

ARE YOU UP TO CODE?

FIRE INSPECTION BROCHURE



LANSDALE
LIFE IN MOTION

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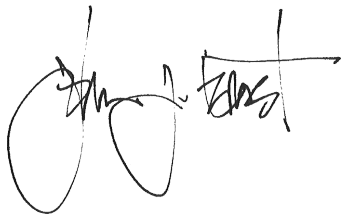
LANSDALE BOROUGH FIRE INSPECTION

letter from borough manager

Lansdale Borough is tasked with inspecting new and existing buildings within the Borough limits. Our main focus when performing these inspections is safety with the goal of creating and maintaining safe businesses. Achieving this goal provides risk reduction to building owners, employees, customers, tenants, visitors and emergency responders in the case of a fire or emergency. The enclosed material will assist you with code compliance of the applicable fire codes to attain this goal.

The materials provided in this brochure offer an overview of items that should be addressed prior to your inspection, which will give you an opportunity to correct any deficiencies that may exist. To assist you in preparing for an inspection, we've also included a checklist to help you better understand and track items to complete prior to scheduling an inspection. Our hope is that all these materials will work to assist you in maintaining a safe and code compliant property.

If you have additional questions concerning your property or any materials included in this brochure, please feel free to contact the Borough's Fire Marshal at any time at 215-368-1691. Thank you for your help and cooperation in making your building a safer place for all who live, work and visit Lansdale Borough.



John J. Ernst
Borough Manager

MEANS OF EGRESS

EMERGENCY LIGHTS

Illumination Required

The means of egress, including the exit discharge, shall be illuminated at all times the building space served by the means of egress is occupied.

Duration

The emergency power system shall provide power for a duration of not less than 90 minutes and shall consist of storage batteries, unit equipment or an on-site generator.



Means of Egress Obstructions shall not be placed in the required width or required capacity of a means of egress. The minimum width or required capacity of a means of egress system shall not be diminished along the path of egress travel.

Storage Combustible materials shall not be stored in exits or exit enclosures for stairways and ramps.

Exit Signs Exits and exit access doors shall be marked by an approved exit sign readily visible from any direction of egress travel. The path of egress travel to exits and within exits shall be marked by readily visible exit signs to clearly indicate the direction of egress travel in cases where the exit or the path of egress travel is not immediately visible to the occupants. Intervening means of egress doors within exits shall be marked by exit signs. Exit sign placement shall be such that no point in an exit access corridor is more than 100 feet or the listed viewing distance for the sign, whichever is less, from the nearest visible exit sign.



Illumination Exit signs shall be internally or externally illuminated.

Power Source Exit signs shall be illuminated at all times. To ensure continued illumination for a duration of not less than 90 minutes in case of primary power loss, the sign illumination means shall be connected to an emergency power system provided from storage batteries, unit equipment, or an on-site generator.

Door Operations Egress doors shall be readily openable from the egress side without the use of a key or special knowledge or effort.

Hardware Door handles, pulls, latches, locks and other operating devices on doors required to be accessible shall not require tight grasping, tight pinching or twisting of the wrist to operate.

Bolt Locks Manually operated flush bolts or surface bolts are not permitted.

Opening Protectives Fire doors and smoke barrier doors shall not be blocked, obstructed or otherwise made inoperable. Fusible links shall be replaced promptly whenever fused or damaged. Fire door assemblies shall not be modified.

CORRECT ✓



INCORRECT X



FIRE PROTECTION SYSTEMS

Inspection, Testing and Maintenance Fire detection, alarm and extinguishing systems, fire pumps, mechanical smoke exhaust systems along with smoke and heat vents shall be maintained in an operative condition at all times and shall be replaced or repaired where defective. Non-required fire protection systems and equipment shall be inspected, tested and maintained or removed.

HELP US HELP YOU

Street addresses shall be legible and placed in a position that is visible from the street or road fronting the property. Additionally, properties along alleyways should prominently display addresses. Address identification characters shall contrast with their background. Address numbers shall be arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches high with a minimum stroke width of 1/2 inch.

