

The Boardman Fire Prevention Bureau's Fire Safety Inspectors conduct inspections during the construction and remodeling phase of both new and existing buildings. Inspections are conducted from the beginning through completion of the project to ensure all code requirements are met.

We conduct routine fire safety inspections of all businesses in Boardman Township including public and private buildings, daycare and eldercare centers, foster homes, hospitals, hotels and motels, and other buildings upon request or complaint.

We inspect fire sprinkler, fire alarm and fire protection systems, fire hydrants, fire apparatus access, spray-booths, exit doors and other construction features to ensure compliance with current fire and life safety codes.

The Fire Prevention Bureau also investigates complaints related to locked or blocked exits, overcrowding, illegal burning, improper use of recreational fires, illegal use and sale of fireworks, illegal business operations, blocked fire lanes and other fire and life safety issues. We urge you to contact the Fire Prevention Bureau if you have a concern regarding fire and life safety.



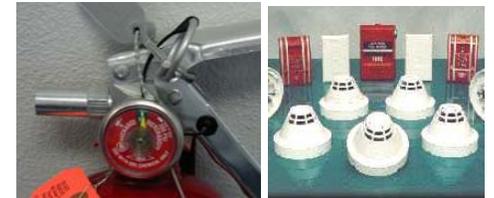
**Boardman Fire Department
Bureau of Fire Prevention and Education**

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www.boardmantwp.com/fire.htm

Most Common Deficiencies Found During Fire Inspections



**Boardman Fire
Prevention Bureau**

(330) 729-9535

**EMERGENCY
DIAL 9-1-1**

The list provided below only identifies common problems found during a large percentage of our fire inspections. If a business or property owner complies with these items, they will be taking a large step towards having an inspection with no deficiencies.

1. Portable fire extinguishers must be inspected and tagged by State of Ohio certified personnel every 12 months, replaced when missing or stolen, recharged when units have been discharged and accessible at all times. We require a 3A:40B:C fire extinguisher every 75 feet of travel. Do not allow any company to remove your extinguisher from your business without leaving you an extinguisher for your premises.
2. Emergency lighting systems are to be maintained so that they work. These units should be momentarily tested for correct operations every month and load tested for at least 30 minutes every year.
3. Missing or burnt out light bulbs within "EXIT" signs or lights must be replaced so that they are internally illuminated during hours of business. Apartments must have their "EXIT" signs or lights illuminated at all times.
4. The Fire Alarm and Fire Sprinkler Systems must be inspected every

6 to 12 months by State of Ohio certified personnel, complete with a report forwarded to the Fire Prevention Bureau.

5. Extension cords and multi-plug adaptors are prohibited in Commercial occupancies. Using fused outlet strips that plug directly into the wall outlet are acceptable.
6. There must be clearance of 30 inches between electrical panels and storage. We suggest marking the floor with yellow paint or tape.
7. There is to be no storage of combustibles within 24 inches of the ceiling or within 18 inches of a sprinkler head.
8. Holes in walls or ceilings must be repaired. All ceiling tiles in suspended ceilings must be in place and fit snugly around any penetrations.
9. Damaged doors and their hardware must be repaired, replaced and maintained when they are part of a required fire separation. Examples of these doors include: doors in stairwells, doors between offices and their warehouses or shops, storage, electrical and laundry room doors. These doors are to close automatically from the full open position and latch in the closed position. These doors can only be

held open with magnetic hold open devices attached to the building's fire alarm system. These doors cannot be wedged in the open position.

10. "EXIT" hallways, stairwells and doors must be kept free of obstructions. These areas are to remain free of combustible storage such as furniture, cardboard boxes, paper and lumber.
11. Fire Alarm Panels, Fire Sprinklers and Standpipe Connections as well as Fire Sprinkler Valves must be accessible at all times. There is to be no storage of materials in these areas.
12. Outside Fire Department Sprinkler Connections and Fire Lanes must be kept free of obstructions. Examples include shopping carts, pallets, cardboard bales, delivery vehicles and merchandise.
13. An address four inches high with a ½ inch stroke must be provided for the front of the building. If the business has a back door it must be labeled on the outside with the business name or address.
14. Combustible storage needs to be kept out of the boiler, electrical, furnace, elevator and laundry rooms. Propane cylinders larger than one pound cannot be stored inside a building.