

# LYTLE POLICE DEPARTMENT – FIRE MARSHAL DIVISION

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Police Chief / Fire Marshal Richey Priest

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## SELF INSPECTION GUIDE

The Office of the City Fire Marshal was absorbed into the Police Department in early 2009 for the purpose of conducting fire inspections and investigating fires. All personnel assigned to the Fire Marshal Division are certified through the Texas Commission on Fire Protection as both a Fire Inspector (Fire Inspector I & II and Plan Examiner I) and Arson Investigator.

Who is subject to a fire inspection? In general the following are all subject to fire inspections and compliance with the Fire Code: All Commercial/Private Businesses, Commercial Construction Sites, Schools, Day Cares, and Churches.

This guide is provided by the Fire Marshal Division of the Lytle Police Department and is intended to assist your business in locating any potential hazards. This form will also assist with locating any deficiencies a business may have in relation to the City's Fire Code (IFC 2006). The Fire Marshal Division will be conducting regular fire inspections on all businesses and will be looking for any and all Fire Code Violations. **If you have any questions feel free to contact our office.**

Our mission is to protect life and property from fire loss through prevention, education and enforcement.

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## SELF INSPECTION GUIDE

### **FIRE EXTINGUISHERS**

- Do you have approved/serviceable fire extinguishers?
- Do the fire extinguishers have clear access?
- Are all fire extinguishers mounted properly?
- Are all fire extinguishers tagged and inspected annually? \*\*
- Do you have a Class K extinguisher within 30 ft. of the stove?
- Is the travel distance from all portions of the building less than 75 ft. to an extinguisher?

### **STORAGE & HOUSEKEEPING**

- Is the storage too high (18” spklr / 24” non-spklr)?
- Are all flammables/combustibles properly stored, handled, processed and labeled?
- Are there any holes in the walls/ceiling or missing ceiling tiles?
- Is all compressed gas cylinders secured to a fixed object?
- Is there any high grass, weeds or brush?
- Is there any accumulation of trash, debris, lint or waste?
- Are the interior finishes or decorations flame proofed?

### **COMMERCIAL COOKING SUPPRESSION** \*

- Do you have an approved vent-a-hood?
- Do you have a suppression system? \*
- Is the system tagged and inspected annually? \*\*
- Is the hood duct and filter clean?

### **MISCELLANEOUS**

- Are fire lanes properly marked?
- Is the address clearly & properly marked (4” high & ½” stroke)?
- Are all permits properly posted & current?

**\* IF REQUIRED**

**\*\* MUST BE DONE BY A LICENSED PROFESSIONAL**

### **EXITS**

- Are all exiting doors unlocked?
- Are any doors blocked, inoperative or swing the wrong direction?
- Are all exits clearly/appropriately marked?
- Do you have emergency lighting?

### **ELECTRICAL**

- Do you have any extension cords in permanent use?
- Are all cover plates on junction boxes, outlets & panels?
- Is there at least 36” clearance in front of the electrical panel?
- Do you have any unapproved decorative lighting?
- Is all wiring in compliance with the electrical code?
- Are any appliance cords faulty?
- Do any cords go through the ceiling, walls or doors?

### **FIRE PROTECTION SYSTEM** \*

- Is the alarm system inspected annually? \*\*
- Are all smoke/heat detectors working properly?
- Is the sprinkler system inspected annually? \*\*
- Is there a 3” clearance for fire appliances?
- Are the system valves secured in the open position?
- Do you have an approved FDC sign posted?
- Is there at least 18” clearance below all sprinkler heads?
- Do you have sprinkler heads and a wrench available at the control valves?
- Is there any damage, corroded or painted sprinkler heads?