



Fire Marshal's Office

Fire Permit Submittal Requirements:

Commercial Building Permit Requirements :

1. Completed Commercial Permit Application
2. PDF: Site Plan, to include the location of the building on the property with property lines. Fire Lanes, Fire Access, Existing or proposed Fire Hydrants or Fire Water Storage Tanks.
3. PDF: Construction plans for each building.
4. PDF: Floor plan and life safety plan to include interior finish materials, exit locations, door swing, exit signs/emergency light locations and fire extinguisher locations.
5. Address on front of BLDG shall be legible from the street and fire lane, 6" minimum.
6. Siren operated sensor required for all automatic vehicle gates.

Fire Alarm Plan Submittal Requirements:

1. PDF: Fire Alarm Plans, signed by a Texas APS or FPE registered in Texas. May require third party review.
2. A floor plan which indicates the use of all rooms.
3. Locations of alarm-initiating and notification appliances.
4. Alarm control and trouble signaling equipment
5. Annunciation
6. Power Connection
7. Battery Calculations
8. Conductor Type and Sizes
9. Voltage Drop Calculations Manufactures, Model Numbers and Listing Information for Equipment, Devices and Materials
10. Details of Ceiling Height
- 11. The Interface of Fire Safety Control Functions**



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Fire Suppression/Sprinkler Submittal Requirements :

1. PDF: Fire Sprinkler plans, calculations and cut sheets. Plans need to be signed by a RME-G or FPE registered in Texas.
2. Automatic Sprinkler System Room Access. Sprinkler system risers providing protection for buildings with multiple tenant spaces must be located in a ground floor room directly accessible from the exterior. The door must be labeled as the riser room. Buildings with single tenants may access the riser location from the interior of the building.
3. All valves controlling the water supply for automatic sprinkler systems and water-flow switches on all sprinkler systems, with the exception of fire department hose connections, shall be electrically supervised. (IFC).
4. An approved, weatherproof, audible/visual device shall be provided on the exterior of the building in an approved location. The location shall be above the Fire Department Connection (FDC).
5. The FDC shall be clear and unobstructed.
6. The FDC shall be installed between 18 in. and 48 in. above grade.
7. Inspector test connections, drains and ball-drips shall be piped directly to the exterior.
8. Location and type of backflow prevention.
9. All installations and/or operations must concur with the approved plans.
10. Riser rooms shall be permanently heated, and such heating appliance shall be hard-wired to the building electrical distribution system.
11. All riser rooms shall be large enough to accommodate maintenance and testing activities.
12. Dry-system air compressors shall be hard wired.
13. Third party plan review may be required for sprinkler systems.

Underground Fire Main Requirements:

1. PDF: Underground Plans to Include:
2. Size and location of all water supplies and/or water lines servicing the building or site.
3. Flow test data, shown on the plans.
4. Size and type of all piping identified on the plans.
5. Location of all valves.
6. Location and size of all thrust blocks.
7. Thrust block detail.
8. Detail of the spigot piece and/or in building riser turn.
9. Depth of bury. Minimum is 42 inches 3.5 feet.
10. Pit/Valve arrangement (if provided with a pit).
11. Type of fittings/joints, methods of connection and rod size.
12. Location and type of Fire Department Connection.

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Standpipe System Submittal Requirements:

1. PDF: Standpipe System Plans signed by an RME-G or FPE registered in Texas.

Above Ground Storage Tank Submittal Requirements:

