



Johnston-Grimes Metropolitan Fire Department



Final Inspection Checklist

This form is to be completed by general contractor or property owner and submitted when requesting a final inspection. Incomplete forms will delay the scheduling of final inspections. For any sections that do not apply, please cross off. Failure of a final inspection will result in application of the fire re-inspection fee schedule.

Fire Alarm

- Fire Alarm Testing Complete – Date:
- All devices are addressed correctly on the panel and with the monitoring agency
- All devices are placed as depicted on approved plans and as required by the Fire Code
- Horn strobe placed above the fire department connection for fire sprinkler system
- Restrooms provided with strobes (not required in residential units)
- Room containing fire alarm control panel provided with signage (FACP)

Fire Sprinkler

- Rough-in inspections completed by fire department representative
- Hydrostatic testing completed – Date:
- Dry system fill-time(s) verified – Date:
- Flow alarm time(s) verified (45-60 seconds) – Date:
- Hydraulic information attached to each riser
- Sprinkler head and wrench box supplied with appropriate types and number of heads
- Service tags attached
- Fire department connection provided with clear space and fire hydrant with 100 feet
- Sprinkler riser room signage provided (Fire Sprinkler Riser Room)

Means of Egress

- All exit signs and emergency lights tested by disconnecting power – Date:
- All required exits provided with approved exit signs
- Directional exit signs provided as required to clarify means of egress
- Egress lights provided along the path of egress including at the exterior discharge
- Egress lights provided in restrooms and rooms larger than 400 square feet in size
- Egress lights provided in mechanical/electrical rooms and alarm/sprinkler riser rooms
- Doors serving the means of egress function as required
- Doors serving the means of egress equipped with approved hardware (no thumb locks)



Johnston-Grimes Metropolitan Fire Department



Final Inspection Checklist

Fire Extinguishers

- Appropriate size provided
- Appropriate spacing provided
- Mounted or cabinets provided – Cabinets without glass require labels
- Service tag attached

Knox Box

- Location approved by fire department
- Mounted between 5' and 6' from the ground
- All keys and three contacts will be available at time of final inspection

Fire Department Access

- Address is visible from street with appropriately sized numbers and contrasting color
- Suite numbers/letters are appropriately sized and are attached to each door
- Required fire lanes are marked as required
- Fire apparatus access roads are clear of equipment, materials, and debris

Contact Person: _____ Phone: _____

Signed: _____ Date: _____

Submit a digital copy to cverhuel@cityofjohnston.com along with the requested date of the final inspection. Please allow one business day for scheduling inspections. Should you have any questions you may contact the Fire Marshal at 515-251-7692.