



Permit Application Checklist

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

Required items to be submitted with the permit application:

1. ____ **Cash or check** made out to Lake Dillon Fire-Rescue for permit fee
2. ____ **2 sets of plans.** Plans must be professional quality. For fire alarm plans, all initiating devices should be highlighted.
3. ____ **2 sets of calculations** with devices highlighted
4. ____ **Cut sheets** for all materials used (1 set). Clearly identify all used devices.
5. ____ Copy of **current NICET, Denver or Boulder certification** for alarm and sprinkler contractors. Copy of Spears or Blazemaster certification for CPVC installers.

All permits must be submitted in person at the CSB Offices, 301 South 8th Avenue, Frisco, CO 80443. Payment is due upon application submittal. Incomplete permits or permits submitted without all required items, including payment, will not be accepted.

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