

Multi-Residential Occupancies

Includes:

- Apartment buildings
- All multi-residential occupancies with common use areas (hallways / foyers, etc.)

CHECKLIST: COMMON FIRE SERVICE REQUIREMENTS

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| <ul style="list-style-type: none">❑ Access: The Dawson Creek Fire Department lock box program provides access for firefighters. Please ensure the fire department has up-to-date keys for the building.❑ Address: must be visible from road and lane, free from foliage, trees, etc. and in a contrasting colour.❑ Electrical/mechanical rooms: must be clearly identified.❑ Electrical panels, sprinkler control valves, all other electrical and mechanical appliances: must be easily accessible and kept clear of storage.❑ Fire doors: must not be blocked or wedged open, including stairwell doors. Fire doors must self-close and latch properly to maintain fire separation.❑ Fire hydrants / Fire Dept connections: must be clearly visible, easily identifiable, serviced at required intervals.❑ Fire lane access: must be kept clear and accessible for fire apparatus. | <ul style="list-style-type: none">❑ Fire and life safety systems: must have up-to-date services performed by qualified professionals and be operating free of deficiencies. These include fire alarm, sprinkler system, fire extinguishers, emergency lighting. Emergency lighting and extinguishers require monthly checks.❑ Garbage disposal: commercial containers must be kept closed and located three metres from combustible buildings.❑ Hallways/exit passages: must be kept clear of obstructions.❑ Personal storage locker area: must be maintained to not compromise sprinkler coverage, and not contain dangerous goods such as propane cylinders, flammable liquids.❑ Storage of combustibles on balconies: must be maintained to not cause undue fire risk.❑ Underground parking area: must be free of all combustible storage. |
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FIRE SAFETY PLANS

A Fire Safety Plan (FSP) is a detailed document that covers all aspects of fire safety for a specific building or property.

The FSP will outline:

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| <ul style="list-style-type: none">❑ Building information including construction and fire protection systems.❑ A safe and orderly way for occupants to evacuate the building.❑ Proper maintenance and housekeeping required to prevent fires.❑ Methods of control that minimize the damage from fires when they do occur. | <p>Multi-residential occupancies require FSPs that:</p> <ul style="list-style-type: none">❑ Are kept on-site, accessed in main lobby or other easily identifiable area.❑ Are reviewed annually, updated as necessary.❑ Contain records of the last 2 years of monthly fire and life safety checks.❑ Contain most recent annual fire and life safety service records, performed by a qualified professional, including in-suite device inspection and testing.❑ Contain most recent required service records for other building systems such as dryer ducts and emergency generator. |
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The above requirements are where fire inspectors find most contraventions. This is not an exhaustive list.

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