

CITY OF SNYDER FIRE DEPARTMENT  
FIRE MARSHAL'S OFFICE  
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## PRE-INSPECTION CHECKLIST

### What are some common violations?

Some common fire code violations include blocked or obstructed exits, improper use of extension cords, failure to maintain fire extinguishers, missing or non-functional emergency lighting, and improper storage of combustible materials. Additionally, businesses often overlook annual inspections for sprinkler and fire alarm systems, failure to label hazardous materials properly, and obstructed fire lanes or hydrants. Addressing these issues before an inspection can help ensure compliance and improve overall fire safety.

View the list below to help prepare for your fire inspection:

#### GENERAL FIRE SAFETY

- Keep all hallways, exits, and stairwells completely clear of storage or obstructions (IFC 1031.3)
- Ensure electrical panels are accessible, labeled, and not blocked (IFC 605.3)
- Extension cords should not be used as permanent wiring (IFC 605.5)
- Only approved surge protectors should be used for multiple devices (IFC 605.4)
- Remove any excessive combustible storage, keeping at least 24" clearance from the ceiling or 18" below sprinkler heads (IFC 315.3.1)

#### EXITS & EMERGENCY LIGHTING

- Exit doors must open easily and remain unblocked at all times (IFC 1008.1)
- Illuminated exit signs must be functional and visible (IFC 1013.1)
- Emergency lighting must be operational and tested regularly (IFC 1031.10)

#### FIRE PROTECTION EQUIPMENT

- Fire extinguishers must be mounted, visible, and inspected annually (IFC 906.2)
- Sprinkler systems must have annual inspections and proper maintenance (IFC 901.6)
- Fire alarm systems must be tested annually and in good working order (IFC 907.9.5)
- If applicable, commercial kitchen hood suppression systems must be inspected every six months (IFC 609.3.3)

#### OUTDOOR & BUILDING EXTERIOR

- Fire lanes must be clear, properly marked, and accessible (IFC 503.3)

- The building's address must be clearly visible from the street with at least 4-inch numbers (IFC 505.1)
- Fire Department Connection (FDC) must be unobstructed with caps in place (IFC 912.4)
- If required, Knox Box must be installed and contain current keys (IFC 506.1)

#### HAZARDOUS MATERIALS (IF APPLICABLE)

- All hazardous materials must be properly labeled and stored in approved containers (IFC Chapter 50)
- Flammable liquids should be stored in approved cabinets away from ignition sources (IFC 5704.3)
- Gas cylinders must be secured to prevent falling or tipping (IFC 5303.5.3)

#### ADDITIONAL NOTES

- Review and follow all applicable fire safety protocols for your business type.
- Schedule maintenance for any fire protection systems as needed.
- Conduct routine internal inspections to stay compliant year-round.