

**Village of Watkins Glen  
Areas of Public Assembly Inspection Form**

Business: \_\_\_\_\_

Date: \_\_\_\_\_

Operator: \_\_\_\_\_

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

**Property Maintenance Inspection**

**EXTERIOR PROPERTY AREAS**

§PM302.1 sanitation. \_\_\_\_\_

§PM302.3 Sidewalks and driveways. \_\_\_\_\_

§PM302.4 Weeds. \_\_\_\_\_

§PM302.6 Exhaust vents. \_\_\_\_\_

§PM302.7 Accessory structures. \_\_\_\_\_

**EXTERIOR STRUCTURE**

§PM303.2 Protective treatment. \_\_\_\_\_

§PM303.3 [F] Premises identification. \_\_\_\_\_

§PM303.4 Structural members. \_\_\_\_\_

§PM303.5 Foundation walls. \_\_\_\_\_

§PM303.6 Exterior walls. \_\_\_\_\_

§PM303.7 Roofs and drainage. \_\_\_\_\_

§PM303.8 Decorative features. \_\_\_\_\_

§PM303.9 Overhang extensions. \_\_\_\_\_

§PM303.10 Stairways, decks, porches and balconies. \_\_\_\_\_

§PM303.11 Chimneys and towers. \_\_\_\_\_

§PM303.12 Handrails and guards. \_\_\_\_\_

§PM303.13 Window, skylight and door frames. \_\_\_\_\_

**INTERIOR STRUCTURE**

§PM304.2 Structural members. \_\_\_\_\_

§PM304.3 Interior surfaces. \_\_\_\_\_

§PM304.4 Stairs and walking surfaces. \_\_\_\_\_  
§PM304.5 Handrails and guards. \_\_\_\_\_  
§PM304.6 Interior doors. \_\_\_\_\_

§PM305.1 Accumulation of rubbish or garbage. All exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.  
\_\_\_\_\_

**Plumbing & Drainage**

Kitchen \_\_\_\_\_ Water Temp. \_\_\_\_\_  
Bathroom \_\_\_\_\_ Water Temp. \_\_\_\_\_

**MECHANICAL AND ELECTRICAL REQUIREMENTS**

Heating System \_\_\_\_\_ Min. Temp. [ ]Yes [ ]No  
Water Heating Appliances \_\_\_\_\_ Cooking Appliances \_\_\_\_\_  
Electrical Service \_\_\_\_\_  
Electrical Equipment \_\_\_\_\_

**Fire Safety Inspection**

§F107.1.1 Existing non-required safeguards.  
Are any in Place? [ ]Yes [ ]No Are they Disabled or Removed? [ ]Yes [ ]No  
Comments \_\_\_\_\_

§F107.2.1 Test and inspection records.  
Sprinkler System? [ ]Yes [ ]No Inspection Document [ ]Yes [ ]No  
Comments \_\_\_\_\_

§F404.2 Where required. An approved fire safety and evacuation plan shall be prepared and maintained for the following occupancies and buildings:  
Group A, having an occupant load of 50 or more persons, other than churches.  
Plan Provided [ ]Yes [ ]No  
Comments \_\_\_\_\_

§F405.2 Frequency. Required emergency evacuation drills shall be held at the intervals specified: "Quarterly with Employees" [ ]Yes [ ]No

§F405.5 Record keeping. Records shall be maintained of required emergency evacuation drills. [ ]Yes [ ]No Comments \_\_\_\_\_

§F406.3 Employee training program. Employees shall be trained in fire prevention, evacuation and fire safety.

§F406.3.1 Fire prevention training. [ ]Yes [ ]No

§F406.3.2 Evacuation training. [ ]Yes [ ]No

§F406.3.3 Fire safety training.(Portable Fire Extinguishers) [ ]Yes [ ]No

§F407.2 Hazard Communication: Material Safety Data Sheets.

Are MSDS available [ ]Yes [ ]No Comments \_\_\_\_\_

§F407.5 Hazardous Materials Inventory Statement. Where required by the code enforcement official, a Hazardous Materials Inventory Statement (HMIS) shall be provided to the code enforcement official.

Is it Required?  Yes  No Is it Available?  Yes  No  N/A

§F609.8 Fire-extinguishing system. A fire-extinguishing system in conformance with §F904.11 of this code shall be provided for Type I commercial kitchen hoods. Is there a kitchen hood?  Yes  No

§F904.11.6.4 Extinguishing system service. Automatic fire-extinguishing systems shall be serviced at least every 6 months  Yes  No  N/A

Comments \_\_\_\_\_

§F906 Portable Fire Extinguishers

§F906.1 Where required. Portable fire extinguishers shall be installed in the following locations: In all Group A [1,500 Sq. Ft. per unit of A, Good rule of thumb 3A – 40 B&C (Min. 2A-20B)] Extinguishers Present  Yes  No

Comments \_\_\_\_\_

§F1003.2.8 Means of egress continuity. The path of egress travel along a means of egress shall not be interrupted by any building element. Obstructions shall not be placed in the means of egress. Obstructions  Yes  No

§F1003.2.10.4 Exit sign illumination. Exit signs shall be internally or externally illuminated. Exit Signs  Yes  No

§F1003.2.11 Means of egress illumination. The means of egress, including the exit discharge, shall be illuminated at all times the building space served by the means of egress is occupied. Emergency Lights  Yes  No

Comments \_\_\_\_\_

§F1003.3.1.8 Locks and latches. Egress doors shall be readily openable from the egress side without the use of a key or special knowledge or effort.

Operable Locks & Latches  Yes  No

Inspector \_\_\_\_\_ Date \_\_\_\_\_