



DALLAS FIRE-RESCUE DEPARTMENT
Inspection & Life Safety Education
Fire Code Requirements for
General Business Occupancies

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This checklist provides some of the basic regulations governing the operation of **General Business Occupancies**. It is not possible to cover all regulations. If you have a particular question of concern, please telephone or FAX the Dallas Fire-Rescue Department. The initial inspection is conducted at no charge. There is no charge for the first reinspection. The second reinspection is subject to a \$100.00 fee, with all reinspections after the second, subject to a \$105.00 fee.

1. Permits

- A. A valid certificate of occupancy from Building Inspection is required.
- B. Permit required for welding and cutting operations, storage or use of flammable and combustible liquids, etc. Other permits may be required. Contact Dallas Fire-Rescue for more information.
- C. To install, remove, abandon, place temporarily out of service, repair or upgrade any flammable liquid storage system you must first obtain a Flammable and Combustible Liquid permit from Dallas Fire-Rescue. **This permit is separate from any permit required by Building Inspection.** Contact Building Inspection (214-948-4480) for permits they may require.
- D. Plans detailing indoor or outdoor storage, dispensing, use and handling of flammable and combustible liquids must be submitted for review and approval by the fire protection engineers in Development Services (214-948-4049) prior to installation of flammable and combustible liquids tanks. A nonrefundable plan review fee will be charged.

2. Exit Ways

- A. Doors must be unlocked and unblocked.
- B. Required width of an exit way must be unobstructed.
- C. Signs must be illuminated.

3. Fire Lanes and Access

- A. Properly marked and clear of obstructions.
- B. Limited access control gates installed across fire lanes must meet requirements of the Dallas Fire Code.

4. Fire Extinguishers

- A. One 2A-10BC extinguisher required for every 3,000 sq. ft. of floor space or within 75 ft. of travel. Special hazards may have additional requirements.
- B. Mounted in conspicuous accessible locations. When mounted, bottom of the extinguisher must be at least 4 in. from the floor and top no greater than 5 ft. above the floor. Top must be no greater than 3.5 ft. if extinguisher weighs more than 40 lbs.
- C. Inspected for proper maintenance annually by licensed individuals.
- D. Must be recharged following use.

5. Fire Alarm/Detection Systems

- A. Installed in accordance with Chapter 9 of the Dallas Fire Code.
- B. Systems installed, maintained, and approved prior to June 16, 2007 are considered to be in compliance with the Dallas Fire Code.
- C. Maintained in an operative condition at all times, and replaced or repaired when defective. Immediately notify Dallas Fire-Rescue at 214-670-4319 if fire alarm system becomes non-operational.
- D. Written operating instructions provided and maintained at an approved location.
- E. Manual alarms and smoke alarms should be tested at least annually, and/or after modification.

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6. Sprinkler Systems

- A. Maintained in approved working condition. Immediately notify Dallas Fire-Rescue at 214-670-4319 if sprinkler system becomes non-operational.
- B. Identify controls, drains, and test control valves with approved signage.
- C. Access to valves and/or fire department connections cannot be obstructed.
- D. A sprinkler wrench must be provided. Spare sprinkler heads of the same types and ratings installed in the building must be provided for a system as follows:
 - (1) Less than 300 system heads, a minimum of 6 spare heads.
 - (2) 300 to 1000 system heads, a minimum of 12 spare heads.
 - (3) Over 1,000 system heads, a minimum of 24 spare heads.
- E. Maintain an 18-inch clearance between sprinkler heads and storage.
- F. Test at least annually.

7. Flammable Liquids

- A. Flammable spray finishes may not be applied outside of an approved spray booth or room.
- B. Post "No Smoking" signs in all areas where smoking or open flames might be hazardous.
- C. Liquids with a flashpoint below 100 degrees Fahrenheit are prohibited for general cleaning purposes.
- D. Stored in approved containers, and must not exceed allowable quantities. Quantities exceeding 10 gallons must be stored in approved liquid storage cabinets.
- E. Shall not be stored near exit doorways, stairways, or other locations that would impede egress.
- F. Prohibit dispensing by gravity flow. Dispense only by approved methods in accordance with the Dallas Fire Code.
- G. Prohibit sources of ignition.

8. Kitchens

- A. Fire-extinguishing systems must be installed to protect commercial cooking equipment that produces grease-laden vapors.
- B. If vent hood has a fire-extinguishing system, one K Class extinguisher must be provided within 30 feet.
- C. Fire-extinguishing systems must be serviced at least every 6 months and after activation.
- D. Maintain stove and vent hoods free of grease.

9. Miscellaneous

- A. Remove combustible trash daily.
- B. Combustible decorations must be flameproof/flame retardant.
- C. Maintain a 24-inch clearance between storage and ceiling.
- D. Provide cover plates for all electrical panels, outlets, boxes, and junctions.
- E. Extension cords shall not be utilized in place of permanent wiring.
- F. Post a correct address visible from the street. In complexes with multiple buildings, each building must be designated.
- G. Secure compressed gas cylinders in an upright position.
- H. Gas-fired appliances must be properly vented to the outside, have approved flex-type connections, and have cut-off valves.
- I. The trunk of live Christmas trees must be kept in water. A dry tree shall be removed immediately.