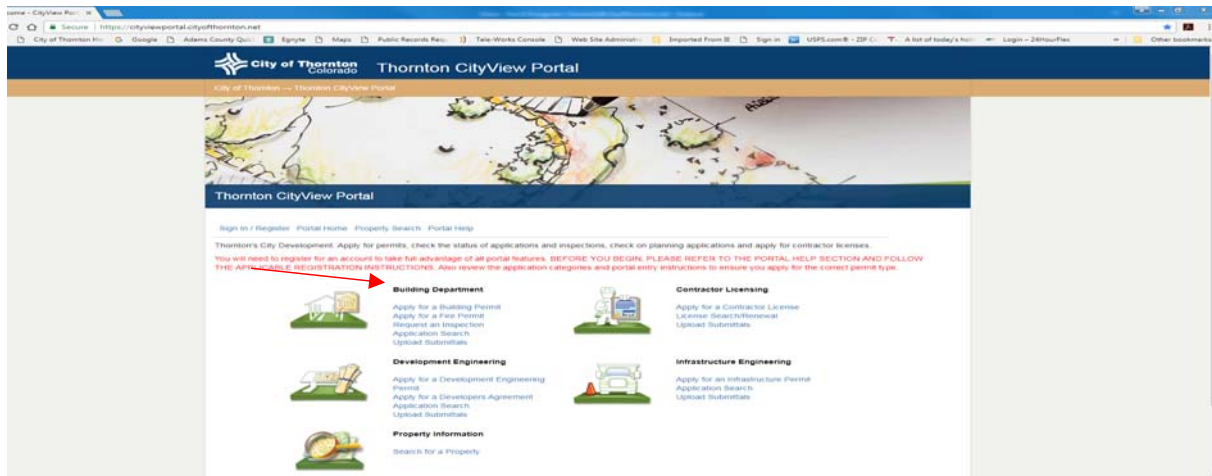


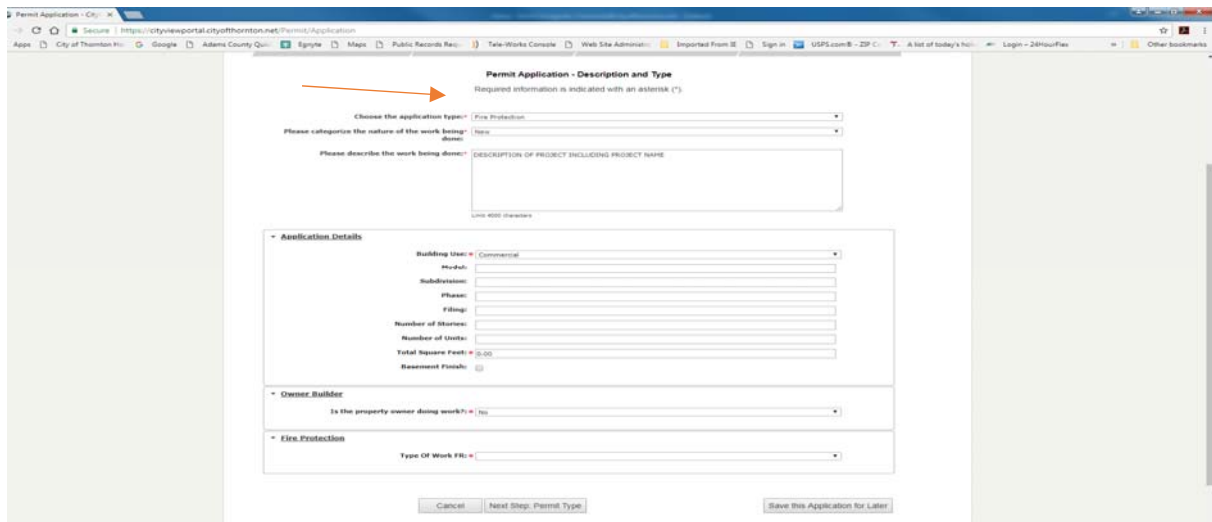
Portal Entry for a Fire Protection Permit

NOTE: The permit is not automatically issued. After you submit the application we will review for approval, once approved you will be able to make a payment. After payment is made, we will process and issue the permit. You can check the status of your permit application by returning to the portal.

After you have registered your company, you will be able to sign in and apply for permits. Click on Apply for a Fire Permit.



Choose the application type from the drop down: Fire Protection. Provide a brief description of the work being done. Make sure you specify the name of the project, i.e. Arby's Fire Alarm.



Click on the drop down next to Type of Work to choose your project type.

