



CITY OF HOUSTON

Fire Marshal, Life Safety Bureau
Houston Fire Department
1801 Smith St., 6th Floor Houston, Texas 77002
832-394-6900 / fax: 832-394-6911

GONZALEZ, CARLOS
2900 NORTH LOOP WEST # 160
HOUSTON, TX 77092

Project No: **13121977**
Report Date: 02-DEC-2013
Compliance Date: 28-MAY-2014
Subject to Re-Inspection

<<INSPECTION REPORT>>

Your attention is respectfully called to the violation of the provisions of the City of Houston Fire Code as indicated herein, on the premises located at:

2800 NORTH LOOP WEST

REPORT HEADER

Gary Gaffney
Fire Inspector
High Rise Inspection Team
600 Jefferson Street, Suite #612

T. 832-394-6933
C. 713-294-4091
Email: Gary.Gaffney@houstontx.gov

Compliance Instructions:

12-story High Rise Building with a 4-story Parking Gara12e
Cert. of Occupancy - Building #5159209, "B", 27-July-2005
Life Safety Compliance Cert. - Garage #13013966, "S2", 24-May-2012

POC - Carlos Gonzalez 281-898-1876

****PERMITS:**

Fire Alarm Permit #HFD06005747, issued 23-Mar-2013, Group "C"
K1 - KEYBOX / FIRE DEP. BOX: EXP. 17-Sep-2014, Proj. #5030188
F7 - FLAM/COMB. STORAGE & USE: EXP. 7-Sep-2014, Proj. #05030186 (fuel unit is located at 2900 North Loop West and is combined with F7 permit at that location).
Elevator Permit expires 2nd Quarter of 2014.

The Fire Marshal's Office has conducted a Fire & Life Safety Survey of your building's basic Fire and Life Safety Systems in order to assist you in

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ensuring their proper maintenance and operational readiness. To facilitate the approval of your life safety inspection in a timely manner, and to minimize additional inspection fees, make sure your business complies with the following requirements prior to the scheduled follow-up inspection.

Failure to comply with the required repairs or equipment installations may result in further inspections, fees, and/or citations to be issued.

If you have questions regarding the above items, please contact the Bureau of Fire Prevention at (832) 394-6900 and ask for the District High-Rise Inspector assigned to your business.

Documents received from Fire Inspector for compliance on this and/or future inspections were:

1. Life Safety Bureau Standard #2
2. Life Safety Bureau Standard #6
3. Life Safety Bureau Standard #7
4. Life Safety Bureau Standard #8
5. Appendix "H" for Stairwell Signage
6. Fire Marshal Evacuation Training contact sheet

****Fire Alarm Last Inspected:**

Semi-Annual:

Annual: 17-Mar-2013 "Acceptable" status by CLS Technology
281-347-7973

Audibility Test: New panel installed 17-Mar-2013 N/A

Sensitivity Test: New panel installed 17-Mar-2013 N/A

Fire Pump Last Inspected: 17-Mar-2013 "Acceptable" by Firetrol Protection
Systems 713-343-1600

Storage Tank Last Inspected: 6-Mar-2012 "Acceptable" by Firetrol Protection
Systems 713-343-1600

****Sprinkler System Last Inspected:**

****Standpipe System (Annual) Last Inspected:**

****Standpipe System (5-year) Last Inspected:**

Stairwell Pressure Last Tested: N/A no pressurized stairwells.

****P.R.V / P.R.D. Last Inspected:**

F.D.C. Test: All three FDC passed testing by Century Fire Protection from
17-May-2011 to 18-Aug-2011.

****Fire Damper Last Inspected:**

****Emergency Generator Load Test:** Need letter from 2-Oct-2013 test by Texas
Diesel Maintenance

****Emergency Lighting Test:**

****Transfer Switch Test:**

****Fire Hose Pressure Test:**

****Fire Extinguishers Last Inspection:**

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GENERAL**1) HFC 901.6 - Inspection, testing and maintenance.**

Fire detection, alarm and extinguishing systems shall be maintained in an operative condition at all times, and shall be replaced or repaired where defective. Nonrequired fire protection systems and equipment shall be inspected, tested and maintained or removed.

