



Central County Fire Department conducts annual fire and life safety inspections at all properties containing three or more dwelling units. The fire department considers fire and life safety inspections at these types of occupancies to be a benefit to the owners/operators, their tenant, and guests, as well as helping Central County firefighters become more familiar with your building in the event there is an emergency. Our fire inspectors are dedicated to ensure safety compliance exists in your building.

### **Frequently Asked Questions**

#### **How will this program benefit me?**

Fire and life safety inspections are completed to educate and protect property owners and residents from the devastating effects of fire. By promoting a safe living environment in these types of occupancies, the chance for fire, injury, and death decreases.

#### **Are these inspections required?**

Yes. Inspections must be conducted annually for all properties containing three or more dwelling units. The California Health and Safety Code Section 13146.2 and Assembly Bill 1205 mandate that the inspections be completed annually and further provides the legal authority to charge property owners to recover costs for providing these inspections.

#### **When will these inspections take place?**

Inspections will be conducted by fire inspectors Monday through Friday during business hours from 8:00am until 5:00pm. Each property is inspected at approximately the same time of year. Larger complexes may be contacted to arrange inspection dates and times to ensure access to fire protection system components and facility personnel responsible for their maintenance.

#### **What will be the areas of focus during the Fire Department inspection?**

A typical fire and life safety inspection of multi-family dwellings include, but aren't limited to, checking for fire hazards specific to fire access, exiting and exit system components, fire protection equipment, fire extinguishers, storage, housekeeping, utilities, and hazardous materials.

### **Will the Inspector enter individual units?**

No.

### **How will I know the results of the inspection on my property?**

During the routine inspection, the Inspector will make a reasonable effort to obtain the owner's and/or manager's contact information (email, hard copy, or by phone). This data will allow the inspector or support staff to establish direct contact with the responsible party of the property and forward inspection results and all related documents. If you are an owner or property manager for a multi-family property located in Burlingame or Millbrae and want to add or update your contact information, please go to our website at [www.ccfid.org](http://www.ccfid.org): Under Fire Prevention, select Property Contact Registration, or use this QR code:

### **How can I prepare for my inspection?**

Your property should always be maintained in safe condition. We have provided an inspection checklist for your personal use. You may choose to share with every resident, or post in common areas if you wish. This checklist is to assist you in ensuring your Please see the Multi-family/Residential Occupancy Pre-inspection Checklist at [www.ccfid.org](http://www.ccfid.org)

### **Is there a fee for fire inspections?**

The fees vary according to the time required to complete the inspection; the inspection time includes inspection and re-inspection time, training, supplies, and office support. The following fees have been provided for your information but are subject to change based on updates to the CCFD's Master Fee Schedule: [www.ccfid.org](http://www.ccfid.org)

### **Where can I obtain more information?**

Additional information is available at the Fire Prevention Division office located at 1399 Rollins Road, Burlingame, Ca 94010. Our phone number is (650) 558-7600.