

## **Charlotte County Fire & EMS – Division of Fire Prevention**

26571 Airport Road, Punta Gorda, FL 33982

Telephone: (941) 833 – 5600, Fax (941) 833 – 5630

### **Existing Occupancy Inspection Checklist:**

This checklist is to assist with your upcoming fire inspection. The items listed below reflect the most common deficiencies we see. Our actual inspection will seek to enforce all the provisions of the Florida Fire Prevention Code.

### **Common Life Safety Deficiencies:**

1. Building address, unit number (6" in size), shall be visible and legible from the street.
2. Fire extinguisher(s) shall be serviced and tagged annually by a certified company.
3. Exit signs/emergency lights operational.
4. Exits, passage way to exits shall be free and clear of all obstructions.
5. Handrails/guardrails secured to the wall.
6. No storage over 12'.
7. No storage above any components of the means of egress.
8. Fire caulk penetrations in fire rated walls.
9. Fire hydrants shall have a clearance of 36" around the circumference of the fire hydrant; fire department connections shall have a clearance of 36" around the fire department connection.
10. Trim trees for a vertical clearance of no lower than 13'6" for all fire department access roads.

### **Electrical Safety**

1. Cover plates on switches and receptacles.
2. No extension cords used in place of permanent wiring. (Use UL listed power strips according to their directions)
3. Access to electrical panels. (36" of clearance)

### **When It Applies To Your Occupancy**

#### **Fire Alarm System:**

1. Valid service tag. (Inspected within the last 12 months)
2. Log book, fire alarm drawings, fire alarm company contact at the panel.
3. Current keys in your Knox Box.

#### **Automatic Fire Sprinkler System and Backflow:**

1. Valid service tag. (inspected within the last 12 months)
2. Spare head box. (wrench and spare heads)
3. Unobstructed sprinkler head.
4. No storage within 18" of the sprinkler head.
5. Clean and paint riser, backflow, and inspector's test. (Keep free of rust or corrosion)

#### **LP Gas/Natural Gas:**

1. Clean and paint gas piping and tanks. (Keep clean of rust and corrosion)
2. Label tank with gas company information.

**Cooking Equipment/Hoods/Hood Suppression**

1. Hood suppression system serviced and tagged. (Inspected within the last 6 months)
2. Semiannual hood cleaning. (Cleaned and tagged by certified company within last 6 months)
3. Cooking equipment free of cooking grease or oil.
4. Hood suppression nozzles align correctly with cooking appliance.

If you have any questions or if our office can be of any further assistance, please contact us at the number above.