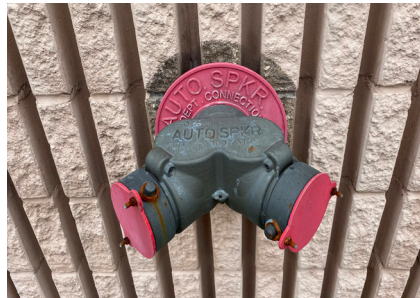


TABLE 901.6.1
FIRE PROTECTION SYSTEM MAINTENANCE STANDARDS

SYSTEM	STANDARD
Portable Fire Extinguisher	NFPA 10
Carbon Dioxide Fire-Extinguishing System	NFPA 12
Halon 1301 Fire-Extinguishing Systems	NFPA12A
Dry-Chemical Extinguishing Systems	NFPA 17
Wet-Chemical Extinguishing Systems	NFPA 17A
Water-Based Fire Protection Systems	NFPA 25
Fire Alarm Systems	NFPA 72
Smoke and Heat Vents	NFPA 204
Water-Mist Systems	NFPA 750
Clean-Agent Extinguishing Systems	NFPA 2001

Fire Department Connections - Visible

Location Fire department connections shall be located on the street side of buildings, fully visible and recognizable from the street or nearest point of fire department vehicle access.



Records Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained.

Access Immediate access to fire department connections shall be maintained at all times and without obstruction by fences, bushes, trees, walls or any other fixed or moveable object.



Ceiling Clearance Storage shall be maintained 2 feet or more below the ceiling in non-sprinklered areas of buildings or not less than 18 inches below sprinkler head deflectors in sprinklered areas of buildings.

COMMERCIAL KITCHEN HOODS

Inspection Hoods, grease-removal devices, fans, ducts and other appurtenances shall be inspected at intervals specified in Table 609.3.3.1. Inspections shall be completed by qualified individuals.

Grease Accumulation If during the inspection it is found that hoods, grease-removal devices, fans, ducts or other appurtenances have an accumulation of grease, such components shall be cleaned in accordance with ANSI/IKECA C 10.

Records Records for inspections shall state the individual and company performing the inspection, a description of the inspection and when the inspection took place. Records for cleanings shall state the individual and company performing the cleaning and when the cleaning took place. Such records shall be completed after each inspection or cleaning and maintained.

Tags When a commercial kitchen hood or duct system is inspected, a tag containing the service provider name, address, telephone number and date of service shall be provided in a conspicuous location. Prior tags shall be covered or removed.

Extinguishing System Service Automatic fire extinguishing systems protecting commercial cooking systems shall be serviced:

1. Where changes in the cooking media, positioning of cooking equipment or replacement of cooking equipment occur in existing commercial cooking systems
2. At least every six months and after activation of the system

WHAT IS A KNOX BOX?

A key safe, mounted on the exterior wall of a building, which only the Fire Company is able to open. During a fire alarm activation or a fire, the Fire Company opens the Knox Box and uses the building keys to enter the building rather than forcibly entering the building. Using the Knox Box reduces response times, minimizes property damage and reduces the potential for injury.

Applications are available to purchase online. To order, please visit www.knoxbox.com.



TABLE 609.3.3.1

COMMERCIAL COOKING SYSTEM INSPECTION FREQUENCY

TYPE OF COOKING OPERATIONS	FREQUENCY
High-volume cooking operations such as 24-hour cooking, charbroiling or wok cooking	3 months
Low-volume cooking operations such as places of religious worship, seasonal businesses and senior centers	12 months
Cooking operations utilizing solid fuel burning cooking appliances	1 month
All other cooking operations	6 months

STORAGE

Equipment Rooms Combustible material shall not be stored in boiler rooms, mechanical rooms, electrical equipment rooms or in fire command centers.

Working Space and Clearance A working space of not less than 30 inches in width, 36 inches in depth and 78 inches in height shall be provided in front of electrical service equipment. Where the electrical service equipment is wider than 30 inches, the working space shall not be less than the width of the equipment. No storage of any materials shall be located within the designated working space.

INCORRECT X



CORRECT ✓



EXTENSION CORDS AND SPACE HEATERS

Extension Cords Extension cords and flexible cords shall not be a substitute for permanent wiring. Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings or floors or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall be used only with portable appliances.

