

Two Annual Site Visits

The Denver Fire Department conducts two types of site visit each year for commercial and institutional properties:

Fire Safety Inspections

and

Emergency Pre-plans

Since 2002, fees have been charged for Fire Safety Inspections. Emergency Pre-plans are provided at no charge.

This brochure provides basic information about inspections and pre-plans, how you can prepare for them, and the benefits they provide.



We know that you, as the property owner or manager, care about the level of safety in your building and on the premises. When Fire Department members visit to conduct a fire safety inspection or pre-plan, we strongly encourage you to accompany them. This mutual assistance can greatly enhance the level of life safety at your property.

Emergency Pre-plans

Most businesses and commercial occupancies in Denver receive an annual Emergency Pre-plan, where crews from the local fire station visit the facility and conduct pre-emergency planning to ensure efficient and effective response in the event of an emergency. They will call first to schedule a convenient time. This inspection is handled at a different time than your Fire Safety Inspection.

The inspectors will observe the layout of your property and its current condition. Then, based on data that has been compiled nationally and internationally about cause and effect, reasonable expectancy and fire risk, they will prepare a pre-fire plan, which complements standard operating procedures by increasing the Fire Department's knowledge of your property and any specific risks.

There is no charge for Emergency Pre-plans. However, if the firefighters notice a violation of city ordinance, they are authorized to write an order notice requesting immediate correction of the violation, and there is a fee for subsequent re-inspections. They will also refer the property to Fire Prevention for a full Fire Safety Inspection, for which there is a charge.

Pre-emergency planning is a requirement of the Insurance Services Office (ISO) that sets the fire insurance rates for all the properties within the City and County of Denver.

Contact Us

Denver Fire Department

Fire Prevention and Investigation Division
745 West Colfax Avenue • Denver, CO 80204

Phone: 720-913-3473 • Fax: 720-913-3587

Email: denverfpb@denvergov.org

<http://www.denvergov.org/Services/FirePrevention/tabid/436029/Default.aspx>

THE DENVER FIRE DEPARTMENT



DENVER
THE MILE HIGH CITY

ANNUAL INSPECTIONS:

Ensuring Life Safety in Your Commercial or Institutional Property

Fire Safety Inspections

Denver city ordinance requires the Fire Department to inspect commercial and institutional properties annually in order to determine whether they are in compliance with city safety codes, and to bring any violations into compliance. The Department tracks 24,000+ commercial properties throughout the city.

Smaller properties, such as low-rise apartment buildings, are inspected by personnel from the local firehouse. Larger and more complex occupancies, such as high-rise buildings, factories, hospitals, schools, theatres, etc., require inspections by personnel from the Department's Fire Prevention and Investigation Division. These inspectors have specialized training for fire and smoke detection systems, alarms and more.

Why Is There a Fee?

Prior to 2002, the City furnished Fire Safety Inspections at no charge to the customer. Personnel from the local fire station conducted most of the inspections, referring only certain properties to the Fire Prevention unit.

By 2002, it had become clear that this approach was inadequate. The need for inspections had increased dramatically, with the number of commercial and institutional properties in Denver growing every year, and new developments adding new service areas to the city. Many of Denver's buildings were aging and deteriorating, along with their built-in protection systems, and required in-depth inspections to ensure that those systems were operating safely. To maintain the low fire loss and low insurance rating that the City has enjoyed for many years, it became critical to require that larger, more complex properties receive annual inspections by Fire Prevention staff.

Various approaches were explored to pay for the increased demand for inspections and increas-

ing administrative costs. After much research, and with the support of various owners' and managers' groups, city officials made the decision for Denver to start charging building owners a fee for each Fire Safety Inspection, as many other cities do, effective January 1, 2002.

Your annual Fire Safety Inspection, which is required by law, is also one of the lowest-cost resources available to protect your property and the health and lives of your employees and those who visit your business or occupy your premises. In part thanks to this program, the City of Denver continues to enjoy an extremely low fire loss rating for a city of its size and lower overall property insurance rates compared to other cities.

How Much is the Fee?

The fee for your annual Fire Safety Inspection is based on your property's square footage, number of floors and type of occupancy (i.e., school, factory, shopping mall, arena, etc.). A copy of the fee schedule is available online at our [website](#), or call Fire Prevention for an estimate.

If the inspection shows that there are any violations of city ordinance, a follow-up inspection will be scheduled to confirm that the violation has been corrected. A separate fee is assessed for follow-up inspections: \$65 for the first re-inspection and \$130 for subsequent ones.

You will receive an invoice for the fee within 30 days of the first inspection if no violations are noted, or within 30 days of the final report showing that all violations have been corrected.

How is the Inspection Scheduled?

Based on our records for your business, our staff will schedule your annual inspection to take place approximately 12 months from the previous

year's inspection, or as close to that date as possible given our crews' workloads.

- Prefer to have your inspection at a different time of year? Just call our office at 720-913-3473 and we'll do our best to accommodate your request.
- Change in your business ownership, size of property, etc.? Please call 720-913-3570 and let us know.

How Does a Fire Safety Inspection Work?

Smaller and less complex properties are inspected by personnel from the local firehouse; larger and more complex properties are inspected by personnel from the Fire Prevention and Investigation Division. In either case, the inspector will conduct a thorough inspection to ensure satisfactory life safety conditions on your property, examining such items as:

- condition of exits, operation of exit doors, exit signs, building exit discharge areas, etc.
- condition of interior finish
- emergency lighting
- components of fire-resistive separation
- maintenance of fire apparatus access roadways
- maintenance of fire lanes
- test records for fire safety systems
- make sure there is an emergency evacuation plan in place

If any conditions are found that violate city ordinance or that could cause fire or endanger life or property, the inspector will notify you and issue an order notice requesting that the condition be corrected immediately. A later inspection will be scheduled to confirm that the violation has been corrected. The order notice will include instructions for appealing the notice if you wish to do so, but filing an appeal does not delay enforcement of the order.