



City of Evansville  
**Evansville Fire Department**

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KENNETH C. ZUBER  
FIRE CHIEF

## EASTLAND MALL

Building contractors at Eastland Mall will have an additional requirement for section 5C of the Fire Department Inspection Process Sheet. They will be required to seal all penetrations, as well as the butt joint where a demising wall meets the roof deck, with the appropriate fire rated caulk. This requirement will be for both existing and new demising walls.





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## **Fire Department Inspection Process**

You must schedule a test or inspection prior to receiving a Certificate of Inspection (CI) or Certificate of Occupancy (CO). Must have (CI) in order to have the building occupied by employees; this allows only to stock shelves or get business ready to open to the public. Must have (CO) in order to have the building open to the public. **(No exceptions).**

Any inspection requiring a specific time or date for either testing or walk through must be scheduled with the inspector. Calling the day before or last minute does not guarantee a next day inspection by the Fire Inspector.

**1. Steps of the Process:** Research the property and building prior to signing a lease or purchasing the property: Contact the Fire Department in regards to breaking ground on the building or starting remodeling, and keep them informed of all progress. It is your responsibility to inform prior to inspection.

A) Schedule a preliminary inspection with the Fire inspector to determine if the building meets current code and what necessary work will be needed to open your business. Also be present at the inspection, the inspectors will notify you at this time if additional work is needed before you open your business.

### **2. Fire Alarm Inspection**

A) All appliances must be installed and pre-tested by certified contractor.

B) Artificial smoke, magnets, ladders, etc. ... must be provided for proper testing of equipment.

C) All buildings with an Alarm system or Sprinkler system must have a Knox Box for Fire Department access. Available at [www.knoxbox.com](http://www.knoxbox.com)

### **3. Fire Protection Inspection (Sprinkler Suppression Systems.)**

A) Functional test is required and must be witnessed by the fire department before final approval. Any relocation or additional of existing heads requires approval of the Fire Department.

B) Coordination with fire alarm contractor is required if fire alarm is a part of project or existing.

C) All buildings with an Alarm system or Sprinkler system must have a Knox Box for Fire Department access. Available at [www.knoxbox.com](http://www.knoxbox.com)

### **4. Fire Suppression Inspection**

A) Functional test is required and must be witnessed by the Fire Department and Building Commission before final approval.

B) Gas/electric must be turned on.

C) Coordination with fire alarm contractor is required if fire alarm is a part of project or existing.

### **5. Final Inspection (NOTE: All (CI) and (CO) require a final inspection.)**

A) All life safety features must be in place and functional. All Emergency Exit Signs and Emergency Exit Lights must be in place and operational. And all electrical Boxes, panels and outlets must have proper cover plates

B) If applicable, fire alarm, fire protection and fire suppression must have been previously tested and approved.

C). All fire walls, partisans, Fire retardant beams, columns or structure members must be exposed and inspected by the Fire Department before they are covered up with drop ceiling, wall coverings, molding or other decorative building materials All penetrations shall be properly sealed with the appropriate fire rated caulk, fire stop, fire collar etc. and all documentation for those materials shall be on site.

D) Fire extinguisher must be tagged with current inspection and hung in proper locations.

E) Approved plans must be on site.