



## SANFORD FIRE DEPARTMENT

### Fire Prevention Division

#### Inspection Request Checklist Form

- The General Contractor (GC) will reference the permit number when requesting an inspection.
- No temporary C.O. (Certificate of Occupancy) will be issued unless so authorized by the Fire Marshal and the City of Sanford Building Department.
- No stocking of combustible supplies or merchandise, or occupying the structure will be permitted until all features of the fire protection system (water lines, fire sprinkler, fire alarm, phone lines, etc.) have passed all fire and building permit inspections.
- The business address of the structure must match the address on the permit and shall be affixed to the building, with numbers 6 inches or greater in height and contrasting in color with the building.
- The structure has permanent power.
- The electrical panel has no voids/open breaker spaces and is properly labeled.
- All required fire hydrants are located and fully operational as per approved plans.
  - Water supply approved by DEP.
  - Hydrants painted per City code.
  - Blue reflective markers indicating hydrant location are installed and secured on pavement.
  - Green reflective marker indicating FDC (Fire Department Connection) is installed and secured on pavement.
- All elements of fire protection shall be in place and functional.
- If your building is equipped with a fire alarm, a Knox box shall be installed at the location determined by Fire Prevention. Required keys and contact information shall be placed in box. Contact Fire Prevention to obtain order form.
- Any motorized gate shall be equipped with a yelp siren sensor, Knox key emergency access switch and proper City of Sanford Fire Department approved entry code.
- All firewalls are completely intact, properly labeled and "fire caulked".
- Fire extinguishers are certified and mounted per code by a licensed fire suppression contractor.
- Exit signs and emergency lights are operable in normal and emergency mode.
- Florida lightweight truss roof/floor compliance signs installed (in location to be determined by Fire Inspector).
- Occupant load sign shall be posted in all assembly areas (50 persons or more).
- The hood system (if applicable) is properly installed by a certified contractor and full function test is completed.
- All flammable and/or combustible items are properly labeled.