



Preparing For a Fire Inspection

Fire Inspections: What to Expect

- A City of Reno Fire Prevention will inspect your facility during normal business hours.
- Inspectors will always be courteous and considerate of your time.
- Inspectors will comply with the best time to conduct the required inspection.
- Inspection results will always be clearly stated in writing, with a re-inspection date assigned if required.
- A time extension may be granted by the Fire Marshal upon written request providing a reasonable explanation.

Understanding the Results

- The Inspector is there to help you and will be glad to explain the results and answer any questions you may have.
- Contact your fire inspector directly (email preferred) or contact the Fire Prevention Division office at 775-334-2300.

Common Fire Safety Hazards

Housekeeping

- Keep hallways, corridors, and aisles clear of storage and clutter.
- Keep storage down 24 inches from ceilings (18 inches below fire sprinkler heads).
- Do not store combustibles within 36 inches of a heat-producing appliance (i.e., water heater).
- Store hazardous material in appropriate containers.

Electrical

- Do not use extension cords as a substitute for permanent wiring.
- Do not use multi-plug appliances that do not have built-in circuit protection.
- Do not run wiring through walls, doors, or under carpet.
- Maintain 36 inches of clear space in front of electrical panels.

Exits

- Ensure exit signs are illuminated.
- Check that emergency egress lights are operational.

- Keep exits unlocked during business hours.
- Keep exit (egress) doors clear from obstructions at all times.

Fire Protection Systems

- If you have a fire protection system (fire alarm or sprinklers) in your building, Reno Fire Department requires a Knox® rapid entry key box to be installed.

Fire Sprinklers

- Inspected and tested annually by a licensed Fire Sprinkler Contractor.
- Valves and shutoffs labeled and secured.
- Fire Department Connections (FDC) clear and accessible, caps secured.

Fire Alarm Systems

- Inspected and tested annually by a licensed Fire Alarm System Contractor.

Hood & Duct Systems Over Commercial Cooking Equipment

- Inspected and tested every six (6) months by a Licensed Hood Service Contractor.
- Hoods and ducts cleaned as needed by a certified company.

Fire Extinguishers

- Minimum one (1) 2A10BC for no more than 75 feet walking distance, mounted 3 to 5 feet above floor.
 - Different extinguishers have different uses. You may be required to obtain a larger extinguisher or order more based on your operations.
- Serviced annually by a licensed Fire Extinguisher Service Company.

FAQ:

How frequently does an inspection take place?

- For your City of Reno business license, you are supposed to have a fire inspection every year. However, if deemed necessary, the inspector may come to your business more frequently.

How much does a fire inspection cost?

- This depends on the nature of the business and if any operational permits are issued. The fees and fines are adopted by City Council and are subject to change. Fee and fine information can be found at reno.gov