



East Dundee Fire Protection District
Fire Prevention Bureau
401 Dundee Avenue
East Dundee, IL 60118
847-426-7521
Fireprevention@edfire.com

Permit Application

<u>Project/Business Name:</u>	<u>Date:</u>
<u>Applicant:</u>	<u>Applicant Cell:</u>
<u>Applicant Email:</u>	
<u>Contractor:</u>	<u>Contractor Phone:</u>
<u>Contractor Address:</u>	
<u>Contractor Primary Contact:</u>	<u>Contractor Contact Phone:</u>
<u>Permit Address:</u>	
<u>Permit Requested Start Date:</u>	

<i>Permit Type</i>	<i>Permit Sub-type</i>	<i>Permit Length</i>	<i>Fee (Inspection fees may apply, refer to fee schedule)</i>	<i>Check which Permit applying for</i>
Fire Alarms <i>(pg. 1)</i>	New System	Per operational period	<i>See fee schedule</i>	<input type="checkbox"/>
	Existing System			
Sprinkler-Suppression Systems <i>(pg.1)</i>	New System	Per operational period	<i>See fee schedule</i>	<input type="checkbox"/>
	Existing System			
Spray Booths <i>(pg.1)</i>		Per operational period	<i>See fee schedule</i>	<input type="checkbox"/>
High Rack / High Piled Combustible Storage <i>(pg.1 & 3)</i>	High-piled Combustibles	Per operational period	<i>See fee schedule</i>	<input type="checkbox"/>
	<i>Storage of combustible materials in closely packed piles or on pallets, in racks or on shelves where the top of the storage area is greater than 12 feet</i>			<input type="checkbox"/>
	High-piled high-hazard commodities <i>Storage such as rubber tires, Group A plastics, flammable liquids, idle pallets, and similar materials where the top of the storage exceeds 6 ft</i>			<input type="checkbox"/>
Operational Permits: <i>(pg. 2,4,5&6)</i>	Tents / Temporary Structures Pg.6 <i>(Tents/Temporary Structures for Event purposes a Special event application must be filled out and submitted)</i>	Non-Event Tents or Structures- 180 days	<i>\$50.00 or \$0.05 per Sq Ft whichever is greater</i>	<input type="checkbox"/>
	Prescribed/Open Burns	<u>Submit Burn Permit Application</u>		
	Fireworks/ Pyrotechnics <i>(Special event application must be filled out and submitted for this permit)</i>	<u>Submit Special Event Application</u>		
	Above ground storage tanks Pg.2	Per operational period	<i>\$100.00</i>	<input type="checkbox"/>
	Underground storage tanks Pg.2.	Per operational period	<i>\$200.00</i>	<input type="checkbox"/>
	Mobile Food Preparation Vehicles Pg.4	6 Months	<i>\$100.00</i>	<input type="checkbox"/>
	Temporary Amusement Rides Pg5.	Per operational period per ride	<i>\$100.00</i>	<input type="checkbox"/>
	Inflatable Rides Pg5.	Per operational period per ride	<i>\$50.00</i>	<input type="checkbox"/>
				<input type="checkbox"/>

Fire Alarms / Sprinkler-Suppression Systems / Spray Booths / High Rack / High Piled Combustible Storage

- **New Systems:**
 - Work is not to begin until the application has been approved, and the plans have been submitted and approved by the fire code official.
 - Drawings are to be submitted electronically at the time of application for approval and returned as approved for onsite display and kept by the contractor/ owner.
 - All supporting documentation is to be submitted electronically in an approved format to the fire code official.
- **Existing Systems:**
 - A permit application must still be submitted and approved.
 - Adjustments to current systems still require plans, or As-Builts to be submitted and approved prior to work begins.
- Inspection fees apply, refer to the fee schedule for pricing.

Above Ground Storage / Underground Storage Tanks

- **Permit:**
 - An application permit is required to install, operate, repair, or modify a protected aboveground fuel tank used for dispensing and/or storage.
- **To obtain a Permit:**
 - All plan drawings, calculations, and spec sheets, including verification of all applicable state licenses possessed by the designer/installer, IFC2021 compliance, and the company performing the work must be submitted to the fire code official. At least one additional set of hard copy plan drawings must be submitted for Fire Department retention. The plans shall include the design, details, and specifications of the following:
 - Quantities and types of liquid to be stored.
 - Distances from tanks and dispensers to property lines and buildings (site plan)
 - Emergency equipment access easements
 - Location of portable fire protection appliances
 - Vehicle impact protection devices
 - Protected aboveground tanks and their supports.
 - Method of storage and dispensing
 - Overfill prevention, spill containment, vents, vapor recovery, dispensers, and other equipment and accessories.
 - Seismic designs in accordance with the building code
 - Secondary containment provisions
 - Diking design and capacity
 - Venting
 - Piping
 - Electrical systems
 - Emergency controls; and,
 - Other information as required by the Fire Code Official
- All Above Ground and Underground Storage Tanks must be permitted by the Office of the Illinois State Fire Marshal, and proof of State Application must be submitted before install.

High Rack / High Piled Combustible Storage

- **HIGH-PILED COMBUSTIBLE STORAGE**
 - Storage of combustible materials in closely packed piles or combustible materials on pallets, in racks or on shelves where the top of storage is greater than 12 feet (3658 mm) in height. Where required by the fire code official, high-piled combustible storage also includes certain high-hazard commodities, such as rubber tires, Group A plastics, flammable liquids, idle pallets, and similar commodities, where the top of storage is greater than 6 feet (1829 mm) in height.

- **HIGH-PILED STORAGE PERMIT**
 - A Permit is required to install, add any new; racking, or plans of High-Pile storing of combustible, and flammable material in any existing or new building. As set forth by the 2021 INTERNATIONAL FIRE CODE SEC.3201.2

- **CONSTRUCTION DOCUMENTS**
 - At the time of building permit application for new structures designed to accommodate high-piled storage or for requesting a change of occupancy/use, and at the time of application for a storage permit, plans and specifications shall be submitted for review and approval. In addition to the information required by the International Building Code, the storage permit submittal shall include the information specified in this section. The construction documents shall include all the following:
 - Floor plan of the building showing locations and dimensions of high-piled storage areas.
 - Usable storage height for each storage area.
 - Number of tiers within each rack, if applicable.
 - Commodity clearance between top of storage and the sprinkler deflector for each storage arrangement.
 - Aisle dimensions between each storage array.
 - Maximum pile volume for each storage array.
 - Location and classification of commodities in accordance with Section 3203.
 - Location of commodities that are banded or encapsulated.
 - Location of required fire department access doors.
 - Type of fire protection systems.
 - Location of valves controlling the water supply of ceiling and in-rack sprinklers.
 - Type, location and specifications of smoke removal and curtain board systems.
 - Dimension and location of transverse and longitudinal flue spaces.
 - Additional information regarding required design features, commodities, storage arrangement and fire protection features within the high-piled storage area shall be provided at the time of permit, where required by the fire code official.

Mobile Food Preparation Vehicles

- **Permit:**
 - An application permit is required to operate a Mobile Food Preparation Vehicle within the boundaries of the East Dundee Fire District
- **Exhaust Hood**
 - Cooking equipment that produces grease-laden vapors shall be provided with a kitchen exhaust hood in accordance with Section 606 of the IFC 2021
 - Exhaust Hoods must be tagged and inspected biannually by a licensed Kitchen Hood and Exhaust cleaning company.
 - And said report is to be uploaded to Brycer's Compliance Engine per Local Ordinance 901.6.3.2
- **Fire Protection**
 - Cooking equipment that emits grease laden vapors shall be protected by an automatic fire extinguishing system in accordance with IFC2021 Section 904.13
 - At a minimum 1 class, 2A10BC Fire extinguisher tagged and inspected by a state-licensed technician shall be provided.
 - Areas including the use of deep fat fryers shall have a class K extinguisher listed and tagged by a state-licensed technician in addition to the required 2A10BC extinguisher.
- **LP- gas containers**
 - The maximum aggregate capacity of LP-gas containers transported on the vehicle and used to fuel cooking appliances only shall not exceed 200 pounds.
 - LP-gas containers installed on the vehicle shall be securely mounted and restrained to prevent movement.
 - LP-gas systems piping, including valves and fittings, shall be adequately protected to prevent tampering, impact damage, and damage from vibrations.
 - IF UTILIZING A CNG SYSTEM CONTACT THE FIRE PREVENTION BUREAU FOR REGULATIONS
 - LP-gas containers installed on the vehicle and fuel-gas piping system shall be inspected annually by an approved inspection agency or a company that is registered with the US Department of Transportation to requalify LP-gas cylinders, to ensure that system components are free from damage, suitable for the intended service and not subject to leaking.
- **Appliance connection to fuel supply piping**
 - Gas cooking appliances shall be secured in place and connected to fuel-supply piping with an appliance connector complying with ANSI Z21.69/CSA 6.16. The connector installation shall be configured in accordance with the manufacturer's installation instructions. Movement of appliances shall be limited by restraining devices installed in accordance with
 - the connector and appliance manufacturer's instructions
- **Cooking Oil Storage**
 - No more than 120 gallons (454 L) shall be stored in such a way as to not be toppled or damaged during transport.
- **Portable Generators**

Generators shall be installed not less than 10 feet (3048 mm) from combustible materials and shall be isolated from the public by physical guard, fence or enclosure installed not less than 3 feet (914 mm) away from the internal combustion power source.
- **Clearance**
 - Mobile food preparation vehicles must have a clearance of 20 ft from tents, buildings, and structures.
 - Mobile food preparation vehicles must have a minimum of 10 feet clearance in all directions from other vehicles.
- **Inspection**
 - An Inspection of the Mobile Food Preparation Vehicle will be conducted upon approved application pick up.

Temporary Amusement / Inflatable Rides

- ***Temporary Amusement Rides***
 - If an amusement ride or amusement attraction is going to be operated for public use at a public, or private event in the Fire District, the ride must first be issued a permit and inspected from the Illinois Department of Labor.

- ***Inflatable Rides***
 - If an Inflatable Ride is going to be operated for public use at a public event in the Fire District, the ride must first be issued a permit and inspected from the Illinois Department of Labor.

 - The owner of the ride must have a current permit affixed to the ride and provide an operator/attendant to operate the ride.

Tents and Temporary Structures

Tents and canopies used for occupancy and/or cooking operations are subject to a fire inspection.

Sources of Ignition: Smoking is prohibited in or around tents, canopies, and temporary membrane structures. “No Smoking” signs shall be clearly posted. Fireworks, open flames, and any other device that is capable of igniting combustible materials shall not be used in any area in or around tents, canopies, and temporary membrane structures as well as around any combustible material. **Propane heaters are not permitted inside any enclosed area.**

Applications for any tent, canopy, or temporary membrane structure shall include the following:

1. A site plan with the proposed location of the tent including measurements showing distances to surrounding buildings, and/or property lines. A minimum 20-foot separation and fire access is required.
2. Proposed floor plan of the tent, showing the location and number of exits, fire extinguishers, stages, seating arrangements, tables, and any other items.
3. Certificates of flame retardant shall be submitted with the application and should be the manufacturers’ documentation attesting to the certification.
4. Any cooking and/or open flames.
5. Heaters and ventilation.
6. Items specific to the event should be included for review.

THE EDFD MAY REQUEST SPECIAL EVENT APPLICANTS TO SUBMIT A LIFE SAFETY EVALUATION ALONG WITH AN EDFD SPECIAL EVENT APPLICATION.

Life Safety Evaluation:

1. Name of event, participants, and projected number of attendees.
2. Access and egress movement, including crowd density problems.
3. Medical emergency mitigation plan.
4. Fire hazards.
5. Permanent and temporary structural systems.
6. Severe weather mitigation plan.
7. Civil or other disturbances mitigation plan.
8. Mitigation plan for a hazardous material incident within or near the facility.
9. Relationships among facility management, event participants, emergency response agencies, and others that have a role in the events taking place in the facility.

Please ensure that all items are addressed, any missing and/or incomplete evaluations will result in a delay and/or denial of the submitted application.

