



CITY OF SAN BRUNO FIRE PREVENTION BUREAU

555 El Camino Real, San Bruno Ca. 94066
Telephone (650) 616-7096 fax (650) 873-2732



Fire Safety Inspection Checklist

1. New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Commercial, Single family residences and multi-family residential units shall have one-half (1/2") stroke by four inches (4") letters and/or numbers. If greater than 36 feet from street, a minimum of one-half (1/2") stroke by six inches (6") high is required
2. Provide at least one 2A10BC fire extinguisher for every 3,000 square feet of space or 75 feet of travel distance. Extinguishers must have a **State Fire Marshal tag (not purchase receipt)** verifying annual servicing and **must be mounted** 4-5 feet from the floor in plain view without obstructions (Restaurants and industrial businesses may require a specific size or type of fire extinguisher).
3. Lightweight, multi-plug extension cords and cube adapters are not allowed for use in businesses. Extension cords shall be of a commercial type and be in good working condition. Extension cords shall not be subjected to physical damage. Extension cords shall be maintained in good condition without splices, deterioration or damage. Extension cords must be a surge protector type cord.
4. Maintain 30 inches of clear access to circuit breaker panel(s). Provide proper labeling of breakers and provide blanks in any open space in panel.
5. Extension cords and flex cords shall not be used in place of fixed wiring. Stapling or nailing of wiring is not permissible.
6. All electrical and phone faceplates must be in place.
7. All holes in walls and ceiling shall be properly sealed.
8. Storage shall not be within 24 inches of ceiling or 18 inches from the bottom of sprinkler heads in sprinklered buildings.
9. Maintain 36 inches of clearance around water heater.
10. Storage under stairs is prohibited unless equipped with sprinklers and meets the clearance requirements of 18-inches from sprinkler head.
11. Rubbish and trash build-up shall be maintained at a minimal level and removed daily.
12. Pressurized cylinders of any kind shall be properly secured at all times and have the necessary permits pulled from the building department.
13. Maintain 44 inches of clear access aisle width to exits.
14. Exit doors shall be operable without the use of a key or special knowledge or effort. All locking devices shall be of the approved type.

EXCEPTION: In group B, F, M, and S occupancies, key locking hardware may be used on the main exit when the main exit consist of a single door or pair of



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doors if there is a readily visible, durable sign on, or adjacent to the door stating, **"THIS DOOR MUST REMAIN UNLOCKED DURING BUSINESS HOURS"**.

15. For occupant load of 50 and greater, illuminated Exit signs are to be operable at all time with separate backup power source.

16. Emergency lighting must be operable at all times with a separate backup power source. If there is no emergency lighting in the building then it will need to be installed.

17. Any hazardous materials that are to be used or stored shall have a hazardous materials permit.

18. Maintain fire rated doors and self-closing hardware per the California Building Code.

19. Any modification to the Fire Sprinkler or Fire Alarm System shall be done by a licensed sprinkler or alarm contractor, with plans submitted to the Building/ Fire Department for approval.

20. Hood extinguishing systems shall be a UL300 type system. Proof of recent certification of system will be required. If the hood extinguishing system is not a current type system then the system will need to be upgraded and permits will need to be applied for and issued.

21. All hood extinguishing systems must be tied in and monitored by the fire alarm system. If the hood extinguishing systems are not tied into the fire alarms system, they will be required to prior to obtaining certificate of occupancy.

22. A five year certificate for the fire sprinkler system will be required to be shown during certificate of occupancy inspection. This may be obtained from the landlord or building owner.

23. Current certificates for the fire alarm system shall be required during certificate of occupancy inspection.