



CITY OF GOSHEN
 FIRE DEPARTMENT
 INSPECTION DIVISION
 209 NORTH THIRD STREET
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Goshen Fire Department Pre-Inspection Checklist*

Building Exterior	
Yes ___ No ___	Property address signage must be plainly visible from the street, on a contrasting background, and not less than 4 inches in height.
Yes ___ No ___	Fire lanes must be properly marked and maintained to provide fire department vehicular access.

Exits / Exit Door Locks	
Yes ___ No ___	Doors must not be locked or blocked during business hours.
Yes ___ No ___	Doors must be operative, or swing away / towards the outside of the building.
Yes ___ No ___	Exit doors must be operable from the inside without the use of a key or any special knowledge or effort.

Exit Lights / Emergency Lights	
Yes ___ No ___	Exit signs must be illuminated and contain 90 minutes of backup power.
Yes ___ No ___	Egress illumination shall not be less than 1 foot-candle at the walking surface and shall have 90 minutes of backup power.

Fire Extinguishers	
Yes ___ No ___	Fire extinguisher gauges are "in the green".
Yes ___ No ___	Applicable fire extinguishers, depending on the size of building and type of occupancy. (Most common is 2A,10:B,C)
Yes ___ No ___	Extinguishers must be plainly visible, with a clear path to access them.
Yes ___ No ___	Extinguishers must be inspected annually by a licensed fire extinguisher company.
Yes ___ No ___	Fire extinguishers shall be mounted properly. (Tops of extinguishers cannot be more than 5 ft. above the floor, and the bottoms of extinguishers at least 4 inches from the floor. There shall not be more than 75 ft distance from one extinguisher to another.)

	Combustible Storage
Yes __ No __	Storage items must be at least 18 inches from the ceiling in rooms with fire sprinklers, and 24 inches from the ceiling in rooms without fire sprinklers.
Yes __ No __	Flammables and combustible materials must be properly stored.

	Housekeeping
Yes __ No __	There cannot be holes of any size in walls.
Yes __ No __	There can be no missing or damaged ceiling tiles.
Yes __ No __	Pressurized cylinders must be securely anchored.
Yes __ No __	There should be no accumulation of empty boxes, trash, paper, lint, etc.
Yes __ No __	Interior finishes and decorations need to be flame retardant.

	Fire Protection Systems (if applicable)
Yes __ No __	Fire alarm system / sprinkler system shall be inspected annually by licensed fire protection company.
Yes __ No __	Do not block fire department connections.
Yes __ No __	Fire department connections must have visible signs.
Yes __ No __	Sprinklered buildings must have spare sprinkler heads/wrench/ and caps by sprinkler service panel.

	Electrical Hazards
Yes __ No __	No permanent use of extension cords.
Yes __ No __	Lighting devices should be installed and there shall be no defective or improper wiring.
Yes __ No __	GFCI outlet(s) within 6 feet of a water source.
Yes __ No __	All wiring shall be done by a licensed electrician.
Yes __ No __	Junction, Breaker boxes, light switches and electrical outlets shall have safety covers installed.
Yes __ No __	Maintain 36" clearance around electrical panel.
Yes __ No __	Power strips must be UL listed. Power strips may not be "daisy chained", (plugged into each other).

	Cooking (if applicable)
Yes __ No __	Hood, vent, duct, and filters must be kept clean and free of grease accumulation.
Yes __ No __	Class K fire extinguisher for solid fuels, or if frying /cooking with vegetable or animal oils or fats. (No more than 30 ft. travel distance from commercial-type cooking equipment, and no closer than 10 feet.)
Yes __ No __	If there is no hood automatic fire extinguishing system is provided, there will be no cooking/frying at location.

*These Items do not cover ALL possible requirements for specific occupancies. These are GUIDELINES ONLY. All local, state, and federal codes, ordinances and rules must be followed.

Additional forms available at: <https://goshenindiana.org/fire>