

GUIDANCE

Mechanical, Plumbing, and Electrical (MPE) Information for Fire and Life Safety Plan Review

Purpose

This guidance explains what mechanical, plumbing, and electrical information the District requires for Fire and Life Safety Code Review. It applies to new construction, additions, alterations, and tenant build-outs regulated by the District's Fire Prevention Code.

This is guidance only. Final requirements are determined during formal plan review under the Fire Prevention Code adopted August 24, 2026.

What the District Does and Does Not Review

The District reviews fire and life safety under the 2024 International Fire Code and NFPA 101: Life Safety Code (2024 Edition), with District amendments.

The District is not a building-permitting authority and does not enforce a complete mechanical, plumbing, or electrical code. Complete HVAC, plumbing, and electrical drawings are not required unless those systems affect fire or life safety.

The owner and design professional remain responsible for all applicable state and local building, zoning, and trade-code requirements.

Design-Build Is Allowed

A design-build approach may be used for complete mechanical, plumbing, and electrical systems. That does not waive District review of fire and life safety items associated with those systems.

Design-build means the architect is not required to include complete MPE system drawings in the first submittal. Those systems may be designed later by the contractor's subcontractors. Any system that affects fire or life safety must still be submitted to the District and approved before installation.

Required on the Initial Architectural / Site Submittal

Signed and sealed architectural plans shall include, at a minimum:

- Code analysis / code statement identifying the codes and standards used for the design
- Construction type
- Use group(s) / occupancy classification
- Occupant load calculations by room/space and for the building
- Means of egress details, including exit locations, exit access, exit discharge, common path of travel, travel distances, dead ends, door swings/widths, and corridor arrangements
- Rated wall details and listing numbers
- Reflected ceiling plan showing the location of exit signs and emergency lighting
- Performance specifications for emergency lighting, including 90-minute battery backup
- Other ceiling lighting locations may be shown on the same plan so egress illumination can be understood; the District does not review or approve the general lighting or electrical design

UTICA COMMUNITY FIRE PROTECTION DISTRICT

Fire Prevention Bureau

2945 North Route 178, Utica, IL 61373 • (815) 667-4113 • www.uticafire.org

- Plumbing related to any fire sprinkler system
- Gas meter location
- Electrical panel location, with any emergency disconnects identified
- Fire department connection (FDC) location, if applicable
- Knox / key box location, if required
- Any cooking equipment and related systems
- Identification of any hazardous uses
- Site plan showing fire lanes, parking, hydrant locations, access roads, pavement specifications, and fire-access information (civil drawings preferred)

This list is not exhaustive. Additional information may be required during review.

May Be Submitted Later as Deferred Submittals

The following may be design-build and submitted later, but must be reviewed and approved before installation if they affect fire or life safety:

- Fire alarm system
- Automatic sprinkler system
- Commercial kitchen hood suppression system
- Other MPE work that affects fire or life safety

A sealed Fire Sprinkler Technical Submission is required if a sprinkler system is installed.

No Work Before Permit

No building construction or site work regulated by the Code shall begin until a Fire Code Permit has been issued. Under Section 113.4, it is unlawful to erect, install, alter, repair, or perform work on a building, structure, or fire protection system without first obtaining a Fire Code Permit when such work is regulated by the Ordinance.

Issuance of a village or city building permit does not take the place of a District Fire Code Permit.

How to Submit

Submit the District's Fire & Life Safety Code Plan Review Application, the required construction documents, and the applicable submittal checklists. Incomplete submittals will delay review. All plan reviews are performed by the District's third-party reviewer.

Questions

Fire Prevention Bureau

Utica Community Fire Protection District
2945 North Route 178, Utica, IL 61373
Non-Emergency: (815) 667-4113
fireprevention@uticafire.org

Adopted reference: Fire Prevention Code, amended and restated August 24, 2026.