

TOWN OF CAIRO BUILDING & CODE ENFORCEMENT DEPARTMENT

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The Town of Cairo Code Enforcement/Building Department is required by the 2015 International Fire Code (3rd Printing as adopted by NYS) to perform annual Fire/Safety inspections of Commercial buildings and Multi-family dwellings in the Town of Cairo.

"The purpose of this code is to establish the minimum requirements consistent with nationally recognized good practice for providing a reasonable level of life safety and property protection from the hazards of fire, explosion or dangerous conditions in new and existing buildings, structures and premises, and to provide a reasonable level of safety to fire fighters and emergency responders during an emergency." (Part I—CHAPTER 1 SCOPE AND ADMINISTRATION PART 1—GENERAL PROVISIONS SECTION 101 SCOPE AND GENERAL REQUIREMENTS, [A] 101.3 Intent).

Use the list below to help you to make repairs and/or corrections to your property so that you are in compliance prior to your inspection.

This list **will** help you to avoid possible fines and penalties. (Noncompliance may result in a \$250 fine).

FIRE SAFETY AND PROPERTY MAINTENANCE INSPECTION CHECKLIST:

ITEM/DESCRIPTION
Premises Identification
The property address 911 # shall be legible and visible from the street. Each # shall be at least 4" high w/min. stroke width of ½". BC 501.2 FC 505.1 R319.1
Exterior Property Maintenance and Access
Exterior property and premises shall be free from any accumulation of rubbish or garbage. PM 308.1
Every occupant of a structure shall dispose of all rubbish in a clean and sanitary manner by placing such rubbish in approved containers. PM 308.2
All structures and must be in good repair, be kept clean, be structurally sound and must be treated to prevent decay. PM 302.7 and 304.1
Exterior access should be clear FC304
Fire department connection (if provided) should be clearly visible and readily accessible. BC 912.2 & 4
Lockbox (if provided) should be accessible and have proper keys for complete building access. FC 506
Fire hydrants should be visible and accessible. BC 3308.2 ABC1503.3
Vehicle Impact Protection
Vehicle impact protection is required for: Above ground propane tanks
Vehicle impact protection is required for: Fire department connections.
Vehicle impact protection is required for: Flammable/combustible liquids & other items requiring protection. BC 912.4.3, FC 312, FC2307.5.2, FC 6107. 4, FC 6109.13, FG 412.8.3, MC 304.7, MC1402.2

	Means Of Egress/Exits
	All exit doors, corridors and stairs should be clear and unobstructed. BC 1010.1.2.1 BC 1013.1 BC 1022 FC 1013.1 FC 1022 FC 1031
	All exit doors should readily open from the inside without the use of a key or special knowledge or effort. -Exits with sliding deadbolt locks, hasps or lock bars are prohibited.
	The path of egress travel to exits and within exits shall be marked by readily visible exit signs to clearly indicate the direction of egress travel in cases where the exit or the path of egress travel is not immediately visible to the occupants.
	Exits and exit access doors shall be marked by an approved exit sign readily visible from any direction of egress travel.
	All means of egress shall be properly illuminated when the building is occupied. All emergency lighting units should be operable and properly located to illuminate all portions of the means of egress.
	Exit signs must be in place, be illuminated and have a backup power supply.
	Exit sign placement shall be such that no point in an exit access corridor or exit passageway is more than 100 feet or the listed viewing distance for the sign, whichever is less, from the nearest visible exit sign.
	Intervening means of egress doors within exits shall be marked by exit signs.
	Pivot or side hinged swinging doors shall swing in the direction of the egress travel where serving a room or area containing an occupant load of 50 or more persons or a group H occupancy (High Hazard).
	All required fire doors must be self-closing and latch in the closed position.
	Fire Alarms and Smoke Alarms
	Documentation that the fire alarm system was serviced and a functional performance test performed by a state licensed fire alarm contractor with in the past year should be available at the time of inspection. (A copy of this documentation must be supplied to the code enforcement officer. BC 907)
	Smoke alarms shall be installed in accordance with the code requirements for the occupancy classification of the subject space. In general, there needs to be a smoke alarm or smoke detector connected to an alarm system located on every floor including basements.
	Apartment houses need to have a smoke detector in every bedroom and one location located outside of the bedroom. BC 907.2.1 1. 5 PM 704.2.2 FC 1102.1.2
	Where more than one smoke alarm is required to be installed within an individual dwelling unit or sleeping unit in Group R or I-1 occupancies, smoke alarms shall be interconnected in such a manner that the activation of one alarm will activate all of the alarms in individual unit.
	Physical interconnection of smoke alarms shall not be required where listed wireless alarms are installed and all alarm sound upon activation of one alarm.
	Smoke alarms in existing areas not required to be interconnected where alterations or repairs do not result in the removal of interior wall or ceiling finishes exposing the structure unless there is an attic, crawlspace or basement available that provide access for interconnection without the removal of interior finishes.
	Carbon Monoxide alarms (CO is a poisonous colorless, odorless, tasteless gas. Causes oxygen deprivation, headache, dizziness, decreased pulse and respiratory rates, unconsciousness, and death.)
	CO detection shall be provided in dwelling units sleeping units and classrooms served by fuel burning furnace.
	CO detection shall be allowed to be installed outside of each separate sleeping area in the immediate vicinity of the sleeping unit where the sleeping unit or its attached bathroom does not contain fuel burning appliance and is not served by forced air furnace.
	CO alarms and/or carbon monoxide detectors shall not be required in a building or structure that contains no carbon monoxide source.
	In a dwelling or sleeping unit that contains a carbon monoxide source, a carbon monoxide alarm shall be provided on each story that contains a sleeping area.
	Combination CO/smoke detectors installed in carbon monoxide detection systems shall be an acceptable alternative to carbon monoxide detectors provided such combination detectors are listed in accordance with UL 2075 and UL268.

