



**Copper Mountain Consolidated  
Metropolitan District  
Copper Mountain Fire Department  
Fire Prevention Bureau**

**970-968-2300 ext. 831**

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**0477 Copper Road**

**Po box 3002**

**Copper Mountain, Colorado 80443**

**TO ALL CONCERNED:  
Re: Permit Process**

Thank you all for attending the meeting at JJ's on 12/16/2015. I will attempt to outline when permits are potentially required through the fire department. Please be aware that this is a generalized list and may not be all inclusive but will give an idea of situations when permits are needed. Also when in doubt please call my office as I will be able to assist you and clarify need.

**PERMITS GENERALLY REQUIRED BY THE BUILDING DEPARTMENT**

**Permits through the building department are usually required for any of the following:**

- Electrical work in excess of just routine replacement of a broken device.
- Structural changes that include installation of any framing materials and or wall board etc.
- Any plumbing beyond the replacement of simple fixtures.
- Any mechanical work besides repair or replacement of worn items.

**The above is just a general guideline so when in doubt call the Summit County Building Department at 970-668-3170 for further clarification.**

**PERMITS REQUIRED BY THE FIRE DEPARTMENT:**

**Permits through the fire department are required for any life safety concerns and also overall construction projects and may or may not be in conjunction with Summit County Building Permits.** If the County says you do not need a permit that is for their concerns, the project may still need a permit thru the fire department. The following is a general list that will outline when a fire department permit is required. This list is not inclusive of all situations so if in doubt call before starting of work. Please also realize there is up to a 2 week turnaround time for permit review that may be extended depending on permit review volume and also scope of your project:

- Construction projects of certain size and nature. (Please check with the fire marshal for your project if this is needed).
- Any work to be performed or modification on a fire detection, smoke or heat alarm and notification system except for normal maintenance.
- Any work or modification that is to be performed on a fire suppression system except for routine maintenance. This is to include wet, dry, and or antifreeze sprinkler systems.
- Any new installation or upgrades of a Type 1 kitchen exhaust system and its internal suppression system. i.e. ANSUL systems etc.
- Any change of commercial kitchen appliance line up as it will change the exhaust hood suppression system set up.
- Any addition of commercial kitchen appliances as it may change the exhaust hood suppression system set up.
- **A TENANT FINISH PERMIT is needed for any and all change of ownership, space use, type of use, etc. for any and all commercial spaces.**
- A temporary membrane or tent structure may need a permit depending on size and use.
- LP – Gas installations or modifications may require a permit. Please call to confirm.
- Any Hazardous material changes as in use, storage, demolition, construction of facilities etc. may need a permit.
- Any modification to existing exit schemes, signage, use, or abandonment of devices or exit.
- Any changes to the emergency lighting of a specific room, business, complex etc.
- Any change of egress from a building or business.
- Any change or need to design fire lanes or approved fire department access.
- All site plans for new development.

The above list of need to notify or to obtain permits from the fire department is not entirely covered by the above matrix. Please, Please, Please, if in doubt call the Fire Marshal for clarification. **To repeat a project may need a permit from the fire department even if the Building Department DOES NOT require one.**

**The above is an attempt to help limit the amount of confusion that exists about the permit process. I will amend this document as time and need arises. This is a start to help clarify the process and in no means a complete list of when permits are required. My work week is usually Monday thru Friday 8 am till 4 pm. Please feel free to call at any time for explanations or clarification for your needs. Remember “Your Success is Our Success” so let’s work hand in hand to successfully complete programs.**

*For Better Fire Safety.*

**Dan Moroz  
Fire Marshal  
Copper Mountain Fire Department**



Cc: file