

Town of Van Buren
FIRE SAFETY INSPECTION FORM
2020 Fire Code of New York State (FC)
2020 Property Maintenance Code of New York State
(PMC)

Date:	Inspected By:	NYS-CEO #:
Facility:	Client:	
(Address)		
Building Name(s):	Building Numbers:	
Code Enforcement Jurisdiction: Town of Van Buren Other:		
Occupancy Classification(s): Construction Classification:		
Comments:		

No	Topic	Code Section	In Compliance	Needs Correction	Not Applicable	Comment
1	GENERAL:					
	Evacuation drills & reports	FC 405.1 & FC 405.5				Frequency: Annually for B occupancies with an occupant load of 500 or more, or more than 100 persons above or below the lowest level of exit discharge
	Emergency evacuation plan	FC 404.1				
	Employee training program	FC 406.3				
	Hazard communication (SDS available)	FC 407.2				Physical Copy Electronic Copy
	Portable electric space heaters	FC 604.10				
	Fire alarm testing reports	FC 901.6, NFPA 72 (2016)				Frequency: Annual, see Supplemental Materials (A)
	Sprinkler system inspection/testing reports	FC 901.6, NFPA 25 (2017)				Frequency: Annual, see Supplemental Materials (B)
	Fire pump inspection/test reports	FC 901.6, NFPA 25 (2017)				Frequency: Varies, see Supplemental Materials (C)
	Fire extinguisher inspection records	FC 901.6, NFPA 10 (2018)				Frequency: Annual
	Special suppression system inspection records (kitchen, clean agent, etc.)	FC 901.6				Frequency: Varies per type of special suppression system
	Elevator inspection records	PMC 606.1, ASM E A17.1				Frequency: Annually

Emergency power supply system & lighting inspection reports	FC 1203.5, NFPA 110 (2016)				Frequency: Varies, see Supplemental Materials (D) and/or written schedule

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2	EGRESS					
	Two means of egress	FC 1006.1				
	Exit width (aisles <50 - 36" main aisles >50 - 44")	FC 1020.2				
	No obstructions/storage	FC 1003.6				
	Exits not blocked by furnishing or decorations	FC 1031.6				
	Exits and exit discharge properly illuminated	FC 1008.1				
	Walking surface secure and slip free	PMC 305.3 & 305.4				
	Exit signage & illumination	FC 1031.4				
	Door swing in direction of egress	FC 1010.1.2				
	No dead bolts or locks	FC 1010.1.9.4				
	Doors operate properly (self-closing & latch)	PMC 703.4.3				
	No door wedges	PMC 703.1				
	Hold-open devices maintained	PMC 703.4.2				
	Interior stairway maintained	PMC 305.4				
	Handrails/guards	PMC 305.5				
	Exterior exit discharge clear/maintained	FC 1031.2				
	Exterior stairway maintained	PMC 304.10				
3	FIRE-RESISTANCE RATINGS:					
	Fire-resistance-rated assemblies	PMC 703.1				
	Opening protectives	PMC 703.4				
4	FIRE PROTECTION SYSTEMS:					
	Fire alarm and detection system	FC 907				Indicate Type of System: Addressable Zoned
	Operable (no troubles)	PMC 704.1				
	Pull stations	FC 907.4.2				
	Smoke detection	FC 907.4.3				
	Carbon monoxide alarms	FC 915				

	Audible notification appliances	FC 907.5.2.1				
	Visible notification appliances	FC 907.5.2.3				
	Sprinkler system	FC 903				Indicate Type of Sprinkler System NFPA 13 NFPA 13R NFPA 13D

No	Topic	Code Section	In Compliance	Needs Correction	Not Applicable	Comment
	Sprinkler valves supervised or locked in open position	FC 903.4				
	Sprinkler obstructions (storage 18")	FC 315.3.1				2020 code change – see exception #2; the 18" ceiling clearance is not required for storage along walls
	FDC obstructions/capped	FC 912				
	Sprinkler system monitored by fire alarm system	FC 903.4.1 & 903.4.2				
	Commercial cooking systems	FC 904.12				
	Kitchen extinguisher Class K for suppression systems	FC 906.4				
	Standpipe system	FC 905				
	Occupant hoses stations	FC 905.5				
	Fire hydrants operational	FC 507.5				
	Hydrants obstructed	FC 507.5.4 & 507.5.5				
	Fire extinguishers	FC 906				
	Proper type	FC 906.3				
	Proper location/visible	FC 906.5 & 906.6				
	Hung-up or in cabinet	FC 906.7 & 906.8				
	Properly tagged, inspected, and sealed	FC 906.2 & NFPA 10 (2018)				
5	FIRE DOORS:	NFPA 80 (2016)				
	No holes or breaks exist in surfaces of door or frame	NFPA 80, 5.2.3.5.2(2)				
	The door, frame, hinges, hardware, are in working order	NFPA 80, 5.2.3.5.2(4)				
	Door clearances are compliant	NFPA 80, 4.8.4, 6.3.1.7				
	No parts are missing or broken	NFPA 80, 5.2.3.5.2(5)				
	Self-closing devices are operational	NFPA 80, 5.2.3.5.2(7)				

	Coordinator operational	NFPA 80, 5.2.3.5.2(8)				
	Latching hardware secures doors properly	NFPA 80, 5.2.3.5.2(9)				
	No field modifications	NFPA 80, 5.2.3.5.2 (11)				
	Smoke door gaskets installed with no voids	NFPA 80, 5.2.3.5.2 (12)				