Permit Application - Description and Type
Required information is indicated with an asterisk (*)

Choose the application type: Fire Protection

Please categorize the nature of the work being done: Fire

Please describe the work being done:
DESCRIPTION OF PROJECT INCLUDING PROJECT NAME

Association Details

Building Use: Commercial

Address:
Subaddress:
Phone:
City:
Number of Stories:
Total Square Feet:
Permit Category:
Access Control System
Alarm
Fire Sprinklers
High Piled Storage
Hood
Open Burn
Propane Exchange
Radio Amp System
Smoke Control
Tank
Underground Fire Sprinkler System
White Box

Owner/Builder

Is the property owner doing work? Yes

Fire Protection

Type Of Work FR

Cancel Next Step: Permit Type Save this Application for Later

Click Next Step.

Choose one work item.

City of Thornton
Thornton CityView Portal

Welcome Randi Avogadro-Clemente!
Sign Out My Account My Items Portal Home Property Search Portal Help

Step 1: Application Type Step 2: Work Items Step 3: Description of work Step 4: Location
Step 5: Estimate Step 6: Submit Plan Step 7: Review & License Step 8: Schedule

Permit Application - Work Items
Required information is indicated with an asterisk (*)

Fire Permit

Please choose as many work items as are appropriate

- Access Control System (FR)
- Alarm (FR)
- Fire Sprinklers (FR)
- High Piled Storage (FR)
- Hood (FR)
- Open Burn (FR)
- Propane Exchange (FR)
- Radio Amp System (FR)
- Smoke Control (FR)
- Tank (FR)
- Tank (FR)
- Underground Fire Sprinkler System (FR)
- White Box (FR)

Previous Step: Application Type Next Step: Description of Work Save this Application for Later

Click Next Step.

Provide a dollar valuation for your project. Fill in all of the lines provided.

City of Thornton
Thornton CityView Portal

Welcome Randi Avogadro-Clemente!
Sign Out My Account My Items Portal Home Property Search Portal Help

Step 1: Application Type Step 2: Work Items Step 3: Description of work Step 4: Location
Step 5: Estimate Step 6: Submit Plan Step 7: Review & License Step 8: Schedule

Permit Application - Description of Work
Required information is indicated with an asterisk (*)

Fire Permit Work Items

Fire sprinklers (FR)
Installation:
Please enter the quantity for this work item in the units specified

Labor cost:

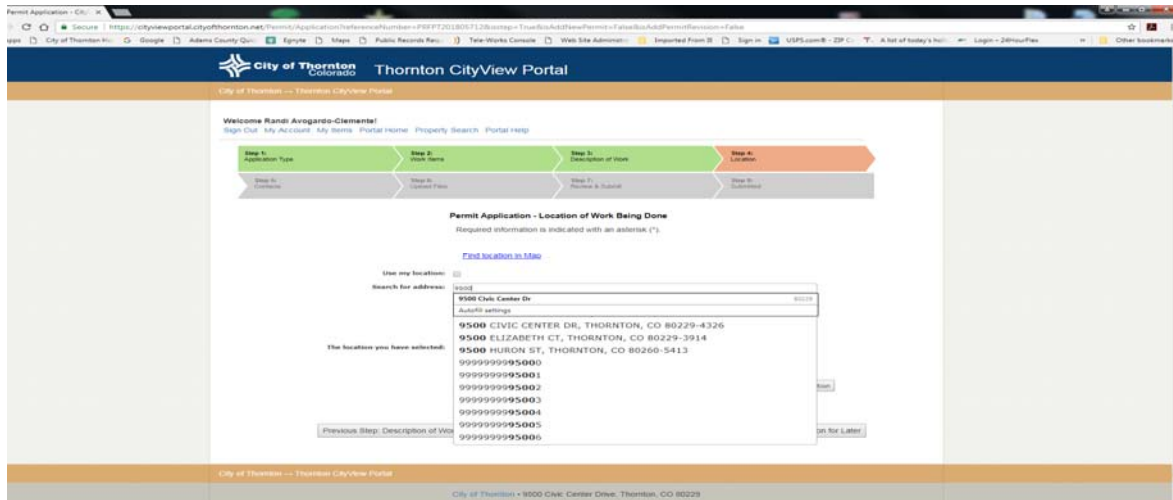
Material cost:

