

Business Pre-Fire Inspection Checklist

The Clark County Fire Marshal's Office has developed this checklist to assist building and business owners with compliance with the fire code. This list does not include all possible fire code violations, but is intended as a short list of commonly found violations. Please read and check off the appropriate boxes to assist you in your inspection. The code sections provided are from the 2015 International Fire Code as adopted by Washington and Clark County.

- Fire Extinguishers (IFC 906)**
 - Fire extinguisher gauges are 'in the green'
 - Tagged by a fire protection contractor within the last year
 - Accessible and located not further than 75 feet travel distance
 - Installed securely on a bracket with the top not more than 5 feet above the floor
- Exit Lighting (IFC 1006 and 1011)**
 - Exit signs must be illuminated and contain 90 minutes of backup power
 - Egress illumination shall be not less than 1 foot-candle at the walking surface and shall have 90 minutes of backup power
- Address Posting (IFC 505)**
 - Posted and legible from the street or road fronting the property
 - Minimum 4-inch tall numbers, 1/2-inch stroke width on a contrasting background
- Exits (IFC 1010.1.9)**
 - All exit doors shall be unlocked from the interior with signs visible, durable, contrasting 1-inch high letters stating "THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED" or shall be equipped with panic hardware (push bars)
 - No exit door shall be obstructed from access, any materials shall be removed that may prevent immediate dispersal, and all exit hardware shall be in an operable condition
- Electrical Hazards (IFC 509 and 605)**
 - Identification of electrical disconnect 'Electrical Room' and equipment access, no less than 30 inches in width and 36 inches in depth
 - Extension cords are not allowed to be used as permanent wiring
 - Open junction boxes and open wiring splices are prohibited
- Storage (IFC 315)**
 - No storage shall be located in a boiler, electrical, or mechanical room
 - Storage shall not be placed within 24 inches of the ceiling or within 18 inches of fire sprinkler heads for sprinkler-protected buildings
- Kitchen Hood Fire Extinguishing Systems (IFC 609)**
 - Hood fire suppression systems shall be serviced not less than every 6 months
 - Hood and ducts shall be maintained free of grease accumulation

Revised 2/21/17



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For an alternate format,
 contact the Clark County
 ADA Compliance Office.
 Phone: (360) 397-2322
 Relay: 711 or (800) 833-6384
 E-mail: ADA@clark.wa.gov

Business / Building Owner Maintenance Responsibility

The International Fire Code places the responsibility upon building owners for the maintenance of the fire protection systems. The items noted are to assist building owners to remain in compliance with state codes. These items are a very select few fire code regulations and this is not intended to be a complete list.

 Fire Sprinkler Maintenance

- All fire systems are required to comply with nationally recognized standards
- All required annual testing and inspection records must be submitted by your testing contractor to The Compliance Engine at www.thecomplianceengine.com

 Fire Alarm Maintenance

- Ensure that the fire alarm systems are tested and maintained in accordance with NFPA 72.
- All required testing and inspection records must be submitted by your testing contractor to The Compliance Engine at www.thecomplianceengine.com

 Fire Protection Equipment (IFC 509)

- Fire department connections and valves should be identified as to the areas that they serve
- Rooms containing fire equipment (fire alarm control panels, fire sprinkler rooms, etc.) and electrical disconnect rooms shall be labeled accordingly
- Access to fire equipment shall be unimpeded and available at all times

 Fire Lanes (IFC 503)

- Fire lanes shall be maintained clear to provide fire department vehicular access
- Where gates are installed obstructing fire department access, they must be equipped with an approved means of emergency operation such as a commonly keyed 'Knox' padlock