

Business Occupancies

Business (B) Occupancies include: the use of a building or structure, or a portion thereof, for office, professional or service-type transactions, including storage of records and accounts. Such occupancies are airport traffic control towers, ambulatory healthcare facilities serving 5 or fewer patients, animal hospitals, banks, barber and beauty shops, car washes, civic administration, clinics- outpatient, laundry and dry cleaning pickup/delivery stations, educational occupancies above the 12th grade, electronic data processing, fire and police stations, testing research laboratories, and instruction, post offices, print shops, professional services (architect, attorney, dentist, engineer, etc.), radio and television stations, telephone exchanges.



Inspection Requirement Checklist:

	Yes	No	Comments
I. Extinguishers			
One Class 2-A rated fire extinguisher shall be provided for each 3,000 sq ft of light hazard fuel load or one Class 2-A extinguisher for each 1,500 sq ft of ordinary hazard fuel load. Travel distance shall not exceed 75 ft.			
If Class B fuel hazards are present, a Class B rated fire extinguisher shall be provided in accordance with Title 19 Section 569.			
Extinguishers shall be manually inspected at least monthly by the building owner or occupant, or electronically monitored.			
Extinguishers shall be subjected to maintenance annually as described in Title 19 CCR. With exceptions, this type of service does not require internal examination of the extinguisher.			
Fire extinguishers shall not be obstructed or obscured from view.			
Portable extinguishers shall be securely mounted on brackets or placed in cabinets.			
Fire extinguishers shall be located in conspicuous locations where they are readily accessible and immediately available for use.			
Fire extinguishers less than 40 pounds shall be mounted so the bottom is no less than four inches off the ground and the top not more than 5 feet off the ground.			
II. Exiting			
Egress doors shall be readily open-able from the inside without the use of key or special knowledge. Exception: The main exterior door or doors is permitted to be equipped with key operated locking devices from the egress side if a sign is posted stating "This door to remain unlocked when building is occupied".			
Egress doors shall swing in direction of egress travel where serving an occupant load of 50 or more persons.			
Manually operated flush bolts or surface bolts are not permitted.			
The unlatching of any door or leaf shall not require more than one operation.			
Means of egress shall be illuminated when the building space is occupied.			
In the event of power supply failure, an emergency electrical system shall automatically illuminate the means of egress in areas that require two or more exits.			
Required exit access, exits and exit discharges shall be continuously maintained and free from obstructions.			
Where two or more exits are required from a room or area exit and exit access doors shall be marked by approved exit signs readily visible from any direction of egress travel.			
Exit signs shall be internally or externally illuminated at all times; signs shall be connected to an emergency power system that provides illumination for not less than 90 minutes in case of primary power loss.			

Means of egress shall not pass through kitchens, storage rooms, closets or spaces used for similar purposes, or through rooms subject to locking.			
With exceptions, total travel distance to an exit shall not exceed 200 ft in non-sprinklered buildings and 300 ft in a sprinklered building.			
With exceptions, corridors shall be not less than 44 inches in width for an occupant capacity of 50 or more, and 36 inches for an occupant capacity of less than 50.			
With exceptions, where more than one exit or exit access, door is required in a building, there shall be no dead end corridors more than 20 ft in length.			
Basements shall have at least one exterior emergency escape and rescue opening such as a window, door, or other device operable from the inside.			
Bars, grills, or grates placed over an emergency escape and rescue opening shall be releasable or removable from the inside without key, tool, special knowledge or effort.			
At least two exits shall be provided where the maximum occupant load exceeds 49.			
III. Housekeeping			
Storage of combustible materials in buildings shall be orderly, with storage separated from heating devices by distance or shielding so that ignition cannot occur.			
Combustible material shall not be stored in a boiler rooms, mechanical rooms or electrical equipment rooms.			
Storage shall be maintained 2 ft or more below the ceiling in non-sprinklered areas of buildings or a minimum of 18 inches below sprinkler deflectors in sprinklered areas of buildings.			
Combustible waste containers larger than 40 gallons shall be constructed of noncombustible material or approved combustible material and provided with a lid.			
Combustible waste containers larger than 1.5 cubic yards shall not be stored in buildings or placed within 5 ft of combustible walls, openings or combustible roof eave lines.			
Materials susceptible to spontaneous ignition, such as oily rags, shall be stored in a listed disposal container. Contents shall be emptied daily.			
Electric motors shall be maintained free from excessive accumulations of oil, dirt, waste and debris.			
An operational permit is required for the storage, handling or use of more than 5 gallons of flammable liquid indoor or 10 gallons of flammable liquid outdoor.			
An operational permit is required for the storage, handling or use of more than 25 gallons of combustible liquid indoor or 60 gallons of combustible liquid outdoor.			
IV. Electrical			
Temporary wiring is allowed for a period not to exceed 90 days; such wiring is allowed for longer periods for construction, remodeling or repair of buildings or equipment.			
Extension cords and flexible cords shall not be used as a substitute for permanent wiring.			
Extension cords shall not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact.			
Multi-plug adaptors, such as cube adaptors, un-fused plug strips or other such devices not complying with the California Electrical Code shall be prohibited.			
Relocated power taps shall be permitted if it is of the grounded type, equipped with overcurrents protection and listed in accordance with UL 1363.			
Relocated power taps shall be directly connected to a permanently installed receptacle.			

