



FIRE & EMS

Permit Application Checklist

All permit must be submitted in person to the Community Risk Division, 301 S. 8th Avenue, Frisco, CO 80443. Permit fee due in check or cash, in person with complete submittal requirements for acceptance. Call Summit Fire & EMS 970-262-5100 if you have further questions.

Please complete the following checklist and bring with you when you complete your permit application:

1. ____ Project Name (e.g. Smith Residence)
2. ____ **Physical** Street Address and City (PO Boxes and lot numbers are unacceptable)
3. ____ Property Owner Name
4. ____ Property Owner Contact Phone # (Office and Cell)
5. ____ Contractor/ Sub-Contractor Name and Address
6. ____ Contractor/ Sub-Contractor Contact Email address and Phone # (Office and Cell)
7. ____ Name of Contact Person for Contractor/ Sub-Contractor
8. ____ Contact Person's Email Address and Phone # (Office and Cell)
9. ____ Valuation of Project by Town or County Building Official for new construction or tenant finish permits
10. ____ Sprinkler Contractors, please supply Data Sheets and Design drawings with a RPZ Cross Contamination device. (double check valves will not be accepted)

Required items to be submitted with the permit application:

1. ____ **Check** made out to **Summit Fire & EMS** for permit fee (checks or cash) Credit Cards not accepted
2. ____ **2 sets of plans** with devices highlighted
3. ____ **2 sets of calculations** with devices highlighted
4. ____ **Cut sheets** for all materials used
5. ____ Copy of **current NICET, Denver or Boulder certification** for alarm and sprinkler contractors, copy of Spears or Blazemaster Certification for CPVC installers.
Commercial sprinkler systems: Devices control valves, gauges, heads, timer and flow switches.
Base permit fee plus \$2.00 per device.

Incomplete permits or permits submitted without all required items will not be accepted.

For fees and more information, please go to our website at: www.summitfire.org