



FIRE BUREAU PROCESSES

GENERAL

The Little Rock-Fox Fire Protection District (LRF) is the Authority Having Jurisdiction (AHJ) for plan reviews, Life Safety, fire sprinkler, fire alarm, and fire protection systems within the fire district, including the city of Plano and the village of Millbrook. The municipalities may have additional requirements. LRF has adopted the 2024 International Fire Code with amendments.

This document outlines the information and procedures required for the submittal of plans and fees. This includes architectural, site, engineering, and subdivision plans, fire alarm systems, fire sprinkler systems, kitchen hood suppression systems, and other fire protection and life safety systems. All new fire protection systems and modifications/alterations to existing fire protection systems require the issuance of a permit prior to the start of installation.

PLAN REVIEWS / INSPECTIONS

- Two sets of plans: **5 e. North St. Plano, IL 60545**
- Complete electronic version: [Bureau@lrffpd.com](mailto:bureau@lrffpd.com) or **Thumb Drive**
- Manufacturers' spec sheets on all devices, piping, fittings, nozzles, wire etc.
- Permits will not be issued until payment is received.

INSPECTIONS

Inspections / testing must be scheduled a least 72 hours in advance. You may schedule an inspection by email bureau@lrffpd.com (preferred) or calling 630-552-3311. All installing contactors shall be present for the testing. LRFFPD does not do any testing but must be there to witness all tests. Make sure you are ready for the inspection; a \$75.00 reinspection fee will need to be paid before additional inspections are done.

FEES

- **Site Plan Review (no inspections)** \$150.00
- **Energy storage systems**
 - 1. Residential \$ 0.00
 - 2. Commercial
 - a. Up to 600kw \$500.00
 - b. 600kw to 1MW \$750.00
 - c. Each additional up to 200kw \$100.00
- **Life Safety Plan Review/Permit**
 - 1. Up to 999 square feet \$100.00
 - 2. 1,000 to 4,999 square feet \$200.00
 - 3. 5,000 to 9,999 square feet \$400.00
 - 4. Each additional 1,000 square feet \$5.00
- **Suppression Plan Review/Permit**
 - 1. Fire Sprinkler \$300.00
 - a. Each head over 100 .50 each
 - 2. Commercial Kitchen new/revised \$250.00
 - 3. Explosion, foam, all others \$300.00
- **Fire Alarm Plan Review/permit**
 - 1. Fire Alarm up to 10,000 square feet \$300.00
 - 2. Each additional 1,000 square feet \$5.00
- **Inspection/reinspection fees.**
 - Life Safety -one inspection is included per permit
 - Suppression - two inspections included per permit
 - Fire Alarm – one inspection included per permit

Additional inspection including re-inspections \$75.00 each

LOCK BOX INFORMATION

Lock boxes (“Knox Boxes”) for emergency entry are required on the following types of construction:

- Commercial or industrial structures that have an automated fire alarm system or automated fire suppression system.
- Multi-family residential structures that have restricted access through locked doors and have restricted access to living units.
- Health care facilities
- Other facilities as deemed appropriate by the district.

Lock Box ordering is done at [Emergency Key Box - Knox Rapid Access System](#)



Little Rock-Fox Fire Protection District
PO Box 154 • Plano, IL 60545
Tel: (630) 552-3311 • Fax: (630) 563-2827
Email: bureau@lrffpd.com
Web: http://www.lrffpd.com

FIRE BUREAU PERMIT

(please return completed Application and Fee to LRF Fire Bureau as above)

GENERAL

Date: _____ Job Name: _____
Property Owner: _____ Job Address: _____
Contact Name: _____ Job Total Cost: _____ Size (sq ft): _____
Contact Phone: _____ Contact Email: _____

PERMIT APPLICANT

Applicant Name(s): _____
Address: _____
Phone: _____ Email: _____

Applicant certifies all information given is correct and all ordinances will be complied with in performing the work for which this permit is issued.

Applicant Signature: _____ Date: _____

PERMIT TYPE

Submittals must include: two sets of plans, manufactures' specification sheets on all devices and components, and review/permit fees.