Previous Step: Work Items Next Step: Location Save this Application for Later

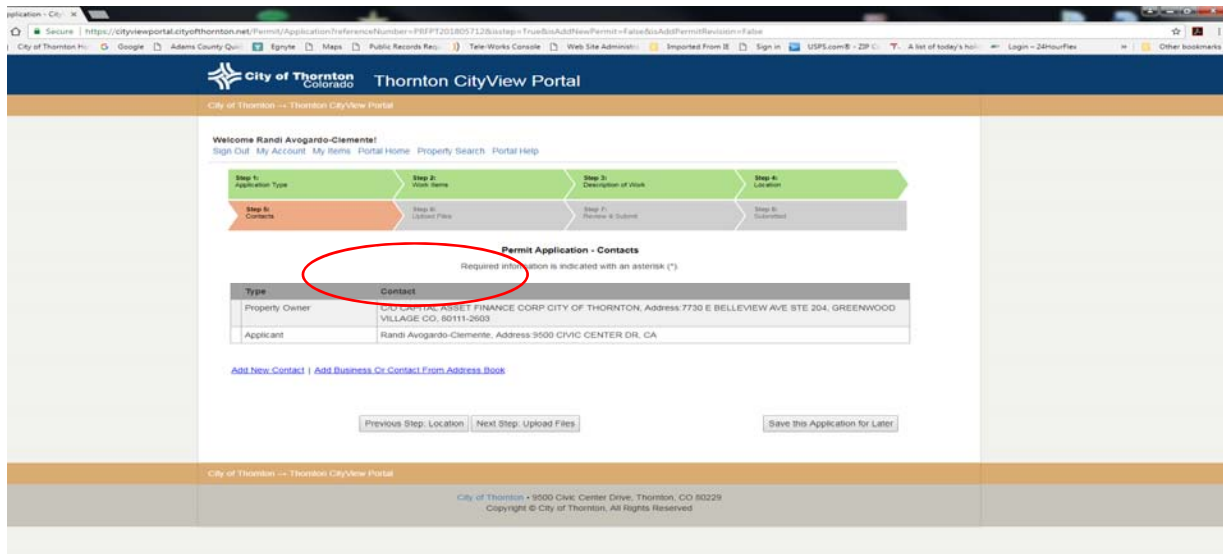
City of Thornton • 3000 Civic Center Drive, Thornton, CO 80229
Copyright © City of Thornton, All Rights Reserved

Click Next Step.

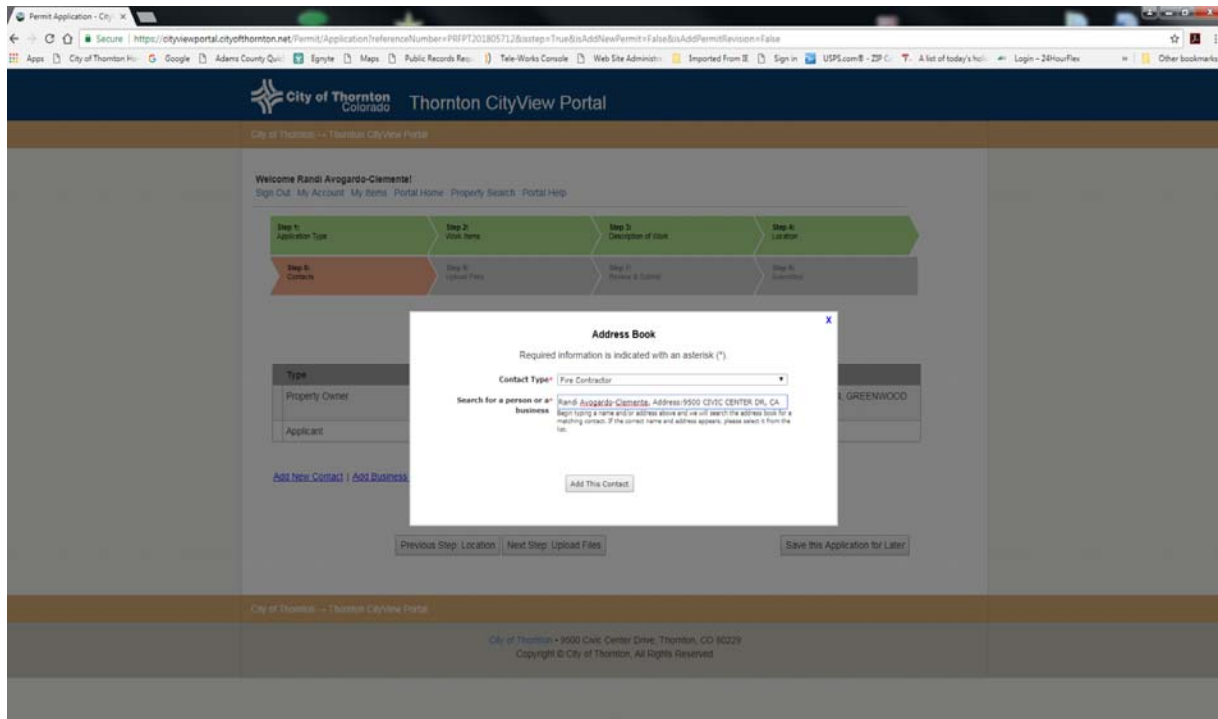
Under Search Address, begin typing the address of the project. Type slowly until the address begins to popular, then choose the correct one. Click Next Step.



