

City of Ann Arbor Fire Department

Fire Prevention Bureau

111 North Fifth Avenue
Ann Arbor, Michigan 48104

Phone: 734.794.6979

Fax: 734.761.3592

Web site: www.a2gov.org/fire

Storage Facility Self-Inspection Pilot Program

The Ann Arbor Fire Department (AAFD) Fire Prevention Bureau (FPB) is implementing a **pilot** fire safety self-inspection program for facilities that are considered low-hazard storage occupancies. A self-inspection of the storage areas and/or units would be conducted by a representative of the storage facility. This program allows for all areas to be inspected for common fire safety issues in the low hazard storage areas. This includes facilities classified as Low-Hazard Storage, Group S-2 in the International Fire Code as determined by the fire inspector.

Each storage facility may choose the self-inspection option for individual units or buildings that are used for storage. Upon the storage facility's biannual inspection, the self-inspection documentation shall be provided to the fire inspector. The fire department fire inspection will include all common areas as well as a minimum of 5% of the storage units or areas, as selected randomly by the inspector. All common areas include, but are not limited to mechanical rooms, offices, hallways, and stairways, which will be inspected by a fire department fire inspector.

If the facility does not choose to participate, all storage areas will be inspected by a fire inspector and charged according to the fee schedule.

The inspection fee will be based on the square footage that has been inspected by the fire inspector. Thus, if a storage facility opts for the self-inspection program, complies with the checklist and corrects the deficiencies found, the fire inspector will complete the inspection by inspecting all common areas plus a minimum of 5% of the storage spaces. For storage facilities that choose the full services of the city fire inspector and not the self-inspection program, the inspection fee will be based on the entire square footage including the storage spaces.

The storage area self-inspection shall be completed by a facility representative orientated to the AAFD fire safety inspection program and will include all units or areas. The business will have 30 days to complete the storage self-inspection as determined by the city fire inspector. The completed self-inspection form and affidavit of verification will be signed by the representative and a senior or general manager.

Items for self-inspection for the manager or owner representative include:

- All exit signs must be in working order (on at all times and during power failures).
- All emergency lighting must be tested to confirm they are in working order.
- A 36" clearance is required around sprinkler heads
- Combustible storage must be 24" from the ceiling in areas without sprinkler heads
- Combustible storage must be 18" from the ceiling in areas where sprinkler heads are installed.
- Limit the use of extension cords and multi plug adaptors. Extension cords are for temporary use of a portable appliance and must be sufficient amperage for the usage.
- Outlet and light switches must be covered with a cover plate.
- Exits, stairways, and aisle ways must be kept clear of trip hazards and obstructions.
 - A minimum of twenty-eight (28) inch clearance must be maintained for all employee aisle ways.
 - A minimum of thirty six (36) inch clearance must be maintained for public aisle ways.
- Holes/breaches in the drywall must be fixed.
- Ceiling tiles for drop ceilings must be in place.

City of Ann Arbor Fire Department

Fire Prevention Bureau

111 North Fifth Avenue
Ann Arbor, Michigan 48104

Phone: 734.794.6979

Fax: 734.761.3592

Web site: www.a2gov.org/fire

Storage Units Self-Inspection Program Affidavit

I, _____, attest that I have completed the storage area fire safety self-inspection for the property located at _____.

Further, all deficiencies found have been corrected by a qualified person.

Signature _____ Date _____

Manager Name _____

Signature _____ Date _____