



CITY OF COCOA BEACH FIRE DEPARTMENT

50 South Orlando Ave - Cocoa Beach, FL 32931
Tel (321)868-3330 - Fax (321) 868-1203
www.cityofcocoabeach.com



RESIDENTIAL RENTAL PROPERTY FIRE SAFETY INSPECTION CHECKLIST

Property Owner is responsible to maintain this level of safety every year after initial inspection

Pass	Fail	FIRE SAFETY
		Functioning UL 217 listed smoke alarms installed correctly in each sleeping room or bedroom and in hallways leading to bedrooms. Must be hard wired and continuously powered by the building electrical service with a battery back-up as a secondary power supply in compliance with NFPA 72. Buildings that are 4 stories or more shall have interconnected detectors. All smoke detectors shall be installed by a certified electrician.
		Battery powered emergency lighting shall be provided for a period of not less than one (1) hour to illuminate the primary exit. The emergency lighting shall provide illumination automatically in the event of any interruption of normal lighting and shall be connected to the building main electrical service and shall be installed by a certified electrician.
		One- and two-family dwellings, recreational vehicles or mobile homes licensed as a transient lodging establishment shall have a minimum of one primary unobstructed exit and one secondary means of escape. The secondary means of escape shall be an outside window or door operable from the inside, without the use of tools or special equipment, that provides a clear opening having a minimum of 5.7 square feet of area with no dimension less than 20 inches in width or 24 inches in height. The bottom of the opening shall not be more than 44 inches off the floor. The opening must be directly accessible to fire department rescue apparatus or fire department extension ladder.
		A fully charged 2A - 10BC (minimum size) fire extinguisher mounted in an accessible location inside the unit. If placed in a cabinet, a sticker shall be placed reading "fire extinguisher" on cabinet door. The extinguisher must have a visible current manufacture date and tagged by a qualified agency (i.e., certified fire extinguisher company) with an in-service date. Fire extinguisher shall be re-inspected and re-tagged annually.
		No LP, propane, or charcoal grills on balconies or patios. (multi-family only).
		Outdoor cooking grills shall be located at least 10 feet away from any structure or overhead obstruction.
		No storage of combustibles in mechanical room/closet. No floor/ceiling penetrations.
		A floor diagram reflecting the actual floor arrangement, primary exit location, secondary exit location and room identification shall be posted in a conspicuous location on or near primary exit door for emergency evacuation.
		Street address, building/unit numbers shall be clearly visible from the road and mounted on the outside of the structure (Minimum 4" letters) and be of contrasting color. Recommended to be put on mailbox as well.
		Emergency information/fire safety pamphlet clearly posted in a conspicuous area to include; Complex name, street address, unit number, phone number (if applicable), procedures for reporting a fire or other emergencies and important non-emergency contact numbers shall be provided.
		All applicable gas appliances must be vented to the outside. Carbon Monoxide Detector required in area.
		No flammable liquids or gases stored in units or garages.



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		All exits that have access to a water hazard (pool, canal, etc.) shall have a door alerting device.
		Any property with a pool must have a pool hook & a life safety ring (safety ring only for canal access).
		Two (2) occupants per bedroom plus two (2) additional occupants. (Not to exceed 8 occupants total) per Cocoa Beach Code of Ordinances Sec. 26.5-53.

Pass	Fail	ELECTRICAL
		No unapproved extension cords or multi-plug adapters. UL listed "power-strips" with built in circuit breakers are an approved device.
		No extension cords used in place of permanent wiring.
		No exposed wiring or other dangerous conditions.
		All outlet covers and switch plates in place.
		G.F.C.I. outlets in required areas (Any outlet within 6 feet of a water source).
		Electrical panel box clearly labeled with no open spaces or exposed wiring.

Pass	Fail	EGRESS / ESCAPE
		All means of egress are maintained, unobstructed and in good condition.
		All egress doors latch, are lockable, and all dead bolt locks must be easily unlocked from the inside without a key (Thumb turn). Only one lock allowed, no secondary locks on windows/sliding glass doors.
		Bedrooms must have approved escape windows or doors that are maintained and easily opened, as described below:
		One- and two-family dwellings, recreational vehicles or mobile homes licensed as a transient lodging establishment shall have a minimum of one primary exit and one secondary means of escape. An outside window or door operable from the inside, without the use of tools or special equipment, that provides a clear opening having a minimum of 5.7 square feet of area with no dimension less than 20 inches in width or 24 inches in height. The bottom of the opening shall not be more than 44 inches off the floor. The opening must be directly accessible to fire department rescue apparatus or fire department extension ladder.



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Assistance Guidelines for Residential Rental Self Inspections

1. No combustible storage in furnace/boiler rooms and electrical and mechanical rooms. Storage is not allowed under stairs or in stairwells.
2. If your rental unit has emergency lights, they are required to be battery operated. Please operate each unit by pushing the test button or by turning off the power for twenty minutes; this will test the battery strength and help ensure proper operation if there is an actual power failure. If the unit fails, let it recharge and repeat the test. If it fails again, repair or replace it. Batteries should be dated with an indelible pen upon installation and replaced at five-year intervals.
3. For transient rentals, a licensed contractor has serviced your fire extinguishers within the last twelve months with a copy of the service tag dated and in place. If a fire extinguisher has been damaged or used, replace it. Check the operating gauge to see if it is in the proper pressure range, the needle should be in the green area. If it's not, have it serviced. Check the extinguisher gauges monthly to see if it remains in the operable range.
4. Receptacles/outlets should have properly fitted covers and should not spark. Frayed or damaged appliance cords need to be replaced. Extension cords are not permitted in place of permanent wiring. G.F.C.I. outlets need to be tested and reset, and in place in outlets within 6' of a water source. UL listed "power-strips" with built in circuit breakers are an approved device.
5. Test all smoke detectors in the rental unit and keep a log (to include date tested, result of test, Initials, and battery replaced date). Push the "test" button and hold until the smoke detector activates. Change the back-up batteries annually. For transient rentals, note this and all actions in your smoke detector log.
6. Building address shall be so posted as to be visible from the roadway adjacent to the building. Numbers must be a minimum of 4 inches high and in a contrasting color from the background. Unit numbers need to be clearly posted as well. We recommend adding the address to the mailbox as well.
7. Check your circuit breakers or fuse panels to assure that they are in good condition. Panel door should always be closed. Clearance to the front of electrical panels shall be a minimum of 30 inches. There must be no holes or blank slots in the electrical panel. All breakers should be labeled appropriately.
8. Open and close all doors and window to ensure they are operating properly. This would also include all sliding doors. These should operate smoothly without the use of any special tools or keys. No secondary lock shall be installed; guests should have quick and easy egress if necessary.