

Upper Allen Township

Annual Fire Inspection Program

Frequently Asked Questions

Q: Why does the Township have this program?

A: The fire inspection program was established to allow the Township to be proactive in promoting fire & life safety and preventing potential fire situations, as well as mitigating life and property losses when a fire incident does occur.

An additional benefit of the program is that it provides opportunities for fire & life safety education and discussion in a non-emergency setting.

The program also allows the Fire Marshal to document building conditions and features that the Fire Department should be aware of if they should need to respond for a fire (or other emergency) incident.

Q: Who is required to participate in the program?

A: All non-residential properties and businesses within the Township, as well as some limited residential properties including (but not limited to) hotels, dorms, common areas of apartment complexes, various care facilities, etc.

Q: What standards or expectations are the inspections based on?

A: The inspections will be based primarily (but not exclusively) on the 2018 edition of the International Fire Code (IFC 2018). The IFC 2018 can be viewed for free online at <https://codes.iccsafe.org/content/IFC2018P6>. Other codes and standards that may be referenced include (but are not limited to):

- 2018 International Building Code (IBC 2018)
 - <https://codes.iccsafe.org/content/IBC2018P6> (Free to view)
- NFPA 1 (Fire Code)
- NFPA 13 (Sprinkler System Installation)
- NFPA25 (Inspection, Testing, & Maintenance of Water-Based Fire Protection Systems)
- NFPA 70 (National Electrical Code)

- NFPA 72 (Fire Alarm Code)
- NFPA 101 (Life Safety Code)

Note: All NFPA codes can be viewed at <https://www.nfpa.org/Codes-and-Standards/All-Codes-and-Standards/Codes-and-Standards> once you have created a free NFPA profile.

Q: How often will these inspections take place?

A: Inspections will take place once per calendar year, with possible additional inspections being scheduled if there are violations or concerns that require a follow-up visit to verify that the issue or issues were corrected.

Q: Is there an inspection fee?

A: The fee for the annual inspection (and any necessary follow-up inspections) is \$50 per ½ hour (subject to change). Please see the current Fee Schedule on the “Financial Documents” page of the Township website (<https://uatwp.org/documents/financial-documents/>) for more information.

Q: Will I be fined or face legal action for violations found during the inspection?

A: As the goal of this program is to promote proactive fire prevention and life safety practices, fines and legal action are a last resort for violations. Violations found during an annual inspection will likely not result in fines or legal action; however, chronic and persistent lack of corrective action – especially for significant violations – would be cause for consideration. There will be an escalating scale and multiple levels of correspondence prior to reaching the level of assessing fines or pursuing legal action for violations found during inspections.

Q: What should I expect for my inspection?

A: The Fire Marshal will work with you to schedule your inspection during business hours (Mon-Fri, 8a-4:30p). The inspection will consist of reviewing your recent inspection records (fire alarm, sprinkler, fire extinguisher, suppression systems, etc.), as well as a walkthrough of your facilities to check for code compliance and fire hazards or concerns. Please visit the website (<https://uatwp.org/fire-marshal/>) and view the “Annual Fire Inspection Checklist” that details most of the items that the inspection will focus on.

Upon completion of the inspection, you and the Fire Marshal will have a wrap-up conversation to go over any questions, concerns, violations, or action steps. Correspondence will also be sent to you to summarize this conversation. Depending on how your inspection goes, the Fire

Marshal may schedule a follow-up inspection or will issue a certificate to verify that your business/property has participated in the program for that calendar year and is in code compliance.

Q: What do I need to do?

A: First, fill out the program registration form (<https://forms.office.com/r/B2R9gexyja>). This will provide the Fire Marshal with your basic business/property information, as well as providing contact information to schedule your inspection. The form also gives you space to list your scheduling preferences so that the Fire Marshal can work with you to try and select an ideal date and time for your inspection.

Next, you should review the “Annual Fire Inspection Checklist” (<https://uatwp.org/fire-marshal/>) and assess your business/property for any potential concerns or violations. You may also review the IFC 2018 (<https://codes.iccsafe.org/content/IFC2018P6>) for additional information regarding various life safety requirements.

To minimize both the time and financial cost of the inspection(s) for your property, we recommend being proactive in identifying and correcting potential violations that you recognize on the inspection checklist and in the IFC 2018.

You may also call or email the Fire Marshal (vcurd@uatwp.org, 717.766.0756) if you have additional questions or concerns.