Site Plan
Architectural/Engineering
Fire Pump
Hazardous Materials
Tank(s)

Fire Alarm
Sprinkler
Kitchen Hood/Duct
Kitchen Fire Suppression
Other:

CONTRACTOR / OTHER APPLICANT

Applicant Name(s): _____
Address: _____
Phone: _____ Email: _____

*** OFFICE USE ONLY ***

Approved Not Approved Permit No.: _____ Permit Fee: _____ Signature: _____

FIRE PREVENTION ORDINANCE

NUMBER 2025-003

**LITTLE ROCK-FOX FIRE PROTECTION DISTRICT
KENDALL COUNTY
STATE OF ILLINOIS**

AN ORDINANCE ADOPTING A FIRE PREVENTION CODE THAT PRESCRIBES REGULATIONS GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE OR EXPLOSIONS AND ESTABLISHING A FIRE PREVENTION BUREAU AND PROVIDING OFFICERS THEREFORE AND DEFINING THEIR POWERS AND DUTIES.

WHEREAS, The Little Rock-Fox Fire Protection District, Kendall County, Illinois (the "District"), is a fire protection district duly organized under the laws of the State of Illinois, including but not limited to the Illinois Fire Protection District Act (the "Act," 70 ILCS 705/0.01 *et seq.*); and

WHEREAS, Section 1 of the Act (70 ILCS 705/1), provides that the District was created in the public interest to promote and protect the health, safety, welfare and convenience of the public and to, therefore, engage in the establishment, maintenance and operation of facilities for the prevention and control of fires and the establishment of regulations with respect thereto; and

WHEREAS, the District's Board of Trustees (the "Board") has express power pursuant to Section 11 of the Act (70 ILCS 705/11) to adopt and enforce fire prevention Codes and standards parallel to national standards to promote fire prevention; and

WHEREAS, the Board has full power pursuant to Section 6 of the Act (70 ILCS 705/6) to pass necessary ordinances, and rules and regulation for the proper management and conduct of the business of the Board for carrying into effect the objects for which the District was formed; and

WHEREAS, Section 11 of the Act (70 ILCS 705/11) empowers and makes it the legal duty and obligation of the District's Board to provide as nearly adequate protection from fire for all persons and property within the district as possible and to prescribe necessary regulations for the prevention and control of fire therein; and

WHEREAS, the Board of Trustees deems it in the best interest of the District to adopt the 2024 *International Fire Code* with certain deletions and amendments; and

WHEREAS, after due consideration with District staff, the Board of Trustees finds and determines that the adoption of this Ordinance to completely replace Ordinance 2020-003 is necessary and proper, and in the continuing best interest of the District and its residents.

Be it ordained by the Board of Trustees of the Little Rock-Fox Fire Protection District as follows:

SECTION 1 – ADOPTION OF NATIONALLY RECOGNIZED CODES

Pursuant to the authority granted in the Fire Protection District Act 70 ILCS 705/6 to pass all necessary ordinances for the management of the Fire District, The Board of Trustees of the Little Rock-Fox Fire Protection District in accordance to 70 ILCS 705/11 fulfills their legal duty and prescribes necessary regulations and codes for the prevention and control of fire parallel to national standards, those codes known as the:

INTERNATIONAL FIRE CODE – 2024, including **APPENDICES B, C, D, E, F, G, H, I, N** as recommended by the INTERNATIONAL CODE COUNCIL

The provisions of the aforesaid codes are further clarified in this ordinance. The clarified paragraphs together with the aforesaid codes and other provisions specifically adopted therein shall be collectively known as the Little Rock-Fox Fire Protection District Fire Prevention Ordinance. Three copies of the aforesaid codes have been available for inspection for at least 15 days prior to the adoption hereof and are now on file in the office of the Secretary of the Board of Trustees of the Little Rock-Fox Fire Protection District, and have been there kept available for public use, inspection, and examination, and the same hereby adopted and incorporated as fully as if set out at length herein, and from the date in which this ordinance shall take effect, the provisions thereof shall be controlling within the corporate limits of the Little Rock-Fox Fire Protection District, Kendall County, Illinois.

SECTION 2 - A copy of the adopted Fire Code shall be placed on file at the District headquarters fire station and shall be available for public inspection during regular business hours as provided by law. Future versions of the Fire Code adopted herein by the Little Rock-Fox Fire Protection District that incorporate by reference the 2024 International Fire Code as amended, may be revised by Board approval through an amendment to the current **Exhibit A** to this Ordinance

SECTION 3 – ESTABLISHMENT & DUTIES OF THE FIRE PREVENTION BUREAU

- A. The Fire Prevention Ordinance shall be enforced by the Fire Prevention Bureau of the Little Rock-Fox Fire Protection District, Kendall County, Illinois, which is hereby established, and which shall be operated under the general supervision of and pursuant to the discretion of the Fire Chief of said District.
- B. Said Fire Chief may appoint a Fire Marshall, Deputy Code Officials, Plan Examiners, and/or Inspectors to help enforce and support this Ordinance as required.
- C. Said Fire Chief may hire outside consultants and/or experts to assist with plan review, in support of this Ordinance, the cost of which shall be borne by the builder or owner of the property said services are utilized for.

