

# RETAIL / COMMERCIAL OCCUPANCIES

## OWNER / OCCUPANT INSPECTION INFORMATION



The B.C. Fire Code requires building owners/occupants to comply with the requirements on this checklist.

*These requirements are in addition to those listed in the Fire Safety & You brochure.*

### RETAIL / COMMERCIAL USES INCLUDE:

- shopping centres
- strip malls
- multi-unit commercial and retail buildings



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## Checklist: Common Fire Service Requirements

- Address:** must be visible from road and lane, free from foliage, trees, etc. and in a contrasting colour.
- Boilers/hot water tanks:** no combustibles may be stored next to tanks.
- Emergency lighting:** may be provided by battery packs with remote and attached heads, or by emergency generators that will illuminate specified A/C fixtures or remote light heads. Must be operational, with no visible damage, and serviced and tagged annually by a certified technician.
- Exit doors:** must not be locked or blocked from either the inside or outside. Must be unlocked from the inside when the building is occupied. Must have latching hardware that releases when a force of 20 pounds or less is applied. Stairwell doors must have self-closing and latching devices.
- Exit signs:** must be visible and remain illuminated at all times when the building is occupied.
- Fire alarm systems:** must have a working A/C power-on bulb and be in good working condition with no audible or visual damage. Must have a current service tag (within the last 12 months) and up-to-date logbook.
- Fire doors:** must not be blocked or wedged open, including stairwell doors. Must have closures and no wedges to hold open fire rated doors.
- Fire hydrants:** must be accessible, free of damage and serviced within the specified date. Private hydrants require annual service, with records kept on site.
- Fire lanes:** must have an adequate clear width of six unobstructed metres.
- Fire Safety Plan:** must be reviewed and updated yearly.
- Fire separations:** must have no holes or openings that compromise their purpose.
- Garbage disposal:** commercial containers must be kept closed and located three metres from combustible buildings. If inside, commercial containers should have tight-fitting lids and be in fire-separated rooms.
- Portable fire extinguishers:** must:
  - be located in corridors and service rooms within 75 feet travel distance.
  - be mounted in a visible location, accessible, and serviced and tagged at least once every 12 months by a certified technician.
  - be full and functioning (no leaks, damage, corrosion, malfunctioning parts or clogged nozzles).
  - have a minimum rating 2A-10BC.
- Sprinkler and standpipe connections:** must be capped, free of debris and accessible.
- Stairwells and corridors:** must be free of tripping hazards.