

**COSTA MESA FIRE DEPARTMENT  
INTER-OFFICE MEMORANDUM**



DATE: JULY 10, 2015  
TO: DAN STEFANO, FIRE CHIEF  
FROM: CHERYL WILLS, FIRE PROTECTION SPECIALIST  
SUBJECT: 657 W. 19<sup>TH</sup> STREET UNIT K- SOLID LANDINGS

On June 5, 2014, Mr. John Morehart contacted me and asked about gates and Knox Boxes for gated properties. I told him that the gate would need to be reviewed and approved by the Planning Department before any Knox Equipment could be ordered through the Fire Prevention Division. I have not heard from him since that time. Earlier this year, Dave Hollister was contacted by Mr. Morehart and the same requirements were reviewed with him.

Mr. Morehart recently filled out a Knox Order Form dated June 23, 2015, but was unable to complete the form. This was due to the electric gate installed at the rear of the building, has no approval from the Planning Department. There is a lock box installed at the rear gate, but it is not an approved Knox Box. It appears to be a lock box that was most likely purchased off the internet, the Costa Mesa Fire Department has no access to this box. Additionally, I have not received any requests for an 850 Fire Clearance/Inspection for the above mentioned address.

I am currently working with the Building Department and Inspector Ed Cooke to move forward in rectifying the issues outlined in Randy Buck's memo dated 7-6-15.