



## Existing Building Inspection Requirements

(This Checklist is NOT all-encompassing)

All commercial and industrial properties are included in annual inspections for fire and life safety. These inspections are often handled by the fire inspector. These inspections are usually not scheduled, but should not be conducted during hours that are not normal operating hours unless there is an immediate danger to life or property. The intent of the fire and life safety inspections are to ensure that your patrons, you and your staff, our firefighters, and your building continue to stay safe from fire and other hazards.

There is no charge for fire and life safety inspections. Any violations that are found will be documented and a reasonable time frame for fixing the issue will be noted on an inspection report. If violations are documented, the inspector is mandated to come back after the timeframe and do a reinspection to ensure the issues were fixed. If they were, a clean inspection report will be given and you should not receive another inspection in the same calendar year. Note: Firefighter's do pre-fire planning which is not an inspection and may be done in the same year. If a second reinspection is required because the violations were not remedied, a fee of \$50 will be charged. Any additional inspections will result in a \$75 fee.

It is the hope and intent of the Social Circle Fire Marshal's Office to have no violations and 100% safe buildings. In an effort to assist with this we have a list of. Keeping these items clear will often assist you in having a violation free inspection.

Provide building and suite numbers or letters at least 4" high and legible from the street.	IFC	2018	505.1
A 3ft clear access around hydrants and FDC's shall be maintained at all times.	IFC	2018	507.5.5
Fire department connection (FDC) damaged, inoperable, obstructed, or missing caps.	NFPA 25-9.7.1		
Fire lanes shall be free of obstructions and parking is prohibited. OCGA40-6-203			
Where security gates are installed, they shall have an approved means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times.	IFC	2018	503.6
Emergency lighting and exit signs shall work properly and provide illumination for 1 ½ hours.	NFPA 101	2018	7.9.3
Aisles, walkways, stairways, or other paths leading to exits must be clear and unobstructed.	NFPA 101	2018	7.5.1.1



Combustible material shall not be stored in exits or enclosures for stairways and ramps.	IFC	2018	315.3.2
It shall be unlawful for any person to lock an exit door whether or not it is required exit. OCGA 25-2-37			
Exit doors & latched require only one operation to release and open from the egress side	NFPA 101	2018	7.2.1.5.10.2
Clearance of 36 inches shall be maintained in front and 30 inches in width of electrical panels	IFC	2018	604.3
Extension cords, flexible cords, or temporary wiring shall not be a substitute for permanent wiring	IFC	2018	604.5
Electrical panel open covers, open junction boxes or open wiring splices are prohibited.	IFC	2018	604.5
Relocatable Power Traps shall be listed UL1363.	IFC	2018	604.5
Maintenance of ceiling tiles, rated walls, devices, conditions or other safeguards is required.	IFC	2018	108.1
Elevators shall be inspected once during each six-month period with a certificate posted. OCGA 8-2-102	NFPIFCA 101	2018	9.4.6
Storage minimum ceiling clearance: 18" below sprinkler head, 24" non-sprinkled areas.	IFC	2018	315.3
Boiler, mechanical, and electrical equipment rooms are not used for combustible storage.	IFC	2018	315.3
Fire Extinguishers (2A10BC) shall be inspected and tagged annually and a maximum travel distance of 75 ft.	IFC	2018	906.1
Class K portable extinguisher in commercial cooking areas within 10ft. of hood suppression release button.	IFC	2018	904.12.1
Commercial Hood Extinguishing Systems shall be serviced and tagged every 6 months and after activation. Hood systems shall be cleaned and maintained.	IFC	2018	904.12.1
Sprinkler systems shall be inspected & tagged annually and after each activation.	IFC	2018	901.1
Where a required automatic sprinkler system is out of service for more than 10 hours, the building shall be evacuated or a fire watch conducted.	NFPIFCA 101	2018	9.11.2
Fire hydrants shall be inspected and tested annually and maintained in an operable condition.	IFC	2018	507.5.2
No person shall interfere, tamper, paint, or take water from any fire hydrant without authorization.	IFC	2018	901.8
NO OPEN FLAMES or gas fired equipment within ten (10) feet of any combustible structure.	IFC	2018	901.8
Fire alarm systems shall be inspected & tested annually and maintained per NFPA 72.	IFC	2018	908.1