



Park City Fire Service District Business Inspection FAQ



Q: What will the fire inspector be looking for when they do my inspection?

A: Businesses and buildings are required to be in compliance with the fire code as adopted by the Utah State Government and Summit County Government. Currently we use the 2012 version of the International Fire Code. The inspector will be ensuring that all fire and safety codes are being met.

Q: What are the most common violations?

A: When a business fails it is because significant violations have been found or a high number of violations have been found. The most common violations are failure of businesses to maintain the automatic fire sprinkler system, violations in regards to fire extinguishers and violations in regards to emergency lighting and exit signs. Storage is another common problem as is maintaining clear pathways for egress.

Q: Will the fire inspector explain each of those items in detail?

A: Yes

- **Automatic Fire Sprinkler Systems (AFSS)**
The purpose of an automatic fire sprinkler system in business occupancies is to prevent the spread of fire once it starts. To ensure that the AFSS is functioning properly it must be serviced at least once a year by a certified technician. The technician will check for problems and replace any worn or corroded parts. When the service is in working order the technician will hang a tag on the AFSS riser with the service date marked. This tag must be left on the riser and visible for the inspector to examine.
- **Fire Extinguishers**
The purpose of a fire extinguisher is to help in extinguishing a fire when it first starts. In most cases fire extinguishers should be rated to extinguish type A, B and C fires. The required size of the fire extinguisher is based on the occupancy of the building. Most businesses are classified as a light or low hazard and need one extinguisher for every 3000 square feet. The minimum size of extinguisher is 2-A; 10B,C. Travel distance from any location in the building to a fire extinguisher may not be more than 75 feet. Additionally, fire extinguishes must be mounted in a conspicuous area and may not be stored on the floor. Like automatic fire sprinkler systems, fire extinguishers must be serviced at least once a year
- **Emergency Lighting and Exit Signs**
All buildings must have illuminated means of egress. These lights can be of the “bug eye” type that are separate from overhead lighting or it may be built into overhead lighting. In either case the lights must function properly when power is disrupted to the building. Emergency lighting can be tested by either pressing a “test” button on the lighting unit or by stopping power to the system.
Exit signs are required to identify the path of egress. Exit signs must be internally or externally lit. When the power to the sign is disrupted the sign

must continue to be lit. Most exit signs can be tested by pressing a “test” button on the exit sign housing.

- **Storage/Housekeeping**
Storage must be in a neat and orderly manner. Where automatic sprinklers are in place at least 18 inches of space must be between the base of the sprinkler and the top of the storage. Where no automatic sprinklers are in place at least 24 inches of space must be between the base of the sprinkler and the top of the storage.
- **Paths of Egress**
Paths of egress are the walkways that people take to leave the building. This means everything from paths between cubicles to hallways and stairways. These paths must be kept free of debris and storage. Doors may not be blocked. Any door exiting the building must be clear of all debris including snow and landscaping.

Q: I only lease a small office in a building. Why do you inspect the entire building?

A: Although you only lease a small office, that office is still part of the building. As such, the entire building must be in compliance with the fire and safety codes.

Q: How long do I have to correct/fix any violations?

A: Most violations should take no more than one or two weeks to correct. Any significant life safety threats must be corrected while the inspector is on site. These included blocked access doors and blocked egress routes.

Q: Who should I call to service my automatic fire sprinkler systems or my fire extinguishers?

A: Park City Fire Service District does not recommend any one company above another. The Utah State Fire Marshal maintains a list of licensed companies. It can be found at: <http://firemarshal.utah.gov/licensees/>
Some fire extinguishers are not meant to be serviced and need to be replaced. Also, depending on the number of fire extinguishers that need to be serviced, it is sometimes cheaper to purchase a new fire extinguisher rather than have one serviced.

Q: Do I need to be on site for the fire inspection?

A: Yes. A representative of the business must be on site for the inspection. Additionally that representative will need to have keys to access utility rooms and storage rooms.

Q: Is there anything else?

