addition. In order to do fundraising, there must be engineered plans for them to use. The Library Director will work on getting the plans. Mayor Argyle wanted to be notified when she was able to obtain those plans. Dan Kurek has been working for a few months to get a rendering and hasn't been able to get in touch with the architect.

The installation of the story trail is being developed. They will be on the opposite side of the light poles. In the future, they may construct walkways out to them. CM Hansen has a plan, and they will get some volunteers to help get them in.

Dan Kurek felt we should see where the town is on the budget for the expansion. Once the town knows the actual cost to finish the plans, the budget can be reviewed, and the Library Board can work on fundraising to help pay for it.

Dana Hudrlik from the public asked if it could be a project from a group at Utah State. Dan Kurek will talk to Mark Smoot, who has some connections with students who may need a project.

9. Miscellaneous Discussion/Approvals

a. Height Restrictions – Mayor Argyle would like the council to think about height restrictions and be prepared to discuss them in the future. The ordinance needs to be cleaned up and have specific language added.

b. Zoning Discussion – Mayor Argyle said that what she wanted to talk about no longer applies.

c. Dan Kurek shared that Box Elder County wants to borrow the town's large blow-up screen for a non-denominational celebration. As long as there is some sort of liability agreement that they pay for any damage, and that the city sets it up and takes it down, each council member agreed to allow their use.

10. Payment Vouchers

Council Member House made the motion to pay the bills. Council Member Davis seconded the motion. A vote was taken: Council Member Davis, for; Council Member Hansen, for; Council Member House, for. Motion Carried.

11. Adjournment

There being no further business, Council Member Davis made the motion to adjourn at 6:36 p.m. Meeting adjourned.

APPROVAL: Attest:

________________________________ ________________________________

Pat Argyle, Mayor Cathie Rasmussen, Town Clerk

Garden City
Business License Application

PO Box 207 • 69 N. Paradise Parkway • Garden City, Utah 84028
www.gardencityut.us • 435-946-2901 • 435-946-8852 Fax

Business Status: (check all that apply) ☒ New Business ☐ Additional Location # ___ ☐ Name Change ☐ Ownership Change ☐ Location Change ☐ Transient Vendor ☐ Concessionaire Vendor	**License Fee:** Business License Fee pd 110.00; Transient License Fee ___; Concessionaire Fee ___; Additional Location ___; Other ___ Beach Vendor License also requires a BCI background check

Official Use Only:
Planning Commission: ☐ Approved ☐ Not Approved Date: ___
Town Council: ☐ Approved ☐ Not Approved Date: ___
Inspections: Building Insp.: ☐ Initial Date: ___ ☐ Final Date: ___
Fire Inspection: ☐ Initial Date: ___ ☐ Final Date: ___
TC Fire Exemption Approval: ☐ Approved Initial: ___ Date: ___
Comments:

Zone: ☒ Commercial 1 2 3 ☐ Residential ☐ Beach Devel. ☐ Other ___

Business Name: Treadmasters tire + Lube LLC
If name change, previous name:
Location Address: 2131 S Bear Lake Blvd
City, State & Zip: Garden City ~~AZ~~ UT 84028
Business Phone:
Cell Phone: 928 242 6685
Mailing Address: P.O. Box 309
City, State & Zip: Brigham City UT 84302
E-mail Address: tmerrill6685@gmail.com

Owners Name: Troy Merrill
Owners Location: 96 Chateau Dr
City, State & Zip: Perry UT 84302
Phone: 928 242 6685
Cell Phone:

Kind of Business ☐ Retail ☐ Lodging ☐ Restaurant ☐ Professional ☐ Contractor ☐ Other

Briefly Describe Your Business: Tire + Lub Location

Utah State Sales Tax Number: 1149 5712 - 003 - ~~00~~ STC
Ut State Professional License No. ☐ ☐ 88-2366749
Will you be installing a sign?: Yes ☒ ☐

This is an application for a business license; the actual license will be issued only when **All** inpsections/Approvals are complete. Issuance of this business license shall in no way relieve the applicant of his/her responsibility of complying with applicable zoning, health, building, or fire regulations.

I,We, ___________________ hereby agree to conduct said business strictly in accordance with the Laws and Ordinances covering such business. I understand that I shall not begin nor cause to begin business at this location without first obtaining a business license and will not continue business without maintaining a valid license, in doing so, I will be subject to a penalty as stipulated by the Garden City Infraction Fee Schedule. Business License Fees are non-refundable.

Owners Signature: [signature] Date: 3/4/2026
Please print your name:

Welcome to

Garden City

Utah

Where Families Play

Business License Inspection

Business Name: Tread Masters / Tire Pros

Business Address: 2141 S. Bear Lake Blvd.

Inspection Date: 6-23-26

Inspector: Dan L. Kurek O.K. for Business Liscence

✓ ADDRESS MARKED	✓ PARKING MEETS CODE
✓ EMERGENCY LIGHTING	✓ EXIT LIGHTING/ SIGNS
N/A SUPPRESSION SYSTEM	✓ FIRE EXTINGUISHER
N/A ALARM SYSTEM	N/A SPRINKLER SYSTEM
✓ PROPER INGRESS/ EGRESS	✓ ELECTRICAL PANEL LABELED
✓ NO OPEN ELECTRICAL BOXES	✓ GUARD RAILS/ HAND RAILS
N/A HEALTH DEPARTMENT OK	✓ FIRE DEPARTMENT OK

ITEMS TO BE ADDRESSED

Emergency Exit Sign with Bug Eyes

All exposed wires need to be coved or replaced with MC cable / Outlet Covers installed / All Romex Upstairs needs to be covered / All electrical Brought up to code

Cover over attic access points (x2)

GARDEN CITY FIRE DISTRICT

P.O. BOX 248 145 WEST LOGAN ROAD
GARDEN CITY, UTAH 84028
PHONE/FAX (435) 946-3557

FIRE SAFETY INSPECTION REPORT

Business Name: TREADMASTERS Inspection Date: JUNE 23

Business Address: ______ Suite: ______ Business Phone: ______

No.		Violations
	GOOD	**ACCESS**
1		Maintain fire lane free of obstructions
2		Provide address numbering which is visible from street
3		Provide supra box for fire dept. access
		EXITING
4	OK	Remove obstructions at exits, doors, aisles, corridors, stairways, etc.
5		Exit door to open without a key or any special knowledge or effort
6		Provide sign over main exit door(s)
7		Repair non-operable exit door hardware
8		Removed obstructions from door required to be closed
9		Remove locks & latches from doors with panic hardware
10		Remove storage from attic, under-floor and concealed spaces
11		Provide/maintain exit sign/emergency lighting
		FIRE EXTINGUSHIERS
12	NOTES	Have fire extinguisher serviced and tagged
13		Provide/mount fire extinguisher as indicated
14		Provide clear access to fire extinguisher
15	SEE	Post a sign indicating fire extinguisher location
16		Maintain 3 foot clearance for access/use of fire appliances/equipment
	GOOD	**FIRE PROTECTION SYSTEMS**
17		Secure all system control valves in the open position
18		Replace damaged, corroded or painted sprinkler heads/ Fire department connection (FDC) caps
19		Provide annual certification for sprinkler/standpipe system
20		Provide sprinkler coverage in unprotected areas
21		Provide spare sprinkler heads and/or compatible wrench
22		Hood and duct extinguishing system to be serviced and tagged
23		Remove grease from hood, duct, and filters (keep clean)
		FIRE ALARM SYSTEMS
24	GOOD	Maintain, repair, inspect, and/or test fire alarm system
		FIRE SEPARATIONS
25	SEE	Repair holes in required fire resistive construction
26	NOTES	Provide/repair self or automatic closing fire rated assemblies
		ELECTRICAL
27		Discontinue use of extension cords
28	NOTES	Install permanent wiring for fixed or stationary appliance
29		Provide cover plates for all junction boxes
30		Remove exposed wiring or protect in approved conduit
31	SEE	Provide a clear work space at all electrical panels (30" in width, 36" in depth and 78" in height) Remove exposed wiring or protect in approved conduit
32		Labeling electrical rooms and breaker
		FLAMMABLE LIQUIDS – COMPRESSED GASES
33	GOOD	Provide flammable liquid storage cabinet or reduce storage
34		Remove all fueled vehicles or equipment from buildings
35		Secure compressed gas cylinders
		STORAGE – HOUSEKEEPING
36	GOOD	Arrange storage in an orderly manner to provide access/egress
37		Remove combustible storage from boiler, mechanical, or electrical rooms
38		Reduce storage to 24 " below ceiling or 18" from sprinkler heads
39		Provide approved metal container from oily rag storage
40		Remove waste & rubbish material from the premises daily
41		Keep dumpster 5 ' away from buildings
42		Clearance from ignition sources
		MISCELLSANOUS
43	NONE	Other violations and comments

NO VIOLATIONS NOTED THIS DATE – THANK YOU FOR BEING SAFE

No.	Locations/Remarks	Cleared
	NEEDS EXTINGUISHERS IN OFFICE AND SHOP	/ /
	COVER EXPOSED WIRING	/ /
	COVER OPENINGS IN WALLS & CEILING	/ /
	PUT PLATES ON EXPOSED JUNCTION BOXES	/ /
		/ /
		/ /

30 DAYS TO FIX

Re-inspection dates		Inspector
1st	/ /	
2nd	/ /	
Refer to FPB	/ /	
3rd	/ /	
Hearing	/ /	
District attorney	/ /	
Final clearance	/ /	

You are hereby notified to correct all violations immediately or show cause why you should not be required to re-inspection will be conducted after ______ days from the date of this notice. Willful failure to comply with this notice is a misdemeanor. Violations which are not corrected immediately and or remain after the re-inspection may be processed as a criminal offense. Thank you for your assistance and cooperation in minimizing the fire and life loss in your community.

BY ORDER OF THE FIRE CHIEF

SIGNATURE OF RECIPIENT:

__ Owner __ manager __ employee __ other

Inspecting Officer: [signature]
FPB __ COMPANY __ Shift __ Page __ of __

DISTRIBUTION: WHITE TO FPB YELLOW TO OWNER/OCCUPANT PINK TO OWNER WITH FINAL CLEARANCE