



Tualatin Valley Fire & Rescue

Property Self-Inspection Checklist

Use this checklist to help identify possible deficiencies at your complex.

Water Supply:	YES	NO	N/A
Hydrants unobstructed (clear three feet around)			
If fire hydrants are on private property, annual service was completed			
If a Fire Sprinkler System is present:			
• Fire Department Connection (FDC) visible/accessibile			
• FDC caps are present (if missing maintenance required)			

Fire Department Access:	YES	NO	N/A
Driveways – clear and unobstructed (20 feet minimum)			
Overhanging tree branches (to 13 feet 6 inches)			
Fire lanes are marked and enforced (No Parking)			
Address and building numbers clearly identified			

Building Exterior:	YES	NO	N/A
Natural gas meters are protected from vehicle impact			
Chimney cap(s) in place			
Combustible storage removed (trash)			
Stairways in good repair (tread and handrails)			
Exits and exit pathways unobstructed			
Emergency lighting present and working			
Fire extinguishers are placed throughout the complex (every 75 feet)			
No storage in/under stairways			
Knox box contains current keys			
Electrical outlets are in good condition			
Ground cover & barkdust free from cigarettes & away from the building			
Lint trap/vents free from excessive lint build-up and bird nests			

Building Interior and Common Areas:	YES	NO	N/A
Hallways and corridors clear and unobstructed			
Emergency lighting present and working			
Exit signage present and working			
Doors open from the inside without the use of key, no deadbolts have been installed on the exit doors			
Self-closing doors close and latch properly			
Stairways in good repair (tread and handrails)			
Electrical outlets and connection are in good condition			
Interior finish (sheetrock, ceiling) in good condition			
Attic fire walls and draft stops free from holes and damage			

Accessory Uses:

	YES	NO	N/A
Laundry areas free from lint build-up			
Laundry areas equipped with (2A:10BC) fire extinguisher			
Pool chemicals stored in original containers			
Maintenance areas have flammable liquids and chemicals stored in original containers			
Boiler, furnace, and mechanical rooms have one-hour construction, self-closing doors, outside ventilation, and are free from combustibile storage			
Community rooms have unobstructed exits, exit signage, posted occupancy load, and (2A:10BC) fire extinguisher			

Fire Protection Features:

	YES	NO	N/A
Fire extinguishers serviced annually			
Fire extinguishers visible and accessible			
Fire alarm system tested annually (provide documentation)			
• If local - manual pull station labeled "Local Alarm Only Call 9-1-1"			
• Detectors and devices are free from paint, damage, etc			
• Alarm circuit is identified and locked in the "on" position			
Sprinkler system tested annually (provide documentation)			
Sprinkler riser is clear and unobstructed			

Smoke Alarm and Carbon Monoxide Requirements:

JANUARY 1, 2002- Apartments and other rented properties must supply, test and provide written instructions on maintenance of the smoke alarm(s) prior to each tenant taking possession of the premises.

APRIL 1, 2011 – Landlords must provide properly functioning carbon monoxide alarms for all rental dwelling units with or within a structure containing a carbon monoxide source.

Questions for Inspector:
