

**Multi-Family Self-Inspection**

ADDRESS: ­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INSPECTION CONDUCTED BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_

**Fire Protection Systems**

\_\_\_Smoke detectors operational

\_\_\_ Smoke detectors located in common areas and within each unit on each floor and within sleeping areas

\_\_\_ Smoke detectors powered by battery only (BO) or household electrical service (HW)

\_\_\_ Fire alarm tested within the past 12-months (where applicable)

\_\_\_ Sprinkler system tested within the past 12-months (where applicable)

\_\_\_ Carbon monoxide detectors operational\*

\_\_\_ Carbon monoxide detectors shall be located on every occupiable level, including basements and outside of each separate sleeping area in the immediate area of the bedrooms\*

**Exits and Emergency Lighting**

\_\_\_ Exit corridors and doors are properly lit, visible and unobstructed

\_\_\_ Two exits provided from each unit, exits may not pass through other lockable portions of the building

\_\_\_ Secondary means of escape (door or egress window) is provided from each sleeping area

\_\_\_ Windows are a minimum of 20” wide, 24” high, less than 44” above finish floor and 5.7sq.ft. clear opening

\_\_\_ Egress windows require no special effort or tools to open (open freely)

\_\_\_ Emergency lighting and/or EXIT signage is provided (where required)

\_\_\_ Travel distance to an exit is no more than 75 feet

\_\_\_ Exit way walls provide a minimum 30-minute fire barrier (plaster/lath, sheetrock walls in good condition)

\_\_\_ Doors in exit way a minimum of 20-minute rated

\_\_\_ No transoms, door or wall louvers or transfer grills are present

\_\_\_ Doors in exit ways are self-closing and latching. Doors held open by fire alarm system close upon activation

**Electrical**

\_\_\_ Extension cords not used in place of permanent wiring, sufficient outlets are provided

\_\_\_ Electrical system is properly installed, and all electrical control boxes are properly labeled

\_\_\_ Not less than 3 feet of clear space in front of electrical panel, or other electrical controls

**General Safety Requirements**

\_\_\_ Not less than 3 feet of clear space around heating appliances

\_\_\_ No excess storage of combustibles noted in or around building

\_\_\_ No gas or charcoal grills are located on decks or within 10 feet of any combustible overhang

\_\_\_ Hazardous areas: furnace rooms (serving > 1 unit), shops, storage areas separated by fire rated enclosure

\_\_\_ No unvented, fuel-fired, heaters are present in bathrooms or bedrooms, or as a primary heating source

\_\_\_ Heating system is properly maintained and inspected

\_\_\_ Smoking materials are properly disposed of

\_\_\_ Residents are provided information on fire signals, evacuation procedures and practice exit drills

\**Buildings which do not have attached garages, loading docks, or* ***any*** *fuel-fired or solid fueled appliances (furnaces, gas ovens/ranges, woodstoves, etc.) are exempt from the requirement.*

**Comments:**