



## Travis County ESD No. 12

11200 Gregg Lane  
Manor, Texas 78653  
(512) 272-4502  
FirePrevention@tcesd12.com



### BUILDING SUBMITTAL CHECKLIST

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THE INFORMATION IN THIS DOCUMENT IS NOT ALL INCLUSIVE OF POSSIBLE ITEMS REQUIRED PER CODE. IT IS THE RESPONSIBILITY OF THE DESIGNER AND SUBMITTING CONTRACTOR TO INCLUDE ALL THE PERTINENT INFORMATION NOT MENTIONED IN THIS DOCUMENT.

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PROJECT NAME:

Yes	No	N/A	Verify both the <i>TCESD No. 12 Site and Building Submittal Requirements</i> documents have been read prior to submission of the building plan. <b>COMMENTS:</b>
Yes	No	N/A	Verify a cover sheet with all the required information listed in both the Site and Building Submittal Requirement documents has been provided with the plan submittal. <b>COMMENTS:</b>
Yes	No	N/A	Verify the specific TCESD No. 12 Fire Department Notes have been included with the plan submittal. <b>COMMENTS:</b>
Yes	No	N/A	Verify the Travis County ESD No. 12 Reviewer Signature Block has been placed on the cover sheet. <b>COMMENTS:</b>
Yes	No	N/A	Verify the <b>final project name</b> and <b>correct</b> address has been included on the plan. <b>COMMENTS:</b>
Yes	No	N/A	Any plans (including sheets in the plan submittal) submitted by an architect, other than building/architectural requirements, will not be reviewed by TCESD No. 12. <b>COMMENTS:</b>
Yes	No	N/A	Verify the project description has been clearly defined on the plan submittal. <b>COMMENTS:</b>
Yes	No	N/A	Verify a current and accurate fire flow has been provided with the submittal. Please be aware that TCESD No. 12 may require the general contractor to hire a licensed third party to perform a fire flow test if deemed necessary. <b>COMMENTS:</b>

Yes	No	N/A	Verify the plan indicates that construction will be in accordance with the 2015 IFC and 2015 IBC and the most current editions of all other applicable codes relating to the project. <b>COMMENTS:</b>
Yes	No	N/A	Verify that if structural and MEP inspections are not being provided by a municipality (i.e. city of Manor or city of Austin), a third party qualified and licensed inspector will provide copies of all inspection reports of the aforementioned items to Travis County ESD No. 12. The reports shall be provided upon completion of each inspection throughout the duration of the project. <b>COMMENTS:</b>
Yes	No	N/A	Verify the <b>occupancy</b> classification (A, B, E, F, I, M, R, S) been determined by the architect PRIOR to the submittal of the plan. TCESD No. 12 will not make the determination for the project. <b>COMMENTS:</b>
Yes	No	N/A	If a fire sprinkler system will be installed, verify the current adopted fire code has been reviewed in regards to fire sprinkler system installation for the specific project being submitted to TCESD No.12 for review. <b>COMMENTS:</b>
Yes	No	N/A	Verify the square footage for the building and each room has been determined by the architect prior to the submittal of the building plan. Verify the information has been placed on the plan. <b>COMMENTS:</b>
Yes	No	N/A	Verify each <b>FIRE AREA</b> been determined by the architect and identified on the plan. <b>COMMENTS:</b>
Yes	No	N/A	Verify all exit signs are clearly noted on the plan. <b>COMMENTS:</b>
Yes	No	N/A	Verify emergency lighting been provided to illuminate the means of egress. TCESD No. 12 requires emergency lighting in storage rooms, riser rooms, ADA restrooms and outside of all exterior exit doors <b>COMMENTS:</b>
Yes	No	N/A	Verify the path of travel from each exit to a public way been has been provided. Dimension lines indicating maximum travel distance from the furthest occupied location in the building to an exit shall be shown on the plan. <b>COMMENTS:</b>
Yes	No	N/A	Verify the locations of all attic access doors and draft stop doors have been shown. The graphic detail of the doors and the location of the 4'x4' required landing shall be shown on the plan. <b>COMMENTS:</b>
Yes	No	N/A	Verify the detail/UL design number for firestopping material has been provided. <b>COMMENTS:</b>

Yes	No	N/A	If the building is four or more stories above grade plane, verify a stairway with the necessary platforms and landings has been provided to the roof. <b>COMMENTS:</b>
Yes	No	N/A	Verify approved access walkways have been provided to all required openings and rescue windows. <b>COMMENTS:</b>
Yes	No	N/A	Verify emergency escape and rescue openings have been provided in Group R-2 occupancies in accordance with 2015 IFC, Tables 1006.3.2(1) and 1006.3.2(2) and Group R-3 occupancies. <b>COMMENTS:</b>
Yes	No	N/A	Verify all elevator and stair landings will accommodate ambulance stretchers and backboards per the requirements of the 2015 International Building Code, Section 3002.4. <b>COMMENTS:</b>
Yes	No	N/A	Verify the locations of all ducts, smoke dampers, fire dampers and air handlers with applicable CFM information have been provided. <b>COMMENTS:</b>
Yes	No	N/A	Verify the location of all carbon monoxide detectors and corresponding gas fueled equipment have been shown on the plans. If applicable to the project, verify information has been provided on the location of all CO detectors and the appliances protected by the detectors. <b>COMMENTS:</b>
Yes	No	N/A	Verify the location of natural gas and/or propane piping have been clearly shown on the plan. <b>COMMENTS:</b>
Yes	No	N/A	Verify the domestic water supply piping and fire water supply piping are not shared. Verify the domestic water supply and fire water supply will be separate taps from the main water line. <b>COMMENTS:</b>
Yes	No	N/A	Verify that any "NO" or "N/A" responses on this checklist have been clarified in the <b>COMMENTS</b> section provided. <b>COMMENTS:</b>
Yes	No	N/A	Travis County ESD No. 12 personnel will be contacted with any questions PRIOR to submittal of the building plan. <b>COMMENTS:</b>

Signature of Applicant

Date

NOTE: TCESD No. 12 may require that any conditions outside the contracted scope of work that are not compliant with current code requirements may be required to be corrected prior to final inspection by TCESD No. 12. This may require interfacing between the subcontractor, general contractor and property management company or building owner.

Approval of this plan submittal does not constitute a verification of all data, codes, information and calculations supplied by the applicant. The licensed designer and/or professional engineer of record is solely responsible for the completeness, accuracy and adequacy of the submittal, whether or not the plan submittal is reviewed and approved for code compliance by Travis County Emergency Services District No. 12.