



South Padre Island Fire Department  
106 W. Retama St. South Padre Island, TX 78597  
(956) 761-3040



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## PRE FIRE INSPECTION CHECKLIST

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Use this courtesy check off list before you schedule your fire inspection. This is a summary of what the inspector will be checking for during your occupancy inspection. \*

### EXITS

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- Doors must not be blocked or locked during business hours.
- Doors must be operative or swing away/towards the outside of the building.
- Exit doors shall be operable from the inside without the use of a key or any special knowledge or effort.
- Make sure there are EXIT and/or Emergency lights and in working condition.

### ELECTRICAL

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- No permanent use of extension cords.
- Lighting devices must be properly installed and there shall be no defective or improper wiring.
- GFCI outlet(s) must be within 6 ft. of water source(s).
- All wiring shall be completed by a licensed electrician.
- Junction, breaker boxes, light switches and electrical outlets shall have safety covers installed.
- Maintain 36" clearance around electrical panel.

### COMMERCIAL COOKING SUPPRESSION (IF APPLICABLE)

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- Install/Inspect automatic fire extinguishing system.
- Hood, vent duct and filters must be kept clean.
- Class K fire extinguisher for solid fuels or if frying/cooking with vegetable or animal oils and fats. (No more than 30 ft. travel distance of commercial-type cooking equipment.)
- If hood automatic fire extinguishing system is not provided, there will be no cooking/frying at location.

### STORAGE AND HOUSEKEEPING

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- Storage must have a clearance 18" sprinkled/24" non-sprinkled from the ceiling.
- Flammables/combustibles must be properly stored.
- There shall be no holes in walls.
- There shall be no damaged or missing ceiling tiles.
- Anchor pressurized cylinders.
- There shall be no accumulation of empty boxes, trash, papers, lint, etc.
- Interior finishes and decorations must be flame retardant.

**\*This list does not cover ALL possible requirements for specific occupancies. This is a GUIDELINE ONLY.  
All local, state and federal codes, ordinances, and rules must be followed.**



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**FIRE PROTECTION SYSTEMS (IF APPLICABLE)**

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- Fire alarm system/sprinkler system shall be inspected annually.
- Operational smoke detectors are required in sleeping areas.
- Sprinkler system must be monitored.
- Storage not permitted in riser, equipment, or mechanical room, etc.
- Do not block Fire Department Connections.
- Fire Department Connections must have signs. (FDC)
- Make sure there are spare sprinkler heads/wrench/caps.

**FIRE EXTINGUISHERS**

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- Applicable fire extinguisher(s) depending on size of building and type of occupancy. (Most common is a 5 LB ABC.)
- Must maintain a clear access to extinguisher(s)/must be plainly visible.
- Fire extinguishers must be recharged/inspected annually by a licensed fire extinguisher company.
- Fire extinguishers must be mounted properly. (Tops are not to be more than 5 ft. above the floor, and bottoms to the floor shall be no less than 4 inches, and there shall be no more than a 75 ft. travel distance radius from each extinguisher.)

**MISCELLANEOUS**

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- Fire lanes must be properly marked and maintained.
- Address must be plainly visible from the street and no less than 4 inches in height.
- Must be present for inspection. (Someone over the age of 18, must be present or there will be an automatic fail on the inspection.)
- You cannot operate until you have acquired a Certificate of Occupancy from the City of South Padre Island.

Notes: \_\_\_\_\_  
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