



## Temporary Occupancy and Final Occupancy

The following is a list of items that must be present in a commercial building to obtain and maintain a valid certificate of occupancy with the West County EMS & Fire Protection District. Please note that not all buildings have sprinkler systems, fire alarm systems, kitchen hood extinguishment systems, etc. In such case, portions of the following list may not be applicable.

- Address posted on front door(s)
- Address posted on rear door(s)
- Knox box(es)\* mounted with the following keys as may be present:
  - Front entry
  - Rear entry
  - Interior doors (non-dwelling)
  - Elevator
  - Fire Alarm Panel
  - Pull Station
  - RTU's
  - Padlocks (Roof hatch, gate, etc)

(\*Knox Boxes are required by code to be mounted on all commercial buildings in West County's coverage area)

- FDC Sign 4" white reflective letters on red reflective background
- FACP Sign 4" white reflective letters on red reflective background
- Sprinkler Room sign 2" white reflective letters on red reflective background
- Roof Access sign 2" white reflective letters on red reflective background (if access is located in a room)
- Elevator Mechanical Room sign 2" white reflective letters on red reflective background
- Alarm System final complete, alarm service monitoring active by a UL certified central station provider
- Fire alarm panel free of any passcodes that would impede alarm silencing, alarm history and/or alarm reset
- Sprinkler System final complete



## WEST COUNTY EMS & FIRE

Serving West St. Louis County since 1908

- Kitchen Hood final complete
- No exposed electrical splices or open junction boxes
- Egress paths clear and egress doors fully functional
- Egress doors equipped with panic hardware (no keys, no wrist-turns)
- Exit signs working properly
- Emergency lighting working properly
- Fire lanes marked with striping and fire lane signage
- 6' of clearance around all fire hydrants
- Aerial Apparatus Landing Platform in-place on roofs with full parapet walls
- Locks on PIV Positive Indicator Valves or externally mounted fire sprinkler control valves
- Fire Extinguishers with density as required by the International Fire Code