Montgomery County Department of Permitting Services — DPS

Universal Inspection Checklist – Fire Code Compliance

Building: _____

Address: _____

POC Name: _____ **POC Phone:** _____

POC Email: _____ **Inspector:** _____

Date: _____ **Date of Last Inspection:** _____

Outstanding Violations: □ Yes □ No   **License # (if applicable):** _____

Exterior

1. Address numbers visible and at least 6" in height?	□ Yes	□ No	□ n/a	MCC22-97
2. Does the building have a Knox Box?	□ Yes	□ No	□ n/a	ER22.00.07.86
3. Are the keys correct? 2 sets, Color Coded?	□ Yes	□ No	□ n/a	ER22.00.07.86
4. If high-rise, windowless, or underground, are emergency plans present?	□ Yes	□ No	□ n/a	NFPA1-10.9.1

FH Building Tab

1. Number of stories above: _____ Below: _____
2. Property ownership: □ Private   □ County   □ other
3. Structure type: □ Open   □ Enclosed □ other
4. Building status   □ Occup   □ Vacant   □ U/C
5. Building Class (Occupancy type): _____
6. Mixed use: _____
7. Construction Type: _____
8. Roof Covering: _____

General

1. Does the building have operational permits?	□ Yes	□ No	□ n/a	1-1.12.6
2. If there is a fire protection agreement, is it being complied with?	□ Yes	□ No	□ n/a	1-1.12.3.1
3. Is there a valid U/O?	□ Yes	□ No	□ n/a	1-1.7.13
4. Any alterations/renovations since last inspection done under permit?	□ Yes	□ No	□ n/a	1-1.3.6.3

Fire Rated Assemblies (FRA)   □ n/a

1. All FRA in hi-rises have been **inspected** within the last 5 years?	□ Yes	□ No	□ n/a	1-12.3.3.3
2. All FRA doors have been **inspected** within the past 12 months?	□ Yes	□ No	□ n/a	1-12.4.6.6.1
3. All FRA doors are self-closing?	□ Yes	□ No	□ n/a	1-12.4.6.19.1
4. All FRA doors latch?	□ Yes	□ No	□ n/a	1-14.5.3.4.4
5. All fire resistive construction is free from damage or need of repair?	□ Yes	□ No	□ n/a	1-12.3.3.1

Vertical Protection   □ n/a

1. Are vertical openings enclosed?	□ Yes	□ No	□ n/a	1-4.4.5
2. Are trash/linen chutes in good working order?	□ Yes	□ No	□ n/a	1-11.6.1.5

Fire Protection Systems □ n/a

1. Are hazards protected by:

Fire-rated enclosures?	□ Yes	□ No	□ n/a	
Extinguishing system?	□ Yes	□ No	□ n/a	
Self-closing door?	□ Yes	□ No	□ n/a	MCC22-15

Water-based Systems   □ n/a

1. Is sprinkler coverage throughout?	□ Yes	□ No	□ n/a	1-13.3.2.1
2. Water flow alarm is present and working?	□ Yes	□ No	□ n/a	1-13.7.1.4.8.8
3. Valves are supervised?	□ Yes	□ No	□ n/a	1-13.3.1.7
4. Standpipe(s) are present and operational?	□ Wet	□ Dry	□ Auto	□ Manual
5. Standpipe system has been **inspected** within the past 12 months?	□ Yes	□ No	□ n/a	1-13.2.3.3
6. Standpipes have been **flow tested** within the past 5 years?	□ Yes	□ No	□ n/a	1-13.2.3.3
7. Appropriately signed and accessible FDC(s)?	□ Yes	□ No	□ n/a	1-13.2.2.4.2
8. Private hydrants have been **tested and flowed** within the past 5 years?	□ Yes	□ No	□ n/a	1-13.5.4.2
9. NEMA 3 electrical receptacles at hose valve locations?	□ Yes	□ No	□ n/a	MFC22-16(a)(7)
10. Fire Pump is present and operational? GPM: _____	□ Yes	□ No	□ n/a	1-13.4.1.1
12. Fire pump has been **tested** within the past 12 months?	□ Yes	□ No	□ n/a	1-13.4.8

13. Sprinkler system has been **inspected** within the past 12 months?	□ Yes	□ No	□ n/a	1-13.3.3.2
14. Sprinkler heads >50 yrs old have been inspected, sampled, or replaced?	□ Yes	□ No	□ n/a	1-13.3.3.2
15. Is there a cistern? Capacity: _____	□ Yes	□ No	□ n/a	1-13.5.2

