



IONA McGREGOR FIRE DISTRICT
6061 SOUTH POINTE BLVD
FORT MYERS, FL 33919

MAIN OFFICE: (239) 433-0660
FIRE PREVENTION OFFICE: (239) 425-9336
www.ionafiredistrict.com

OCCUPANCY PERMIT INSPECTION CHECKLIST

Please review the following to ensure your location is prepared prior to the scheduling of your inspections.

EXTERIOR

- Building address plainly visible from the street, no less than 6” in height, with contrasting background.
- Unit # indicated on or adjacent to all doors leading to unit, no less than 3” in height.
- Knox® brand lock box installed, and access keys provided (www.knoxbox.com).
- Minimum 36” clearance around all fire protection appliances (i.e., fire hydrant, fire department connection, fire sprinkler riser, backflow preventer assemblies).
- Fire department connections properly capped.
- Appropriate signage at fire protection appliances (i.e., FACP, FDC, etc.)
- Door leading to fire alarm or fire sprinkler riser labeled “FACP” or “RISER” in no less than 2” letters.
- Manual gates equipped with Knox® brand padlock.
- Automatic gates equipped with EVAC entry system.

INTERIOR

- Exit signs illuminated in normal power mode and battery backup mode (test button).
- Emergency lighting illuminated on battery backup (test button).
- Fire extinguishers tagged by licensed company within previous 12 months and mounted properly.
- Fire protection systems inspections current and free from impairments/deficiencies.
- Door leading to fire alarm or fire sprinkler riser labeled “FACP” or “RISER” in no less than 2” letters.

- Ceiling tiles in place.
- Circuit breakers properly labeled and panel free of openings or missing breakers.
- Electrical room labeled and 36" clearance around breaker panels.
- Outlet receptacle covers in place.
- Openings in tenant walls properly protected (i.e., smoke-tight, firestopped where required).
- Extension cords not used for permanent power.

ADMINISTRATIVE

A fire inspection fee of \$55.00 will be due prior to permit sign off. Once you have obtained an invoice # you may visit www.ionafiredistrict.com for payment directions. *Cash payments are not accepted.

Please provide all contact information, including an after-hours emergency contact.

It is important to note that this list is not all-encompassing and some of these items may not pertain to your inspection.

If you have any questions ahead of your inspection, please email FirePrevention@ionafire.com

Our office thanks you for consulting this list prior to scheduling your inspection.