



**EXPRESS UPS/CELL SITE  
Fire Code Inspection Checklist**

POST THIS FORM AT THE JOB SITE



**Building Plan Check # \_\_\_\_\_**

**General Requirements for:**

Cell site projects containing batteries, located **on roofs or outside structures**, with **no more than 50 gallons of electrolyte** within the system. The project can have no other hazardous materials included in the scope of work (i.e. diesel fuel for a generator).

Within the scope of this permit process a **Hazardous Materials Inspection is required** in order to verify meeting the requirements of this Inspection Checklist and shall be called for using the Inspection Scheduling process identified below.

**Permit Approval, Inspection and Final Sign-off:**

The following Inspection Checklist shall apply to all battery systems that qualify for submission through the Express Building Permit review process and pay the Inspection Fee equal to one hour of inspection.

Code Section	#	General Plan Check Comments
CFC/ 901.4.4	1	<p><b>Address-</b> Approved numbers or addresses shall be placed on all new and existing buildings in such a position as to be plainly visible and legible from the street or road fronting the property.</p> <p>Said numbers shall contrast with their background. A handout is available on number sizing. For a copy call (408) 535-7751.</p>

Code Section	#	Hazardous Materials Plan Check Comments
CFC 2701.5	1	A Hazardous Materials Registration Form (UN-12) at <a href="http://www.unidocs.org">www.unidocs.org</a> must be provided to the San Jose Fire Department, Haz Mat Division at the time of inspection if the electrolyte quantity is over 5 gallons.
CFC 2703.7.1	2	Place "No Smoking" signs on the entrance into the storage area of the battery cabinets.
CFC 2703.4	3	Provide a Material Safety Data Sheet (MSDS) for batteries on the premises and readily available.

**Inspection Scheduling:**

To schedule an inspection, please call 408-535-3555. When you hear the pre-recorded message, press "0" and the next available operator will take your inspection request. Please be prepared to provide the following information in order to complete the process:

1. Provide the Permit Number for the inspections on the related Building Permit.
2. Indicate the date you would like the inspection to occur, regardless of when the next best is available.
3. Additional time may be needed and purchased to schedule for any re-inspections.
4. Request a Final Inspection only when all inspection checklist items have been completed and are in place.