



HOW TO PASS YOUR FINAL INSPECTION

Please verify and correct all possible violations prior to scheduling your final inspection. Your venue should be fully set up and free of any violations. Please reach out with any questions.

▪ Venue Layout

- Final floor plan should be fully set up and/or distinguished in order for the inspector to verify all life and fire safety requirements.
- This includes all furniture, stages, bars, screens, etc.

▪ Permitted Items

- Any items under a building or fire permit should be fully ready for inspection.
- This includes stages, trusses, heaters, LPG tanks, propane tanks, electrical, tents etc.

▪ Common Violations

○ Fire Suppression/Fire Alarm Systems

- Fire riser should have a current annual inspection tag and a valid 5 year inspection tag. Both should be secured on the riser.
- Fire alarm should have a current annual inspection tag secured on the alarm.
- Fire riser/alarm should be readily accessible with nothing blocking the entrance and no storage inside the room blocking the riser/alarm.
- Hood cleaning and hood fire suppression system should have a

THIS IS NOT A
COMPLETE LIST.
REQUIREMENTS AND
VIOLATIONS WILL
VARY VENUE TO
VENUE.

If you have any questions or concerns please contact:

Brittney Buchanan

Building Inspector Supervisor

435-659-8722

brittney.buchanan@parkcity.org

current annual sticker applied to the system in a visible location.

- Fire sprinkler heads should not be painted or have any other unapproved material applied to the assembly.
- Each fire sprinkler head assembly should have an escutcheon properly installed.
- Fire sprinkler heads and lines should not have other items fastened to them. I.E.: electrical wires, decorations, lights etc.
- Storage height must be maintained at a minimum of 18" below fire sprinkler heads. There is no height restriction for storage located against perimeter walls.

o Fire Extinguishers

- Extinguishers should be recharged and/or replaced annually. It should be tagged, stamped or a receipt to verify the date of purchase.
- Extinguishers should be mounted and should be mounted no higher than 5 feet off of the ground.
- Extinguishers should be readily accessible and visible.

o Exits and Egress

- Exit signs and emergency lighting should be fully functioning. Push the test buttons to verify battery life and functionality.
- Exit doors should open from the inside without having to unlock the door and should open with little effort.
- Doors being used as an exit must swing to the exterior of the venue. Doors that swing into the space are not code compliant and will not be considered an exit.
- All egress pathways must be completely clear and free of storage or any tripping hazards. This includes any path inside the building that leads to an exit and any path on the exterior of the building that the exit discharges to.

o Fire Department

- Knox box should have up-to-date keys that are properly labeled.
- FDC (Fire Department Connection) on structure will be required to have locking caps. – call Fire Marshal for information.



- Electrical/Mechanical/Plumbing – call Brittney Buchanan with questions.
 - Electrical panels should be properly sealed.
 - Each breaker should be correctly labeled.
 - If a breaker has been removed, a blank should be installed in its place.
 - Electrical panels should have easy access and should not be blocked.
 - Electrical boxes/junction boxes should have cover plates securely attached.
 - U.L. listed power strips should be used rather than extension cords. Extension cords are not rated for commercial use.
 - U.L. listed power strips should be plugged directly into the wall. They should not be plugged into other power strips or extension cords.
 - Mechanical rooms should be free of any combustible or flammable storage/material.
 - Mechanical appliances and plumbing fixtures should be installed properly and meet the intent of code.
- Other Fire and Life Safety Items
 - Ceiling tiles should be properly in place.
 - Any holes/chases in the floors, ceiling and walls should be properly repaired.
 - Pressurized tanks should always be secured.
 - ADA restrooms should not contain storage or kitchen appliances and should always maintain ADA code requirements.
 - Gender neutral restrooms must meet state and federal guidelines.
 - Storage of flammable liquid must be stored in an approved cabinet or removed.
 - The Fire Marshal will need a copy of your buildings state elevator certificate if not already received.