A: Pages three and four of this document contain a sample of our inspection sheet and a brief explanation of the violations. Please look at that sheet prior to your inspection and make any corrections that are necessary so that your inspection will pass. If you have any questions feel free to contact our Fire Prevention Bureau at (435) 940-2532

No.	Violations	No.	Comments	Cleared
ACCESS				
1	Maintain fire lane free of obstructions			/ /
2	Provide address numbering which is visible from the street			/ /
3	Provide/update key box for fire dist. access			/ /
EXITING				
4	Remove obstructions at exits, doors, aisles, corridors, stairways, etc.			/ /
5	Exit door to open without a key or any special knowledge or effort			/ /
6	Provide sign over main exit door(s)			/ /
7	Repair non-operable exit door hardware			/ /
8	Remove obstructions from doors required to be closed			/ /
9	Remove locks & latches from doors with panic hardware			/ /
10	Remove storage from attic, under floor and concealed spaces			/ /
11	Provide/maintain exit sign/emergency lighting			/ /
FIRE EXTINGUISHERS				
12	Have fire extinguisher serviced and tagged			/ /
13	Provide/mount fire extinguisher as indicated			/ /
14	Provide clear access to fire extinguisher			/ /
15	Post a sign indicating fire extinguisher location			/ /
16	Maintain 3 foot clearance for access/use of fire appliances/equipment			/ /
FIRE PROTECTION SYSTEMS				
17	Secure all system control valves in the open position		Thank you for allowing us to inspect your business. The purpose of this inspection is to ensure that the residents and visitors of Summit County have a safe place to do business.	
18	Replace damaged, corroded or painted sprinkler heads/Fire Department Connection (FDC) caps			
19	Provide annual certification for sprinkler/standpipe system			
20	Provide sprinkler coverage in unprotected areas			
21	Provide spare sprinkler heads and/or compatible wrench			
22	Hood and duct extinguishing system to be serviced and tagged			
23	Remove grease from hood, duct and filters (keep clean)			
FIRE ALARM SYSTEMS				
24	Maintain, repair, inspect and/or test fire alarm system		On the back of this page is a short description of each violation. More information about each violation can be found on our website: www.pcf.org or you can speak to the officer who did the inspection. If a re-inspection is necessary it will be performed no sooner than _____ Date	
FIRE SEPARATIONS				
25	Repair holes in required fire resistive construction		Re-Inspection	Date
26	Provide/repair self or automatic closing fire rated assemblies		1 st Re-Inspection	
ELECTRICAL				
27	Discontinue use of extension cords		2 nd Re-Inspection	
28	Install permanent wiring for fixed or stationary appliances			
29	Provide cover plates for all junction boxes			
30	Remove exposed wiring or protect in approved conduit			
31	Provide a clear workspace at all electrical panels (30" in width, 36" in depth and 78" in height).			
32	Labeling of electrical rooms and breakers			
FLAMMABLE LIQUIDS – COMPRESSED GASES				
33	Provide flammable liquid storage cabinet or reduce storage		Refer to Fire Prevention	
34	Remove all fueled vehicles or equipment from buildings			
35	Secure compressed gas cylinders/identify gas in container			
STORAGE – HOUSEKEEPING				
36	Arrange storage in an orderly manner to provide access/egress		Signature of Recipient:	
37	Remove combustible storage from boiler, mechanical or electrical rooms		Owner	Manager
38	Reduce storage to 24" below ceiling or 18" from sprinkler heads		Employee	Other
39	Provide approved metal container for oily rag storage		Signature of Officer:	
40	Remove waste & rubbish material from the premises daily			
41	Keep dumpster 5' away from buildings			
42	Maintain appropriate clearance from ignition sources			
MISCELLANEOUS				
43	Other violations as noted in comments		Officer Name: _____	
			FPB Station: _____	Page _____ of _____

