

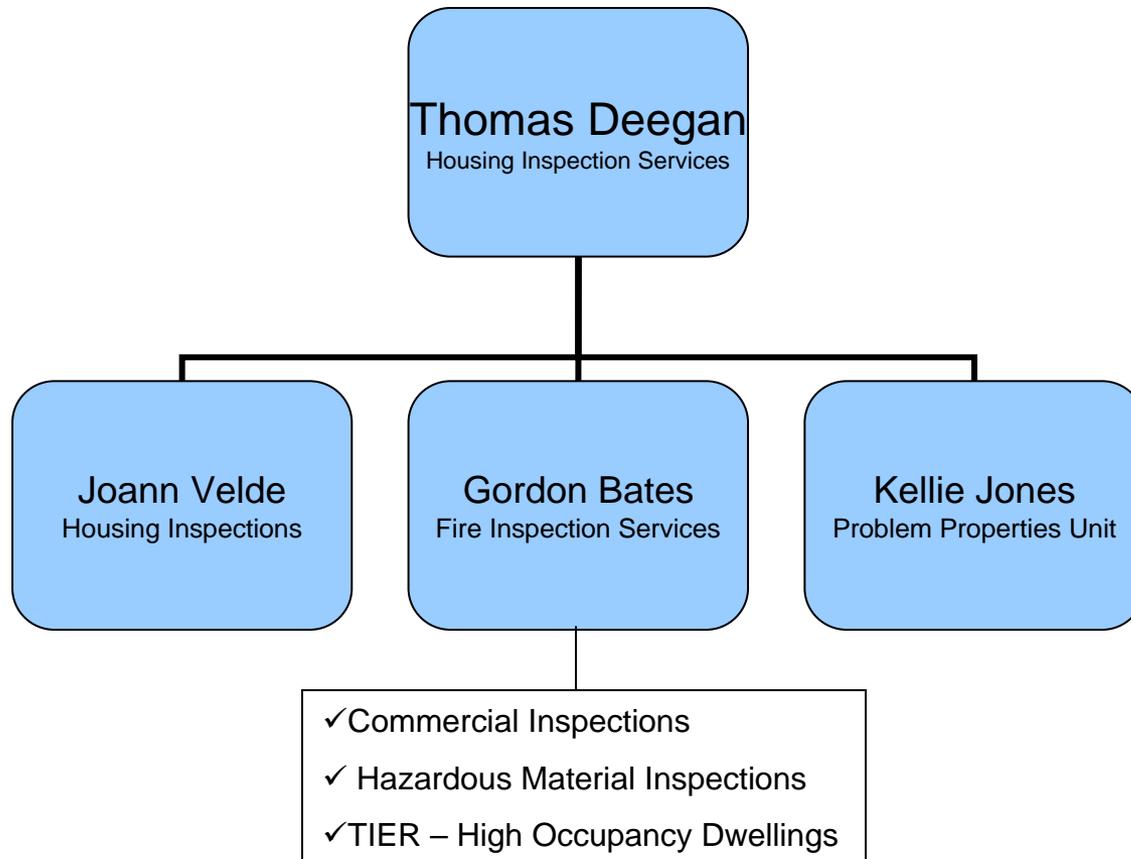
Fire Inspection Services

Quarterly Report

Thomas Deegan

Director Housing Inspection Services

Organizational Chart

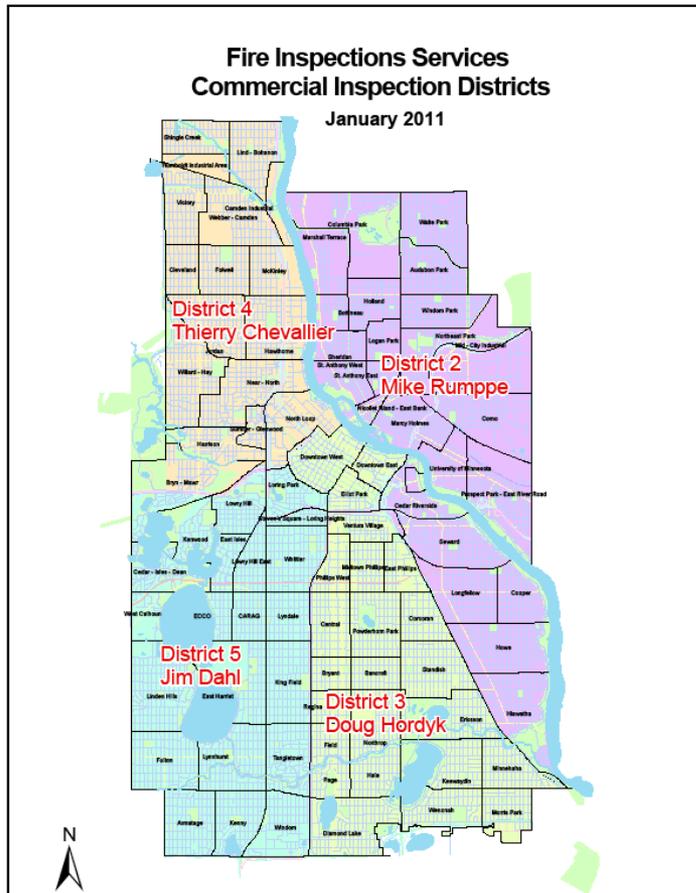


Early Successes

- Created Clear Administrative Citation Process for Commercial Inspections
- Developed Strategy to Identify Vacant Commercial Buildings



Improved Coordination



- Re-aligned Commercial Inspection Districts with CCS Assignments
- Integrated FIS Properties into TIER Inspections Program
- Clarified Responsibilities and Assignments of Team Members

Initiated Process Improvements

- Hazardous Material Permits
- Tank Installation Permits
- Kitchen Exhaust Permits
- KIVA Adjustments
- Low Heat – No Heat Response

Focused on Capacity Building

- Supplied MFD with Standardized Check Lists to Improve Consistency
- Training for Program Administrators


 Fire Inspection Services
 Minneapolis Regulatory Services

CORE CHECKLIST FOR ALL OCCUPANCY TYPES

NO. DATE INSPECTED: _____ DATE: _____
 NO. INSPECTOR: _____ INSPECTED BY: _____

BUILDING TYPE (check all that apply)	ABBREVIATIONS USED THROUGHOUT CHECKLIST
<input type="checkbox"/> High-Rise <input type="checkbox"/> Fully Sprinklered <input type="checkbox"/> Partial Sprinklered	MSFC – Minnesota State Fire Code MSBC – Minnesota State Building Code MMBC – Minnesota Housing Maintenance Code NFPA – National Fire Protection Association

Checklists for Specific Occupancies are to be used in addition to this Checklist

EXTERIOR	Violation	N/A	Violation Code
C-1 Address Numbers (MSFC 505.1) Approved address numbers shall be posted on, and legible from the street side of the building, a minimum of 4 feet above the ground level.	<input type="checkbox"/>	<input type="checkbox"/>	0001
C-2 Key Box (MSFC 502.2.1) Provide as applicable key boxes for fire department access to all rooms for fire department egress plans (where applicable).	<input type="checkbox"/>	<input type="checkbox"/>	0002