Compliance Instructions:

In addition to the test reports, provide a short letter from the fire protection equipment or life safety equipment service companies (on company stationary) stating what testing / inspection was completed, what standard was used for testing, whether or not the system PASSED / FAILED, date of test, and the name / signature block of person verifying the report. Do not provide billing invoices or checks paid. Long term deficiencies will require a letter of intent with a time line.

Letter - All FDB keys work properly and have been checked for operation

Letter - All Building Fire Marshal have attended the proper training and

Building has conducted fire drills as per HFD Standards.

Fire Alarm Test for Electronic / Magnetic Locks (6-months)

Emergency Lighting System (Annual)

Transfer Switch Operation under Emergency Power (Annual)

Fire Standpipe System(s) (Annual)

Sprinkler System(s) Inspection (Annual)

Fire Extinguisher(s) (Annual)

Fire Hose Inspection (Annual)

Fire Hose Pressure Test (3-years)

Fire Dampers & Fire Door Test (4-years)

Fire Standpipe System(s) (5-years)

Fire Standpipe System PRV's & PRD's (5-years)

Have all fire protection standpipe gauges checked, installed, repaired or replaced as needed.

Fire Extinguisher in garage storage room needs current inspection.

Repair or replace all fire extinguisher that have been red tagged (garage).

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2) HFC 107.5 - Owner/occupant responsibility.

Correction and abatement of violations of this code shall be the responsibility of the owner. If an occupant creates, or allows to be created, hazardous conditions in violation of this code, the occupant shall be held responsible for the abatement of such hazardous conditions.

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3) HFC 703.2.2 - Hold-open devices and closers.

Hold-open devices and automatic door closers, where provided, shall be maintained. During the period that such device is out of service for repairs, the door it operates shall remain in the closed position.

Compliance Instructions:

Add door closer to garage storage room door.

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4) HFC 605.3.1 - LABELING.(ELECTRICAL ROOMS, CIRCUITS)

Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording. The disconnecting means for each service, feeder or branch circuit originating on a switchboard or panelboard shall be legibly and durably marked to indicate its purpose unless such purpose is clearly evident.

Compliance Instructions:

Emergency Generator Room - Panel BHI needs circuits labeled.

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5) HFC 304.3.1 - SPONTANEOUS IGNITION. (OILY RAG CAN)

Materials susceptible to spontaneous ignition, such as oily rags, shall be stored in a listed disposal container. Contents of such containers shall be removed and disposed of daily.

Compliance Instructions:

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UL-rated oily rag containers are required for all elevator control rooms.

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6) HFS A2.3.3 - 'INDEPENDENT SERVICE' ELEVATOR KEYS

Independent Service keys shall not be placed in the Fire Depository Box, . In buildings where 24-hour on-site building engineering / security is provided, Independent Service keys may be kept readily available for Fire Department use upon request. Buildings without 24-hour on-site building engineering / security shall provide a separate key box near the Fire Depository Box location, with the key box labeled EMS Elevator Keys , and secured in an approved manner. At least 2 Independent Service keys shall be available to the Fire Department for elevator entrapment and /or EMS events: 1. Each key will have a 7/8-inch (13mm) split key ring through it attaching the key to the appropriate Black colored plastic laminate identification tag. 2. If the Independent Service function is located behind a locked elevator car panel, Panel Access keys, with Orange colored plastic laminate identification tags, shall be provided along with the Independent Service keys.
Compliance Instructions:

Facility need two (2) sets of independent service keys with the appropriate black key tag attached.

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7) HFS A2.3.4 - ELEVATOR CAR NUMBERS POSTED

The elevator car number shall be posted conspicuously at the designated recall floor, on the outside wall or upper lobby door jam of each car, no more than two inches below the top of the door frame (header), and in block font not less than 2 inches (50 mm) in height, to facilitate elevator rescue.
Compliance Instructions:

Label all elevator motors, switching units, breakers and electric control boxes with the appropriate elevator number.

