
CITY OF KELOWNA FIRE DEPARTMENT

MEMORANDUM

Date: December 07, 2004
File No.: 7280-20
To: RON BORN, CITY MANAGER
From: FIRE CHIEF
Subject: FREQUENCY OF FIRE INSPECTIONS

RECOMMENDATION

That Council amend Policy 181 by adopting the following frequency of fire inspections.

Group/Division	<u>Occupancy</u>	<u>Inspection</u>
Group A, Division I	Theatres	Once per Calendar Year
Group A, Division II	Churches, Halls	Once per Calendar Year
Group A, Division II	Night Clubs	4 times per Calendar Year
Group A, Division II	Schools	Once per Calendar Year
Group A, Division II	Large Day Cares	Once per Calendar Year
Group A, Division II	Restaurants, Pubs	Once per Calendar Year
Group A, Division II	Coffee Shops/Deli	Once per Calendar Year
Group A, Division III	Arenas	Once per Calendar Year
Group B, Division II	Group Homes	3 times per Calendar Year
Group B, Division II	Rest Homes, Hospitals	3 times per Calendar Year
Group C	Hotels, Motels	Once per Calendar Year
Group C	Apartments	Once per Calendar Year
Group D	Doctors Offices/Banks	Once per Calendar Year
Group E	Retail	Once per Calendar Year
Group F, Division I	Bulk Plants	Once per Calendar Year
Group F, Division I	Fibreglass/Spray Paint	Once per Calendar Year
Group F, Division I	High Hazard Industrial	Once per Calendar Year
Group F, Division II	Service Stations	Once per Calendar Year
Group F, Division II	Medium to Low Hazard Industrial	Once per Calendar Year
Group F, Division II & III	Low Hazard Industrial	Once per Calendar Year

BACKGROUND

Our current frequency of inspection policy requires that many occupancies are inspected more than once per year. With the exception of licensed beverage rooms (night clubs), hospitals and nursing homes, we are recommending that all other inspections, as required by the Fire Service Act, be done once per calendar year.

In making this recommendation, we considered past experience, safety and available staff. Other initiatives being considered at this time are the restructuring of inspection staff and duties, the use of "field computers" for inspections and the possibility of using a 'self inspection program'. (This is currently used by some American cities where the building owner/occupant actually fills out his own inspection report and sends it in, with periodic follow-up by the fire department).

Considering the additional workload on my inspectors because of urban interface issues and issues resulting from the rapid city expansion/building that we are currently experiencing, we feel that this proposed initiative may assist with staffing issues in this Branch.

GERRY ZIMMERMANN

GZ/ELD

CC: Ron Mattiussi, Director Planning & Development