



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



Do It Yourself Inspection Renewal Form

This checklist is designed to help a homeowner ensure their home meets the Fire District's "Fire Prevention and Life Safety Standards for Rentals". These standards must be maintained in order for the property to receive a Short-Term Rental Certificate. These do it yourself forms are designed to be completed during non-fire inspection years. Check with your local municipality to confirm the frequency requirement of Saugatuck Township Fire District Inspections. Contact the Saugatuck Township Fire District with any questions about these standards.

Homeowner's Fire Prevention and Life Safety Standards Checklist

Property Address: _____ Date Completed _____

Completed by: _____ Owner _____

Signature: _____ Agent _____

Charcoal burners and other open-flame cooking devices shall not be operated on combustible balconies or within 10 feet of combustible construction. *Exceptions: LP-gas cooking devices having LP-gas container with a water capacity not greater than 1 pound (0.454 kg) LP-gas capacity.*

Maintain a minimum 36" clearance on all sides of fuel fired appliances to storage of combustibles.

Fire Safety Plans shall be posted on each floor level of the structure adjacent to the main egress travel path and shall include the following information:

- a. The procedure for reporting a fire or other emergency. *(ie: Call 911, there is a fire at 123 Main St. or there is a medical emergency at 123 Main St.)*
- b. Current address and location of occupancy.
- c. Floor Plans identifying the locations of the following:
 - i. Exits
 - ii. Primary evacuation routes
 - iii. Secondary evacuation routes
 - iv. Portable fire extinguishers
- d. Identification and assignment of personnel responsible for emergency contact and maintenance of systems. (Local representative)

Address must be installed so it is visible from the road fronting property with 4" minimum letters and numbers. *(Green Reflective 911 Address Signs mounted at road fronting property and visible from both directions of travel are recommended.)*

Home is free of portable unvented fuel-fired heating equipment.



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



- Electrical hazards shall be abated. (Cover plates intact, no open wiring junction boxes)
- Electrical Panels require a minimum 30" clear working space provided in front of the panel.
- Ensure there are NO extension cords within the occupancy. (*Approved UL listed surge protectors may be utilized*)
- Holes in walls, ceilings, and doors must be repaired to maintain the fire resistance rating of the barrier.
- Portable Fire Extinguishers of a 2A10BC minimum rating must be installed and mounted on an approved hanger within the egress path on each level of the structure.
- Portable Fire Extinguishers require annual maintenance by an approved fire protection contractor.
- Smoke Alarms are required to be installed in every sleeping room and outside of every sleeping room, in all mechanical rooms, and in every room in the path of the means of egress. In addition, there must be a smoke alarm on each level of the structure including basements. Interconnected smoke alarms may be required.
- Carbon Monoxide alarms shall be installed on each level of the structure. They shall be installed outside of the sleeping areas where sleeping occurs. (Carbon Monoxide alarms are not required if the home contains NO fuel fired appliances and utilizes only electric heat and cooking devices.)
- Minimum dimensions of egress windows shall be 24" in height, and 20" in width. The bottom of the clear window opening shall not be more than 44" measured from the floor. Non-compliant windows shall be replaced or rooms will not be utilized for sleeping.
- Exits shall be maintained free of obstructions including ice and snow at all times.
- Basements & attached garages shall be free of flammable liquid storage. (ie: solvent, thinners, oil paints, gasoline, propane, etc.)

Upon completion, keep a copy of this form in your records. It shall be presented upon request to municipal officials or Saugatuck Township Fire District personnel.