1. PDF: The submittal package must include all and such requirements shall be identified in the submittal package.
2. Site plan drawings of the installation location and layout, to include:
3. Primary and/or emergency power hookups (if provided).
4. All buildings, structures, fire lanes and fire hydrants.
5. Location(s) of other dispensing locations (if remote) and other tanks (if provided).
6. A full equipment listing of all tanks, piping, valves, and other equipment.
7. Plan drawings to include the above requirements shall be submitted for review and approval, **prior** to installation.
8. Provide documentation of tank testing and ability to hold a vacuum.
9. Tanks must be installed by a licensed or approved aboveground storage tank installer.
10. Approved flame arrestors and venting devices shall be installed in all vent lines.
11. The tank(s) shall be provided with secondary containment. All tanks must meet or exceed UL 142.
12. The tank(s) must meet, or exceed UL 2085 when subject to vehicular impact.
13. When the installation location may be subject to vehicular impact, bollards designed IFC section 312 shall be installed.
14. The tank must display the UL listed placard.
15. A leak detection device shall be installed, equipped with on-site and/or visual warning devices, as approved by IFC 2021 and NFPA 30.
16. A spill container having a capacity of not less than 5 gallons shall be provided at each fill connection.
17. Appropriate labeling and signs in accordance with IFC 2021 must be provided.
18. A permanent sign shall be placed at the fill point for the tank, documenting the filling procedure.
19. "No Smoking" signs and Open Flame Prohibited signs should be posted"
20. Emergency procedure sign.
21. A placard specifically identifying the material therein.

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Underground Storage Tank Submittal Requirements:

1. The submittal package must include all requirements and such requirements shall be identified in the submittal package.
2. Provide a written description of the operation and contents of the tank(s) and any associated piping and/or systems.
3. Site plan drawing of the installation location and layout to include; all buildings and structures, fire lanes and fire hydrants, location of tank(s), vent lines, underground product lines, leak detection, dry sumps, and dispensing locations.
4. A full equipment listing of all tanks, piping, valves and other equipment.
5. Plan drawings shall show the actual install layout, including all piping and pumps.
6. Provide documentation of tank testing and ability to hold a vacuum.
7. The tank must be installed by a TCEQ licensed underground storage tank installer.
8. Approved flame arrestors and venting devices shall be installed in the vent lines.
9. Emergency venting shall meet the requirements of NFPA 30 and IFC Chapter 57.
10. The tank must display the UL listed placard.
11. A leak detection system must be installed and provided with approved vapor and liquid detection, equipped with on-site audible and/or visual warning devices as approved by IFC 2021 and NFPA 30.
12. A spill container having a capacity of not less than 5 gallons shall be provided at each fill connection.
13. An overfill prevention system shall be provided for each tank to prevent being filled in excess of 95% capacity.
14. Leak detection; underground storage tank systems shall be provided with an approved method of leak detection from any component of the system that is designed and installed with NFPA 30.
15. A permanent sign shall be placed at the fill point for the tank, documenting the filling procedure and tank calibration chart.
16. Antisyphon devices shall be installed in each pipe connected to the underground storage tank, where the piping extends below the level of the tank.
17. Emergency shut-offs shall be provided during filling and dispensing operations.
18. Pump dispensing devices shall be equipped with vapor-recovery connections.
19. Thrust blocks, safety straps or other suitable means of restraint must be installed for each underground tank and each change in direction of the pipe.
20. Appropriate signage "Smoking or Open Flame Prohibited".
21. An approved emergency procedure sign.
22. A placard specifically identifying the material therein. NFPA 704
23. Any additional requirements of NFPA 30 and/or IFC 2021 chapter 57 shall also be met.
24. No underground storage tank(s) or associated equipment may be installed, located, or otherwise manipulated on the site until a UST Permit is issued.

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Mechanical Hood Fire Extinguishing System Submittal Requirements:

1. PDF: Pre-engineered plans or engineered plans signed by an engineer registered in Texas.
2. The piping shall be rigidly supported to prevent excessive movement and shall be protected from mechanical or other damage.
3. Both a manual and automatic means of activation shall be provided. A minimum of one manual activation pull station shall be provided in the path of egress, and shall be located no more than 5 feet above the floor.
4. Where multiple manual actuators are installed for protection of separate extinguishing systems, they shall be clearly identified as to the hood being protected.
5. Activation of the fire suppression system shall automatically shut-off the fuel supply.
6. The fire suppression system shall be interconnected to the building fire alarm system if equipped.
7. Fire suppression systems shall be installed only by companies and individuals licensed by the State of Texas State Fire Marshals Office.

Fire Generic Application

1. PDF/Word document to include Scope of Work and cut sheets regarding devices or work being performed.