

# Grand Reserve Algonquin Master Association, Inc.

## Grill Safety & Hot Works Safety Rules

### Purpose of this Communication:

The Grand Reserve Algonquin Master Association, Inc. Board of Directors (“the Board”) are issuing rules, in accordance with the Bylaws, in order to provide additional clarity for residents related to grill safety and hot works safety.

### Background Information:

The Board periodically reviews our insurance policies in an effort to make sure we have appropriate coverage for our potential hazards. As part of this process, your Co-Treasurers (Lou Anfeldt and John Williamson) recently met with our insurance agent and a Traveler’s Insurance Company Risk Control Consultant to review our Declaration and Bylaws relating to fire safety risk management. During this process, the Risk Control Consultant informed us of numerous fire safety statistics including these from the National Fire Protection Association (“NFPA”) (citing 2019-2023 statistics):

- July (15%) was the peak month for grill fires, followed by June (14%), May (13%) and August (12%).
- The grill had not been cleaned in roughly one-fifth (20%) of the fires.
- More than one-quarter of grill structure fires started on an exterior balcony or open porch. Eight percent began when an outside wall caught fire; 3% began with some type of structural member or framing.
- Gas grills were involved in an average of 9,287 home fires per year, including 4,682 structure fires and 4,605 outdoor fires annually. Leaks or breaks were primarily a problem with gas grills. Six percent of gas grill structure fires and 13% of outside gas grill fires were caused by leaks or breaks.
- According to data from the Consumer Product Safety Commission, in 2020-2024, an average of 21,682 patients per year went to emergency rooms because of injuries involving grills.

Overall, the consultant’s opinion was that our documents, policies and processes managed our fire safety risk at reasonable levels. However, the consultant did identify two areas for improvement in order for the HOA to keep our residents safe, maintain standards under current laws, regulations and insurance industry best practices, and help us to also keep insurance premiums as low as possible:

1. Grill safety (i.e., the use of outdoor flame devices such as grills/hibachis near dwellings and or other combustible materials); and
2. Hot works safety (generally defined as any work that involves burning, welding, using fire- or spark-producing tools, or that produces a source of ignition).

The Board has reviewed our Declaration & Bylaws, state and local laws, as well as various national and state informational sources, and concluded that additional rules need to be adopted and communicated to further mitigate fire safety risk.

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**What Does This Mean for Residents:**

The Board of Directors, in accordance with the Bylaws, has adopted the following rules, effective immediately, related to grill safety and hot works safety:

**Grill Safety:**

- Manor Home Owners/Residents:

You must move your grill, or other open flame device, to a location at least 10-feet away from the building before you can use it. It is also recommended that you follow all of the safety guidelines in this communication, as well as those published by the NFPA.

- Duplex Owners/Residents:

You must not operate your grill, or other open flame device, within 18" of your dwelling. It is recommended that you operate your grill, or other open flame device, at least 10 feet from your dwelling or other combustible surfaces. It is further recommended that you follow all of the safety guidelines in this communication, as well as those periodically published by the NFPA.

- Single Family Home Owners/Residents:

You must not operate your grill, or other open flame device, within 18" of your dwelling. It is recommended that you operate your grill, or other open flame device, at least 10 feet from your dwelling or other combustible surfaces. It is further recommended that you follow all of the safety guidelines in this communication, as well as those periodically published by the NFPA.

**Hot Works Safety:**

- At least annually, one or more Board members, shall review hot works safety guidelines and recommended best practices (i.e., Travelers online risk management courses), and make recommendations to the Board.
- Contractors must be vetted to ensure they are familiar with, and complying with, commonly recognized hot works risk mitigation processes.

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**Additional Grill Safety Considerations:**

The Board advises all residents to follow these guidelines of when using grills, or other open flame devices, to ensure the safety of all residents:

- Propane and charcoal grills should be only used outdoors
- The grill should be placed away from the home or deck railing, and out from under eaves of your home and overhanging tree branches
- It is recommended that you keep your grill 10 feet away from any structure when using
- Keep children and pets at least three feet away from the grilling area
- Keep your grill clean by removing grease or fat buildup from the grills and in the trays below the grill
- Never leave your grill unattended when in use
- Always have a fire extinguisher, bucket of water or garden hose nearby or know where you can access one quickly
- Gas Grills:
  - Check the gas tank on your propane grills and hoses for leaks each time before using. If you smell or otherwise suspect a gas leak and there is no flame, turn off the gas tank and grill. If the leak stops, get a professional to service it before using it again. Call the fire department if the leak does not stop.
  - If you smell gas while grilling, immediately get away from the grill and call the fire department. Do not attempt to move the grill.
  - Always make sure gas grill lids are open before lighting it, as the gas may build up inside, and when ignited, the lid could blow off and cause injuries or burns.
  - Always turn the propane tank valve off when not using
- Charcoal Grills:
  - Purchase the proper starter fluid. Never use any other flammable or combustible liquid to get the fire started. Store the charcoal starter fluid out of reach of children and away from heat source.
  - If the fire is too low, rekindle with dry kindling and more charcoal if needed. Avoid adding liquid fuel because it can cause a flash fire.
  - Charcoal grills can continue to remain hot for many hours after the flames extinguish. Avoid placing any burnable objects near the grill or moving the grill while the coals are hot. Keep combustible items that may be blown by the wind away from the grill.
  - Make sure charcoal grill coals are cool before disposing of them in a metal container

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**Hot Works Safety Considerations:**

Hot work is defined as any operation that generates heat, sparks or flames. Fires caused by hot work operations routinely result when sparks or hot metal spread and come into contact with combustibles. The combustible materials smolder and eventually catch fire, sometimes after work has ended and workers have left the area. Sometimes the heat or flame ignites combustible or flammable materials located too close to the hot work area. Examples of hot works include: torch applied roofing, pipe brazing and/or soldering, and grinding.

