



# *Fort Myers Fire-Rescue*

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## **Annual Fire Inspection Check List**

The City of Ft. Myers Fire Prevention Bureau conducts annual inspections of multifamily residential occupancies and commercial businesses. The goal of these inspections is to decrease the number and severity of fires and increase fire safety awareness. Fire violations are generally given 30 days to abate but more serious life safety violations are given less time to abate depending on the seriousness of the violation.

Below is a list of some of the fire code safety violations the Fire Prevention Bureau look for during an annual inspection. You can use this list as a guide to assist you in identifying and correcting potential fire and life safety hazards in your building.

For more information on when your business is scheduled for a fire inspection or general information call the City of Ft. Myers Fire Prevention Bureau at (239) 321-7350

### **Exit & Egress Doors**

1. Three feet (3') of clear space is required in front of every exit door. Remove obstructions from exits, aisles, corridors, and fire escapes.
2. Repair and maintain interior and exterior lighting for corridors, stairways and exits doors.
3. Maintain emergency power battery for exit lighting and exit signs. Maintain 2 bulb illumination at all times.
4. Exit doors may not be equipped with any kinds of deadbolt or latch which requires the use of a key or any special knowledge or effort to open the door from the inside.

### **Electrical**

1. Extension cords cannot be used permanently in any business. Only UL listed fused, or circuit breaker surge suppressors may be used for non-permanent appliances like calculators, desk lamps, typewriters and computers. Surge suppressors must be plugged directly into the wall receptacle. Large, fixed appliances like refrigerators, freezers, and other large equipment cannot be powered using extension cords or power cords.

2. No wiring or cords may extend through walls, ceilings, and floors or under doors.
3. Replace worn or frayed wires to minimize fire hazard.
4. All electrical receptacles must have cover plates and exterior receptacle's weather cover guards
5. Repair openings in fire resistive constructions around conduit (walls, ceilings, and unsealed chases)
6. Minimum clearance of 30 inches in front of electrical panels.

### **Extinguishers**

1. Service annually and after each use. Must have valid service tag.
2. Mount where readily available with top no higher than 5 feet from finished floor.
3. Post signs indicating location, if not readily available.
4. Minimum 2A10BC rating (travel distance not to exceed 75')
5. Kitchen hood fire suppression system is to be serviced bi-annually (Contractor shall submit certification to the Fire Prevention Bureau)
6. Kitchen areas shall have a K class extinguisher.

### **Exterior**

1. Remove accumulations of rubbish, weeds, grass, vines, or other vegetation.
2. Remove storage of combustible materials less than 15 feet from property.
3. Hydrant and fire department connection clearances are as follows, 7½ feet in front of and on both sides and 4 feet clearance to the rear to any obstructions such as posts, signs, fences, trash, storage, and other materials, this includes vehicle parking spaces.

### **Storage**

1. Storage shall be kept 2 feet or more below ceilings in non-sprinkled areas and 18 inches below sprinkler deflectors in sprinklered buildings.

#### **FFPC 1: 10.19.3 Ceiling Clearances**

##### **EXPLANATION**

All storage, regardless of the type, shall be kept at least 24 inches below a ceiling in non-sprinklered areas and at least 18 inches below the ceiling in sprinklered areas of the building.

##### **RATIONALE**

By keeping storage at least 24 inches below the ceiling in non-sprinklered buildings, the fire department can direct water over the storage to reach the fire and will also help to minimize the fire spread through the building.

In buildings equipped with automatic fire sprinklers, the storage must be kept at least 18 inches below the ceiling, or the spray pattern issued from the sprinklers will be blocked by the storage, thus keeping water from reaching the fire.

2. Remove storage underneath exit stairs and combustibles from exits.
3. Remove combustible storage from mechanical or electrical equipment rooms or boiler rooms.
4. Remove storage of dumpsters within 10 feet of combustible walls, openings, or roof eave lines
5. Clearance shall be maintained around the path of fire door travel to ensure the doors proper operation and inspection. Keep storage orderly, secure and located so exits from the building will not be blocked.  
(1: 34 .4.2.7)
6. Keep storage orderly, secure and located so exits from the building will not be blocked.

### **Alarm Systems**

1. Maintain in operable condition and test monthly battery smoke detectors.
2. Have fire alarm tested and serviced as needed by a state licensed fire alarm contractor annually (Contractor shall submit certification to the Fire Prevention Bureau)

### **Fire Sprinklers**

1. Service by a State licensed sprinkler contractor annually (Contractor shall submit certification to the Fire Prevention Bureau)
2. Provide approved protective covers for Fire Department connections and intakes.

### **Occupancy Load and Address**

1. Post occupant load sign near main exit.
2. Make sure 10-inch address numbers and letters are clearly visible from the street.

### **Flammable Liquids & Hazardous Materials**

1. Remove flammable liquid near exits and stairways.
2. Provide approved storage cabinet for storage of flammable liquids.
3. Fire Prevention Bureau permit needed to store, handle, or use flammable liquids in excess of permitted amounts. ALL excessive storage of flammable or combustible liquids must be removed from a business. Flammable and combustible liquids may only be stored in their original approved containers.
4. Compressed gas cylinders must be adequately secured to prevent them from falling or being knocked over. Each cylinder must be labeled with its contents.
5. Place hazard identification signs at entrances to locations where hazardous materials are stored.  
Conspicuously mark individual containers, cartons, or packages.

## **General Requirements and Housekeeping**

1. Remove combustibles, trash, and other debris from around the building's exterior.
2. Do not store ANY materials in fire systems equipment rooms including mops, brooms, boxes or any other combustible or flammable material.
3. Keep storage, furnishings, and merchandise three feet (3') away from heat producing equipment to minimize fire risk.
4. Repair holes in walls; replace ceiling panels and other breaches where portions of walls or ceilings have been damaged. This maintains the fire resistive integrity of your building's original construction.
5. No obstructions, including storage are allowed around standpipes, fire hose cabinets, sprinkler valves and hydrants.
6. Keep designated fire lanes around your business clear at all times & maintain worn fire lane signs & marking.
7. Be sure building and gate Knox box keys are up to date. If locks are changed or added contact our office to exchange or add any additional keys.