



## Permit Type (IFC 2021)

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|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> New Building<br><input type="checkbox"/> Building Addition<br><input type="checkbox"/> Tenant Build-Out/Interior Remodel<br><input type="checkbox"/> Site Work Only (no building work)<br><input type="checkbox"/> Automatic fire-extinguishing systems<br><input type="checkbox"/> Aboveground storage tanks<br><input type="checkbox"/> Belowground storage tanks<br><input type="checkbox"/> Sprinklers<br><input type="checkbox"/> Standpipe systems<br><input type="checkbox"/> Fire Pumps & related equipment<br><input type="checkbox"/> Demolition<br><input type="checkbox"/> Emergency Responder Communication Coverage System (ERCCS)<br><input type="checkbox"/> Energy Storage System / Solar Photovoltaic power systems / EV Station<br><input type="checkbox"/> Fire alarm and detection systems/related equipment | <input type="checkbox"/> Stationary fuel cell power systems<br><input type="checkbox"/> Gas detection systems<br><input type="checkbox"/> Gates and barricades across fire apparatus roads<br><input type="checkbox"/> Smoke Control or Smoke exhaust systems<br><input type="checkbox"/> Temporary Membrane structures and tents<br><input type="checkbox"/> High Rack/High Piled Combustible Storage <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>High-Piled Combustible-</b><br/>Storage of combustible materials in closely packed piles or on pallets, in racks, or on shelves where the top of the storage area is greater than 12 feet</li> <li><input type="checkbox"/> <b>High-Piled High-Hazard Commodities-</b><br/>Storage such as rubber tires, Group A plastics, flammable liquids, idle pallets, and similar materials where the top of the storage exceeds 6 feet</li> </ul> |
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## Building Information

Occupancy Group(s)(IFC):	Occupancy use description:
Gross Floor Area (sf):	Floors Above/Below Grade:
Building Height (ft):	Construction Type (IBC):
Sprinklered Building? <input type="checkbox"/> Yes <input type="checkbox"/> No	Fire Alarm System? <input type="checkbox"/> Yes <input type="checkbox"/> No
Standpipe Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Hazardous Materials? <input type="checkbox"/> Yes <input type="checkbox"/> No MAQ:

## Site & Fire Department Access (IFC 2021)

Fire Apparatus Road(s) Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No	Minimum Clear Width(ft):
Gates/Barricades on Access Roads? <input type="checkbox"/> Yes <input type="checkbox"/> No	Gate Key/Knox Box/Padlock Details:
Fire Lanes Required/Marked? <input type="checkbox"/> Yes <input type="checkbox"/> No	Turning Radii/ Access Geometry Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No
Fire Department Connection (FDC) Location:	Address/Building Identification Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No

## Water Supply & Fire Hydrants (IFC 2021)

Water Main Size / Source:	Hydrants Existing? <input type="checkbox"/> Yes <input type="checkbox"/> No
Proposed Hydrants: <input type="checkbox"/> Yes <input type="checkbox"/> No	Nearest Hydrant Distance to FDC/Building (ft):
Fire Flow Test Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date of Flow Test:
Required Fire Flow (gpm):	Available Fire Flow (gpm):
Duration (min):	Residual (psi)

## Construction Documents & Submittal Checklist (IFC 2021)

Submit plans and supporting documents electronically in an approved format. Incomplete submittals may delay review/approval.

- Site plan with fire apparatus access roads, widths, turning radii, fire lanes, and any gates/barricades (IFC 503).
- Fire hydrant plan with hydrant locations, spacing, and distances to building/FDC (IFC 507).
- Fire flow test data and calculations demonstrating available/required fire flow (IFC 507; Appendix B when adopted).
- Civil/utility plan showing water main size, valves, backflow, and FDC/water service routing.
- Floor safety plans showing occupancy, egress, and fire-resistance features (IFC 404.2.2; coordinated with IBC)
- Fire protection system scope (sprinklers, standpipes, fire pump, special hazards) and design criteria (IFC 901/903/905).
- Fire alarm and detection scope and sequence (IFC 907).
- Location of Knox box, fire department connections, annunciator/fire command center (IFC 506/507/912 as applicable).
- Hazardous materials inventory statement and control area information, if applicable (IFC Chapter 50).
- Emergency Responder Radio Coverage documentation, when required (IFC 510).
- Any additional documents required by the fire code official to demonstrate IFC 2021 compliance (IFC 105.3).
- Demolition Permit

## Required Site Safety Plan

The owner or the owner's authorized agent shall be responsible for developing, implementing, and maintaining an approved, written site safety plan establishing a fire prevention program at the project site applicable throughout all phases of the construction, repair, alteration, or demolition work. The plan shall be submitted to and approved by the Fire Marshal before a demolition permit is issued; notification to the Fire Marshal is to be made if any changes are made to the plan, staff duties, and staff training requirements.

