



TULSA FIRE MARSHAL APARTMENT CHECKLIST



INSPECTION AUTHORITY 2018 IFC 107.1 *The Fire Code Official* is authorized to enter and examine any building, structure, marine vessel, vehicle or premise for the purpose of enforcing the International Fire Code.

RIGHT OF ENTRY 2018 IFC 104.3 Authority to enter at all reasonable times to inspect or perform duties...

FIRE DEPARTMENT ACCESS

- Fire Lanes unobstructed with at least 20' of width clearance and 13'6" height clearance. **IFC 503.2.1**
- Fire lane markings and signs in good condition that read "FIRE LANE NO PARKING". **IFC 503.3**
- Address/Building number / letter designation visible for emergency response, no less than 4 inches contrasting color to the background. **IFC 505.1**
- Fire Department Knox Box in place with current labeled keys and all gates working with fire department access. **IFC 506.1**

BUILDING EXTERIOR

- Combustible storage is clear of the structure and not under exit stairs, **IFC 315.3.2**
- Stairways in good repair, **IFC 1011.7.1**
- Exit and exit paths are unobstructed. **IFC 1031.3**
- Emergency lighting present and working. **IFC 1031.10**
- Provisions for safe disposal of lighted smoking material. **IFC 310.6**
- Dryer lint traps and vents are clear of lint build up. **IFC 110.1.1**
- Electrical outlets and electrical connections are in good condition. **IFC 604.1**
- Access doors to automatic sprinkler system riser rooms and fire pump rooms shall be labeled with an approved sign. **IFC 901.4.6.2**

BUILDING INTERIOR AND COMMON AREAS

- Hallways and corridors are clear and unobstructed. **IFC 1003.6**
- Emergency lighting present and working. **IFC 1008.2**
- Exit signs present and functional. **IFC 1013.1**
- Exit doors open from the inside without the use of key, special knowledge, or effort. **IFC 1010.1.9**
- Electrical outlets and electrical connections are in good condition. **IFC 604.1**
- Interior finishes (sheetrock, floors, ceilings) are in good condition. **IFC 703.1**
- Minimum of one size 2A:10BC or larger portable fire extinguisher mounted within 75 feet of travel from anywhere on the same floor or a 1A:10BC will be installed in each apartment unit. **IFC 906.1, 906.5-8**

ACCESSORY TYPE USES

- Storages of chemicals and flammable/combustible liquids in compliance with fire code. **IFC 5703**
- Pool chemicals are stored only in original sealable containers in a properly ventilated area. **IFC 5001.3.3.3, 5001.3.3.10**
- Gates must be self-closing and self-latching

Example Only



This is not a Violation Notice, If violations are found a Violation Notice will be posted

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ACCESSORY TYPE USES

- Community rooms have unobstructed exits, exit signs, posted occupant load. **IFC 1004.3, 1003.6, 1006.2.1**
- Extension cords limited to one portable appliance per chord, plugged directly into an electrical outlet. **IFC 604.5**
- Electric cords are not allowed to pass through doorways, walls, ceilings, floors or be subject to physical damage. **IFC 604.5**

FIRE PROTECTION WATER SUPPLY

- Unobstructed access to fire hydrants shall be maintained at all times. **IFC 507.5.4**
- A 3-foot clear space shall be maintained around the circumference of fire hydrants. **IFC 505.5.5**
- Fire department connections (FDC) for automatic sprinkler systems shall have caps in place. The fire code official is authorized to require locking caps on FDC for water-based fire protection systems. **IFC 912.4.1**

FIRE PROTECTION FEATURES

- Fire extinguishers serviced and equipped with an annual inspection tag from a licensed certified technician. **IFC 901.6**
- Fire extinguishers are visible and accessible. **IFC 906.6**
- Fire alarm system shall be tested annually (test report required). **IFC 901.6**
- Fire sprinkler systems shall be inspected and tested annually (report required). **IFC 901.6**

ALARM DEVICES

City of Tulsa Title 14 Fire Prevention Code and IFC 907.2.10.5, 907.2.10.8, 907.5.2, 907.5.2.3

- Property owners shall provide and install replacement batteries as shall be necessary to keep smoke alarms fully functional.
- Property owners shall provide tenants with instructions regarding testing and maintenance of smoke alarms.
- Tenants shall be responsible for testing smoke alarms within their living unit at least once a month.
- A tenant shall notify the owner in writing of any deficiencies or repairs necessary to keep smoke alarms fully functional.
- Property owners shall replace or repair inoperative smoke alarms within 24 hours of receipt of a written notification by a tenant.

RETENTION OF RECORDS

- All records for required test, inspections, maintenance or procedures are kept on site for fire inspector to review. **IFC 108.3**
- Provided a copy of the Tulsa Fire Department Property Manager Inspection Checklist.

VIOLATION: _____

VIOLATION: _____

VIOLATION: _____

VIOLATION: _____

NOTES: _____

COMPLEX: _____ DATE: _____ TIME: _____

OWNER/AGENT: _____ PHONE: _____

Example Only