The next step is confirming and/or entering contact information. The applicant appears automatically as the party entering the permit. The property owner appears automatically based on the location you have chosen. You will need to add your company as the Contractor. Click on the link as shown in the red oval – “Add Business Or Contact From Address Book”. You are existing and therefore are in the address book.



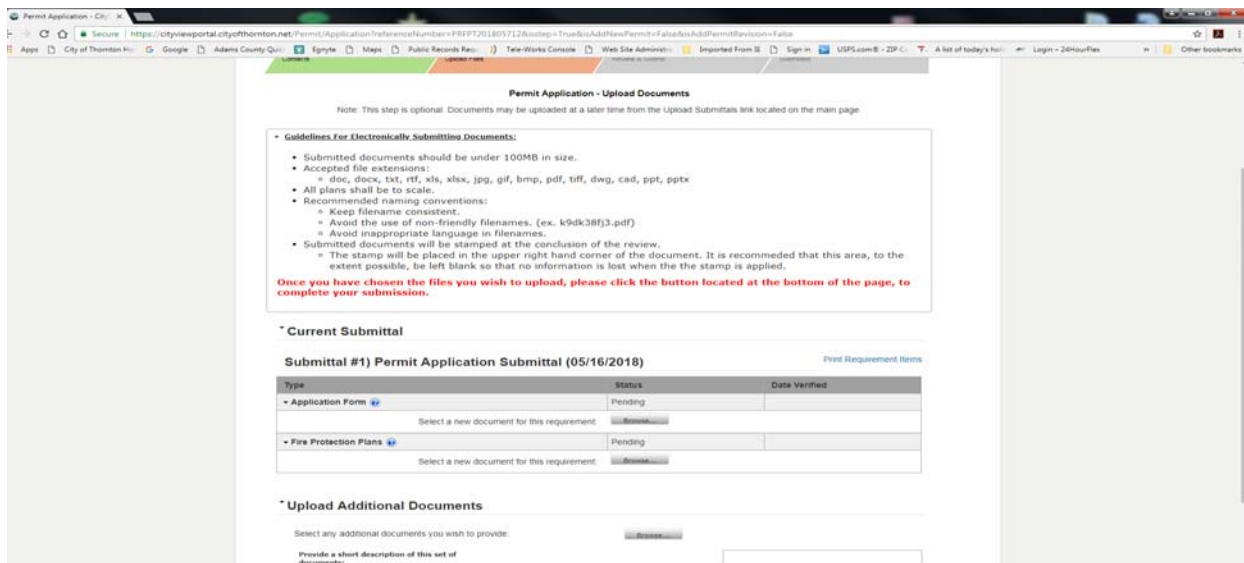
Once you click on the link, a box will appear. You choose Fire Contractor as the contact type. Search for a person or a business requires that you begin typing your company name. Once it appears, click on the box “Add This Contact”.