SECTION 4 – DEFINITIONS

- A. Wherever the words “Fire Prevention Ordinance” or “this Ordinance” are used herein they shall be held to mean this Little Rock-Fox Fire Protection District Ordinance in its entirety, including the codes adopted by reference herein.
- B. Wherever the words “the District” are used in the Fire Prevention Ordinance they shall be held to mean the Little Rock-Fox Fire Protection District, Kendall County, Illinois.
- C. Wherever the words “Board of Trustees” are used herein, it shall be held to mean the Board of Trustees of the District.

SECTION 5 – LIMITS FOR THE STORAGE, HANDLING, PROCESSING, MANUFACTURING, AND TRANSPORTATION OF HAZARDOUS MATERIALS.

- A. ESTABLISHMENT OF LIMITS IN WHICH STORAGE OF EXPLOSIVES AND BLASTING AGENTS IS PROHIBITED. The storage of explosives and blasting agents is prohibited within the District, except by an operational permit.
- B. ESTABLISHMENT OF LIMITS IN WHICH THE SALES, MANUFACTURING, AND STORAGE OF FIREWORKS IS PROHIBITED. The manufacturing, sale, handling, use or storage of fireworks is prohibited within the District, except by an operational permit.
- C. ESTABLISHMENT OF LIMITS IN WHICH THE STORAGE OF FLAMMABLE LIQUIDS IN OUTSIDE ABOVE GROUND TANKS IS PROHIBITED. The storage of flammable liquids in outside above ground tanks is prohibited within the District, except by an operational permit.
- D. ESTABLISHMENT OF LIMITS IN WHICH BULK STORAGE OF LIQUIFIED PETROLEUM GASES IS TO BE RESTRICTED. The above ground storage of more than 500 gallons is prohibited within the District.
- E. ESTABLISHMENTS OF TRANSPORTATION ROUTES FOR VEHICLES TRANSPORTING EXPLOSIVE AND BLASTING AGENTS. Vehicles transporting explosives or blasting agents are hereby prohibited within the District.
Exception: Route 34, Burlington Northern Railroad
- F. ESTABLISHMENT OF TRANSPORTATION ROUTES FOR VEHICLES TRANSPORTING HAZARDOUS MATERIALS OR OTHER DANGEROUS ARTICLES. Vehicles transporting hazardous materials or dangerous articles are prohibited within the district.
Exception: Route 34, Burlington Northern Railroad, Eldamain Road

SECTION 6 – VIOLATIONS

- A. Any person who violates any provision of this Ordinance, or who fails to comply with any of the requirements thereof, shall be guilty of a misdemeanor, punishable by a fine not less than \$100.00, nor more than \$500.00 in the case of a first offense. For continued violations fines shall be \$1000.00. Each day that a violation continues shall be a separate offense.
- B. As provided under Section 113.4 of the International Fire Code, 2024 Edition, and amended in **Exhibit A**, the following penalty and fine provision shall apply to violations of the Fire Code: “**113.4 Violation penalties.** Persons who shall violate a provision of this code or 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* or directive of the *fire code official*, or of a permit or certificate used under provisions of this code, shall be guilty of an offense under this code, punishable by a fine of not less than ONE HUNDRED DOLLARS (\$100.00) but in no case more than SEVEN HUNDRED FIFTY DOLLARS (\$750.00) for each violation. Each day that a violation continues after due notice has been served shall be deemed a separate offense.”
- C. As provided under Section 114.4 of the International Fire Code, 2024 Edition, and amended in Exhibit A, the following additional penalty and fine provision shall apply to violations of the Fire Code: “114.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than ONE HUNDRED DOLLARS (\$100.00) and not more than SEVEN HUNDRED FIFTY DOLLARS (\$750.00).”
- D. As provided under Section 114.5 of the International Fire Code, 2024 Edition, and amended in **Exhibit A**, the following additional penalty and fine provision shall apply to violations of the Fire Code: “**Section 114.5 Injunctive Relief:** As an alternative or in conjunction with the imposition of other penalties as provided in other provisions of this code, the District may elect to seek injunctive relief from a court of equity requiring compliance with the code, demolition of the offending structure or removal of an offending condition. At the court’s discretion, and if authorized under Illinois law, the District shall be entitled to an award of reasonable attorneys’ fees and all costs of litigation, including court costs, deposition fees and expert witness fees incurred in enforcing this provision of the code.”

