



Commercial Business Building and Fire Life Safety Checklist

Questions regarding these requirements may be directed to:
Building - 435-734-6604 OR Fire - 435-730-6685

OCCUPANCY INFORMATION (Building Department Only)

Date of inspection: _____ Time: _____ Address: _____
Business Name: _____ Owner/Operator contact: Name: _____
Phone #: _____ Email: _____
Occupancy Type: _____ Change from previous use? YES NO _____
Approximate Square Feet: _____ Calculated Occupant Load: _____
Required Exits: _____ Fire Extinguishers: _____

BUILDING

- _____ Business address is posted on the building.
- _____ The entrance to the building, as well as sidewalks and travel paths from the street or parking lot, are free of tripping hazards and storage.
- _____ Steps, ramps, handrails, guardrails and landings are installed in proper locations, secured and in good working condition.
- _____ The path of egress from within the building is clear of storage, debris, and obvious to the staff and patrons. (operational and unobstructed.)
- _____ Exit doors are in good working order, unblocked and visible as an exit.
- _____ Exit door handles and hardware meet ADA requirements.
- _____ All area's of the business must be free of egress blocking items such as boxes, appliances, and barriers along the egress path.
- _____ No structural damage to building.

MECHANICAL

- _____ Mechanical equipment is accessible for maintenance and repair with proper working clearances.
- _____ Combustible materials and storage are cleared away from heat producing sources.
- _____ Combustion air is properly supplied to fuel burning appliances.
- _____ Furnace and water heater flue properly vent to the exterior of the building, and are properly sloped for exhausting, and free of damage.

PLUMBING

- _____ Plumbing fixtures are maintained, have proper clearances for operation, and remain accessible to employees and the general public.
- _____ Water heaters are properly connected to gas and vent systems.
- _____ Water heater is strapped to wall or support.
- _____ The water heater pressure relief valve and discharge pipe are in good working order and the discharge pipe points downward and terminates not higher than 12 inches above the floor.

ELECTRICAL

- _____ Electrical panels, electrical meters, transformer boxes and other major electrical components should not be blocked from maintenance access. Electrical equipment boxes must be “readily accessible.”
- _____ Exit signage must be illuminated, and functional.
- _____ Emergency lighting must work when tested.
- _____ Switches, outlets, lights, appliances and other electrical equipment must be clean and maintained in working order with covers in place and installed properly with no damage.
- _____ Extension cords and plug strips must be:
 - A. Used only for portable equipment.
 - B. Sized for the ampacity of the equipment
 - C. In good condition with proper grounding.
 - D. Protected from physical damage.
 - E. Not used as in wall rated cabling.
 - F. Listed and plug strips having integrated overcurrent protection devices.
- _____ No uncovered electrical boxes, exposed wiring, or missing faceplates.

ACCESSIBILITY

- _____ Accessibility requirements must be provided to meet the requirements of the Americans with Disabilities Act. (ADA)
- _____ Parking stalls are painted and accessible routes from parking to building must be maintained.
- _____ Doors in business have the proper hardware for ADA compliance.
- _____ Point of Sale locations must have ADA compliant counters.
- _____ Public restrooms must have ADA complaint toilets, grab bars, sinks, and signage.
- _____ Parking stalls in existing business meet ADA requirements? YES NO

FIRE PROTECTION

- _____ A minimum 5 pound (2-A: 10-B: & C) fire extinguisher must be provided within the business. Additional extinguishers may be required depending on the size of the building and type of business.
- _____ All fire extinguishers should be "tagged" indicating a current inspection, and certification has been completed.
- _____ Fire extinguishers should be mounted on walls, in visible locations, and not mor then 5 feet above the floor.
- _____ Fire alarm systems, (smoke, horn/strobes) should be operable and tagged indicating a current inspection and certification has been completed.
- _____ Fire sprinkling systems should be operational, and tagged indicating a current inspection and certification has been completed.
- _____ A fire evacuation plan should be posted indicating exits, and travel paths in the event of a fire or other emergency.
- _____ Storage of flammable or combustibile liquids are prohibited unless stored in an approved location.

COMMENTS

Applicant has _____ days to complete correction items. Notify Brigham City building department upon completion for reinspection. Destry Larsen 435-734-6604.

_____ Building Official Signature: *Tracy Halladay*