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8) HFS A2.3.6 - ELEVATOR MOTOR LOCK-OUT AND TAG-OUT EQUIPMENT

Lock-out/Tag-out equipment appropriate to all building elevator mainline disconnect switches shall be provided in all building elevator mechanical rooms to lock-out elevator car motor mainline disconnect switches in the event of emergency elevator entrapment rescue operations. The lock-out/tag-out sets shall be readily recognizable, accessible and properly labeled. For 1 to 3 elevators provide at least one (1) lock-out/tag-out set; . For 4 to 6 elevators, a minimum of two (2) lock-out/tag-out sets; . For 7 or more elevators, at least three (3) lock-out/tag-out sets:

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Compliance Instructions:

Provide appropriate Lock out / Tag out equipment needed for fire-rescue operations.

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9) HFC 912.2.2 - EXISTING BUILDINGS.(FDC SIGN LOCATION)

On existing buildings, wherever the fire department connection is not visible to approaching fire apparatus, the fire department connection shall be indicated by an approved sign mounted on the street front or on the side of the building. Such sign shall have the letters "FDC" at least 6 inches (152 mm) high and words in letters at least 2 inches (51 mm) high or an arrow to indicate the location. All such signs shall be subject to the approval of the fire code official.

Compliance Instructions:

Add a FDC sign and directional arrow for both Building FDC's.

The Building Fire Department Connection Sign shall reflect the correct Sprinkler / Standpipe coverage of the facility. Any changes shall be reflected on the appropriate FDC signs (Building & Garage).

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10) HFC 912.3 - ACCESS.(CLEARANCE FROM FDC)

Immediate access to fire department connections shall be maintained at all times and without obstruction by fences, bushes, trees, walls or any other object for a minimum of 3 feet (914 mm).

Compliance Instructions:

Clear bushes from around FDC by loading dock / parking garage.

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11) HFC 906.1 - WHERE REQUIRED. (PORTABLE FIRE EXTINGUISHER)

Portable fire extinguishers shall be installed in the following locations.

1. In new and existing Group A, B, E, F, H, I, M, R-1, R-2, R-4 and S occupancies.

Exception: In new and existing Group A, B and E occupancies equipped throughout with quick-response sprinklers, portable fire extinguishers shall be required only in locations specified in Items 2 through 6.

2. Within 30 feet (9144 mm) of commercial cooking equipment.

3. In areas where flammable or combustible liquids are stored, used or dispensed.

4. On each floor of structures under construction, except Group R-3

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occupancies, in accordance with Section 1415.1.

5. Where required by the sections indicated in Table 906.1.

6. Special-hazard areas, including but not limited to laboratories, computer rooms and generator rooms, where required by the fire code official.

Compliance Instructions:

Replace missing fire extinguisher from elevator control room.

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12) HFC 906.2 - GENERAL REQUIREMENTS. (FIRE EXTINGUISHERS)

Portable fire extinguishers shall be selected, installed and maintained in accordance with this section, NFPA 10, and Houston Fire Department LSB Standard No. 01, "Installation and Maintenance of Portable Fire Extinguishers."

Exceptions:

1. The travel distance to reach an extinguisher shall not apply to the spectator seating portions of Group A-5 occupancies.

2. Thirty-day inspections shall not be required and maintenance shall be allowed to be once every three years for dry-chemical or halogenated agent portable fire extinguishers that are supervised by a listed and approved electronic monitoring device, provided that all of the following conditions are met:

2.1. Electronic monitoring shall confirm that extinguishers are properly positioned, properly charged and unobstructed.

2.2. Loss of power or circuit continuity to the electronic monitoring device shall initiate a trouble signal.

2.3. The extinguishers shall be installed inside of a building or cabinet in a noncorrosive environment.

2.4. Electronic monitoring devices and supervisory circuits shall be tested every three years when extinguisher maintenance is performed.

2.5. A written log of required hydrostatic test dates for extinguishers shall be maintained by the owner to ensure that hydrostatic tests are conducted at the frequency required by NFPA10.

Compliance Instructions:

Fire Extinguisher is missing from Elevator Control room.

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13) HFC 3404.3.2.1.3 - DOORS.(FLAMMABLE LIQ. STORAGE CABINETS)

Doors shall be well fitted, self-closing and equipped with a three-point latch.

Compliance Instructions:

Flammable / Combustible cabinet doors must be self-closing. Repair or

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replace.

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14) HFC 508.5.5 - CLEAR SPACE AROUND HYDRANTS. (3 FOOT CLEARANCE)

A 3-foot (914 mm) clear space shall be maintained around the circumference of fire hydrants except as otherwise required or approved.

