

## Two Kinds of Property Inspections

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

### Fire Safety Inspections

and

### Emergency Pre-planning Inspections

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

This brochure provides basic information about the two kinds of inspections, 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 a Fire Department inspector visits, we strongly encourage you to accompany the inspector. This mutual assistance in the inspection of buildings and premises can greatly enhance the level of life safety for the general public.**

## Emergency Pre-planning Inspections

Most businesses and commercial occupancies in Denver receive an annual Emergency Pre-Plan Inspection, 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-planning Inspections. 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.

## Questions?

For more information about Fire Department inspections of your property, please contact:

### 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](mailto:denverfpb@denvergov.org)  
[http://www.denvergov.org/Fire\\_Prevention](http://www.denvergov.org/Fire_Prevention)

# 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 23,000+ 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 much more.

## Why Is There a Charge?

Prior to 2002, the City furnished Fire Safety Inspections at no charge to the customer. This is because, for many years, the personnel from the local fire station conducted most of the inspections, referring only certain properties to the Fire Prevention Division.

Over the past decade, it became clear that this approach was inadequate. First, the need for inspections has 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. Secondly, many of Denver's buildings are aging and deteriorating, along with their built-in protection systems, and require in-depth inspections to ensure that those systems are operating safely. In order to maintain the extremely low fire loss and low insurance rating that the City

has enjoyed for many years, it became critical to require that all larger, more complex properties receive annual inspections by Fire Prevention staff.

Various approaches were explored to pay for the increased demand for inspections and increasing administrative costs. After researching all the possibilities, 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.

## 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 for an estimate of how much you will be charged, call Fire Prevention at 720-913-3474.

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 at the rate of sixty-five (\$65) dollars for the first re-inspection and one hundred thirty dollars (\$130) for subsequent ones.

You will receive an invoice for the inspection 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 Does a Fire Safety Inspection Work?

The inspector(s) will contact you prior to the inspection to schedule a convenient time to meet with you or your representative and tour the property.

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 conditions on your property, examining such items as:

- condition of exits
- condition of interior finish
- operation of exit doors
- emergency lighting
- exit signs
- components of fire-resistive separation
- maintenance of fire apparatus access roadways
- maintenance of fire lanes
- building exit discharge areas
- records for fire alarm and fire protection systems
- test records for smoke management system
- 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.