



April 5, 2011

Multi Family Unit Owner/Management
Boone Town Limit & ETJ

Dear Owner/Management:

The Boone Fire Department along with the State of North Carolina recognizes the need for a modern, up-to-date fire code addressing conditions hazardous to life and property. The North Carolina State Fire Prevention Code, in addition to Town of Boone Ordinances, is designed to mitigate these conditions through code regulations that safeguard the public health and safety in our community.

As Owners/Property Managers of multi-family units (Apartments, Rental Homes, etc.) there are certain applicable General Statutes and Fire Codes that you are responsible for. The intent of this letter is to carefully explain in conjunction with your **Annual Fire Inspection Report**, certain requirements and paperwork we need from you. First, the requirements:

- 1) **SMOKE/FIRE ALARMS-** Each unit is required to have working smoke alarms. Per the North Carolina Building and Fire Codes along with the NC Landlord Tenant Act, a battery operated, hardwired with battery back-up, single or multiple station, or automatic detection with monitoring station are all various types of accepted detection depending upon the code the structure was constructed under.

All detection devices (regardless of power source) are required by code to receive annual servicing/maintenance by owner/management or authorized Service Company. A copy of the annual maintenance report shall be mailed or made available at the time of the annual fire inspection.

- 2) **PORTABLE FIRE EXTINGUISHERS-** Portable fire extinguishers shall be selected, installed and maintained in accordance with Section 906 of the NC Fire Code and NFPA 10. Extinguishers shall be serviced **annually** by an authorized service company. In addition to unit sampling conducted by the Boone Fire Department, a copy of the service company annual inspection shall be forwarded to the Boone Fire Department.

Attached is a copy of fire protection systems requiring annual servicing/maintenance. We suggest you use this form in conjunction with service company records for submittal to Boone Fire.