Detection and Alarm   □ n/a

1. Is there a fire detection system?	□ Full	□ Partial	□ No	□ n/a	
Smoke detectors?		□ Yes	□ No	□ n/a	
Heat detectors?		□ Yes	□ No	□ n/a	1-13.7.1.1
2. Is it a manual alarm system?		□ Yes	□ No	□ n/a	1-13.7.1.4.8.1
3. Are there audible alarms?		□ Yes	□ No	□ n/a	1-13.7.1.4.10
4. Are there visual alarms?		□ Yes	□ No	□ n/a	1-13.7.1.4.10
5. Is there automatic fire department notification?		□ Yes	□ No	□ n/a	1-13.7.1.4.11
6. Is there a graphic annunciator / Building Layout?		□ Yes	□ No	□ n/a	1-13.7.1.4.14
7. Are there hard wired smoke alarms in the units?		□ Yes	□ No	□ n/a	State Law for MFU
8. Are carbon monoxide alarms present?		□ Yes	□ No	□ n/a	1-13.7.1.5
9. Does the alarm have pre-recorded voice capability?		□ Yes	□ No	□ n/a	1-13.7.1.4.10.9
10. Is there a special egress strategy? (phased, special locks)		□ Yes	□ No	□ n/a	
11. Fire alarm system has been **tested** within last 12 months?		□ Yes	□ No	□ n/a	1-13.7.3.2.4

Smoke Control Systems □ n/a

1. Atrium smoke control has been **tested** within the past 12 months?	□ Yes	□ No	□ n/a	1-11.8.2.1
2. Stair pressurization has been **tested** within the past 12 months?	□ Yes	□ No	□ n/a	1-11.8.2.1
3. PRV's have been **tested** within the past 5 years?	□ Yes	□ No	□ n/a	1-11.8.2.1
4. Type of PRV's:	□ Factory	□ Field Adjust		
5. Fire/smoke dampers have been **tested** within the past 5 years?	□ Yes	□ No	□ n/a	1-11.8.2.1

Kitchen Supp Systems   □ n/a

1. Is kitchen cooking protected?	□ Yes	□ No	□ n/a	1-50.4.3.2
2. Hood and duct have been **inspected/cleaned** within the last 3 months?	□ Yes	□ No	□ n/a	1-50.5.4
3. Suppression system has been **inspected** within the last 6 months?	□ Yes	□ No	□ n/a	1-50.5.2
4. Fusible links have been **replaced** within the last 6 months?	□ Yes	□ No	□ n/a	1-50.5.3.2

Emergency Power   □ n/a

1. Emergency generator is present and operational? Size: _____	□ Yes	□ No	□ n/a	1-11.7.5
2. Is it **tested** monthly?	□ Yes	□ No	□ n/a	1-11.7.5
3. Fuel type: _____				

Other Systems   □ n/a

1. BDA has been **tested** within the last 12 months?	□ Yes	□ No	□ n/a	1-11.10.2
2. Fire extinguishers are located appropriately?	□ Yes	□ No	□ n/a	1-13.6.8.1.3
3. Fire extinguishers are **inspected** monthly?	□ Yes	□ No	□ n/a	1-13.6.9.2.1.2
4. Are all contents of the FCC present and in working order?	□ Yes	□ No	□ n/a	1-11.9.1

Egress

1. Is exiting appropriate?	□ Yes	□ No	□ n/a	1-14.9/14.10
2. Are exits clear and unobstructed?	□ Yes	□ No	□ n/a	1-14.4.1
3. Are exit wall/ceiling/floor décor materials appropriate?	□ Yes	□ No	□ n/a	1-14.10.2
4. Do doors swing in the direction of travel where required?	□ Yes	□ No	□ n/a	1-14.5.1.2
5. Is panic hardware appropriate?	□ Yes	□ No	□ n/a	1-14.5.3.4
6. Is travel through intervening rooms appropriate?	□ Yes	□ No	□ n/a	1-14.10.1.2
7. Are egress stairs appropriately marked?	□ Yes	□ No	□ n/a	1-14.14.1.3
8. Are there interior stair signs if over 3 floors?	□ Yes	□ No	□ n/a	1-10.12.3
9. Are re-entry provisions appropriate?	□ Yes	□ No	□ n/a	1-14.5.2.8
10. Is there adequate emergency lighting?	□ Yes	□ No	□ n/a	1-14.13.1

Building Utilities

1. Door signs	□ Yes	□ No	□ n/a	ER22.00.07.42
2. Utility Access	□ Yes	□ No	□ n/a	ER22.00.07.40

Any "No" answers indicate non-compliance with the fire code. Explain all "No" answers below, and any additional areas of concern.

NOTES: