



800 Field Drive • Lake Forest, IL 60045
Phone 847.234.2600 x2 • Fax 847.615.4383
www.cityoflakeforest.com

Fire Protection Checklist

Community Development Department

Notice to Building Permit Applicants

All applicants are encouraged to submit permit applications and construction documents online via the City's web portal at www.bsaonline.com. City Staff is available to assist you in the registration and application process.

Submitting applications and construction documents digitally will allow the City to serve our customers more efficiently. Design professionals can provide digital plans for submittal, if necessary, City Staff will assist in obtaining digital plans from design professionals. For smaller projects, plans printed on 8½ x 11 or 11 x 17, staff is available to scan documents as necessary to convert them to a digital format.

City staff reviews all plans electronically. The final approved construction plans and documents will be made available on the City's web portal. Or, upon request, a copy can be emailed to the property owner or applicant. Property owners are responsible for providing a copy of the approved plans and documents to others who may need them. Upon request, the City will print a copy of the approved plans in an 11x17 format.

To expedite reviews, please submit all of the following information:

FIRE PROTECTION PERMIT APPLICATION.

DETAILED DRAWINGS. Plans shall include all specifications for the proposed equipment.

The Fire Alarm Contractor must have an Illinois State Alarm Contractor's License.

The Fire Suppression Contractor must have: a NICET Level 3 Certification and a current License from the State of Illinois Office of the State Fire Marshall.

If the proposed project includes a change to the fire sprinkler system and one has not been submitted previously, a technical submission form is required with this permit application.

TECHNICAL SUBMISSION FORM COMPLETED. This form MUST be stamped by a licensed design professional.

If a new water service is proposed, a flush test will be required. Please provide the underground contractor's name, address and contact information with the fire sprinkler system permit submittal.



THE CITY OF LAKE FOREST
 COMMUNITY DEVELOPMENT DEPARTMENT
 800 N. FIELD DRIVE, LAKE FOREST, IL 60045
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FIRE PROTECTION PERMIT
 APPLICATION #:

 DATE: _____

Includes Fire Alarm, Suppression Systems, Hood and Duct Systems, Specialized Suppression System

One application shall be completed for each type of system

PROJECT ADDRESS:	
PROPERTY OWNER:	PHONE:
MAILING ADDRESS (IF DIFFERENT THAN ABOVE):	
PROPERTY OWNER'S EMAIL ADDRESS:	
FIRE SYSTEM CONTRACTOR:	
MAILING ADDRESS:	
PHONE:	FAX:
LICENSE	

TYPE OF PROPOSED SYSTEM :

<input type="checkbox"/> NEW	<input type="checkbox"/> MODIFICATIONS TO EXISTING	<input type="checkbox"/> COMMERCIAL	<input type="checkbox"/> RESIDENTIAL
<input type="checkbox"/> FIRE ALARM	<input type="checkbox"/> SUPPRESSION SYSTEM	<input type="checkbox"/> SPECIALIZED SUPPRESSION SYSTEM	<input type="checkbox"/> STAND PIPE RISER
			<input type="checkbox"/> HOOD AND DUCT SUPPRESSION SYSTEM
			<input type="checkbox"/> FIRE PUMP

SQUARE FEET OF PROPOSED WORK: _____

OTHER WORK (INCLUDING HOT WORK): _____

As Property Owner, I hereby agree and acknowledge that all work must be done in accordance with Codes adopted by The City of Lake Forest Code and must be consistent with the approved plans. As Owner, I declare that all information submitted in support of the requested permit is accurate. Falsification of any information will result in penalties as provided for in the Code. By signing this form, owner assumes responsibility for the accuracy of the information provided by the contractor.

Signature of Property Owner: _____

Signature of Owner's Authorized Designee (must have Designee Form attached): _____

Printed Name: _____ Contact Phone Number: _____

FOR OFFICE USE ONLY:

FIRE ALARM PERMIT FEE:	\$ _____	HOOD AND DUCT SYSTEM:	\$ _____
FIRE SUPPRESSION PERMIT FEE:	\$ _____	STAND PIPE RISER:	\$ _____
UNDERGROUND FLUSH TEST:	\$ _____	FIRE PUMP TEST:	\$ _____
PER GALLON FOR FLUSH TEST:	\$ _____	PER GALLON FOR PUMP TEST:	\$ _____
GENERAL FEE (HOT WORK, ETC.):	\$ _____	SPECIALIZED SUPPRESSION SYSTEM PERMIT:	\$ _____
STOP WORK ORDER:	\$ _____		
TOTAL FEES: \$ _____			



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TECHNICAL SUBMISSION
 FORM
 #: _____
 DATE: _____

For Automatic Fire Sprinkler Systems

PROJECT ADDRESS:	
PROPERTY OWNER:	PHONE:
MAILING ADDRESS (IF DIFFERENT THAN ABOVE):	
TENANT:	PHONE:
DESIGN PROFESSIONAL:	
MAILING ADDRESS:	
PHONE:	EMAIL ADDRESS:

SIGNATURE AND SEAL OF DESIGN PROFESSIONAL	DATE

Applicable Codes:		
NFPA 13 _____ ed.	NFPA 14 _____ ed.	Building Code: _____
NFPA 13R _____ ed.	NFPA 20 _____ ed.	Local Amendments Applied: _____
NFPA 13D _____ ed.	NFPA 72 _____ ed.	Other: _____