SECTION 7 - Should any section, paragraph, sentence or word of this Ordinance or of the Fire Code hereby adopted be declared for any reason to be invalid, it is the intent of the Board that it would have passed all other portions of this Ordinance independent of the elimination of any invalid portion.

SECTION 8: This Ordinance shall be in full force and effect from and after its passage, approval and publication in accordance with the law.

ADOPTED this 21st day of August, 2025, by the following roll call vote:

AYES: Brummel, Eichelberger, Perkins & Wade

NAYS: _____

ABSENT: Nadeau

Donald Brummel
President, Board of Trustees

ATTEST:

Ruth Wade
Secretary, Board of Trustees

EXHIBIT A

A. 101.1, Name of Jurisdiction. Change to:
LITTLE ROCK-FOX FIRE PROTECTION DISTRICT, KENDALL COUNTY, ILLINOIS

B. Section 108.2 Permit Fees:

a. Site Plan Review (no Inspections)	\$150.00
b. Energy storage systems	
1. Residential	\$ 0.00
2. Commercial	
a. Up to 600kw	\$500.00
b. 600kw to 1MW	\$750.00
c. Each additional up to 200kw	\$100.00
c. Plan/Life Safety Review/Permit	
1. Up to 999 square feet	\$100.00
2. 1,000 to 4,999 square feet	\$200.00
3. 5,000 to 9,999 square feet	\$400.00
4. Each additional 1,000 square feet	\$5.00
c. Suppression Plan Review/Permit	
1. Fire Sprinkler	\$300.00
a. Each head over 100	.50 each
2. Commercial Kitchen new/revised	\$250.00
3. Explosion, foam, all others	\$300.00
d. Fire Alarm/detection Plan Review/permit	
1. Fire Alarm up to 10,000 square feet	\$300.00
2. Each additional 1,000 square feet	\$5.00
e. Inspection/reinspection Fees.	
1. Plan/Life Safety Inspection - one inspection per permit	
2. Suppression – two inspections included per permit	
3. Fire Alarm – one inspection per permit	
4. Additional inspections including re-inspections	\$75.00

Allow a minimum of 72 hours' notice for any inspections or re-inspections.

C. Section 112, Board of Appeals, create Section **112.1.2**

The board of appeals shall consist of the Trustees of the District.

D. Section 903.2.8 Group R, ADD Exception:

An automatic sprinkler system is not required in one- and two-family structures in the R-3 Use Group.

E. Section 903.3.1.2 Add Condition 4

4. Control valve with waterflow sensor shall be required for each floor.

F. Section 904.14 Commercial Cooking Systems, Create Section 904.14.6

All occupancies with a Commercial cooking operation shall have a monitored fire alarm system in accordance with applicable requirements of NFPA 70 and NFPA 72.

G. Section 907, Fire Alarm and Detection Systems, Create Section 907.1.4

Provide a red colored lens visual device above the fire department connection that activates on water flow only. Provide a clear visual lens device above the entrance to each building that activates on all alarms. In multi-tenant buildings provide a clear visual lens device above each tenant space, zone the device to that space.

H. Section 907, Fire Alarm and Detection Systems, Create Section 907.1.5

Combination fire and burglar alarm panels are prohibited in buildings that contain automatic suppression systems.

I. Section 907.2.1 Delete and replace

An electronically supervised automatic smoke detection system that activates the occupant notification system in accordance with Section 907.5 shall be installed in all Group A occupancies

J. Section 907.2.2 Delete and replace

An electronically supervised automatic smoke detection system that activates the occupant notification system in accordance with Section 907.5, shall be installed in Group B occupancies where one of the following conditions exists:

1. Group B occupant load of 50 or more.
2. The fire area contains an ambulatory care facility

Exception: An electronically supervised automatic smoke detection system is not required where the building is equipped throughout with an automatic sprinkler system installed in accordance with Section 903.3.1.1 and the occupant notification appliances will activate throughout the notification zones upon sprinkler water flow.

K. Section 907.2.3 Delete and replace

An electronically supervised automatic smoke detection system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E occupancies. Where automatic sprinkler systems or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system.