Compliance Instructions:

Clear bushes around FDC at loading dock / garage entrance.

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15) HFC 2210.6.1 - Standpipe hose stations.

Fire hose, where provided, shall be enclosed within a cabinet, and hose stations shall be labeled: FIRE HOSE-EMERGENCY USE ONLY.

Compliance Instructions:

Repair leak in fire hose cabinet (red tag) Garage parking lot.

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16) HFS 2.6.2 - HOSE PRESSURE TESTING

A licensed service company shall pressure test standpipe hose not less than every 3 years, in accordance with manufacturer's guidelines and NFPA Standard No. 1962. Exceptions: 1. New hose shall be pressure tested after the 5th year of installation, then every 3 years thereafter. 2. Unlined fire hose shall be replaced with an approved lined fire hose when pressure testing is required.

Compliance Instructions:

Repair all items from last fire hose inspection deficiencies.

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17) HFS 2.4.3.3 - AUTOMATIC TRANSFER SWITCH TEST.

A test shall be provided on each automatic transfer switch that simulates failure of the primary electrical power source and the transfer of the load to the EPS. An approved independent licensed master electrician or licensed electrical service company shall check proper operation of all automatic transfer switches and required devices on emergency circuit(s). Written documentation of test results shall be provided, including any repairs required and not completed.

Compliance Instructions:

Have test conducted by an electric service company or licensed master electrician.

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18) HFS 2.5.1.2 - SPRINKLER SYSTEM TEST ANNUALLY PER NFPA 25

All automatic wet-pipe sprinkler systems shall be inspected and tested annually in accordance with NFPA 25 and state requirements, and service tagged by a licensed automatic fire sprinkler service company. Special attention shall be given to the complete exercising of each control valve through its full range, and return to its normal position, to check for valve seizure, broken stems, leakage or other conditions that might impair proper operation of the valves. Reset and relocked as appropriate. Documentation of annual testing results and repairs of control valves shall be maintained and provided to the fire code official upon request.

Compliance Instructions:

Annual sprinkler test required.

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19) HFS 2.5.3.2 - WET STANDPIPE SYSTEM (TESTING)

Standpipe systems that contain water in the piping at all times. A flow test shall be conducted for each zone of the standpipe system every 5 years. An approved service company shall conduct flow tests with required volume of water at the system's design pressure and provide required service tagging of the system at the main control valves and risers. Testing shall be conducted in accordance with NFPA 25.

Compliance Instructions:

Annual standpipe inspection required as well as 5-year hydro test.

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20) HFS 2.5.3.5 - HOSE CONNECTION PRESSURE REGULATING VALVES

Flow tests and service tagging shall be conducted by an approved service company on all hose connection pressure regulating valves (PRV) every 5 years, and shall be in accordance with the manufacturer's guidelines and NFPA 25. Flow pressures should be maintained between 65 psig to 100 psig. Exception: In buildings that are 100 percent sprinkled, test 10 percent of all valves on the system annually; if any failures, all remaining untested valves on system shall be tested. A written record shall be maintained on which devices have been tested and approved. Special attention shall be given to the complete exercising of each PRV through its full range, and return to its normal position, to check for valve seizure, broken stems, leakage or other conditions that might impair proper operation of the valves. Reset and

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relocked as appropriate.
Compliance Instructions:

4-year PRV test required.

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21) HFS 2.5.4.3 - SIGNS (HIGH RISE FDC SIGNAGE)

Approved signs of weather-resistant materials, with not less than one inch high legible block lettering on a highly contrasting background, shall be placed on or immediately adjacent to all fire department connections and provide the following information: 1. Type of system - STANDPIPE, SPRINKLER, STANDPIPE / SPRINKLER, DRY PIPE SPRINKLER, etc. 2. Which building or structure, or what portion, zone, and floors of the building or structure the FDC serve. i. Ex: Floors B1 - 12; Levels 1 - 8; High Zone Flr 21 - 40; etc. 3. On standpipe and combination standpipe/sprinkler systems - whether there are pressure regulating valves (PRV) or pressure reducing devices (PRD) on the system. System pressures shall also be indicated on all wet standpipe and combination standpipe/sprinkler systems. Examples: NO PRV/PRD (System Pres. 100 PSI) PRD Levels 1 - 7 (System Pres. 150 PSI) PRV Floors 1 - 10 (System Pres. 175 PSI)

Compliance Instructions:

Correct all FDC signage.

