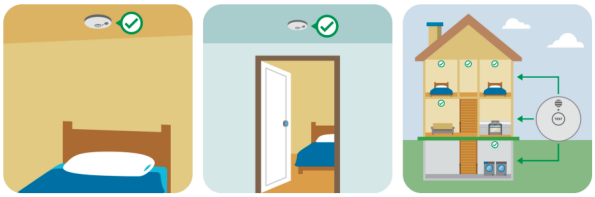
Fire Safety Checklist for Rental Licenses

If there is a fire, occupants may have less than 3 minutes to get out of their rental. Walk your property and make sure all safety features are in place and are operational

Smoke Alarms

- Smoke alarms are on every level of the rental.
- Smoke alarms are inside each sleeping area
- Smoke alarms (hardwired) are outside each sleeping area
- Smoke alarms are tested each month.
- Smoke alarm batteries are changed as needed.
- Smoke alarms are less than 10 years old.



Carbon Monoxide Alarms

- Located on each level of the rental
- Located in rooms and adjacent to rooms with gas appliances (stove/water heater/dryer/furnace etc.)
- Tested at least once a month
- Alarms are less than 7 years old

Fire Protection Systems

Fire Extinguishers

- Inspected once per month by your trained staff
- Tested and inspected yearly by trained professional

Fire Alarms *(Where Required)*

- Inspected and tested by your trained staff (weekly, monthly, quarterly)
- Inspected and tested by Licensed fire protection technician (semi-annually, every five and 10 years)
- Fire Alarm Pull Stations accessible
- Every smoke detector located in a corridor, lobby, or any other public area in a multifamily dwelling shall be connected to a building fire alarm system.

Sprinkler System *(Where Required)*

- In service and tested quarterly and annually
- No obstructions to coverage areas
- No attachments to sprinkler pipes/heads

Means of Egress

Exits

- Accessible from all areas
- Discharge free/clear of all obstructions to public way
- All floors above ground level require two remotely located exits **some exceptions may apply**
- Exterior Common Area doors swing towards egress
- Doors requiring panic hardware shall not have any other locking devices (deadbolts/slide locks etc.)
- Storage is also not permitted in exits

Exit Signs & Emergency Lights *(if required)*

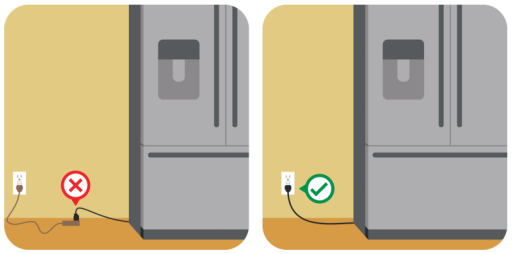
- Illuminated and visible from all public areas
- Inspected and tested monthly for 30 seconds

Egress Illumination

- Provided throughout all means of egress including exterior walkways/stairs etc.

Electrical and Appliance Safety

- Outlets or power strips are not overloaded
- Extension cords and power strips may not be used in lieu of permanent wiring
- Power strips are UL or ETL listed
- Remind tenants to clean dryer lint before and after each use (if applicable)
- Major appliances should be plugged directly into a wall outlet. Never use a power strip with a major appliance – it can easily overheat and start a fire.



OCEAN CITY FIRE MARSHAL'S OFFICE
410-289-8780 – 301 N. Baltimore Avenue, Ocean City, MD

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Evacuation Plans

- Card indicating the fire evacuation route from the specific location of each card and shall be prominently displayed.
- Located in every dwelling unit and all main unit entrance doors, stair tower doors and elevator entrances on every floor.
- Shall contain brief explanation or listing of all fire detection and control devices in the structure.
- Include address and unit identifier.

Separations

- Separations shall be provided between tenant and hazardous areas (boiler/mechanical/laundry etc.)
- If required by occupancy classification, unit doors shall be rated and self-closing/latching
- Hazards are properly kept
- Walls have no penetrations/protected *(if required)*

Combustibles

- Placing combustible material too close to a heat source is a leading cause of fires.
- Keep anything that can burn, such as bedding, clothing and curtains, at least 3 feet away from heat sources
- Storage of combustible materials, regardless of location, must be orderly and it cannot interfere with the location of sprinklers.

NFPA Residential Occupancy Classifications

Your rental property must maintain the fire protection features required for it's occupancy use, as defined below:

One- and Two-Family Dwelling Unit

- A building that contains not more than two dwelling units, each dwelling unit occupied by members of a single family with not more than five outsiders.

Lodging or Rooming House

- A building or portion thereof that does not qualify as a one- or two-family dwelling, that provides sleeping accommodations for a total of 16 or fewer people on a transient or permanent basis, without personal care services, with or without meals, but without separate cooking facilities for individual occupants.

Dormitory

- A building or a space in a building in which group sleeping accommodations are provided for more than 16 persons who are not members of the same family in one room, or a series of closely associated rooms, under joint occupancy and single management, with or without meals, but without individual cooking facilities.

Apartment Building

- A building or portion thereof containing three or more dwelling units with independent cooking and bathroom facilities.

Hotel

- A building or groups of buildings under the same management in which there are sleeping accommodations for more than 16 persons and primarily used by transients for lodging with or without meals.

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