

Fire Final Checklist

Address: _____

Certificate of Occupancy (Fire Requirements)				
Checklist Items	Yes	No	N/A	Comments
Hydro/Visual Completed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date Completed:
Alarm Acceptance Test (Checklist)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Kitchen Hood System Acceptance Test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Elevator Acceptance Test (Checklist)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Pump Acceptance Test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Smoke Control System Acceptance Test				
Knox Box installed in correct locations. Current keys placed in Knox Box.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
F.D.C. located on street side and fully visible. If <i>NOT</i> then are approved F.D.C. signs in place. Sign shall have the letters "FDC" at least 6 inches (152 mm) high and words in letters at least 2 inches (51 mm) high or an arrow to indicate the location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
F.D.C.s and hydrants have a 36 inch clear working space.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Lanes painted and marked correctly. City Ordinance Sec. 10.16.040	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Copies of hydrant certification forms for any private hydrants. Verification that the required fire flow is met. (2012 IFC 507.3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check emergency lighting and exit signs for power back-up.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check Fire Extinguisher Type and Location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sprinkler lines are protected by sprinkler heads and an automatic heat source.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
No Sprinkler head(s) are obstructed, missing or painted. If found correct.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Check locking devices on exit doors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Gates meet the 2012 IFC Appendix D103.5 requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Checklist Items	Yes	No	N/A	Comments
An Occupant Load card, as approved by the Building Official had been prominently placed in a conspicuous location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All means of egress are adequately sized, free and clear of obstructions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Permanent Address visible from the Street of Address. Address numbers shall be Arabic numbers or alphabetical letters. <u>Size of #s Distance from centerline</u> 4 to 12 inches 0-75 Feet 12 to 20 inches 75-150 Feet 20 to 28 inches 150-225 Feet Building Official approves Over 225 Feet (City Ordinance Sec. 15.36.120)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	