Relocated power tap cords shall not extend through walls, ceilings, floors, under doors or floor coverings, or be subject to environmental or physical damage.			
Appliance cords and extension cords shall be maintained in good condition without splices, deterioration or damage.			
A working space of not less than 30 inches in width, 36 inches in depth and 78 inches in height shall be provided in front of electrical service equipment. Storage is prohibited within the designated working space.			
Open junction boxes and open-wiring splices shall be prohibited. Approved covers shall be provided for all switch and electrical outlet boxes.			
Portable electric space heaters shall be plugged directly into a permanent receptacle.			
Portable electric space heaters shall not be operated within 3 ft of any combustible materials. Portable, electric space heaters shall be operated only in locations for which they are listed.			
V. Hazardous Materials			
An operational permit is required for the storage, handling or use of more than 5 gallons of flammable liquid indoors or 10 gallons of flammable liquid outdoors.			
An operational permit is required for the storage, handling or use of more than 25 gallons of combustible liquid indoors or 60 gallons of combustible liquid outdoors.			
Storage in excess of 10 gallons of flammable and combustible liquid used for maintenance and operation shall be in a flammable liquid cabinet.			
VI. Miscellaneous			
Natural cut Christmas trees shall not be displayed except in areas protected by a sprinkler system.			
Natural cut trees shall be removed from the building whenever the needles or leaves fall off readily when a tree branch is shaken or if the needles are brittle and break when bent between the thumb and index finger.			
All drapes, hangings, curtains and other decorative material, including Christmas trees, that would tend to increase the fire and panic hazard shall be made from a nonflammable material or shall be treated and maintained in a flame retardant condition with a flame-retardant solution approved by the State Fire Marshal.			
Commercial cooking equipment that produces grease-laden vapors shall be provided with an automatic fire-extinguishing system listed and labeled for its intended use.			
Fire access roads shall not be obstructed in any manner, including the parking of vehicles. Traffic calming devices shall be prohibited unless approved by the Fire Code Official.			
Fire access roads shall be marked with approved signs or markings that state NO PARKING- FIRE LANE. Marking shall be maintained in clean, legible condition and repaired when necessary.			
An approved fire apparatus access road not less than 20 ft wide shall be provided for access to within 150 ft of all portions of the building.			
Unobstructed access to fire hydrants shall be maintained at all times.			
New existing buildings shall have approved address numbers placed in a position to be plainly legible from the street or road fronting the property. Number shall not be spelled out. Each character shall not be less than 4 inches high with a minimum stroke of 1/2 inch. Where the building cannot be viewed from the public way a monument pole or other sign shall be used to identify the structure. Address identification shall be maintained.			
Exterior doors and their function cannot be eliminated without approval. If approved, and the door retains the appearance as functional, the door shall have "THIS DOOR BLOCKED" posted on the exterior.			

Rooms containing controls for air-conditioning systems, sprinkler risers and valves, or other fire detection, suppression or control elements shall be identified for the use of the fire department. Approved signs required to identify fire protection equipment and equipment location shall be constructed of durable materials, permanently installed and readily visible.			
Approved access shall be provided and maintained for all fire protection equipment. Storage, trash and other materials shall not prevent such access.			
Fire hydrant systems shall be subject to periodic testing, inspection and maintenance as required by the fire code official.			
Where access to or within a structure or an area is restricted because of secured openings or where access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. An approved lock shall be installed on gates or similar barriers where equipped by the fire code official. Keys and locks shall be maintained at all times.			
Installation of security gates across a fire apparatus access road shall be approved by the fire code official and shall have an approved means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times.			
Commercial cooking systems shall be operated and maintained in accordance with CFC 609.3.1 through CFC 609.3.4.			
Fire-resistance rated construction, including, but not limited to, walls, firestops, shaft enclosures, partitions, smoke barriers, floors, fire-resistive coatings and sprayed fire-resistive materials applied to structural members and fire-resistive joint systems shall be maintained.			
Fire alarm systems shall be monitored by an approved supervising station in accordance with this section and NFPA 72.			
Compressed gas containers, cylinders, tanks and systems shall be secured against accidental dislodgement and against access by unauthorized personnel in accordance with CFC 5303.5.1 through CFC 5303.5.3.			
Approved access shall be provided and maintained for all fire protection equipment. Storage, trash, and other materials shall not prevent such access.			
Water heaters shall be anchored or strapped to resist horizontal displacement due to earthquake motion.			