



Lenexa Fire Department Final Inspection Checklist Guidelines

This information is provided to help you better understand some of the most common violation items encountered at a building permit final inspection and to assist you in preparation for your inspection. The Fire Department's main objective is to ensure your project meets current code requirements and will provide a safe working environment for you, your employees, and your customers. This is a list of the most common violation items and is NOT a list of all possible violations.

***Address** - Must be located on the front & back of the building, minimum size 5 inch numbers in contrasting colors to the background and must be visible from the street.

***Door Locks** - Doubled keyed locks, deadbolts, hasps, padlocks, bars, and chains shall not be installed on marked exits.

Electrical Panels - Shall have all open slots properly covered and 36 inches of clearance in front of all electrical panels.

Relocatable power taps – Must be over-current protected. They must be plugged directly into a wall outlet (No daisy chaining).

Door Marking – Rooms or spaces such as electrical rooms, sprinkler/riser rooms, and alarm panel location must be identified on the exterior of the door and cannot be used as storage areas. (See Policy)

***Emergency Lighting**- Shall illuminate means of egress and work on battery (DC) power.

***Exit Signs** - Shall be posted to show exit path. All exit bulbs shall work on normal (AC) power and battery (DC) power.

Deferred Submittals- Fire sprinkler and fire alarm plans must be submitted for review and approval before work is done. All plans must be approved and on site at final inspection.

***Fire Extinguishers** - One for every 3,000 square feet and 75 feet of travel on every floor level. Minimum size 2A10BC secured visibly 3-5 feet off the floor.

***Means of Egress** - Shall be an unobstructed and a continuous way of travel including the access to the exit, the exit itself, and the exit discharge.

Sprinkler Clearance - Storage must remain at least 18 inches from sprinkler heads and 36 inches from early suppression fast response (ESFR) sprinkler heads.

***Sprinkler Heads** - Shall be replaced when damaged or painted. Must have a minimum of 3 replacement heads for each type used in the occupancy and one sprinkler wrench. All escutcheon collars must be in place.

New Private Hydrants- Newly installed private hydrants must have flow test completed and documentation submitted showing test results including estimated GPM flow at 20 psi residual. (See policy)

Stairway Marking Signage- All buildings over 3 stories must have signage complying with 2018 IFC 1023.9.1 as amended by City of Lenexa. (See policy)

Fire Lane Marking- Consult with LFD plan review captain to determine what areas are required to be marked as a fire lane. Marking requirements are listed in Fire Lane Policy. (See policy)

Knox Boxes- Exterior and elevator knox boxes are required on/in all buildings with sprinkler/alarm systems and elevators, respectively. (See policy)

***Sprinkler system**- Contact FD plan review captain for all required inspections (visual, hydrostatic tests). Final inspection will include testing of water flow device(s). Above Ground Sprinkler Certificate required prior to CofO.

Fire Line- Contact FD plan review captain for all required inspections (visual, hydrostatic, flush).

***Fire Alarm System**- All components of building's fire alarms system will be acceptance tested at final inspection to verify all initiation and notification devices are working properly and accurately transmitting proper address. Duct detectors will require testing with smoke to verify HVAC shut down and initiation of supervisor signal. Fire Alarm Record of Completion required prior to CofO.

*All life safety items are required to pass inspection for the fire department to approve a temporary certificate of occupancy (TCO). Do not schedule a final inspection until ALL life safety items are in place. Life safety items include, but are not limited to:

- All required inspections and components of the sprinkler system are completed, heads are clean, ceiling tiles are in place
- Fire alarm system is in service and monitored
- Fire extinguishers are mounted and clearly accessible
- All components of egress pathway are accessible-no construction work obstructing emergency egress
- Emergency lights and exit signs are functioning properly
- Building address is clearly visible on front and back of building

Community Development will have other requirements before a TCO is issued.

If you have any questions regarding your inspection, please feel free to contact the Lenexa Fire Department Fire Prevention Captain who completed the review of your project, or call (913) 477-7990 for assistance.

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