HOT FOOD VENDOR REQUIREMENTS

The use of food booths or food trucks is regulated by EDFD. Food Trucks must obtain an operational permit with the Fire District to operate. These requirements shall apply to single vendors, freestanding booths, and food trucks. Cooking within tents containing seating is subject to additional requirements. All food vendors are subject to inspection prior to the start of the event. ***Failure to comply with the following regulations may result in closure until compliance is met.***

Flame Retardant Requirements: All sidewalls, drops, and tops of tents and canopies, shall be of flame-resistant material or treated with a flame-retardant application as recommended by the manufacturer. and have a permanently affixed label bearing the following information

the Identification of size and fabric or material.

the names and addresses of the manufacturers of the tent or air-supported structure

a statement that the fabric or material meets the requirements of NFPA 701

If treated, the date the fabric or material was last treated with flame-retardant solution, trade name or kind of chemical used in treatment, name of person or firm treating the fabric or material, and name of testing agency and test standard by which the fabric or material was tested

Portable Fire Extinguishers: Each food booth shall have, at a minimum, one (1) – 2A:10BC fire extinguisher with a current state inspection tag from a licensed contractor. If there will be any deep fat frying or cooking that produces grease-laden vapors, a Class K fire extinguisher with a current state inspection tag from a licensed contractor, shall be provided in addition to the ABC type.

Vendor Location: Food booths shall have a clearance of at least 20 feet on two (2) sides. The booth shall not be located within 10 feet of any rides, tents, structures, or devices. Cooking that produces sparks and/or grease-laden vapors shall not be conducted within 10 feet of a structure or combustible overhang.

Cooking Appliances: Any cooking appliance used shall be listed for its intended use.

1. Deep fat fryers are not permitted to be used under tents and shall be located at least 18 inches from the outside wall of the tent. If a fryer is to be used in conjunction with a Barbeque (BBQ), it shall be at least three (3) feet away from the BBQ. Use of fryers also requires a Class K fire extinguisher as outlined above.
2. BBQs are not permitted to be used in food booths. In addition, any fuels are to be kept at least 10 feet away from any heat source. BBQs that are in use shall be located at least 10 feet from a structure, combustible materials, and overhangs. BBQs and other open flame devices located outside of a structure shall be secured from falling and kept away from contact by the public.

Smoking: Smoking is prohibited within food booths, or within 25 feet of any fuel source.

Generators: Generators shall be located a minimum of 20 feet from tents or canopies and isolated from the public by a means approved by the EDFD.

1. Flammable liquid-filled equipment shall not be used within temporary membrane structures, tents, or canopies.
2. Flammable and combustible liquids shall be stored outside and in approved/marked containers. Containers shall be located no less than 50 feet from temporary membrane structures, tents, or canopies.
3. Refueling shall be performed in an approved location not less than 20 feet from temporary membrane structures, tents, or canopies. **Refueling of hot generators is not permitted.**
4. A 2A:10BC fire extinguisher with a current state inspection tag is required for any operation with a generator.

Fuel: Fuel tanks (LPG) shall be stored outside of the structure. The tanks shall be secured (to prevent tipping) and located away from any public contact. The size of the tank is restricted to 25 pounds unless prior approval is received from the EDFD.

1. Tanks must be stored a minimum distance of 5 feet from outside of the tent/booth.
2. Tanks must have a shut-off valve.
3. Stoves must have an on-off valve.
4. Hoses must be of an approved type for use with the equipment.
5. Tanks must be protected from damage and secured in the upright position.
6. Propane tanks must have a pressure regulator located at the tank valve.
 - a. These requirements shall also be followed by all trucks, trailers, and stands.
7. Butane or propane tanks cannot be stored in tent/booths.
8. Tanks must be turned off when not in use.
9. All tanks, connections, fittings, and hoses must be tested for leaks prior to use.
10. A minimum of eighteen inches (18") must be provided between the tent/booth backdrop material and cooking appliance. A minimum of sixteen inches (16") must be provided between deep fat frying appliances, woks, and open flame stoves. An alternative to the sixteen inches (16") separation requirement includes the provision of a sixteen-inch (16") in height, full width splash guard.

Example Site Plans



