



**Wildwood Crest Fire Prevention & Inspection Bureau**  
**6101 Pacific Ave. Wildwood Crest, N.J. 08260**  
**Ph. (609)729-5152, Fax (609)729-7089**  
**[www.wildwoodcrest.org](http://www.wildwoodcrest.org)**

### Annual Fire Inspection Checklist

The following is a list of the most common requirements that our fire inspectors will be looking for when they perform an annual fire inspection at your property. This is not a list of all requirements but simply the most common items found. If you have any questions regarding this list please contact our office. Thank you for your cooperation in helping us maintain a safe community for all residents and visitors.

1. All smoke alarms must be in working order. As of January 1, 2019, all battery-operated smoke alarms must be of the 10-year sealed battery type. These alarms should be UL listed and approved. The only exception to this is homes that have battery-operated smoke alarms that were constructed after 1977. Hard-wired smoke alarms must be maintained as the hard-wired type. A hard-wired smoke alarm is not permitted to be replaced with a battery-operated type alarm.
2. Any residential occupancy that has a fuel fired appliance (i.e. natural gas, oil burner, etc.), a fireplace, or attached garage is required to have a carbon monoxide alarm in the vicinity of each sleeping area of the unit (within 10 ft. of each bedroom area).
3. Fire extinguishers must be installed and maintained in all residential occupancies. The minimum size required is 2-A:10-B:C. The fire extinguisher must be serviced and tagged for the current year by a NJ permitted fire extinguisher company. The fire extinguisher must be mounted in the kitchen area or is permitted to be located in a cabinet, such as under the sink, as long as there is a label on the cabinet containing the extinguisher.
4. Extension cords and multi-plug adaptors are prohibited. UL listed surge protectors are a safe alternative that are permitted if additional outlets are needed.
5. Barbeque (BBQ) grills are not permitted to be located on any porch, balcony, or any other portion of a building; within any room or space of a building; within 5 feet of any combustible exterior wall; within 5 feet, vertically or horizontally, of an opening in any wall; or under any building overhang.

**Please see reverse side for items 6-11**



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6. Any building that has a fire alarm system, fire suppression system, or other fire protection system must be inspected and tested annually by a NJ permitted contractor and an NFPA 72 Fire Alarm Inspection Report or NFPA 25 Water-Based Fire Protection System Report must be maintained on the premises and a copy available for the Fire Inspector.
7. All means of egress must be maintained free of any obstructions that would permit immediate utilization. All required exit signs and emergency lighting must be maintained in an operable condition at all times. Required exit signs and emergency lighting must be tested for 30 seconds monthly and a written log of such test maintained. Exit signs are not permitted to be on a timer, they must have their own power source and be illuminated at all times the building is occupied.
8. Storage is not permitted beneath stairways or in any means of egress.
9. If your property has an elevator, "In Case of Fire Emergency, Use Stairways" signs must be posted at each elevator lobby.
10. All commercial properties are required by local ordinance to have a hard-wired smoke alarm with an exterior fire horn/strobe or bell.
11. All commercial or industrial structures and all multi-family residential structures that have restricted access through locked doors and have a common corridor for access are required by local ordinance to have a Knox-box key lock box installed on the property for emergency access. The Knox-box can be ordered at [www.knoxbox.com](http://www.knoxbox.com). Please choose Wildwood Crest Vol. Fire Co. # 1 as the jurisdiction when ordering.