



The Bellevue Fire Department conducts annual inspections of all buildings within the City of Bellevue (except single family dwellings) to ensure compliance with fire and life safety regulations. All too often, 3 or more visits are required to verify corrections to Fire Code violations. In order to achieve compliance, reduce the number of visits, and recover costs of inspecting occupancies multiple times, the City of Bellevue has adopted an ordinance that includes the following fee table.

Beginning January 1, 2014, the Bellevue Fire Department may assess re-inspection fees (\$140.67¹ per hour with a one hour minimum). There is no charge for the initial inspection or first re-inspection. However, fees may be assessed for subsequent re-inspections if the Fire Code violations have not been corrected by the date or time identified by the Fire Code Official from the initial inspection.

Inspection Fee Table

Inspections	Inspection Fees
Initial Inspection	No Charge
1 st Re-inspection	No Charge if all violations cleared. <i>A fee may be assessed for violation that require additional re-inspection(s).</i>
2 nd Re-inspection, and thereafter	\$140.67 ¹ per hour with a one hour minimum
Note: A Civil Violation Notice may also be issued for non-compliance, which will be forwarded to the Hearing Examiner's Office.	The Hearing Examiner may assess additional penalties of up to \$500.00 for each day the violation(s) continue.

All balances 30 days or greater past the invoice date are assessed a late charge of 1%, with a minimum charge of \$25.00 per month.

In an effort to assist the business owners and occupants in complying with the fire and life safety regulations, the Bellevue Fire Department has included a list of common Fire Code violations on the reverse side of this information sheet. This list is not all inclusive, but is intended to assist the owners and occupants in surveying their occupancies on a periodic basis and eliminate potential violations.

¹ This fee is reviewed annually, and, effective January 1 of each year, administratively increased or decreased by an adjustment to reflect the current published annual change in the Seattle Consumer Price index for Wage Earners and Clerical Workers.

COMMON FIRE CODE VIOLATIONS

STORAGE

- Stock and/or storage must be at least 24 inches from the ceiling, and/or 18 inches from the level of sprinklers.
- Boiler, mechanical, and electrical panel rooms cannot be used for combustible storage.
- 36 inches of clearance must be maintained in front of electrical panels to allow access in the event of an emergency.
- Exit ways must be maintained free and clear of obstructions and obstacles. Temporary storage of materials in required exit ways, or in front of required exit doors is not allowed.

EXITS

- Exit signs are required at exit doorways and where it is necessary to clearly indicate the direction of egress.
- Exit signs shall be internally or externally illuminated at all times.
- Required exit doors shall be operable from the inside without the use of a key or any special knowledge or effort.
- Manually operated flush bolts or surface bolt locking devices are not permitted on exit doors. The unlatching of any door shall not require more than one operation.

FIRE PROTECTION SYSTEMS / EQUIPMENT

- Extinguishing systems must be serviced at regular intervals: Sprinklers, fire extinguishers and alarm systems shall be serviced **annually**. Hood and duct systems shall be serviced **every 6 months**.

Note: Copies of the service forms (commonly referred to as confidence test reports) shall be readily available on site for review.

- Portable fire extinguishers need to be located so that the maximum travel distance to reach one is not more than 75 feet.
- Portable fire extinguishers shall be installed on hangers, on brackets supplied, or mounted in cabinets at a height not to exceed 5 feet from the floor.
- Fire protection equipment must remain clear of obstructions that may prevent or inhibit their use.
- Portable fire extinguishers shall be inspected monthly by the owner/occupant and the inspection recorded on the fire extinguisher tag.

- Fire protection equipment or systems must be maintained and repaired if found to be out of service or its operation hindered in any manner.

FIRE DOORS

- Fire rated doors are not permitted to be wedged, blocked open, or otherwise restrained from their operation. Such doors must be maintained self-closing and remain in the closed position, except when in actual use.
- Fire door assemblies shall not be removed or modified in any manner. Swinging fire doors shall close from the full open position and latch automatically.

ELECTRICAL

- Extension cords may not be used as a replacement for permanent wiring. Such cords shall not be affixed to structures, extend through walls, ceilings, floors, under doors or floor coverings, nor shall be subject to environmental or physical damage.
- Power strips must be directly connected to a permanent receptacle; UL listed, and have circuit breaker protection.
- Cover plates are required for all light switches, outlets or any junction box where there is exposed wiring.

MISCELLANEOUS

- Fire-resistance rated construction shall be maintained by the owner, and shall be repaired when damaged or breached.
- Compressed gas cylinders must be secured upright in an approved manner.
- Heating devices such as furnaces, water heaters, wall and portable heaters must have adequate clearance from combustible materials.
- A 3-foot clear space must be maintained around fire hydrants.
- The building address must be visible from the street or road fronting the property (6-inch numbers for commercial and 4-inch numbers for residential).
- Fire apparatus access roads must be kept clear at all times. Vehicles shall not be parked along this road.