Water Flow Test:	
Date: _____	Witness: _____
Location: _____	Source: _____
Static pressure: _____	Seasonal or local Adjustment: _____
Residual Pressure: _____	Water Quality Investigation (MIC or other): _____
Flow: _____ gpm	Results: _____
Size of Water Supply: _____	Is it the same as the Domestic? _____
Building Information:	
Building Height: _____	Square Feet of Building Footprint: _____
Number of Stories: _____	Floor to Floor Height: _____



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TECHNICAL SUBMISSION
FORM
#: _____
DATE: _____

Material Information:

Risers: _____ Type of Pipe which can be used: _____
Cross Main: _____ Type of Fittings which can be used: _____
Bulk Main: _____ Are Backflow Device(s) Required? _____
Branch Lines: _____ How many backflow device(s) are required? _____

Fire Department Connection:

Type: _____ Location: _____

Fire Pump and Controller:

Type of Drive: _____ Size: _____ at _____ psi
Voltage: _____ Location of service: _____
Generator Required? _____

Water Storage Tank:

Water Storage Tank Required? _____ Location of Tank: _____
Size of Tank: _____ Type of Tank: _____

Standpipes:

Number Required: _____ Location(s): _____
Class: _____ Type: _____
Top Most Outlet Flow: _____ Most Remote Flow: _____
Total Flow: _____ Required Valves: _____ 1 ½" _____ 2 ½" _____ Combo



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TECHNICAL SUBMISSION
FORM
#: _____
DATE: _____

Please use additional copies of this page as necessary to provide all of the information regarding the different types of systems proposed for this project:

<p>Area #1 --- Type of System: _____ Description of Use of Area or Hazard: _____ _____ _____ Hazard Classification: _____ Commodity: _____ Design Criteria: _____ gpm over _____ square feet Area per sprinkler: _____ Standpipe Flow: _____ <i>Other Water Flow:</i> Hose: _____ gpm Outside Hydrants: _____ Special: _____ gpm In rack or special sprinklers: _____ gpm Total Flow Required: _____ Is a fire pump required? _____ gpm at _____ psi</p>
<p>Area #2 --- Type of System: _____ Description of Use of Area or Hazard: _____ _____ _____ Hazard Classification: _____ Commodity: _____ Design Criteria: _____ gpm over _____ square feet Area per sprinkler: _____ Standpipe Flow: _____ <i>Other Water Flow:</i> Hose: _____ gpm Outside Hydrants: _____ Special: _____ gpm In rack or special sprinklers: _____ gpm Total Flow Required: _____ Is a fire pump required? _____ gpm at _____ psi</p>
<p>Area #3 --- Type of System: _____ Description of Use of Area or Hazard: _____ _____ _____ Hazard Classification: _____ Commodity: _____ Design Criteria: _____ gpm over _____ square feet Area per sprinkler: _____ Standpipe Flow: _____ <i>Other Water Flow:</i> Hose: _____ gpm Outside Hydrants: _____ Special: _____ gpm In rack or special sprinklers: _____ gpm Total Flow Required: _____ Is a fire pump required? _____ gpm at _____ psi</p>



Please use additional copies of this page as necessary to provide all of the information regarding the different types of systems proposed for this project:

Storage Area #1 --- Type of System: _____ Description of Use of Area or Hazard: _____ <hr/> <u>Type of Storage and Maximum Height:</u> Pallet: _____ Bulk: _____ Shelf: _____ Bin Box: _____ Rack: _____ Minimum Aisles Width: _____ Maximum Rack Depth: _____ Commodity Classification: _____ Encapsulated: _____ <u>Rack Type:</u> Single Row: _____ Double Row: _____ Multiple Row: _____ Other: _____ <u>Flue Spaces:</u> Is longitudinal required? _____ Size: _____ Is transverse required? _____ Size: _____ Ceiling Design Criteria: _____ gpm over _____ square feet Area per sprinkler: _____ Standpipe Flow: _____ <u>Other Water Flow:</u> Hose: _____ gpm Outside Hydrants: _____ Special: _____ gpm In rack or special sprinklers: _____ gpm Total Flow Required: _____ Is a fire pump required? _____ gpm at _____ psi In rack or special sprinklers: _____ gpm Number of levels: _____ Location: _____ Type: _____ Temperature Rating: _____ Orifice size: _____ Required Accommodations for Building Structure: _____
Storage Area #2 --- Type of System: _____ Description of Use of Area or Hazard: _____ <hr/> <u>Type of Storage and Maximum Height:</u> Pallet: _____ Bulk: _____ Shelf: _____ Bin Box: _____ Rack: _____ Minimum Aisles Width: _____ Maximum Rack Depth: _____ Commodity Classification: _____ Encapsulated: _____ <u>Rack Type:</u> Single Row: _____ Double Row: _____ Multiple Row: _____ Other: _____ <u>Flue Spaces:</u> Is longitudinal required? _____ Size: _____ Is transverse required? _____ Size: _____ Ceiling Design Criteria: _____ gpm over _____ square feet Area per sprinkler: _____ Standpipe Flow: _____ <u>Other Water Flow:</u> Hose: _____ gpm Outside Hydrants: _____ Special: _____ gpm In rack or special sprinklers: _____ gpm Total Flow Required: _____ Is a fire pump required? _____ gpm at _____ psi In rack or special sprinklers: _____ gpm Number of levels: _____ Location: _____ Type: _____ Temperature Rating: _____ Orifice size: _____ Required Accommodations for Building Structure: _____