



# Bristol Kendall Fire Department FIRE PREVENTION BUREAU

103 Beaver Street  
Yorkville, IL 60560-1704  
Phone: 630 553-6186 Ext. 119  
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E-mail: [bureau@bkfire.org](mailto:bureau@bkfire.org)

## Permit/Plan Review Process

The Bristol Kendall Fire Protection District (BKFD) is the Authority Having Jurisdiction (AHJ) for plan reviews: fire sprinkler, fire alarm, and other fire protection systems within the fire district. BKFD covers several areas including the City of Yorkville, parts of the Village of Montgomery, and several townships within unincorporated Kendall County. Contact BKFD if you have any questions about jurisdiction. BKFD has adopted the 2018 International Fire Code. BKFD has intergovernmental agreements with the City of Yorkville and the Village of Montgomery, there may be differences in requirements from these municipalities.

This document outlines the information and procedures required for the submittal of plans reviews, associated fees and inspections. All new fire protection systems and modification/alterations to existing fire protection systems require the issuance of a permit prior to the start of installation or modification.

### **PLAN REVIEW Submittals:**

Plans and applications submitted for review and permit are submitted to BKFD as above.

To be submitted:

- Two sets of plans
- One set of electronic plans in a common windows base format.
- Manufacturers' spec sheets on all devices, piping, fittings, nozzles, etc.
- Fire Bureau Permit application and applicable fees.

## Specific Requirements and Fire Code Amendments:

- Fire Alarm Required
    - Occupancies A, B, E, F, H, M, S: An electronically supervised automatic smoke detection system that activates the occupant notification system is required. **Exception:** Automatic sprinkler system installed.
    - Occupancies R: An electronically supervised automatic smoke detection system that activates the occupant notification system is required
      - All corridors and common areas
      - All waiting areas that open to corridors
      - Top of all stairways
      - All laundry, trash, electrical rooms, mechanical rooms, and storage rooms
- Exception** One and two family and Townhomes.
- Fire Sprinkler Required
    - Occupancies A, B, E Fire Sprinkler required. Fire area greater than 5,000 square feet
    - Occupancy M Fire Sprinkler required. Fire area greater than 10,000 square feet
  - All multi-tenant occupancies shall be provided with a weather proof RED strobe light at the entrance to the tenant space that activate upon an alarm condition in that tenant space
  - A RED strobe light shall be installed by the annunciator panel or above the closest entrance to the fire alarm control panel as approved by the fire code official.
  - A WHITE strobe light shall be placed above the fire department connection (FDC) and shall indicate on water flow only. Buildings with no FDC the strobe shall be located at the same location as the fire alarm annunciator or the fire alarm control panel strobe.
  - Fire Alarm systems shall transmit and report the electronically supervised signal by point address to the monitoring station such that specific fire alarm point address is available and reported on Fire department dispatch.
  - Fire alarm systems shall be monitored by a U.L. listed central station.
  - The fire department connection shall be an approved five-inch (5") connection with a thirty (30) degree down turn.
  - A fire hydrant shall not be more than 100 feet travel distance from the fire department connection that it serves, unless approved by the Fire Marshall.
  - Commercial multi-tenant occupancies shall have an isolation control valve and water flow switch installed for each tenant space.

**Inspections** / testing must be scheduled at least 48 hours in advance. Inspections are scheduled by calling 630-553-6186 or email [bureau@bkfire.org](mailto:bureau@bkfire.org). All installing contractors shall be present with completed paperwork for testing and final acceptance. BKFD does not do any testing but must be present to witness all tests.

### **Lock Box Information**

Manufacture (**Knox Box**) shall be required on the following types of occupancies.

- Commercial, Industrial, and R-1, R-2 structures.
- Multi-family residential structures that have restricted access through locked doors and have restricted access to living units.
- Health care facilities
- Other facilities as deemed appropriate by the Fire Marshall

For Knox Box information or ordering go to <https://www.knoxbox.com> .

## **FEE SCHEDULE**

**Reviews by outside agency/ consultant:** To the extent that the district needs to utilize the services of an outside agency/consultant, the applicant shall pay all fees charged by the outside agency/consultant, and shall pay the district an additional administrative fee equal to 15% of the outside agency/consultant fee.

**Fire Detection and Alarm systems, Emergency Responder Communication Enhancement System (ERCES) Plan review and inspection fees:**

- \$350 up to 10,000 sq ft plus \$10 for each additional 1,000 sq ft.
- Alterations to existing: less than 10% of devices \$150.00
- Includes 1 re-review, each additional review will be 75% of original plan review cost
- Includes 1 Inspection, each additional inspection will be \$150/inspection

**Fire Sprinkler Systems Plan review and inspection fees (13, 13D,13R):**

- \$400.00 plus \$0.75 per sprinkler head over 100 heads
- Alterations to existing: 1 to 20 sprinkler heads, \$100
- Alterations to existing: 21 to 40 sprinkler heads \$300
- Alterations to existing: over 40 Sprinkler heads \$400 plus \$0.75 per sprinkler head over 100 heads
- \$50.00 shall be paid for witnessing of the underground flushing for the sprinkler system
- Includes 1 re-review each additional review will be 75% of original plan review cost
- Includes 2 inspections each additional inspection will be \$150/inspection

**Fire Suppression other: stand pipe, fire pump, water tank Plan review and inspection fees:**

- \$300.00
- Includes 1 re-review, each additional review will be \$100.00
- Includes 1 inspection, each additional inspection will be \$150/inspection.

**Hood Suppression, wet chemical system Plan review and inspection fees:**

- \$350.00
- Includes 1 re-review, each additional review will be \$100.00
- Includes 1 inspection, each additional inspection will be \$150/inspection.
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**Clean Agent/Dry Chemical systems Plan review and inspection fees:**

- \$400 up to 10,000 cubic feet
- \$0.10/cubic foot over 10,000
- Includes 1 re-review, each additional review will be 75% of original plan review cost
- Includes 1 inspection, each additional inspection will be \$150/inspection.

**Site Plan:** A site plan is defined as a document that describes how a parcel of land is to be improved. It includes the outlines of all structures and site improvements, such as driveways, parking lots, landscaping and utility connections. Any applicant shall pay to the district the followings fees, in addition to the other fees set forth herein, for performing site plan review.

- A fee of \$50.00 per hour with a minimum of 1 hour. Includes 1 re-review.
- A fee of 50% of the site plan review fee shall be paid for each additional set of revised site plan drawings

**Operational Permits**

- Fire Work \$200.00
- Carnival/Amusement Rides \$25.00/ride
- Mobile Food Trucks \$25 annual permit
- Other \$50.00 each



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**Fire Bureau Permit Application**

**Permit Type**

Kitchen Fire Suppression  Fire Alarm  Fire Sprinkler  Fire Pump  Site Plan  Other

**Location of Project**

Occupant Class \_\_\_\_\_ Date \_\_\_\_\_

Owner \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_ E-Mail \_\_\_\_\_

**System Installer-license #** \_\_\_\_\_

Company \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_ E-Mail \_\_\_\_\_

**General Contractor**

Company \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_ E-Mail \_\_\_\_\_

**Plan submittals shall include**

2 sets of plans, electronic version of plans, manufacture specifications, plan review/  
permit fees, and any additional information needed or requested

Applicant certifies all information supplied is correct and all applicable codes and ordinances  
will be complied with in performing the work for which the permit is issued.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

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OFFICE USE ONLY

Fee Collect \_\_\_\_\_ Check # \_\_\_\_\_ Date received \_\_\_\_\_ Permit # \_\_\_\_\_