

Ketchum Fire Department Final Inspection Checklist

Project Name _____ Address _____

The following checklist shall be used to verify that all Fire Department requirements are met before issuance of a Certificate of Occupancy. Not all of the items on the checklist apply to all projects.

- ___ Address posted, includes all units in multiple unit buildings
- ___ Knox box installed with appropriate keys (elevator, alarm panel, all doors)
- ___ Smoke Detectors installed (Residential and Egress Corridors)
- ___ Heat Detectors installed and tested
- ___ Pull Stations installed and tested
- ___ Horns /Strobes installed and tested
- ___ Smoke screens/fire doors installed and tested
- ___ Fire Extinguishers mounted and in service
- ___ Elevator Certification current and appropriate for use
- ___ Fire Sprinkler rough-in hydrotests performed and documented before final inspection
- ___ All sprinkler heads and hardware installed and operational
- ___ Extra sprinkler head box, heads and wrench installed
- ___ Two (2) hour final hydrotest passed
- ___ Fire Sprinkler flow switch and tamper alarms installed and tested
- ___ Fire Sprinkler Riser Room door labeled
- ___ Fire Alarm Control Panel door labeled
- ___ Alarm transmission to monitoring station verified
- ___ Siren operated gate tested and operating
- ___ Access roadway meets minimum requirements (20 feet wide, turnaround, compacted surface)
- ___ Water supplies tested and in-service (PVC painted, caps in place)
- ___ 8" by 11 ½ " Site map with appropriate information submitted
- ___ Project Specific Requirements