Power Supply Portable, electric space heaters shall be plugged directly into an approved receptacle.

Extension Cords Portable, electric space heaters shall not be plugged into extension cords.

Prohibited Areas Portable, electric space heaters shall not be operated within 3 feet of any combustible materials. Portable, electric space heaters shall be operated only in locations for which they are listed.

Unapproved Conditions Open junction boxes and open-wiring splices shall be prohibited. Approved covers shall be provided for all switch and electrical outlet boxes.

COMPRESSED GAS CYLINDERS

Compressed gas containers, cylinders and tanks shall be secured to prevent falling caused by contact, vibration or seismic activity.



SIGNAGE

Rooms containing sprinkler risers and valves, utility (electric, gas, and water) shutoff valves or other fire detection, suppression or control elements shall be identified for the use of the fire department. Approved signs shall be constructed of durable materials, permanently installed and readily visible.



FIRE EXTINGUISHERS

Conspicuous Location Portable fire extinguishers shall be located in conspicuous locations where they will be readily accessible and immediately available for use. These locations shall be along normal paths of travel, unless the fire code official determines that the hazard posed indicates the need for placement away from normal paths of travel.

Unobstructed and Unobscured Fire extinguishers shall not be obstructed or obscured from view. In rooms or areas in which visual obstruction cannot be completely avoided, means shall be provided to indicate the locations of extinguishers.

Hangers and Brackets Hand-held portable fire extinguishers, not housed in cabinets, shall be installed on the hangers or brackets supplied. Hangers or brackets shall be securely anchored to the mounting surface in accordance with the manufacturer's installation instructions.

Extinguishers Weighing 40 Pounds or Less Portable fire extinguishers having a gross weight not exceeding 40 pounds shall be installed so that its top is not more than 5 feet above the floor.

Extinguishers Weighing More Than 40 Pounds Hand-held portable fire extinguishers having a gross weight exceeding 40 pounds shall be installed so that its top is not more than 3.5 feet above the floor.

Floor Clearance The clearance between the floor and the bottom of the installed hand-held extinguishers shall not be less than 4 inches.

Maintenance Fire extinguishers shall be subjected to maintenance at intervals of not more than 1 year, at the time of hydrostatic test, or when specifically indicated by an inspection.

Charged Portable fire extinguishers shall be maintained in a fully charged and operable condition and kept in their designated places at all times when they are not being used.



READYMONTCO

Emergencies can happen any time and any place. It's important that you receive direction and information from emergency officials. By signing up for ReadyMontco, you can receive information about emergencies in Lansdale Borough.

In addition, you can receive information about emergencies happening in Bucks, Delaware, Montgomery and Philadelphia Counties by signing up for other areas that may be important to you.

www.readymontco.org

Be Alert • Be Informed
READYMONTCO



www.ReadyMontco.org

Powered by Montgomery County Department of Public Safety

COMMERCIAL FIRE INSPECTION CHECKLIST

BUILDING EXTERIOR

OK	NO	
		Natural gas meters are protected from vehicle impact
		Propane or fuel storage and dispensers protected from vehicle impact
		Combustible storage is clear of the structure and not under exit stairs
		Exit stairways in good repair
		Exits and exit paths from the structure to the public way are unobstructed
		Emergency exit discharge lighting present and working
		Outside dumpsters are kept at least 5 feet away from combustible walls, windows, doors, overhangs and lid kept closed
		Combustible ground cover (bark dust) is clear of discarded cigarettes
		Provisions for safe cigarette disposal are provided
		Dryer lint traps and vents are clear of lint build-up if applicable
		Electrical outlets and electrical connections are in good condition
		Exterior water flow alarm has a sign stating "Call 9-1-1"
		Exterior doors to fire alarm panel, sprinkler risers and electrical room are labeled

