



FIRE INSPECTION REQUIREMENTS FOR BUSINESS LICENSE

For businesses with a City of Burlingame site address, a fire and life safety inspection is required as part of your business license application approval. Receipt of your business license certificate prior to completion of the fire inspection is not an approval to operate in violation with fire and life safety requirements. Once you begin operating your business, please schedule your fire and life safety inspection by contacting Central County Fire Department Fire Administration at (650) 588-7600. A fire inspection fee of \$158.00 will be invoiced after closure of your inspection, additional reinspection fees may apply if violations are not corrected by the second inspection. To help prepare for your inspection and to avoid delays in the approval of your business license, this fire and life safety checklist outlines items you may be required to comply with, depending on your business:

1. Fire extinguishers shall be installed as follows:
 - (a) One (5lb) extinguisher, classification of 2A10BC minimum, for every 3,000 sq.ft. of area.
 - (b) Extinguisher(s) shall be located in a conspicuous location where they will be readily accessible, mounted upright between 36-60 inches above floor along exit paths.
 - (c) Each extinguisher must have an attached service tag showing annual service.
 - (d) Kitchens to include a K classification extinguisher for use on cooking equipment.
2. Fire protection systems shall have current service identification as follows:
 - (a) Sprinkler systems serviced every 5 years.
 - (b) Hood and duct systems for cooking equipment serviced every 6 months. Hood filters periodically cleaned to reduce grease build up.
 - (c) Fire alarm systems serviced within the last 12 months.
3. Illuminated EXIT signs and emergency lighting units must be in working order.
4. Exit doors and outside exit paths shall be continuously maintained and clear of obstructions.
5. If your main door has a locking mechanism but there is not a conditional sign stating the door must remain unlocked when the business is occupied, you may be required to add a readily and durable sign posted on the egress (Exit) side or adjacent to the door.
6. Extension cords and flexible cords shall not be used as a substitute for permanent wiring. Multi-plug adaptors, such as surge protectors, must comply with the California Electrical Code.
7. Storage may not come within 18 inches of any sprinkler head or within 24 inches of the ceiling in un-sprinklered buildings.
8. Storage areas with combustible storage over 12 feet require a high pile storage permit and you may be subject to building construction alterations. Contact Central County Fire Department for details.
9. Provide an exterior business entry door key for placement in the building's emergency key box.

Questions or additional information, please visit our website:

<https://ccfd.org/fire-prevention/fire-inspections>

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(650) 558-7600 | www.ccf.org | [@centralcountyfd](https://twitter.com/centralcountyfd)

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