



Urbana Fire Department

Fire Prevention Permit APPLICATION



Business Information

Name: _____
 Contact: _____
 Address: _____
 City/State/Zip: _____
 Telephone: _____
 Email: _____

Building Owner Information

Name: _____
 Contact: _____
 Address: _____
 City/State/Zip: _____
 Telephone: _____
 Email: _____

General Requirements of Fire Prevention Permits:

- 1) All Permit applications shall be submitted to Urbana Fire Department, 400 S. Vine St., Urbana, IL 61801
- 2) Permits will not be issued without successful completion of a fire inspection and receipt of permit fee. Please allow five (5) business days when scheduling an inspection.
- 3) Permits shall be prominently displayed on the premises.
- 4) Permits shall be renewed annually.
- 5) Permits are subject to review upon any change in equipment, ownership, use, or occupancy.

You are required by City Code to obtain a Fire Prevention Permit if your facility operates, uses, manufactures, stores, handles, or services any of the following items, or if required by the Fire Code Official or Fire Chief. For questions, please call (217) 384-2429.

Fees per Square Foot (if applicable):

0 – 50,000	\$138.00
50,001 – 100,000.....	\$195.00
100,001 – 250,000.....	\$277.00
250,001 – 500,000.....	\$333.00
Greater than 500,000.....	\$415.00

Fees for Hazmat Facilities:

\$333.00-\$938.00 as assessed by the Urbana Fire Department Hazardous Materials Officer.

Late Fees: \$50.00 late penalty and additional \$50/month until paid

Directions: Check all items applicable to your business and list quantities if applicable:

<input type="checkbox"/> Aerosol Products: level 2 or 3 < 500 lbs _____ <input type="checkbox"/> Amusement Buildings <input type="checkbox"/> Aviation Facilities <input type="checkbox"/> Carnivals and Fairs <input type="checkbox"/> Battery System installation of lead-acid battery systems > 50 gallons <input type="checkbox"/> Cellulose Nitrate Film Group A Assembly Occupancies <input type="checkbox"/> Combustible Dust Producing Operations <input type="checkbox"/> Combustible Fibers exceeding 100 cubic ft _____ <input type="checkbox"/> Compressed Gases _____ <input type="checkbox"/> Covered Malls Retail Fixture, Displays, Concession Equipment, Highly Combustible Goods, Liquid or gas fire equipment, open flame or flame-producing equipment _____ <input type="checkbox"/> Cryogenic Fluids _____ <input type="checkbox"/> Cutting and Welding <input type="checkbox"/> Dry Cleaning <input type="checkbox"/> Exhibits and Trade Shows <input type="checkbox"/> Explosives _____ <input type="checkbox"/> Flammable/Combustible Liquids (including LP Gas) _____ <input type="checkbox"/> Floor Finishing exceeding 350 sq ft using Class 1 or Class 2 liquids <input type="checkbox"/> Fruit and Crop Ripening <input type="checkbox"/> Fumigation and Thermal Insecticidal Fogging <input type="checkbox"/> Hazardous Materials _____ <input type="checkbox"/> Hazardous Production Materials Facilities (HPM)	<input type="checkbox"/> High Piled Storage exceeding 500 sq ft <input type="checkbox"/> Hot Work Operations <input type="checkbox"/> Industrial Ovens <input type="checkbox"/> Lumber Yards & Woodworking Plants Exceeding 100,000 board feet <input type="checkbox"/> Liquid or Gas-Fueled Equipment in Assembly Occupancies <input type="checkbox"/> Liquor License Occupancies <input type="checkbox"/> Misc. Combustible Storage > 2,500 cu ft of misc. combustible materials <input type="checkbox"/> Open Burning <input type="checkbox"/> Open Flames or Torches <input type="checkbox"/> Organic Coatings use more than 1 gallon in a day _____ <input type="checkbox"/> Places of Assembly (Occupancy Load>49 persons) <input type="checkbox"/> Pyrotechnic Special Effects Materials <input type="checkbox"/> Pyroxylin Plastics exceeding 25 pounds _____ <input type="checkbox"/> Refrigeration Equipment (Commercial) <input type="checkbox"/> Repair Garages or Motor Fuel Dispensing Facilities <input type="checkbox"/> Rooftop Heliports <input type="checkbox"/> Spraying or Dipping Operations <input type="checkbox"/> Storage of Scrap Tire / Tire-byproducts exceeding 2,500 cu. ft. <input type="checkbox"/> Tents, Canopies or Temporary Membrane Structures Exceeds 200 square feet for tents and 400 square feet for canopies <input type="checkbox"/> Tire Rebuilding Operations <input type="checkbox"/> Waste Handling <input type="checkbox"/> Wood Products exceeding 200 cubic feet _____
---	---

Facility Square Footage: _____

Applicant Signature _____

Date: _____

Title _____

OFFICIAL USE ONLY: Fire Department

Date Application Received: _____ Received By: _____

Approved: Yes No Fee Assessed: \$ _____

Approved By Signature: _____

OFFICIAL USE ONLY: Finance Department

Received by: _____

Amount Received: \$ _____

Business Number: _____ License Number: _____