BUILDING INTERIOR AND COMMON AREAS

OK	NO	
		Hallways and corridors are clear and unobstructed for exiting
		Emergency lighting tested and working
		Exit signs present and illuminated exit signs are functional
		Exit doors open from the inside without the use of key, special knowledge or effort
		Exit ways and doors are unlocked when building is occupied
		Main door has a sign inside above the door stating, "This Door To Remain Unlocked When Building is Occupied." You won't need this sign with approved panic hardware that unlocks the door for exiting
		Combustible material is not stored in boiler rooms, mechanical rooms or electrical equipment rooms
		Combustible storage maintained at least 2 feet below the ceiling or 18 inches below sprinkler heads
		Compressed gas containers, cylinders and tanks are secured to prevent falling
		Fire rated, self-closing doors close completely and latch (not propped open)
		Electrical outlets and electrical connections are in good condition Interior finishes (sheetrock, floors, ceilings) are in good condition
		Minimum of one size 2A:10BC or larger portable fire extinguisher mounted within 75 feet of travel from anywhere on the same floor
		Interior doors to fire alarm panel, sprinkler risers and electrical room are labeled

COMMERCIAL FIRE INSPECTION CHECKLIST

(CONTINUED)

ELECTRICAL		
OK	NO	
		A working space of not less than 30 inches wide (or width of equipment), 36 inches deep and 78 inches high is provided in front of electrical service equipment. No storage within this designated work space
		Multi-plug power taps are listed and equipped with over-current protection
		Multi-plug power taps are directly connected to permanently installed receptacle (not to an extension cord or another power tap)
		Multi-plug power tap cords and extension cords do not extend through walls, ceilings, floors, under doors or floor coverings and are not subject to environmental or physical damage
		Use of extension cords is limited to one portable appliance per cord and plugged directly into an electrical outlet
		Extension cords and flexible cords are not used as a substitute for permanent wiring
		Heat producing appliances have proper clearance from combustibles

COOKING		
OK	NO	
		A Class K fire extinguisher is mounted within 30 feet of commercial cooking equipment where vegetable or animal oils are used
		Commercial cooking hood and duct fire protection systems semi-annual inspection, testing and maintenance report is current and available on site
		Hoods, grease removal devices, fans, ducts and other appurtenances are cleaned to bare metal. Cleaning has been recorded and records state the extent, time and date of cleaning. Records are maintained on premises.
		Maximum frequency is 6 months; more frequent inspection and cleaning may be required

ACCESSORY USES		
OK	NO	
		Storage area interior finish (sheetrock, floors, ceiling) have no damage creating penetrations
		Storage of chemicals and flammable combustible liquids in compliance with the fire code
		Boiler, furnace and mechanical rooms free from combustible storage
		Storage type and building use has not changed from what was originally approved or the Fire Marshal has been consulted or the change was completed under a permit from the Borough
		Meeting rooms (if greater than 49 person capacity) have 2 unobstructed exits, exit signs and a posted occupant load

COMMERCIAL FIRE INSPECTION CHECKLIST

(CONTINUED)

FIRE PROTECTION		
OK	NO	
		Fire hydrants unobstructed with a minimum of 3 feet clear space around each
		Fire Department Connections (FDC) visibly and physically unobstructed
		FDC caps in place (if missing maintenance is required)
		Annual inspection & test report for fire sprinkler system is current and available
		Annual inspection & test report for fire sprinkler monitoring system and/or fire alarm system is current and available
		Fire protection systems & components are in operative condition and all needed repairs are completed
		Access to fire alarm panel and sprinkler riser is clear and unobstructed
		Fire extinguishers are visible and accessible and mounted
		Where fire extinguishers are visually obstructed, an approved means is provided to indicate its location
		A minimum of one 2A10:BC portable fire extinguisher is provided within 75 feet of travel distance from anywhere in the business on each floor
		Fire extinguishers are serviced and equipped with an annual inspection tag from a qualified company

FIRE DEPARTMENT ACCESS		
OK	NO	
		Driveways (fire lanes) unobstructed with a 20 foot minimum width and a 13.5 foot minimum clearance height
		Fire lane markings or signs in good condition and enforced
		Address numbers and suite numbers visible for emergency response
		Fire Department Knox box in place when required and keys for common areas, fire protection equipment and roof access are current

WE'RE HERE TO HELP!

There are multiple ways to find the assistance you need.



(p) 215-368-1691
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www.lansdale.org