Viol.	Explanation
1	Fire lanes shall be free of all obstructions for a clear width of 20 feet around the building (IFC 503)
2	Building addresses must be visible from the street with a contrasting background (IFC 505)
3	Where key boxes are provided they must contain updated keys and codes (IFC 506)
4	Pathways for exits must be cleared of all obstructions (IFC 1030.2)
5	All exit doors must be able to be used without any special knowledge or tools (IFC 1008)
6	Appropriate signs must be posted adjacent to doors with deadbolt hardware (IFC 1008)
7	Exit hardware on doors must be in working order (IFC 1030)
8	Doors that are part of a fire barrier may not be held open except when the mechanism is part of an automatic fire detection system (IFC 703)
9	Doors with panic hardware may not be locked with locks or latches (IFC 1008)
10	Attics, crawl spaces, underneath stairs and concealed spaces may not be used for storage unless they are built with fire-resistive construction or have automatic sprinklers installed (IFC 315)
11	Exit signs must remain illuminated and visible at all times. Emergency illumination devices must be in working order (IFC 1011)
12	Fire extinguishers must be serviced annually (IFC 906)
13	Fire extinguishes must be mounted and visible (IFC 906)
14	Fire extinguishers may not be blocked from view or access (IFC 906)
15	The location of fire extinguishers must be identified by obvious signage (IFC 906)
16	All fire equipment must have a clear space of no less than 3 feet for access (IFC 507)
17	All valves must be locked or constantly monitored to ensure that the valve is in the open position (IFC 903)
18	Automatic sprinkler heads and FDC caps must be in good repair and may only be painted by the manufacturer (IFC I101)
19	Sprinkler and standpipe systems must be inspected at least once a year (IFC 901)
20	Sprinkler systems must provide coverage to all areas unless special exceptions are allowed (IFC 901)
21	Spare sprinkler heads and a sprinkler wrench must be provided at all times (NFPA 13 6.2.9)
22	Hood and duct systems must be serviced at least once every six months (IFC 901.6)
23	Hoods, ducts and filters must be keep clean and free of grease (IFC 901.6)
24	Fire alarm systems must be inspected at least once a year and must be in working order (IFC 901, IFC 907)
25	Fire resistive construction must not have gaps where fire or smoke may cross the fire barrier (IFC 703)
26	Fire rated assemblies must be fully functional at all times (IFC 703)
27	Extension cords may only be used for temporary purposes and should be unplugged at the outlet when not in use (IFC 605.5). Grounded or polarized power taps are acceptable (IFC 605.4.1)
28	Stationary and fixed appliances must be connected to permanent wiring (IFC 605.5)
29	All electrical junctions must be covered with an approved cover plate. (IFC 605.6)
30	Exposed wiring is not allowed. All wiring must be in an approved conduit (IFC 605.6)
31	Electrical panels must be clear by a path no less than 30 inches wide and 78 inches tall (IFC 605.3)
32	Wiring may not be crushed, pinched, kinked, have frayed insulation or any other damage (IFC 605.1)
33	Flammable liquids must be stored in approved cabinets (IFC 5704)
34	Unless otherwise approved for storage of fueled vehicles, fueled vehicles or equipment may not be stored in buildings (IFC 313.1)
35	Compressed air cylinders must be secured in the position of operation/Identify gas in container (IFC 5303)
36	Storage must be in neat piles and may not obstruct access or egress of an area (IFC 315.3)
37	Boiler, mechanical or electrical rooms may not be used for combustibile storage (IFC 315.3)
38	Storage may be no closer than 24 inches from a non-sprinklered ceiling and 18 inches from a sprinklered ceiling (IFC 315.3.1)
39	Rags contaminated with hydrocarbon products must be stored in an approved metal container (IFC 304.3)
40	Rubbish and waste must not be allowed to accumulate unless it is in an approved container in an approved area (such as a dumpster) (IFC 304.1)
41	Dumpsters may not be located within 5 feet of a building (IFC 304.3.3)
42	Ignition sources may not be located under stairs or interfere with means of egress. Restrictions are also in place for outside combustibile storage (IFC 315)