

City of Steamboat Springs

Pre Inspection Guide

Roof Openings: Look for any ceiling tiles or holes in the sheetrock ceiling or walls that need to be replaced.

Exit Provided and In Order: Look for obstructions in exit corridors and exit ways. There shall be no thumb locking deadbolts on exit doors except main entry door. All exit doors shall open outward, exit signs must be illuminated at all times and indicate direction of exit if occupant load is 50 or more.

Stairways Provided and In Order: Stairways shall be kept clear with storage prohibited on or under any stairway. Stairwells greater than 4 floors require stairway ID.

Emergency Lighting: All emergency lighting shall be operable.

Portable Extinguishers In Order: All portable fire extinguishers shall be a (5 lb.A B C rated extinguisher) serviced and tagged once a year. All extinguishers shall be mounted in a visible and obvious location.

Alarm System: Alarm system must be in good working order, accessible and inspected within the last 12 month period.

Sprinkler System: Sprinkler systems shall be serviced and tagged once a year. Control room should be free from combustibles and accessible. Control valves shall be fully open and heads clean, undamaged and unobstructed with a minimum of 18 inches clearance.

Smoke or Heat Detectors: Must be operable, undamaged and monitored if part of a fire alarm system. If battery operated, insure that the battery is in the detector and working properly.

Fire Department Connection: Shall be unobstructed and undamaged.

Proper Wiring: Wiring shall not be exposed or damaged. All wire/switch boxes must be covered and no open slots allowed in electric panels.

Extension Cords and Multi-plug Adapters: Extension cords may not be used as permanent wiring. They must be replaced with permanent wiring installed by a licensed electrician. Improperly sized extension cords must be replaced with approved UL listed cords of appropriate size. Multi-plug adapters that are not UL listed or that are overloaded, shall be removed.

Good Housekeeping: All exit-ways, storage rooms and aisles must remain clean and clear at all times. Storage of combustibles is not permitted in boiler, mechanical or electrical rooms. Attics and under floor spaces cannot be used for storage of combustible materials unless fully sprinklered or the space meets that of 1 hour construction. Storage below a ceiling should be orderly and maintained not less than 2 feet from ceiling and not less than 18 inches below sprinkler heads. Fueled equipment shall not be stored, operated or repaired within a building.

Storage of Flammable Liquids: Paints, varnishes, lacquers, stains, fuels, solvents, etc shall not be stored inside a building unless stored in an approved flammable liquids storage cabinet.

Heating Devices: Heating appliances shall be properly vented and have an adequate source of combustion air. Proper distance or shielding shall be maintained (30") to combustible materials.

Hot Water Tanks: Hot water heaters must be accessible, properly vented and have adequate source of combustion air. Proper distance or shielding shall be maintained (30") from any combustibles.

Electric Panels: Clear access shall be maintained to and within 3 feet of all panels from all combustibles.

Gas and Water Shutoff: Shall be accessible and protected from damage.