

# Inspection Checklist & FAQ

The Township of Armada has adopted the International Fire Code, 2012 edition (2012 IFC) as published by the International Code Council. A complete copy of the 2012 IFC is available to the public for inspection in the Armada Townships Building Department Office and at the Armada Township Fire Department.

- Annual inspection records shall be made available for the following systems at time of inspection.
  - Portable fire extinguishers
  - Fire alarm systems
  - Fire suppression sprinkler systems
  - Commercial cooking suppression systems and exhaust hood system cleaning
- All exit signs must be in working order.
- All emergency lighting must be in working order.
- Storage heights in stock and store rooms including basements.
  - that are protected by fire sprinklers is 18 inches from the ceiling.
  - that are not protected by fire sprinklers is 24 inches from the ceiling.
- Proper usage of extension cords and multi-plug adaptors as according to the [diagram](#).
- Outlets and light switches must be covered with a wall plate.
- Holes/breaches in the drywall must be fixed.
- Ceiling tiles in drop ceilings must be in place.
- Exits and aisle ways must be kept clear.
  - 36-inch clearance must be maintained around all sprinkler heads, electrical panels, furnaces, boilers, and water heaters.
  - 28-inch clearance must be maintained for all non-public aisle ways.
- Fire Department Connections (FDC) must be kept clear of vegetation or other obstructions. Inlets must be sealed with manufacturers' caps.

## Inspection Frequently Asked Questions

### 1. Under what authority are fire inspections conducted?

[Under Public Act 207 of 1941 - Fire Prevention Code, Section 29.8](#), authorizes inspections and examinations of buildings and premises for the purpose of findings, reports, and recommendations related to fire hazards.

### 2. Is there a cost for Annual Fire Inspections?

No there are currently no fees for the annual fire inspections. In the rare occasion where an occupancy requires multiple re-inspections or follow-ups, the owner/occupant may be subjected to a fee.

### 3. Is there an expectation that constant upgrades are necessary in order for property owners to meet new building/fire codes?

No. Inspections will be centered on fire safety violations such as non-working or outdated items already in place in buildings. These items must be in working order so that the level of fire safety is not reduced. *Chapter 11 - Construction Requirements for Existing Buildings* of the 2012 IFC

addresses this concern. *Section 1101.2 Intent.*, states “The intent of this chapter is to provide a minimum degree of fire and life safety to persons occupying existing buildings by providing minimum construction requirements where such existing buildings do not comply with the minimum requirements of the *International Building Code*”.

**4. Why are fire safety inspections being conducted?**

The inspection process has been part of the Departments responsibility for many years. Previously, priority for inspections was given to high-risk occupancies such as bars, restaurants, and businesses with known hazards. The expansion to inspect all parcels reflects, in part, the Township Board of Trustees and Fire Departments greater emphasis on fire prevention as an effective way to reduce loss of life and property resulting from fires.

**5. Will all businesses in Armada Township be inspected annually?**

Yes. All businesses and commercial buildings will be inspected; only those types of occupancies under the jurisdiction of the State of Michigan Fire Marshal’s office will be exempt, unless the State of Michigan delegates inspection duties to the Armada Township Fire Department.

**6. Should there be an inspection every time there is a change in tenant? Is the change of occupancy a valid reason to re-inspect?**

Yes. When a change in tenant/occupancy occurs, a fire inspection as well as inspections by building inspection staff is conducted. This practice was established for safety reasons and is consistent with the building department’s policies and procedures.

**7. What happens when a violation is found?**

The Fire Department will notify the building owner in writing as to its findings and suggested remedy, including a time frame in which the deficiency must be corrected per Chapter 11 - *Construction Requirements for Existing Buildings section 1101.4 Owner Notification*.