



# BRANSON FIRE RESCUE

## Self-Inspection Guide

The City of Branson Fire Rescue works hard each day to make Branson a “Fire Safe Community”. One step is to perform inspections at the commercial properties located in the City. By performing these inspections, credit is also obtained from the Insurance Services Organization (ISO) as points that help reduce insurance premiums in our community.

Below is a list of items you are required to inspect at your property to obtain a business license and/or lodging license. If you have any questions, please contact Branson Fire Rescue at **417-243-2780**. When calling, leave your name, phone number, property address and question(s). A member of the Technical Services Division will return your call at their earliest availability.

- ✓ **911 ADDRESS:** The 911 address should be posted on the street side of the property in 4” high numbers in a contrasting color to the background. If placed on a window, the color shall be white. Add 2” in height for every additional 50’ from the roadway. Individual suites or units shall have the number/letter posted on the door, or in the close proximity to the door a minimum of 8 feet above finished grade.
- ✓ **COMBUSTIBLE & FLAMMABLE MATERIAL STORAGE:** All storage of this type shall be in approved containers and away from ignition sources.
- ✓ **ELECTRICAL:** All electrical service panels should be free of any openings and should have all circuits labeled. Panels shall have 36” of clearance to combustible materials.
  - All outlets, switches and junction boxes should have all covers and faceplates present.
  - Extension Cords and multi-plug adapters are not allowed for permanent wiring (greater than 90 days) and may not be extended through walls, ceilings, floors, doors, etc.
  - Note: Power strips with a breaker are allowed if additional outlets are needed. However, power strips are not allowed for items rated at 250 volts AC and 20 amps or more. These items should be plugged directly into the wall outlet.
- ✓ **EXITS:** Make sure all designated exits are unlocked and the exit access and discharge are clear of obstructions. Combustible and/or flammable material storage is not allowed in exit ways, especially in stairwells and elevators.
- ✓ **EXIT LIGHTS AND EMERGENCY LIGHTS:** These units should be fully operational and lighted with AC & DC power and be able to sustain operation for 90 minutes on battery back-up in the event of a power failure. To test these lights, press and hold the test button located on the light or turn off the appropriate breaker in the electrical panel. These breakers shall be identified and marked prior to the day of the inspection.

- ✓ **FIRE ALARM SYSTEMS:** These systems are required to be inspected annually and monitored 24/7 by a remote central station through Century Link phone lines or a cellular dialer furnished by the alarm company. **SuddenLink phone lines, by code, are not allowed to be used for monitoring of a fire alarm system.**
  
- ✓ **FIRE LANES:** If the building has designated fire lanes, these should be maintained and marked with legible lettering at all times with a minimum 20 feet of designated space. Fire lane markings shall have a red background with 4” white letters stating “FIRE LANE – NO PARKING.”
  
- ✓ **FIRE EXTINGUISHERS:** A minimum **2A10BC (5 Pound)** fire extinguisher is required at each designated exit and for every 75’ of travel (typically mounted at each exit door). The extinguisher shall be serviceable with **no plastic components.**
  - Additional fire extinguishers may be required for special hazard areas such as service stations and commercial kitchens or when travel distances exceed 75’ between the extinguishers.
  - Fire extinguishers are required to be mounted a minimum of 4” off the floor and no higher than 60” to the top of the extinguisher.
  - The extinguisher shall be visible and accessible.
  - Extinguishers are required to be inspected and tagged annually by a fire extinguisher company. Branson Fire cannot and will not endorse or recommend any third-party company that must perform these services.
  - Nightly rental properties are required to have the same type extinguisher in the unit. If an extinguisher is located outside the unit on the common walkway of the building, an extinguisher is not required inside the unit. However, for additional safety, we recommend that an extinguisher of the proper type still be placed inside the unit in the unit to be located under the kitchen sink.
  
- ✓ **FIRE SPRINKLER SYSTEMS:** These systems are required to be inspected annually. All heads shall have 18” of clearance below for proper operation and be free of corrosion, paint, and foreign debris.
  
- ✓ **GENERAL HOUSEKEEPING:** Keep the property clear of accumulation of waste, litter, rubbish, grass & brush, anything that will create a nuisance or hazard to the public health, safety or welfare. Ensure 30” minimum clearance of combustible materials from all mechanical equipment such as HVAC equipment and water heaters.
  
- ✓ **HYDRANTS:** Fire hydrants shall have 36” of clearance around the circumference of the hydrant from flowers, bushes, trees, etc. If the building is equipped with a fire sprinkler system, a working fire hydrant shall be placed no more than 150’ from the fire department sprinkler connection.
  
- ✓ **KNOX BOX:** All properties that are equipped with a fire alarm or sprinkler system are required to have an exterior key box for after-hours fire department access in the event of an emergency. Keys to ALL locked areas of the property shall be kept updated in the KNOX box. Any punch code door handle locks shall be programmed with the standard fire

department access code.

- ✓ **MSD BOOKS:** Keep all Material Safety Data specs on site, if required, at an accessible and marked location.
- ✓ **SPRINKLER STANDPIPES:** These systems are required to be inspected/tested every 5 years.
- ✓ **110-VOLT SMOKE DETECTORS:** All nightly rental properties are required to have a 110 volt powered smoke detector with a 9-volt battery backup installed in each sleeping area and just outside each sleeping area.
  - For units that do not have an existing smoke detector in the bedroom, a standard 9-volt powered detector shall be permitted in lieu of the 110-volt powered detector.
  - All detectors, regardless of style, are required to be replaced every 10 years.
  - Existing detectors shall not be more than 10 years old and shall be replaced if they are.
  - The manufacturing date for the detector will be stamped on the back of the detector. If no date is present, this indicates that the detector is more than 20 years old. 9-volt batteries in detectors are required to be replaced bi-annually in the spring and fall.