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GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

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Bureau of Fire Services Cannabis Division
Field Inspection
Grower Checklist

When an applicant applies for a cannabis 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 Cannabis License from the State of Michigan.

Occupancy Types – Cannabis Facilities 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*

Grower - General Information

☐ Receive Approval from Plan Review Division –

- ✓ Submit a copy of your building plans to Bureau of Fire Services (BFS) Plan Review (directions on our website – www.michigan.gov/bfs). Once the plans have been approved, plan review will attach a Plan Review Report to the ACCELA file when the review is completed.
- ✓ Ensure the report is provided to a facility representative who will be available during the inspection process.
- ✓ Phased projects require a new BFS application for each phase of the project.
- ✓ Phased plans shall indicate the existing conditions, proposed work area, and future work area.

☐ Read and Comply with Plan Review Report –

- ✓ There are many items on the Plan Review Report which are valuable to your project. Carefully review each item to ensure compliance prior to scheduling your inspection.
- ✓ Special attention will be needed for any "**Bold**" comments on your review letter. Bold comments often indicate a deficiency on your review and will need to be corrected.
- ✓ A field inspector from the Bureau of Fire Services (BFS) will contact the facility representative to schedule your inspection when the project has been assigned.

☐ 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 – including indication of approval for Co2 piped systems
- ✓ 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

Grower - Specific Information

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

- ✓ **Plans** – Have been submitted and approved by Bureau of Fire Services (BFS).
- ✓ **Plan Review Report** – Provide report to facility representative who will verify compliance prior to inspection.
- ✓ **Local Government** – Provide approvals from local AHJ as noted above.
- ✓ **Fire Barriers and Separation** - Ensure all required fire barriers and separations are constructed as indicated on the approved plans and the plan review report. All through penetrations of required fire barriers to comply with NFPA 101:8.3.4.7.
- ✓ **Intumescent Thermal Barrier (fire retardant) –** If a fire retardant is applied within the facility, provide the testing documentation for the product, provide application affidavit from installer, provide manufacturer's instruction sheets.

  *NOTE: Exposed spray-on foam requires an intumescent paint application in order to be in compliance. During recent inspections, BFS inspectors are discovering the spray-on foam and the required intumescent paint used to protect it, is deteriorating due to the room's environment. This deterioration will require constant reapplication of the intumescent thermal barrier by a contractor. This will result in additional expenses, along with business interruptions for reapplication of the product. Documentation, notification and affidavit are required for each reapplication.

- ✓ **Emergency Lighting -** Provide point-by-point photometrics calculations to inspector **prior to** final inspection.
- ✓ **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.
- ✓ **Grow Lighting –** All lighting devices shall carry a recognized certification listing (Examples: UL or ETL)
- ✓ **Common Path of Travel -** 50' ft. in non-sprinklered building and 100' ft. in sprinklered building.
- ✓ **Signage** - Provide CO2 and NFPA 704 signage as required.
- ✓ **CO2 Sensors and Alarms** - Ensure all equipment is installed per NFPA 1, Chapter 38 and plan review report.
- ✓ **CO2 Burners** – Although approved by NFPA 1, verify with Mechanical AHJ for their approval as a listed appliance.
- ✓ **Safety Data Sheets (SDS) -** All applicable safety data sheets (SDS) shall be posted.
- ✓ **Compressed Cylinders -** Shall be secured from tipping over.
- ✓ **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.
- ✓ **Electrical -** All electrical shall be properly listed and installed in accordance to the applicable code.
- ✓ **Fire Doors -** Required fire doors shall properly close and latch. Fire doors are not permitted to be wedged or propped open.
- ✓ **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.
- ✓ **Security Gates -** Security gates, grills, or rolling doors shall not be permitted on any exit doors.
- ✓ **Exit Obstruction -** Exits and exit access shall not be visually obstructed and shall be clearly identified.
- ✓ **Exit Signage –** All Exit doors in Grow rooms leading directly to building exterior shall be equipped with illuminated exit signs.
- ✓ **Mantrap Doors** - Shall fail safe in the un-locked position upon loss of power.
- ✓ **Table Layout** - Provide table layout with room dimensions – Indicating the length, width and height of the tables along with aisles widths and length.
- ✓ **Rack or Tiered Growing Systems –** Consult with Bureau of Fire Services Field Inspector prior to installation.

- ✓ **Wall and Ceiling Materials and Finishes** - (Documentation of NFPA 286 compliance) provide copies to inspector when requested.
- ✓ **Hanging Plastic** - Hanging of plastic or other similar materials shall not be permitted.
- ✓ **Fumigation Plan -** If fumigation is utilized within the facility, a fumigation plan shall be developed based on *NFPA 1, chapter 38*.
- ✓ **Liquid Storage Tanks and Containers -** All liquid storage tanks and containers shall be labeled as to their contents.

The above items are common issues found during inspection, the list is not all encompassing and should only be used as a general guide to assist the facility in preparing for an inspection from 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"