



## Fire Extinguishers

Portable fire extinguishers must be located in conspicuous locations, unobstructed and unobscured, where they will be readily accessible and immediately available for use. These locations must be along normal paths of travel, unless a fire code official determines that a hazard indicates the need for placement away from normal paths of travel. Offices require a minimum 5 pound ABC Fire Extinguisher and warehouse areas require a minimum 10 pound ABC Fire Extinguisher.

The travel distance to an extinguisher must not exceed 75 feet.

*Ref: IFC Chapter 9-Fire Protection Systems-section: 906; Local Amendments*

## Ceiling Tiles

Acoustical ceiling tiles are part of a fire-resistance-rated construction assembly.

Ceiling tiles must be properly maintained at all times. Missing or damaged tiles must be replaced. Tiles that have been penetrated by pipes, wires, or any other devices must be properly protected by an approved penetration fire stop system.

*Ref: IBC Chapter 8-Interior Finishes-section: 803*

## Kitchen Suppression System

Where a commercial cooking fire suppression system is required, an inspection of that system is required every six months by a licensed inspector. An inspection tag on the emergency pull station must be placed to indicate the working condition of that system and the date it was last inspected.

*Ref: IFC Chapter 6-Building Services and Systems-section: 609; Commercial Kitchen Hoods*

## Storage

Combustible materials in buildings must be stored in an orderly manner. Storage must be separated from heaters or heating devices by a minimum of 3 feet, so that ignition cannot occur.

Combustible materials must not be stored in equipment rooms including electrical rooms, mechanical rooms, and boiler rooms.

Storage must be kept a minimum of 2 feet from the ceiling of a non-sprinklered building and 18 inches below sprinkler heads in a sprinklered building.

No storage is permitted in front of exits, in exit enclosures, or exit corridors.

Storage of combustible materials in attics, under-floor areas, and concealed spaces such as under a stairwell are prohibited unless protected by an automatic sprinkler system.

All storage above 12 feet in height requires a permit.

*Ref: IFC Chapter 3-General Precautions Against Fire-section: 315*



## Fire and Emergency Services 9-1-1

Non-Emergency - Dispatch  
972-466-3333

Fire Prevention Inspections  
972-466-3070

Emergency Management  
972-466-4739

Fire Station Tours  
972-466-3070

Fire Extinguisher, Stop the Bleed,  
First Aid and CPR Training  
972-466-4901

## Carrollton Fire Rescue Administration Office

1111 W. Belt Line Road  
Carrollton, Texas 75006

972-466-3070

Fax: 972-466-4886

[fireadmin@cityofcarrollton.com](mailto:fireadmin@cityofcarrollton.com)

[cityofcarrollton.com/fire](http://cityofcarrollton.com/fire)

# Safety Inspection Guide for Businesses



Help us protect your  
investment

Carrollton Fire Rescue adopted the International Fire Code, in conjunction with the International Building Code and local amendments, to ensure the safety and well-being of citizens and businesses.

Annual fire code inspections are performed by the Fire Prevention Division. These inspections provide a high level of life safety and property protection from hazards and can deliver improved safety conditions to firefighters and first responders during emergency operations.

The following guidelines will prepare your property to meet safety standards.

## Fire Alarms

Where automatic fire alarms are required, the fire alarm system and all component parts must be in operative condition at all times. The fire alarm system must be examined annually by a licensed inspector. An inspection tag must be placed on the alarm panel to indicate the working condition of that device and the date the system was last inspected.

*Ref: IFC Chapter 9-Fire Protection Systems-section: 907*

## Fire Sprinklers

Where an automatic fire sprinkler system is required, an annual inspection of that system must be performed by a licensed inspector. An inspection tag must be placed on the control valve of the fire sprinkler system to indicate the working condition of that system and the date it was last inspected.

*Ref: IFC Chapter 9-Fire Protection Systems-section: 903; Sprinkler Systems*



## Exits

The egress system as required by the International Fire Code is a continuous and unobstructed path of vertical and horizontal travel from any occupied portion of a building or structure to a public exit way.

- **Door Operations:** Exit doors must be able to open from the inside without the use of a key, special knowledge, or effort.
- **Unlatching:** The unlatching of any door must not require more than one operation.
- **Exit Signs:** Exits and exit access doors must be marked by an approved exit sign visible from any direction of travel. Every exit sign and directional exit sign must have plainly legible letters: no less than 6 inches tall with a principal stroke of the letter not less than 0.75 inch wide and a width of the letter no less than 2 inches wide, except the letter I. The word EXIT must be in high contrast with the background.
- **Exit Signs Illumination:** Exit signs must be internally or externally illuminated at all times.

*Ref: IFC Chapter 10-Means of Egress*

## Fire Lanes

A fire lane is a road or other passageway developed to allow access of any fire apparatus.

A fire lane must comply with the requirements of the International Fire Code, along with the adopted amendments of the City of Carrollton:

- Fire lanes must have an unobstructed width of no less than 24 feet, except for approved security gates, and an unobstructed vertical clearance of no less than 14 feet. No alterations without the Fire Marshal's approval are allowed.
- The markings of the fire lane must be maintained in a clean and legible condition at all times and replaced or repaired when necessary to provide adequate visibility.
- The striping of the fire lane must be marked by painted lines of **red** traffic paint, 6 inches in width, to show the boundaries of the fire lane. The words "NO PARKING FIRE LANE" must appear in 4 inch **white** letters at 25 foot intervals on the red border along both sides of the fire lane. Where a curb is available, the striping must be on the vertical face of the curb.

*Ref: IFC Chapter 5-Fire Service Features-sections: 502; 503; Local Amendments*



## Premises Identification

New and existing buildings must have approved address numbers, building numbers, or other approved building identification plainly legible and visible from the street or front of the property.

The address must be in Arabic numbers or alphabet letters, a minimum of 10 inches tall, and a minimum stroke of .5 inch. Suite numbers must be a minimum of 4 inches in height.

*Ref: IFC Chapter 5-Fire Service Features-section: 505; Local Amendments*

## Extension Cords

Extension cords are not a substitute for permanent wiring.

Extension cords must not:

- be affixed to structures
- extended through walls, ceiling or floors, or under doors or floor coverings
- be subject to environmental damage or physical impact.

Extension cords must be:

- used only for temporary use with portable appliances
- maintained in good condition without splices, deterioration, or damage

An approved power tap may replace the use of an extension cord. The power tap must be polarized or grounded, equipped with over-current protection, and must be U/L listed.

Multiplug adaptors, such as a cube adaptor, unfused plug strips, or any other device that is not within compliance are prohibited.

*Ref: IFC Chapter 6-Building Services and Systems-section: 605*