C-3 Fire Department Connection (MSFC 902.2.4) Provide minimum 36 inches of clearance and is not at entrance and around any fire department connection on the property.	<input type="checkbox"/>	<input type="checkbox"/>	0090
C-4 Fire Department Connection (MSFC 901.4) All Fire Department connections shall be protected with approved caps or plugs. An alarm horn and hose shall be located above sprinkler system connection.	<input type="checkbox"/>	<input type="checkbox"/>	0099
C-5 Gas Meter Protection (MSFC 600.8) Provide impact protection for gas meters and piping that are subject to damage from vehicles. Contact City of Energy (612-321-4636).	<input type="checkbox"/>	<input type="checkbox"/>	0116
C-6 Gas Meter Clearance (MSFC 602.2) Maintain a minimum of 36 inches of clear space around and in front of gas meter.	<input type="checkbox"/>	<input type="checkbox"/>	0051
C-7 Utility Room Labels (MSFC 510.1) Provide labels on any exterior mechanical, electrical, boiler, furnace, aptical, alarm panel door. The lettering is to be a minimum of 2 inches high and of contrasting color to the background.	<input type="checkbox"/>	<input type="checkbox"/>	0127
C-8 Fire Lanes (MSFC 903.2.1) Fire lanes shall be maintained and unobstructed to their entire width and depth at all times. No parking is allowed. Fire lane signs are to be maintained.	<input type="checkbox"/>	<input type="checkbox"/>	0057

Refined Performance Measures

- Aligned Performance Measures with Housing Inspections
- Developed New Measures for Commercial Inspections
- Set Performance Targets For Commercial and Residential Inspections

Realigned Priorities for Cost Recovery

- Improve Collection of Commercial Registration permits
- Increase use of Administrative Citations as Enforcement Tool
- Develop Plan to Increase Number of Operational Permits