



LANCASTER FIRE DEPARTMENT IN-HOME DAY CARE INSPECTION REQUIREMENTS



1. File an Operational Permit Application through the Fire Marshal's Office located at the Lancaster Public Safety Building located at 1650 N. Dallas Ave., Lancaster, TX 75134, 972-218-2600.
2. In-Home Day Cares that keep more than six (6) children are required to obtain a Special Use Permit (SUP) from the City of Lancaster's Planning & Development Department, 700 E. Main St., Lancaster, TX 75146, 972-218-1240.
3. For up to five (5) children, there are no Fire Alarm System and/or Sprinkler System requirements. For keeping more than five (5) children, the following requirements apply:
 - a. For six (6) or more children, age 2½ or younger, a Fire Alarm System and Sprinkler System are required
 - b. For six (6) to 11 children all older than age 2½, there must be interconnected single station smoke detectors.
 - c. For 12 or more children all older than age 2½, there must be a Fire Alarm System.
4. A floor plan is required showing all exits and the square footage of each room.
5. Personnel are required to have First Aid and CPR licenses. A First Aid Kit must be on the premises at all times.
6. Install one (1) 2A 10BC Fire Extinguisher near the front or rear door. All extinguishers must be inspected by a licensed fire extinguisher company. (If the In-Home Day Care is a two-story home, there must be one (1) 2A 10BC Fire Extinguisher upstairs as well as downstairs.)
7. Safety Plug Covers needed throughout the premises.
8. Play area must be kept clean of all hazards.
9. All medicines and household chemicals must be out of reach of children or safety latches have to be on cabinet doors. All matches/lighters must be out of reach of children.
10. Garage must be a safe environment and all flammable liquids out of reach.
11. All natural gas and propane lines are required to be tested by a licensed plumber. A re-test must be made every five (5) years.
12. Two story homes require a fire escape ladder for each bedroom upstairs.
13. Extension cords are not allowed.
14. If you have a sliding glass door, the sliding glass door has to be identified as such at a child's eye level.
15. The floor area is 35 square feet per occupant. This area is intended to be only the room areas that are used for specific occupancy purposes and does not include circulation areas, corridors, stairs, garage or service, utility, toilet and mechanical rooms.
16. Smoke Detectors must be in each bedroom and all interior corridors. Heat Detectors must be in the kitchen and garage.
17. The Planning and Zoning Department must sign off on Facility in compliance with the City of Lancaster Development Code (Application will be sent to Planning and Zoning by the Fire Marshal's office).

NOTE: If you plan to keep six (6) or more children age 2½ years old or younger, the following items will apply:

17. A Fire Alarm System will be required throughout the Day Care area of the home. Two phone lines are required: One will be a dedicated line and one a rollover line. Plans must be submitted by a licensed fire alarm company.
18. An annual Fire Alarm Permit/sticker must be obtained from the Fire Department (fee: \$100.00 annually).
19. When all of these items are completed, contact the Fire Marshal's Office at 972-218-2600 to schedule a Fire Inspection.
20. After receiving your license, take a copy of the license to the Fire Marshal's Office, (1650 N. Dallas Ave. 972-218-2600), at which time you will receive your Business License in the mail.