



**City of Ypsilanti Fire Department**  
**734 482-9778**  
**Inspection Form for Apartment Complex**



Apartment Complex Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Owner Name: \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_  
 Manager Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email \_\_\_\_\_  
 Contacts in case of Emergency / Key Holders:  
 #1 Name \_\_\_\_\_ Number \_\_\_\_\_  
 #2 Name \_\_\_\_\_ Number: \_\_\_\_\_

**Exterior Inspection**

**Code Ref**

Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>	The Street address number is plainly visible from the street	10.12.1.1*
Remarks:				
Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>	Natural gas meters are protected from vehicle impact	11.4.2
Remarks:				
Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>	Comestibles and dumpsters are stored at least 10 ft. from the exterior of the building or 10ft away from any openings for type I & II constructions	19.2.1.4
Remarks:				
Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>	Does your business utilize knox box entry program? Are key up to date?	16.3.4.3
Remarks:				
Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>	Exits and exit paths from the structure to the public way are unobstructed	
Remarks:				

**Interior Inspection**

**Code Ref**

Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>	<b>Fire Extinguishers:</b> - A minimum of one 2A-10:BC portable fire extinguisher is provided within 75 feet of travel distance from anywhere in the business on each floor. (Not applicable if Fire Extinguisher are installed in apartments). - Installed in normal path of travel, no more than 5 ft. for 40lbs and under or 3.5 ft. for over 40 lbs. - Serviced and equipped with an annual inspection tag from a qualified company.	13.6.8.2.1.1 13.6.8.1.3.8 13.6.9.1.2.1
Remarks:				
Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>	<b>Smoke Detector:</b> - Smoke detectors are working. - When a fire alarm system is installed, request the inspection form to check for potential issues and check if the inspection date is within a year.	13.7.4.1.7.1
Remarks:				



**City of Ypsilanti Fire Department**  
**734 482-9778**  
**Inspection Form for Apartment Complex**



Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	<b>Vertical Openings:</b> - Holes or breaches are absent from the floors and ceilings	4.4.5
--	--	-------

Remarks:

Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	<b>Combustible Material Clearance:</b> - Combustible material has a 36" clearance from any heaters, radian space heaters, duct furnaces and flues.	34.4.2.4
--	---	----------

Remarks:

Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	<b>Exits and Egresses:</b> - Exits are free from obstructions and not locked during normal business hours. - Self closing doors operate properly. - Aisles, Hallways and corridors are free from obstructions that could minimize egress. - Exit signs and emergency lighting are in place and functional.	14.4.1.* 12.8.3.5 14.10.1.1.1* 14.12.1.1* 14.14.1.2.1*
--	--	--

Remarks:

Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	<b>Electrical:</b> - Extension cords and/or multiplug adaptors are not used as a substitute for permanent wire ring.. - All electrical switches and junction boxes have cover plates, including electrical breaker panels.	11.1.7.6 11.1.10
--	--	---------------------

Remarks:

Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	<b>Technical rooms</b> - Furnaces have clean filters, CO vents are free of obstructions. - Room ventilation(s) is clean and free of obstruction, check outside. - Combustible material are not stored in boiler rooms, mechanical rooms or electrical rooms. - Boiler rooms: 40 BC fire extinguisher mounted outside the room within 10 feet of the door. - Door shall be self-closing. - Dryer lint traps and vents are clear of lint build-up if applicable.	11.5.4 11.5.4 66.9.10.2.2 12.4.6.19.1 11.51.11.1
--	--	--

Remarks:

Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	Other	
--	-------	--

Remarks: