

Fire Code Inspection

The fire inspector will be checking the following items:

1. Address

- Clearly posted with numbers not less than 4 inches in height.
- Tenant identification of business on rear door of multi-tenant shops.
- If building is more than 50' from the street the permanent address should be posted on the building and at the street.

2. Fire Extinguishers

- Correct type and number of extinguishers in place for your business. Generally, a 5lb. ABC fire extinguisher is required for every 1500 sq. ft. Restaurants and industrial businesses may require additional specific types of fire extinguishers.
- Fire extinguishers shall have a current test date label. Fire extinguishers are to be tested annually by a licensed dealer.
- Fire extinguishers must be in plain view with a maximum travel distance to the extinguisher of 75 ft.



5 lb. ABC Fire Extinguisher

3. Exits and Fire Escapes

- Lighted exit signs in place and functioning.
- Emergency lights in place and functioning.
- Doorways and exits are not obstructed and easily accessible.
- Fire doors are operational and not blocked or secured in place.



Test button under sign.

4. Sprinklers and Fire Alarm Systems

- Any fire sprinkler systems, fire suppression systems and fire alarm systems are working properly and have been tested recently.
- Sprinkler heads have not been painted.
- All pull stations not obstructed from view.
- Fire alarm panel accessible.
- All alarm horns and strobes unobstructed.
- Key to fire alarm control panel and pull stations accessible.

5. Housekeeping

- Any hazardous chemicals stored do not exceed the maximum allowed.
- Material Safety Data Sheets (MSDS) available on site for any flammable, combustible or hazardous material used or stored.
- Combustibles not stored next to heating source (i.e. water heater).
- Housekeeping inside and outside of building is orderly.
- No storage items placed in exits.
- No storage within 18" of sprinkler heads.
- No storage under stairs, unless the stair is protected from the bottom by a fire rated enclosure.

6. Construction Features

- Ceiling tiles in place.
- No holes in walls or ceilings separating your business from another tenant.
- Stairwell handrails secure.

7. Electrical Equipment

- No extension cords being used as permanent wiring.
- No extension cords, flexible cords and multi-tap adapters being used. Power strips are acceptable.
- Electrical panel boxes, receptacles and light switches have proper covers on.
- Maintain 36 inches of clear space in front of and around electric panels.
- Ensure panel box and breakers are labeled for correct use.
- Maintain clearance around water heaters and other heat producing appliances such as a furnace, pedestal transformer, etc.

8. Fire lanes

- Fire lanes properly marked and not obstructed

9. Restaurants/Kitchens and Assembly

- Occupancy load posted
- "K" type fire extinguisher mounted in visible location in kitchen area
- Hood system is clean and free of accumulated grease
- Kitchen hood has been inspected within the last 6 months
- Must contact the City of Rock Hill Pre-Treat Division to sign the grease trap service agreement included in the FOG Ordinance. [See the Industrial Pre-Treat Section]

Industrial Pre-Treatment Inspection

The City has a Fats, Oil and Grease (FOG) ordinance that regulates food service establishments and other industrial or commercial establishments that generate wastewater containing fats, oils or grease. The ordinance requires grease interceptors and other devices to be installed. A Grease Discharge Permit (GDP) is also required to be issued and renewed annually.

For more information, visit the FOG webpage at www.cityofrockhill.com/fog. You can also contact Eric Gensemer with the Industrial Pre-treatment division at 803-329-8703.

An Industrial Pre-treatment inspection will be performed along with the Building, Zoning and Fire inspections if this applies to your business.

Please note this brochure is not intended to be an all-inclusive list of every code requirement or upgrade that may be required for your project. Customers should always perform their own due diligence on a property. Please note that architects, engineers, surveyors and other professionals may be required based on state law and the complexity of your project.



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High-Impact Business Inspection Checklist

A guide to the process of opening a business:

- moving into a space previously used by a different type of business,
- that will need modifications which require building permits,
- or any of the following business types that have significant building code requirements:
 - Assembly uses like churches, private clubs, etc.
 - Beauty salons or barber shops
 - Day care
 - Food service, restaurant or kitchen
 - Hotel/Motel
 - Vehicle repair
 - Any business with a paint booth
 - Other hazardous classifications



We're glad you've chosen Rock Hill for your business location.