	CO alarms and carbon monoxide detectors installed in a building or structure constructed prior to 01/01/08 may be battery operated cord type or direct plug. BC915, FC915.
	When more than one carbon monoxide alarm is required to be installed within an individual dwelling unit, sleeping unit, or sleeping area, all CO alarms shall be interconnected.
	Fire Sprinkler and/or standpipe system
	Documentation that the fire sprinkler system was serviced and a functional performance test performed by state license fire sprinkler contractor with in the past year should be available at the time of inspection. (A copy of this documentation must be supplied to the Code Enforcement Officer.)
	General Fire safety and interior maintenance.
	There should be 18 inches of clearance of combustibles below the sprinkler heads.
	There should be 24 inches of clearance of combustibles below the ceiling without the sprinkler system.
	All combustible material should be at least 3 feet away from heating appliances (e.g. hot water heaters).
	Combustibles are not to be stored in exits, electrical rooms, and mechanical rooms or under a staircase.
	Electrical and mechanical rooms shall so labeled.
	Flammable liquids and or hazardous chemicals must be stored in proper containers.
	Pressurized tanks must be secured from tipping or falling.
	Aisles must be kept clear with a minimum of 36 inches of width.
	Portable Fire ext., cooking hood extinguisher systems and special suppression sys. (Kitchen wet chemical, clean agent etc.)
	Extinguishers are required based on the type of hazard at the facility.
	A minimum rating of 2-A: 10 -B:C is required.
	All extinguishers shall be visible and readily accessible. Signage shall denote portable fire extinguisher locations.
	There should be one extinguisher for every 3000 square feet of floor area and the max travel distance to an extinguisher shall 75 feet. FC 906
	Commercial kitchens cooking with fats and or with deep oil fryers must be equipped with a class K extinguisher located within 30 feet of cooking equipment.
	Extinguishers must be checked annually by a certified inspection company.
	Extinguishers must be tagged annually to show the end-date of the certification. Extinguishers should have been inspected and tagged with in the last 12 mos.
	Extinguishers should be checked monthly by facility staff.
	Extinguishers must be wall mounted.
	The minimum height off the floor shall be 4 inches.
	If 40 pounds or less, the maximum height off the floor should be 5 feet. If more than 40 pounds the maximum height off the floor shall be 3.5 feet.
	Commercial cooking head extinguisher systems must be inspected every 6 months by a certified inspector. A copy of this documentation must be supplied to the Code Enforcement Officer
	Commercial cooking hoods should be inspected monthly by facility staff.
	Electrical
	There must be 30 inches deep 36 inches wide and 78 inches high of free space in front of electrical and mechanical panels/equipment for proper servicing.
	Wall outlets and switches should have covers. There should be no exposed wiring.
	Light fixtures should have working bulbs in them.

	Permanent use of extension cords is not permitted. If extension cords are use temporarily, they shall be heavy-duty, grounded and in good condition. If multiple items need to be plugged in, power strips with built-in circuit breakers should be used and plugged directly into a permanent receptacle.
	Fire Safety and emergency evacuation plans
	Fire safety and emergency evacuation plans shall be up to date and posted in group A occupancies. (Group A occupancy includes the use of a building for the gathering of persons for purposes such as civic, social or religious functions; recreation, food or drink consumption...)
	A copy of the fire safety plan shall be maintained at the facility at all times.
	The fire safety and evacuation plan required by the Fire Code of NYS shall include special employee actions, including fire protection procedures necessary for residents, and shall be amended or revised upon admission of any resident with unusual needs. FC 403 and 404.
	Employee Training and response procedures
	Employees shall receive training in the contents of fire safety and evacuation plans and their duties as part of new employee orientation and not less than annually thereafter.
	Records of training shall be maintained and available for inspection by the code enforcement officer. FC 406.
	Heat Producing appliances
	Only UL listed portable electric heaters should be used and only on a temporary basis & should have a clear space on all sides of at least 36 inches.
	All gas fired heat producing appliances should have a clear space from combustibles of at least 36 inches on all sides & have vents properly installed and maintained.
	Proper clearance of combustibles should be maintained from all light fixtures.
	All compressed gas containers (tanks) should be secured to prevent them from falling over.
	Elevators
	Elevators must be inspected annually. A copy of this documentation must be supplied to the Code Enforcement Officer/Building Safety Inspector.