Facility must provide approved signs of weather-resistant materials for all Fire Department Connections (F.D.C.'s). Block lettering and numbers shall be on a highly contrasting background (example: red sign with white lettering) with lettering and numbers at least 1-inch in height. When the F.D.C. is not visible, facility is required to install a F.D.C. sign and a directional arrow (if needed).

***** FDC signs referring to Roof, Penthouse, "P.H.", or Basement shall not be used for top or bottom terminus designations. The top terminus designator and the bottom terminus designator must reflect a numbered floor designation (examples: Standpipe: Floors 1-14, or Floors B3 - 26). Titles like Roof, Penthouse, P.H., etc. shall not be used as designators.**

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22) HFS 2.7.4 - DAMPER TESTING

An approved HVAC company shall conduct a full-function test and maintenance on all fire dampers at least every 4 years. All testing and maintenance shall be conducted in accordance with this standard, manufacturer's guidelines and NFPA 90A and 92A. Testing shall include removal of fusible links (where applicable) to check that damper vanes, blades or shutters fully close and

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that latch mechanism (if provided) operate properly. Dampers should (where possible) be operated with normal system airflow to ensure that they close and are not held open by the airstreams. Exceptions: 1. Electrical and/or pneumatic operated fire smoke dampers shall be maintained, cycled and tested not less than every 6 months. 2. Ceiling (Radiation) dampers. (See Section 2.7.5)

Compliance Instructions:

Current damper test required.

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23) HFS 2.8.2 - FIRE EXTINGUISHER INSPECTIONS

Fire extinguishers shall be inspected and service tagged annually by a licensed fire protection equipment service company, or by facility personnel where approved by the fire code official (Fire Marshal). Inspection and tagging of fire extinguishers shall be in accordance with the manufacturer's guidelines and NFPA 10, Portable Fire Extinguishers. Exception: Where Occupancy Group-R Garden-style apartment units are provided with a 1-A, 10-B:C fire extinguisher in accordance with LSB Standard 01, the fire extinguishers in each unit need not be inspected nor tagged by a service company. These fire extinguishers should be periodically checked by the tenant to see that the gauge on the fire extinguisher shows it to be charged. Any tenant unit fire extinguisher that shows a loss of pressure should be returned to property management and exchanged for one that indicates proper pressures.

Compliance Instructions:

Repair or replace fire extinguisher that failed the 15-Feb-2013 inspection by Firetrol.

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24) HFC 102.7 - Subjects not regulated by this code.

Where no applicable standards or requirements are set forth in this code, or are contained within other laws, codes, regulations, ordinances or bylaws adopted by the jurisdiction, compliance with applicable standards of the National Fire Protection Association or other nationally recognized fire safety standards, as approved, shall be deemed as prima facie evidence of compliance with the intent of this code. Nothing herein shall derogate from the authority of the fire code official to determine compliance with codes or standards for those activities or installations within the fire code official's jurisdiction or responsibility.

Compliance Instructions:

All F.D.C. need to have protective caps installed.

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25) HFC 102.8 - Matters not provided for.

Requirements that are essential for the public safety of an existing or proposed activity, building or structure, or for the safety of the occupants thereof, which are not specifically provided for by this code shall be determined by the fire code official.

Compliance Instructions:

Change the alternate elevator re-call floor from the 2nd floor to the 3rd floor. Reason for change is the 1st and 2nd floor have an open elevator lobby space that could accumulate fire smoke products accumulation, making it difficult for occupants to seek protection of the protected stairwell enclosure.

Doors that are not part of an exit system, but are located or arranged so that they may be mistaken for an exit, shall be identified by an approved sign reading "Not an exit" or by a sign indicating the actual character of the door (see examples below).

10th floor elevator room and Garage storage room.