Components of a Site Safety Plan:

1. Name and contact information of the site safety director.
2. Documentation of the site safety training director and fire watch personnel.
3. Procedures for reporting emergencies.
4. Site Plan
  - a. Fire department vehicle access routes.
  - b. The location of fire protection equipment includes portable fire extinguishers, standpipes, and fire department connections, and fire hydrants.
  - c. Smoking and cooking policies, designated areas to be used where approved, and signage locations in accordance with the 2021 International Fire Code.
    - i. Smoking- 3305.1 Smoking shall be prohibited except in approved areas. Signs shall be posted in accordance with Section 310. In approved areas where smoking is permitted, approved ashtrays shall be provided in accordance with Section 310.
    - ii. Cooking- 3305.8 Cooking shall be prohibited except in approved designated cooking areas separated from combustible materials by a minimum of 10 feet (3048 mm). Signs with a minimum letter height of 3 inches (76 mm) and a minimum brush stroke of 1/2 inch (13 mm) shall be posted in conspicuous locations in designated cooking areas and state:  
**DESIGNATED COOKING AREA**  
**COOKING OUTSIDE OF A DESIGNATED COOKING AREA IS PROHIBITED**
  - d. Location and safety considerations for temporary heating equipment.
5. Hot work permit plan.
6. Plans for the control of combustible waste material.
7. Locations and methods for storing and using flammable and combustible liquids and other hazardous materials.
8. Provisions for site security.
9. Changes that affect this plan.
10. Other site-specific information required by the fire code official.

## Definitions

**Site Safety Director-** The owner shall designate a person to be the site safety director. The site safety director shall ensure compliance with the site safety plan.

**Site Safety Plan-** A plan developed to establish a fire prevention program at a construction site.

**Daily Fire Safety Inspection-** The site safety director shall be responsible for completing a daily fire safety inspection at the project site. Each day, all buildings and outdoor areas shall be inspected to ensure compliance with the inspection list in this permit. The results of each inspection shall be documented and maintained on-site until a certificate of occupancy has been issued. Upon request, documentation shall be immediately available on-site for presentation to the Fire Marshal.

**Violations-** Failure to properly conduct, document, and maintain documentation required by this section shall constitute an unlawful act in accordance with Section 112.1 of the 2021 International Fire Code & the East Dundee Fire District local ordinance 2024-O-01. It shall result in the issuance of a notice of violation to the site safety director. Upon the severity or The third offense, the fire code official is authorized to issue a stop work order in accordance with Section 113, and work shall only resume once satisfactory assurances of future compliance have been presented to and approved by the Fire Marshal.

## Fire Code References

- 2021 International Fire Code
  - Chapter 33 Fire Safety during construction and demolition
- 2024-O-01 East Dundee Fire District Local Ordinance

**Notes**

- Work shall not begin until the permit is approved.
- Inspections and/or fees apply per the EDFD fee schedule.
- Separate permits may be required for fire protection systems, hazardous materials, demolition, racking, or other regulated work under IFC 2021.
- All approved plans shall be maintained on site and made available for inspection.

**Certification & Signature**

Applicant Name (print):	Date:
Applicant Signature:	Date:
Owners Authorization (if different):	Date:

## Permit Violation Information

### AMENDMENT TO SECTION 112 – VIOLATIONS

Section 112 of Exhibit A to Ordinance No. 2024-O-01, entitled "An Ordinance Adopting an Amended Fire Prevention Code for the East Dundee and Countryside Fire Protection District," is hereby amended by deleting the existing Section 112.4 in its entirety and substituting the following Section 112.4, Section 112.4.2, Section 112.4.2.1, Section 112.4.2.2, and Section 112.4.2.3 in lieu thereof:

#### **112.4 Violation Penalties.**

Persons who shall violate a provision of this code, or who shall fail to comply with any of the requirements thereof, or who shall erect, install, alter, repair, or do work in violation of the approved construction documents, the directives of the fire code official, or of a permit or certificate issued under provisions of this code, shall be guilty of an ordinance violation, punishable by a fine of not less than Fifty and 00/100 Dollars (\$50.00) nor more than One Thousand and 00/100 Dollars (\$1,000.00) per violation, plus court costs and all legal fees incurred by the District in enforcing this code and collecting any fine or penalty. Each day a violation continues after due notice has been served shall be deemed a separate offense.

**112.4.2 Failure to pay; additional penalty.** Any fine or penalty imposed pursuant to Section 112.4 that is not paid in full on or before the due date stated on the citation, invoice, or final notice of violation shall incur an additional late payment penalty equal to fifty percent (50%) of the unpaid fine, not to exceed the maximum fine allowed by law.

**112.4.2.1 Collection; liens.** Any fine, penalty, late charge, or cost imposed pursuant to this code that remains unpaid after the due date shall constitute a debt due and owing to the District. The District is authorized to use any lawful means of collection, including, without limitation:

1. Filing a civil action to recover such amounts;
2. Employing a collection agency; and
3. Recording a lien against the real property upon which the violation occurred, in the manner and to the extent permitted by applicable Illinois statutes.

**112.4.2.2 Recovery of costs and legal fees.** In addition to any fines and penalties provided in Sections 112.4 and 112.4.2, the violator and/or person responsible shall be liable to the District for all reasonable costs of enforcement and collection, including but not limited to court costs, filing and recording fees, title search fees, collection agency fees, and all legal fees incurred by the District.

**112.4.2.3 No waiver of other remedies.** The remedies and penalties set forth in Section 112.4.2 and its subsections are cumulative of any other remedies or enforcement procedures available to the District at law or in equity, and the exercise of any one remedy shall not be deemed a waiver of the right to exercise any other remedy.