

**TOWNSHIP OF CONCORD
OFFICE OF PROPERTY SAFETY**
43 Thornton Road
Glen Mills, PA 19342
610-459-8911

COMMERCIAL INSPECTION CHECKLIST

Property Address: _____

Suite/Unit No: _____ Date: _____

Contact Name: _____ Contact #: _____

Commercial:

- Exit Signs _____ (Illuminated at all times with 90 min. emergency power minimum)
- Fire Extinguishers _____ (Annual Inspection from reputable company and location)
- Emergency Lighting _____ (Interior & Exterior; all paths of egress; 90 min. emergency power)
- Storage Areas _____ (height, type, location, 18" below sprinkler, 24" with no sprinkler)
- Sprinklers _____ (serviceability, location, escutcheons in place)
- Sprinkler Inspection _____ (Annual Inspection required forward report to township office)
- Fire Alarm System _____ (Annual Inspection required forward report to township office)
- Ansul System _____ (semi-annual inspection required, forward report to twp. Office)
- Fusible Links _____ (replaced semi-annually)
- Drinking Fountains "03" _____ (required per Code since 2003)
- Bathroom "03" _____ (required per Code since 2003)
- Electrical Panel _____ (no storage in area 30" in width, 36" in depth, 78" in height)
- Unobstructed Ways of Egress _____ (No storage of any kind or any other obstruction)
- Sprinkler Room _____ (heating source, no storage, serviceability, extra sprinkler heads in box with wrench)
- Common Areas _____ (all areas not associated within a suite or unit)
- Unit Numbers Front and Back _____ (3" min. legible from road or parking area)
- FDC Access _____ (minimum of 3-feet; fences, bushes, trees, walls or any other object)
- Fire Escapes _____ (fire protection, access, strength, maintenance)
- Sidewalks _____ (serviceability, cracks, chips, lifting from frost)
- Fire Apparatus Access _____ (shall not be obstructed in any manner)
- Fire Hydrants & Test _____ (annual flush test required)

Comments:

THIS IS A GUIDELINE FOR YOUR INFORMATION;
Inspections are not limited to items listed above
