



**POLICY STATEMENT  
OFFICE OF THE FIRE MARSHAL  
FARMERS BRANCH, TEXAS**

**TITLE:** FIRE COMMAND CENTER (FCS) REQUIREMENTS FOR HIGH-RISE BUILDINGS

**REFERENCE:** 2012 International Fire Code, Section 508.1.5

**SCOPE:** This policy shall apply to all high-rise buildings in the City of Farmers Branch.

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The location, size and configuration of the C.C.S. must be approved by the Fire Department prior to issuance of the building permit. (Minimum 96 sq. ft with a minimum dimension of 8 ft) The C.C.S shall be separated from the remainder of the building by not less than a 1-hour fire-resistance-rated fire barrier.

In addition to the requirements of 508.1.5 the following equipment must be provided in the C.C.S. for Fire Department use:

1. Fire department communication handsets (minimum of 6).
2. Emergency contact list (min. of 3 emergency contacts for after-hours notification) located adjacent to telephone.
3. **Approved key box with required keys\*:**
  1. **Penthouse**
  2. **Electrical/mechanical/telephone/elevator equipment/and similar rooms**
  3. **Elevator "fireman's service" keys**
  4. **Elevator emergency power transfer keys**
  5. **Elevator lunar key**
  6. **Emergency generator keys**
  7. **Fire alarm control panel keys**
  8. **Manual pull station and permanent phone cabinet keys**
  9. **Stairwell lock override keys**
  10. **Other keys as requested**

*\*Six (6) sets of keys shall be provided. Each set of keys shall be properly labeled and placed on one large ring. Two (2) additional#3 keys (Elevator "fireman's service") shall be provided in the key box.*

Locking of the C.C.S. is not acceptable unless an approved key vault has been provided on the building exterior in accordance with fire department policy.

A permanent and durable floor plan of the first floor of the building shall be provided in an approved location, which shows the locations of all exits, stairwells and elevators (numbered by car and coordinated with the elevator annunciator panel). If other floors have shuttle elevators, etc. a floor plan must be provided for the lowest level the elevators serve.

No storage of any kind is permitted in the C.C.S.

The C.C.S. shall comply with the provisions set forth above in addition to the requirements in the International Building Code. If there are any questions concerning this policy, contact the Fire Marshal's office at 972/919-2640.