No	Topic	Code Section	In Compliance	Needs Correction	Not Applicable	Comment
6	ELECTRICAL:					
	Electrical devices undamaged & free from shock hazard	FC 604.1				
	Extension cord not used for permanent wiring	FC 604.5				
	Extension cord used properly (no splices or multiple cords)	FC 604.5.3				
	Extension cords not properly grounded	FC 604.5.4				
	No open junction boxes or open wiring splices	FC 604.6				
	GFCI receptacles in Bathrooms	PMC 605.2				
	Electrical panel covers in place	FC 604.1				
	Electrical panel working clearance (30" wide, 36" deep, 78" high)	FC 604.3				
	No storage in electrical rooms	FC 315.3.3				
	Flexible cords shall not be run through doors, windows, or cabinets, or concealed in walls, floors, or ceilings.	PMC 605.4				
7	PLUMBING:					
	Fixtures properly installed and maintained	PMC 504.1				
	Potable water provided	PMC 505.1				
	Hot water provided	PMC 505.4				
	Drinking fountain provided	PMC 502.4.1				
	Plumbing system hazards	PMC 504.3				
8	MECHANICAL/ HEATING/COOLING:					
	Minimum building temperature 68 degrees (required 9/15 – 5/31)	PMC 602.3				

	Heating equipment operational (boiler/furnace)	PMC 603.1				
	Chimney/vent operating properly	PMC 603.2				
	Proper clearances maintained	PMC 603.3				
	Safety controls maintained	PMC 603.4				
	Combustion air provided	PMC 603.5				
	Fire/smoke dampers maintained	FC 706.1, NFPA 80, 19.5.1				1 year after acceptance testing, then every 4 years thereafter

No	Topic	Code Section	In Compliance	Needs Correction	Not Applicable	Comment
	Mechanical equipment and appliances maintained	PMC 603.1				
	Clothes dryer exhaust	PMC 403.5				
9	HAZARDOUS MATERIALS:					
	Proper storage (cabinets or designated rooms)	FC 5004				
	Storage within allowable quantities	FC 5003.1.1				
	Compressed gas containers, cylinders, and tanks secured	FC 5303.5.3				
10	STORAGE/WASTE:					
	Combustible storage orderly	FC 315.3				
	Combustibles not stored near ignition sources	FC 315.3				
	Ceiling clearances (18" sprinklers, 24" non-sprinklered)	FC 315.3.1				
	No fueled equipment (e.g. lawn care or snow removal) stored in bldg.	FC 313.1				
	Accumulation and disposal of rubbish and garbage	PMC 308				
11	EXTERIOR:					
	Fire lanes maintained clear	FC 503.4				
	Fire hydrants maintained	FC 507.5.2				
	Exterior vegetation properly maintained	FC 304.1.2				
	Exterior waste materials properly containerized	FC 304.3				
	Sidewalks in good condition	PMC 302.3				

(A) Fire Code Section 508.1.6 – Fire Command Center – Required features

	In Compliance	Needs Correction	Not Applicable	Comment
1. The emergency voice/alarm communication system control unit.				
2. The fire department communications system.				
3. Fire detection and alarm system annunciator.				
4. Annunciator unit visually indicating the location of the elevators and whether they are operational.				
5. Status indicators and controls for air distribution systems.				
6. The fire fighter's control panel required by Section FC909.16 for smoke control systems installed in the building.				
7. Controls for unlocking <i>stairway</i> doors simultaneously.				
8. Sprinkler valve and water-flow detector display panels.				
9. Emergency and standby power status indicators.				
10. A telephone for fire department use with controlled access to the public telephone system.				
11. Fire pump status indicators.				
12. Schematic building plans indicating the typical floor plan and detailing the building core, <i>means of egress</i> , <i>fire protection systems</i> , fire-fighter air-replenishment systems, fire-fighting equipment and fire department access, and the location of <i>fire walls</i> , <i>fire barriers</i> , <i>fire partitions</i> , <i>smoke barriers</i> and smoke partitions.				
13. An <i>approved</i> Building Information Card that includes, but is not limited to, all of the following information:				
13.1. General building information that includes: property name, address, the number of floors in the building above and below grade, use and occupancy classification (for mixed uses, identify the different types of occupancies on each floor) and the estimated building population during the day, night and weekend;				
13.2. Building emergency contact information that includes: a list of the building's emergency contacts including but not limited to building manager, building engineer and their respective work phone number, cell phone number and e mail address;				
13.3. Building construction information that includes: the type of building construction including but not limited to floors, walls, columns and roof assembly;				
13.4. <i>Exit access stairway</i> and <i>exit stairway</i> information that includes: number of <i>exit access stairways</i> and <i>exit stairways</i> in building; each <i>exit access stairway</i> and <i>exit stairway</i> designation and floors served; location where each <i>exit access stairway</i> and <i>exit stairway</i> discharges, <i>interior exit stairways</i> that are pressurized; <i>exit stairways</i> provided with emergency lighting; each <i>exit stairway</i> that allows reentry; <i>exit stairways</i> providing roof access; elevator information that includes: number of elevator banks, elevator bank designation, elevator car numbers and respective floors that they serve; location of elevator machine rooms, control rooms and control spaces; location of sky lobby; and location of freight elevator banks;				
13.5. Building services and system information that includes: location of mechanical rooms, location of building management system, location and capacity of all fuel oil tanks, location of emergency generator and location of natural gas service;				
13.6. <i>Fire protection system</i> information that includes: location of standpipes, location of fire pump room, location of fire department connections, floors protected by automatic sprinklers and location of different types of <i>automatic sprinkler systems</i> installed including but not limited to dry, wet and pre-action;				
13.7. Hazardous material information that includes: location and quantity of hazardous material.				
14. Work table.				
15. Generator supervision devices, manual start and transfer features.				
16. Public address system, where specifically required by other sections of this code.				
17. Elevator fire recall switch in accordance with ASME A17.1/CSA B44.				
18. Elevator emergency or standby power selector switch(es), where emergency or standby power is provided.				