



Athens-Clarke County Fire & Emergency Services



5.1.4 Building Final Fire 100% Inspection

Inspection Basics	Pass	Fail
1. Is the building address posted and visible from the street?		
2. Are the Approved plans on-site?		

If any of these is "No," the inspection may be failed immediately

General Requirements	Pass	Fail
3. Have all required inspections and permits been passed (fire suppression, fire alarm, site inspection if necessary, etc)? Have the needed routine (typically annual) fire protection system inspections been completed and documentation available for existing buildings?		
4. If a fire alarm system is provided, is a Knox Box installed and secured with labeled contents (master keys, fire alarm keys, any other door keys, and emergency contact information)?		
5. Are ALL paths in the means of egress throughout the space clear of any obstructions, including door swing, furniture, or planned storage areas?		
6. Are all doors along the means of egress free of any locking devices that secure the doors from the egress side? See these code sections for specific exceptions. If the assembly occupant load exceeds 50, is panic hardware included on all egress doors?		
7. Are maximum occupant load signs posted for all rooms with more than 50 persons? Multipurpose rooms may need a seating plan.		
8. Can all egress stairwell doors be opened from BOTH sides?		
9. Are all exit signs installed per the approved plan and clearly illustrate the path of egress from any location in the areas with more than one required exit?		
10. Is emergency lighting provided throughout the path of egress?		
11. Do all exit signs and emergency lights function properly when primary power is removed (do not just push the test button on each device, but shut down primary power where possible)?		
12. Are fire extinguishers (minimum 2A:10BC rated) provided at EACH exit, near cooking areas, AND within 75 feet of travel distance? Each fire extinguisher must be tagged with the date of installation/inspection (additional extinguishers may be required for special hazards).		
13. Does the owner/occupant understand storage arrangement and height limitations? Storage is prohibited in most electrical, sprinkler, mechanical, or stairwell areas. Check for high-pile storage.		
14. Does all wiring appear to be secured and completed per the applicable National Electric Code, including extension cords for temporary wiring only and required clearances from electrical panels? All circuit breakers and disconnects should be labeled.		

700 College Avenue
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Honesty

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General Requirements	Pass	Fail
15. Are all fire or smoke-rated walls/barriers/partitions labeled on their surfaces above the ceiling (ex: "ONE HOUR FIREWALL")? Are all penetrations properly sealed?		
16. Are smoke alarms and/or carbon monoxide alarms required? Are they appropriately installed and connected to the fire alarm system if required?		
17. Have the doors to all electrical, mechanical, elevator equipment, roof access, and fire protection equipment rooms been labeled properly?		
18. Are all interior stairwells labeled with the stair number, floor number, available roof access, and exit level? For buildings more than three stories in height, see specific mandatory requirements.		
19. Are all exterior sprinkler, fire alarm, or stairwell doors labeled for fire department access ("Sprinkler Room," "Stair 1," "Fire Alarm Control Panel")? Any non-functioning doors must be labeled "THIS DOOR BLOCKED"? Are "FIRE EXIT - DO NOT BLOCK" signs needed for any exterior doors near storage or other items?		
20. Are all ADA requirements met?		
21. Where multiple utility meters are provided, are they labeled as to what unit or address they serve?		
22. Have all tanks, containers, and doors to rooms containing hazardous materials been labeled per NFPA 704 (red, yellow, and blue diamond)?		
23. Is the permanent address posted and visible from the street? Are the suite numbers clearly posted in multiple tenant buildings, including on the exterior rear doors?		

The above is not an all-inclusive list – all buildings must meet all NFPA, International Fire Code, and State of Georgia requirements. Please refer to Chapter 120-3-3, Rules and Regulations of the Safety Fire Commissioners website.

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