

WAREHOUSE OCCUPANCIES

Owner/occupant inspection information



Checklist: Common fire service requirements

- Address:** must be visible from road and lane, free from foliage, and in a contrasting colour.
 - Electrical equipment:** must be free of dust, with clearance from combustibles.
 - 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, with heads aimed in proper direction, 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 panic hardware that releases when a force of 20 pounds or less is applied.
 - Exit signs:** must be visible and remain illuminated at all times the building is occupied.
 - Exposures such as pallets or flammable items:** should be noted as to location and type.
 - 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 by a certified technician (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 hose cabinets:** there must be clear access to cabinets, hose must be in good repair and complete with nozzles.
 - Fire hydrants:** must be accessible, free of damage and serviced within the specified date. Private hydrants required to meet North Cowichan Fire Protection Bylaw, No. 3841, Part 10.
 - Fire lanes:** must have an adequate clear width of six unobstructed metres.
 - Fire separations:** must have no holes or openings that compromise their purpose.
 - Forklifts:** propane and gasoline-fired forklifts require a minimum rating 2A-10BC.
 - Garbage disposal:** commercial containers must be located three metres from combustible buildings. If inside, commercial containers should have tight fitting lids and be in fire separated rooms.
 - 'No Smoking' signs:** must be posted in hazardous areas.
- Portable fire extinguishers must:**
- be located adjacent to corridors or aisles that provide access to exits.
 - 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.
- Portable heaters:** must be an approved type and kept away from combustibles.
 - Propane cylinders:** cylinders inside must be connected to appliance/equipment and in use. All cylinders (full or empty) must be stored outside in a secure location.
 - Sprinkler and standpipe connections:** must be capped, free of debris, and accessible.
 - Sprinkler systems:** must be inspected and tested by a certified technician at least once per year. Must have a current service tag (within the last 12 months) and up-to-date logbook.
 - Sprinkler valves:** must be in the open position, either locked and chained or sealed and monitored electronically. No storage is permitted within 18 inches of the bottom of sprinkler heads.
 - Storage arrangement:** maximum height of storage of commodities must comply with their sprinkler system design.
 - Waste paper containers:** in public areas must not be combustible.

Warehouse uses include:

- Warehousing and storage
- Shipping and receiving

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

**North Cowichan
Fire Department**

250.746.3107

fire@northcowichan.ca

NORTH
Cowichan