



AGENCY CONTACTS FOR PERMITTING

The Building Department coordinates with other agencies as part of the permitting process.

Once an application and plans are submitted, and the plan review fees are paid, the Building Department assigns the relevant agencies in CommunityCore that must review and approve different aspects of the project. These approvals may require submitting additional plans, securing separate permits, and paying fees to each agency.

It is the responsibility of the project owner or contractor of record to contact these agencies and obtain the necessary approvals or “sign-offs” online.

The required approvals may include the following (bolded and underscored items are links):

- **[Comprehensive Building Code Services](#)**: Building Permits, Plan Review, and Inspections. (303-910-2966)
- **[Frisco Planning Department](#)**: Planning and Zoning Reviews. (970-668-5276)
- **[Frisco Public Works Department and Town Engineer](#)**: Water Tap Fees, Excavation permits, water service line approvals. (970-668-9153) Note: Residential Exterior Changes, Remodels, and Additions might mean the relocation of your **[Meter Transceiver Unit \(MXU\)](#)**, aka water meter box. This cream colored 5”x4” box will cost you if thrown away during any exterior remodeling. Please discuss with your contractor the location and wiring for this box in the framing process of any new construction or exterior work.
- **[Frisco Sanitation District](#)**: Sewer Tap fee review and approval (970-668-3723)
- **[Summit Fire & EMS](#)**: Reviews for fire safety. Most Building permits require review and approval from Summit Fire & EMS and some will require permits through Summit Fire & EMS, i.e., Decks, Additions, New Residential, Commercial. Be prepared by referencing the following document to know if a fire permit is required: **[Summit Fire Permit Process for Applicant](#)** or you may contact Summit Fire & EMS at 970-262-5100, option 2 (summitfire.colorado.gov/services/permits) to determine what is needed by them or to obtain approval.
- **[Summit County Environmental Health Department](#)**: Food Service approvals. (970-668-4073)
- **[Northwest Colorado Council of Governments \(NWCCOG\)](#)**: Administers elevator permits, inspections, and certificates of inspections. (970-468-0295, <https://www.nwccog.org/>)