

Fire Marshal's Office
Fire Protection Systems Inspection Procedures

Initial construction must have the following witnessed by the Building Inspector:

Before Close-In

1. Wall close in with all penetrations through rated assemblies sealed and fire stopped in accordance with approved systems.
2. Signs or stencils shall be in place at ceiling close in identifying rated fire/smoke walls, barriers, and partitions.
3. Ceiling close in after inspection of all sprinkler system components completed
4. Ceiling close in after inspection of grease duct cooking system.

Fire Code occupancy requirements-Minimum

1. In service Fire Alarm
2. In service Sprinkler System
3. In service Emergency Power
4. In service Exit Ways
5. In service Stair Pressurization (If required)
6. Phase I/ Phase II Elevator Recall (If required)
7. One (1) fully finished floor as buffer (if multiple floors)
8. Smoke control systems
9. BDA systems tested and accepted
10. Functional Test – All fire/smoke dampers
11. Posting of occupant load in every room or space of assembly occupancies
12. All construction **MUST** be completed, to include painting for Final Inspections

Certificate / Documents needed:

1. Underground fire service main test
2. Above ground sprinkler test certificate
3. Certificate of completion per fire alarm/ sprinkler installation
4. Central Station Certificate per protected property (UL)
5. All flame spread and smoke-developed ratings verified via specs or approved submittals
6. MSDS (Material Safety Data Sheets)
7. Smoke control and stair pressurization commissioning documentation
8. Generator commissioning documentation
9. Special Inspections certification for Fireresistant penetrations and joints in high-rise or risk category III or IV buildings

General requirements of the Fire Marshal's Office:

1. All weather roadways
2. Water supply (hydrants or other approved water supply)
3. Trash removal
4. All utility services
5. Parking in the building is to be approved in advance
6. Introduction of furnishings and combustibles to be approved in advance