Examples:

**ELEVATOR STORAGE
ELECTRICAL GENERATOR
MECHANICAL REST ROOM
FIRE PUMPS
BOILER
FIRE CONTROL CENTER
TELEPHONE ROOM**

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26) HFC H101.1 - SIGNS IN STAIRWAYS. (WHERE REQUIRED)

Standardized signs shall be provided in buildings that are four (4) or more stories in height. The signs shall be installed in stairways to identify each stair, floor level number, roof access information, the upper and lower termination of the stairway, and reentry information. Signs within stairways shall be located above the floor landing in a position that is readily visible when the door is in the open or closed position and in accordance with the Texas Accessibility Standards. See also Section 1005.3.2.4.

Compliance Instructions:

Correct stairwell signage format per fire marshal handout.

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27) HFC H102.2.2 - REENTRY. [OCCUPANCY SIDE OF STAIRWAY DOOR]

Where stairway doors are locked from the stairway side to prohibit reentry to a floor, "NO REENTRY" shall be placed at the bottom of the sign in 1-inch (25 mm) high block lettering.

Compliance Instructions:

Correct stairwell signage format per fire marshal handout.

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28) HFC H103.5 - REENTRY. [SIGNS INSTALLED IN STAIRWAYS]

Where stairway doors are locked from the stairway side to prohibit reentry to a floor, "NO REENTRY" shall be placed under the lower and upper terminus designation in 1-inch (25 mm) high block lettering. Additionally, the nearest floor above and below where a person can reenter from the stairway shall be placed at the bottom of the sign in 1-inch (25 mm) high block lettering.

Compliance Instructions:

Correct stairwell signage format per fire marshal handout.

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29) HFC 1020.1.6 - Stairway floor number signs.

A sign shall be provided at each floor landing in interior exit enclosures connecting more than three stories designating the floor level, the terminus of the top and bottom of the stair enclosure and the identification of the stair. The signage shall also state the story of, and the direction to the exit discharge and the availability of roof access from the stairway for the fire department. The sign shall be located 5 feet (1524 mm) above the floor landing in a position that is readily visible when the doors are in the open and closed positions. See Appendix H for installation requirements.

Exception: Buildings with previously approved signs may retain those signs until the signs are replaced. The replacement signs shall be installed in accordance with Appendix H.

Compliance Instructions:

Install stairwell exit discharge information on stairwell signage.

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30) HFC 901.4.4 - Appearance of equipment.

Any device that has the physical appearance of life safety or fire protection equipment but that does not perform that life safety or fire protection function, shall be prohibited. Systems or devices that are permanently out of service or any non-required life safety system or fire protection system that no longer functions as originally installed shall be removed or the appearance changed so as not to be mistaken for functioning life safety or fire

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protection equipment.

Compliance Instructions:

Remove all old fire extinguisher cabinets on parking garage top level, that have been replaced with newer fire extinguisher cabinets.

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31) HFC 604.4 - Operational inspection and testing.

Emergency power systems, including all appurtenant components shall be inspected and tested under load in accordance with NFPA 110 and NFPA 111. Exception: Where the emergency power system is used for standby power or peak load shaving, such use shall be recorded and shall be allowed to be substituted for scheduled testing of the generator set, provided that appropriate records are maintained.

Compliance Instructions:

Provide fire inspector with letter from Texas Diesel Maintenance company that emergency generator passed or failed 2-Oct-2013 load test, to include what standard test was conducted under.

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32) HFS 2.4.2.1 - TESTING OF EMERGENCY LIGHTING

Provide for the testing of emergency lighting systems that are part of an approved exit system and shall include, but is not limited to: lighted exit signs, stairway lighting, and egress lighting, where required both inside and outside of a building or structure.

Compliance Instructions:

Have test conducted by an electric service company or licensed master electrician.

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33) HFC 105.8.2 - Re-inspection fee

Whenever it becomes necessary to make a re-inspection (after the initial inspection and one follow-up inspection under Section 105.8 of the city fire code), because of faulty material, faulty workmanship, or incomplete work, or for any other reason, the owner, operator, or lessee, shall pay for each re-inspection.

Failure on your part to comply with the indicated violations will subject you to the penalties prescribed by law for such violations.

Inspecting Officer Signature	_____	Date	_____
Copy Received By Signature	_____	Date	_____
Followup Inspection	_____	Date	_____
Scheduled Reinspection Date	_____	Date	_____
Scheduled Reinspection Date	_____	Date	_____
Inspection Complete	_____	Date	_____