STATE OF MICHIGAN
GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

Bureau of Fire Services Cannabis Division

Field Inspection

Provisioning Centers, Safety Labs and Secured Transporters Checklist

When an applicant applies for a marijuana license, one of the requirements is to obtain approval from the Bureau of Fire Services Cannabis Division. All facilities will need an on-site inspection, additionally, some facilities will be required to submit building plans for plan review and approval. The following Field Inspection checklist is designed to assist individuals that are working their way through the process of obtaining a Marijuana License from the State of Michigan.

Occupancy Types - Marijuana Industry in Michigan

- ✓ **Consumption Facilities –** Business/Assembly - *NFPA 1, 2021*
- ✓ **Grower** - Industrial - *NFPA 1, 2021*
- ✓ **Micro Business** - Multiple occupancy types based on use – *NFPA 1, 2021*
- ✓ **Processor –** Industrial or Special Use Industrial - *NFPA 1, 2021*
- ✓ **Provisioning Center** - Mercantile - *NFPA 1, 2021*
- ✓ **Safety Compliance** - Business - *NFPA 1, 2021*
- ✓ **Secured Transporter** - Business/Storage - *NFPA 1, 2021*

☐ Local Inspections – Local Government or Other Authorities Having Jurisdiction (AHJ)

Verify that the following inspections have been completed and approved by local government (verification of approval will be required):

- ✓ Building Certificate of Occupancy
- ✓ Electrical inspection approval
- ✓ Mechanical inspection approval
- ✓ Plumbing inspection approval
- ✓ Fire suppression system inspection and approval (if applicable) by Mechanical Inspector
- ✓ Fire alarm system inspection and approval (if applicable) by Electrical Inspector
- ✓ CO2 enrichment system inspection and approval (if applicable) by Mechanical Inspector

Provisioning Centers, Secured Transporters and Safety Labs – General Information

☐ Reach out to your CRA Agent or Officer:

- ✓ Advise your CRA Analyst or Regulatory Officer you are ready to schedule your inspections.
- ✓ Your CRA Regulatory Officer will contact BFS field inspectors to schedule your inspection (be advised, initial inspections for the BFS inspectors are activated by CRA only).
- ✓ The BFS field inspector may conduct the inspection on the same day as CRA or will contact you to schedule a time and date.

Provisioning Centers, Secured Transporters and Safety Labs – Specific Information

☐ **Check to make sure the following are complete: where applicable**

- ✓ **Local Government** – provide approvals from local AHJ as noted above.
- ✓ **Fire Barriers and Separation** - Ensure all required fire barriers and separations are constructed as per the applicable code:
    - 2-hour fire separation is required between a grower or processor (industrial use group) and a provisioning center (mercantile use group).
    - 1-hour fire separation is required when the entire building is protected with a sprinkler system.
    - Every vertical opening between the floors of a building shall be suitably enclosed or protected, as necessary.
- ✓ **Fire Extinguishers -** Shall be unobstructed and mounted to a secured surface no higher than 5' ft. from floor. All fire extinguishers are required to be serviced annually.
- ✓ **Extension Cords** - All extension cords shall be removed and shall not be used in lieu of permanent wiring.
- ✓ **Relocatable Power Taps -** All portable relocatable power taps (commonly known as surge bars) shall be listed to UL-1363 or UL-1363A.
- ✓ **Emergency Lighting and Exit Lights -** Shall be properly lit and properly operate on back-up power. Identifying the exit and emergency lighting circuits will assist in the testing of the lights during your inspection.
- ✓ **Egress** - Any door with an exit sign above it shall be non-locking against the direction of egress.
- ✓ **Exit Obstruction -** Exits and exit access shall not be visually obstructed and shall be clearly identified.
- ✓ **Exit Doors -** Shall be equipped with one locking device that requires no key or special knowledge. Furthermore, slide-bolts, keyed locks, or other home-made devices for security shall not be permitted.
- ✓ **Security Gates -** Security gates, grills, or rolling doors shall be locked in the open position whenever the building is occupied. Furthermore, a durable sign shall be posted near door that states: *THIS DOOR TO REMAIN OPEN WHEN THE SPACE IS OCCUPIED***.**
- ✓ **Storage** - Provide and maintain 36-inch clearance around electrical panels and gas equipped devices.
- ✓ **Stairs -** Storage shall not be permitted underneath stairs unless the stairs are properly protected.
- ✓ **System Maintenance -** Fire alarms systems, sprinkler suppression systems and fire extinguishers shall be annually inspected and serviced. Maintain a copy of the inspection report for field verification.
- ✓ **Flammable and Combustible Liquids -** Shall be stored in an approved flammable liquid storage cabinet.
- ✓ **Mantrap Doors** - Shall fail safe in the un-locked position upon loss of power.
- ✓ **Electrical -** All electrical shall be properly listed and installed in accordance to the applicable code.

The above items are common issues found during inspection. This list is not all encompassing and should only be used as a general guide to assist the facility in preparing for an inspection from the Bureau of Fire Services (BFS).

For more information on BFS requirements for Cannabis facilities go to www.michigan.gov/bfs See "Cannabis Plan Reviews/Inspections"