Exception: Emergency voice/alarm communication systems meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall not be required in Group E occupancies with occupant loads of 100 or less, provided that activation of the electronically supervised automatic smoke detection system initiates an approved occupant notification signal in accordance with Section 907.5.

L. Section 907.2.4 Delete and replace

An electronically supervised automatic smoke detection system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group F occupancies:

Exception: An electronically supervised automatic smoke detection system is not required where the building is equipped throughout with an automatic sprinkler system installed in accordance with Section 903.3.1.1 and the occupant notification appliances will activate throughout the notification zones upon sprinkler water flow

M. Section 907.2.5 Delete and replace

A manual fire alarm system and an electronically supervised automatic smoke detection system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group H-5 occupancies and in occupancies used for the manufacture of organic coatings. An automatic smoke detection system shall be installed for highly toxic gases, organic peroxides and oxidizers in accordance with Chapters 60, 62 and 63, respectively.

N. Section 907.2.7.1 Delete and replace

An electronically supervised automatic smoke detection system in accordance with Section 907.5 shall be installed in Group M occupancies with an occupant load of 50 or more.

Exceptions:

1. An electronically supervised automatic smoke detection system is not required in covered or open mall buildings complying with Section 402 of the International Building Code.

2. An electronically supervised automatic smoke detection system is not required where the building is equipped throughout with an automatic sprinkler system installed in accordance with Section 903.3.1.1 and the occupant notification appliances will automatically activate throughout the notification zones upon sprinkler water flow.

O. Section 907.2.8 Delete and replace

907.2.8 Group R, Fire alarm systems and smoke alarms shall be installed in Group R occupancies as required in Sections 907.2.8.1 through 907.2.8.2.

P. Section 907.2.8.1 Delete and replace

A supervised automatic smoke detection system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group R occupancies in the following locations:

1. Common spaces outside of dwelling units and sleeping units.
2. Laundry rooms, mechanical equipment rooms and storage rooms.
3. All interior corridors serving sleeping units or dwelling units.

Exception: An automatic smoke detection system is not required in buildings that do not have interior corridors serving sleeping units or dwelling units and where each sleeping unit or dwelling unit either has a means of egress door opening directly to an exterior exit access that leads directly to an exit or a means of egress door opening directly to an exit.

Required smoke alarms in dwelling units and sleeping units in Group R-2 occupancies operated by a college or university for student or staff housing shall be interconnected with the fire alarm system in accordance with NFPA 72.

Q. Section 907.2.8.2 Delete and replace
Smoke alarms. Single- and multiple-station smoke alarms shall be installed in accordance with Section 907.2.11.

R. Section 907.2.8.3 thru 907.2.9.3 Delete

S. Section 907.2.10.1 Delete and replace
An electronically supervised automatic smoke detection system shall be required in Group S Occupancies in accordance with Section 907.5.

Exception: An electronically supervised automatic smoke detection system shall not be required where the building is equipped throughout with an automatic sprinkler system installed in accordance with Section 903.3.1.1, and the occupant notification appliances will activate throughout the notification zones upon sprinkler water flow

T. Section 1207.8.4 ADD condition 6
6. Exterior wall shall be non-combustible.

U. Section 1207.11.3 ADD to location 3
1. Exterior wall shall be non-combustible

STATE OF ILLINOIS)
)
COUNTY OF KENDALL) SS

SECRETARY'S CERTIFICATE

I, R. SCOTT WADE, the duly qualified and acting Secretary of the Board of Trustees of the Little Rock-Fox Fire Protection District, Kendall County, Illinois, do hereby certify that I am the keeper of its books and records and that the attached hereto is a true and correct copy of an Ordinance entitled:

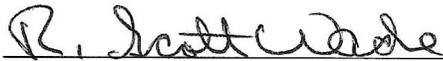
ORDINANCE NO. 2025-003

AN ORDINANCE ADOPTING A FIRE PREVENTION CODE THAT PRESCRIBES REGULATIONS GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE OR EXPLOSIONS AND ESTABLISHING A FIRE PREVENTION BUREAU AND PROVIDING OFFICERS THEREFORE AND DEFINING THEIR POWERS AND DUTIES.

which Ordinance was duly adopted by said Board of Trustees at a regular meeting held on the 21st day of August, 2025.

I do further certify that a quorum of said Board of Trustees was present at said meeting and that the Board complied with all requirements of the Illinois Open Meetings Act.

IN WITNESS WHEREOF, I have hereunto set my hand this 21st day of August, 2025.



Secretary, Board of Trustees
Little Rock-Fox Fire Protection District