Common reasons for fires caused by cutting, welding and hot work operations include: inadequate work site preparation; defective equipment; workers failing to comply with hot work precautions; poor housekeeping; conducting operations in areas where sprinkler protection is shut off; and failure to maintain fire watches or to provide adequate fire extinguishing equipment.

Hot works safety guidelines:

- The worker should be familiar with hot work processes, the hazards in the areas where work will be performed and be able to determine precautions that should be taken to complete the work in a safe manner.
- Inform workers about any flammable materials or hazardous conditions where special precautions must be taken.
- Prohibit hot work until surrounding floors have been swept clean.
- If floors are of combustible construction, they should be adequately protected to prevent ignition.
- Remove all flammable liquids from the area and clean up any oily deposits.
- Move combustibles at least 35 feet from hot work operations. If combustibles cannot be moved, they must be protected by metal guards or flameproof curtains or covers. Do not use ordinary tarpaulins.
- Prohibit hot work until all wall and floor openings within 35 feet of the operations have been tightly sealed or otherwise protected with metal guards or flameproof tarpaulins.
- Do not work on combustible walls or ceilings, or those containing combustible insulation.
- To extinguish any fires that may start, provide a fire watch for the involved area and include tours of the floor above and below. The fire watch should be continuous during the hot work operation and continue for at least one hour after the work has been completed.

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**Applicable Laws and Regulations**

**Sources Utilized in Rule Making Process:**

- Grand Reserve Algonquin Master Association, Inc. Declaration & Bylaws
- Village of Algonquin ([www.algonquin.org](http://www.algonquin.org))
- The Office of the Illinois State Fire Marshal (“OSFM”) (<https://sfm.illinois.gov>)
- National Fire Protection Association (“NFPA”) ([www.nfpa.org](http://www.nfpa.org))
- American Insurance Association (“AIA”) (merged with the Property Casualty Insurers Association (“PCI”) effective 01/01/2019 and is now known as the American Property Casualty Insurance Association (“APCIA”)) ([www.apci.org](http://www.apci.org))
- Travelers Indemnity Company ([www.travelers.com](http://www.travelers.com))

**Grand Reserve Algonquin Master Association, Inc. Declaration:**

**9.12 Balconies/ Grills:**

The use and placement of grills and other seasonal items on balconies shall be subject to applicable Laws and the Rules and Regulations. All charcoal grills and open flame devices are prohibited from being used on any wooden structures, including decks and balconies. Grills fueled by propane tanks which are twenty (20) pounds or less are permitted to be used on the balconies and patios as long as they stand not less than eighteen (18) inches off the ground, are not used within eighteen (18) inches of any exterior walls of the buildings, and are not unattended when lit.

**12.07 Fire Hazards:**

No person shall create or maintain a fire hazard on any property contrary to the provisions of 425 ILCS 25/9, or the regulations of the State Fire Marshal or otherwise, or maintain or fail to remove a fire hazard on any property owned or occupied by the owner. Specific conditions in conformity with the regulations of the State Fire Marshal or with current fire prevention regulations of the American Insurance Association shall be evidence of compliance with this Section.

**Applicable Rules Summary:**

The Village of Algonquin does not have a specific code for fire safety related to Grills. They revised their Fire Code and updated it in 2021. For Grill Safety Regulations, rather

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than compile their own rules, they default to the International Fire Code / National Fire Protection Association (NFPA) - Multi-Unit Residence's regulations.

- International Fire Code ("IFC"):

The International Fire Code ("IFC") specifically provides for regulation of charcoal and gas grills. The IFC expressly prohibits the operation of charcoal and gas grill devices on "combustible balconies" or "within ten (10') feet of combustible construction." The provision applies to all dwellings except one- and two-family dwellings, so it applies to townhouses, condominiums, and all apartments.

As with any regulation, the IFC contains an exception to the rule. Charcoal burners and other open-flame cooking devices can be used on a balcony or within ten feet (10') of a building where a building, balcony, or deck is protected by an automatic sprinkler system.

- National Fire Protection Association ("NFPA")

Section 10.10.6.1 of the 2021 edition of NFPA 1 states that for other than one- and two-family dwellings, no hibachi, grill, or other similar devices used for cooking, heating, or any other purpose shall be used or kindled on any balcony, under any overhanging portion, or within 10 ft (3 m) of any structure. There is an exception in 10.10.6.3 which says that listed equipment permanently installed in accordance with its listing, applicable codes, and manufacturer's instructions shall be permitted.