



**Expedited Plan Review Application Form for Projects Proposed to Occur within the Village of Libertyville/Libertyville Fire Protection District**

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Type (Fire Alarm, Fire Sprinkler, etc.): \_\_\_\_\_

**Please explain why you would like your project to be placed on the Expedited Plan Review Track (plan review occurs within five business days from the date the project was placed into the review queue):**

Upon acceptance of this application (including the above explanation) by the Director of Fire Prevention and the plan review is successfully conducted within five business days starting when the project was placed into the review queue, the applicant hereby agrees to have the Expedited Plan Review Fee (\$50 if the plan review fee is less than \$500 or 10% of the plan review fee if greater than \$500) automatically added to the total plan review cost. The applicant can observe whether their project was subjected to the Expedited Plan Review Fee by reviewing the plan review letter that is generated by the Director of Fire Prevention and sent to the applicant via email following the plan review.

The applicant also agrees to consider the email confirming receipt of their submitted project they received from the Fire Prevention Bureau as the first day their project was placed into the queue, not the date the project was submitted.

The applicant also acknowledges that, in the event that the Fire Prevention Bureau is unable to conduct a plan review fee within five business days the project was placed into the review queue, the Expedited Plan Review Fee will not occur regardless of whether the applicant applied for their project to be placed on the Expedited Plan Review Track.

Conditions, surroundings, and arrangements to be in accordance with the Codes and Ordinances of the Village of Libertyville or the Libertyville Fire Protection District.

**I hereby agree to the above terms and conditions:                      Yes**

**Please include this application form with your submittal package, which must be sent via email to: [fireplanreviews@libertyville.com](mailto:fireplanreviews@libertyville.com)**

Libertyville Fire Department / 1551 N Milwaukee Ave / Libertyville, Illinois 60048  
(847) 362-5664                      [fireplanreviews@libertyville.com](mailto:fireplanreviews@libertyville.com)                      [libertyville.com](http://libertyville.com)