Our goal is to make the process of opening your business as streamlined and stress-free as possible. This checklist will provide some general building, zoning and fire inspection requirements for what we call "High-Impact" businesses. It should not be construed as a compilation of all the requirements for your specific business but will address some basic areas of concern. A "High-Impact" business is:

- a business that is moving into a space that was used for a different type of business in the past and may require changes,
- a business that will require modifications which require building permits to be obtained,
- or any of the following types of businesses that have a significant number of building code requirements:
 - Assembly uses such as churches, private clubs, etc.
 - Beauty salons or barber shops
 - Day care
 - Food service establishments, restaurants or commercial kitchens
 - Hotel/Motel
 - Vehicle repair facilities
 - Any business with a paint booth
 - Other hazardous classification occupancies

Tenants desiring to renovate a location to better serve their needs should consult with their landlords prior to any renovation project. A South Carolina State licensed contractor will be needed to obtain all necessary permits. Contractors are also required to have a City business license. We strongly suggest you obtain a minimum of three bids, to help determine the best price available.

Many modifications to commercial spaces require a floor plan and could require other information to be submitted for review to obtain a building permit. Our Open for Business staff will advise you of any information needed to obtain a permit.

Once a permit is obtained, work can begin on your space. The following checklist is provided to outline many of the items the inspectors will be checking when they come to your business. The inspector will notify you of any items that need to be addressed and re-inspected after they are corrected.

Building Code Inspection

The building inspector will be checking the following items:

1. Handicap parking and signage.
2. Accessible route to the building entrance.
3. Door swing [shall swing out in most cases].
4. Net dimension of 32 inches is required between door frames to comply with ADA requirements for all egress doorways.
5. Determine Occupant Load [We need to have a scaled sketch plan showing the layout of the proposed business with all rooms labeled according to the use].
6. Minimum number of restroom facilities required to include ADA compliance. [Determined by occupancy load]
7. Electrical safety- no exposed wiring, panel identification label in place on the inside cover of the electrical panel, no extension cords, no open holes in panel.
8. Visual inspection of heating and cooling equipment properly supported, noticeable defects [must be operational for Final Inspection].
9. Building is insulated to comply with 2009 Energy Code requirements.



R-30 in the ceilings

R-13 in the walls

R-19 in the floors when first floor entails a crawl space

10. Hair salons require back flow preventers to prevent chemicals being used to enter the potable water system. Hair salons also will require special ventilation as per the International Mechanical Code.
11. Restaurants require grease traps. See the Industrial Pre-treatment section.
12. Depending on the occupancy use and occupancy load your new space may be required to have drinking fountain(s) as per the International Plumbing Code.
13. Depending on the occupancy use and occupancy load your new space may be required to have a dedicated service sink as per the International Plumbing Code.
14. Ceiling tiles in place, no holes in demising walls.
15. Handrails down both sides of stairwells.
16. 30" wide and 36" in length clearance at electrical panels.

Zoning Code Inspection

The zoning inspector will be checking the following items:

Parking

- a. Parking must be maintained in good repair.
- b. Parking lot striping
- c. Repairs to any potholes and uneven surfaces
- d. Gravel parking areas must be maintained to a minimum of 2" depth

Lighting

- a. Light fixtures existing in a parking lot or wall packs on the exterior of the building must be maintained in good repair and bulbs replaced as needed to ensure adequate lighting for the site.

Signs

- a. Existing nonconforming signs should be removed on any space that has been vacant for

60 days or longer. All signs must be maintained in good repair.

- b. Signs require a permit. All signs, including face replacements require a permit. The inspector will ensure that signs comply with the permit that was issued.

Fencing/Walls

- a. All fences and walls require a permit. If the use has a required fence we inspect the fence to be in compliance with the permit that was issued.
- b. All existing fences and walls have to be maintained in good repair. Required fences have to be repaired. If not required, they have to be either repaired or removed.

Dumpsters

- a. Dumpsters should be placed where the previous dumpster was located on the site, we ensure that the dumpster hasn't been relocated in an area that would not be permitted by zoning.



- b. Dumpsters require enclosures. If the dumpster has the enclosure in place, the enclosure must be maintained in good repair with working gates and latches.
- c. Dumpster approaches or driveways must be accessible for garbage trucks. We inspect this area to ensure its maintained.

Landscaping

- a. Inspect shrubbery to ensure that it is trimmed to a level to prevent a sight obstruction if installed along drive entrances/exits.

Use Specific Requirements

- a. Check for any use specific requirements from section 4-300 in the Zoning Ordinance.