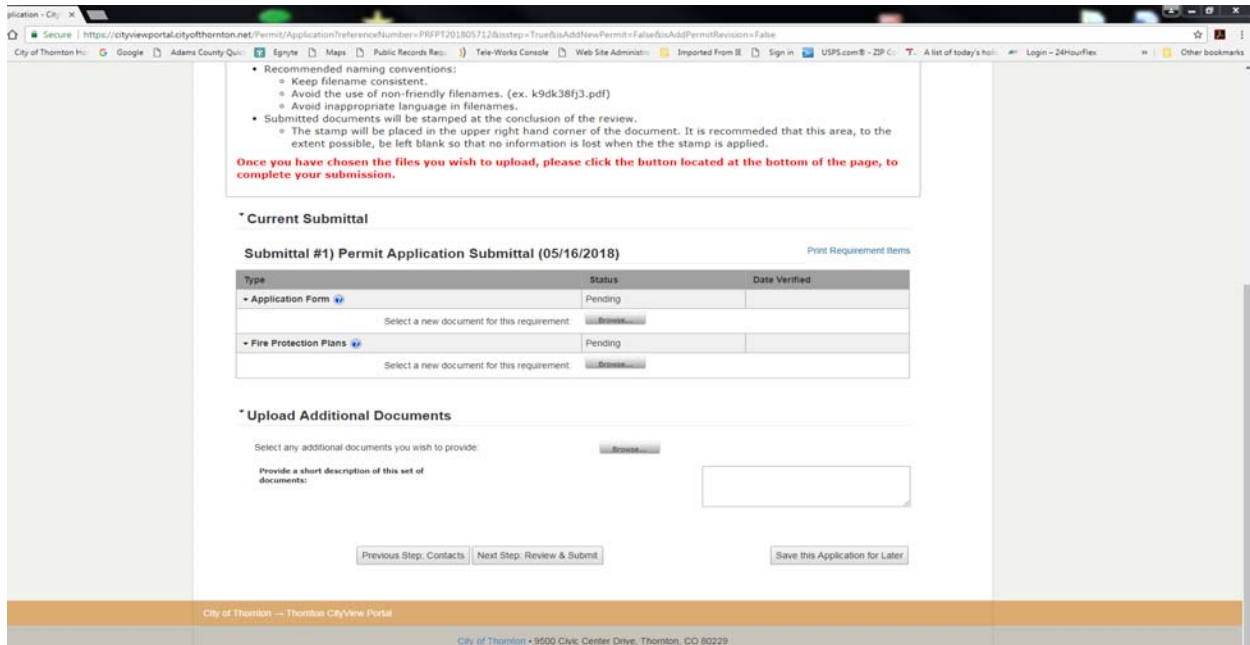
Next Step: Upload Files

Now you are ready to upload your files. You can upload an application form if you wish to include specific contact information more detailed than what is provided in your contractor license such as your personal extension or phone number or a specific email. Browse and upload that document.

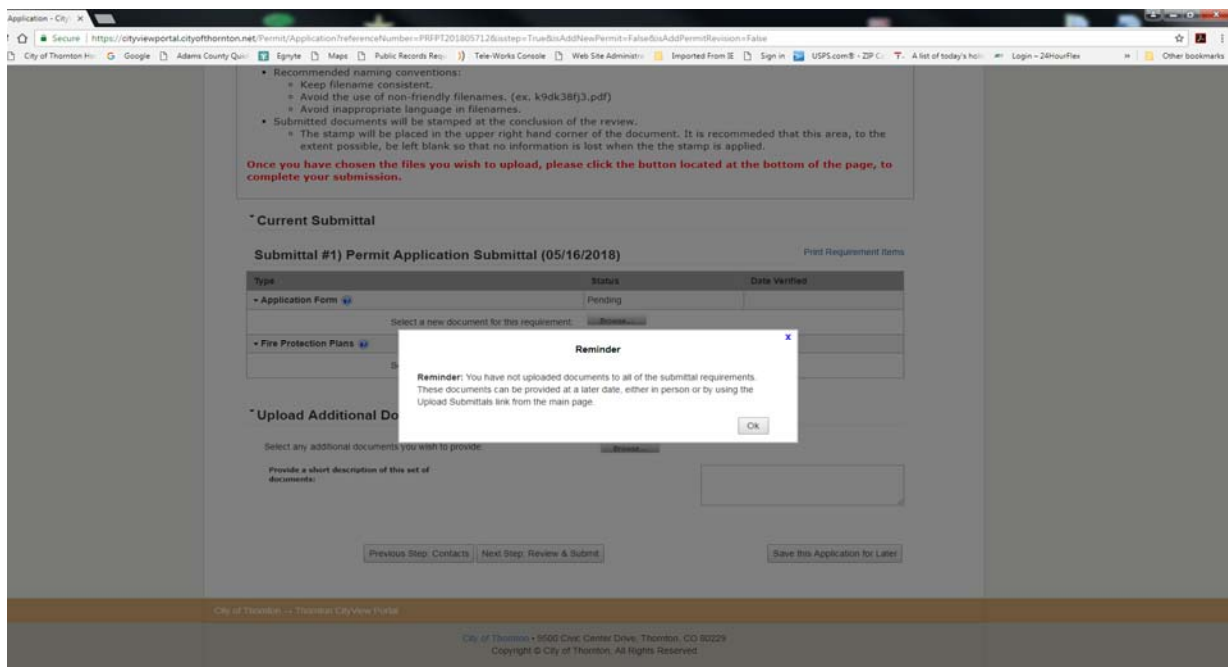
Then, upload your fire protection plans by browsing in your files and then attaching. If you have other documents you wish to upload, you may do so now or later. Please briefly identify that document.



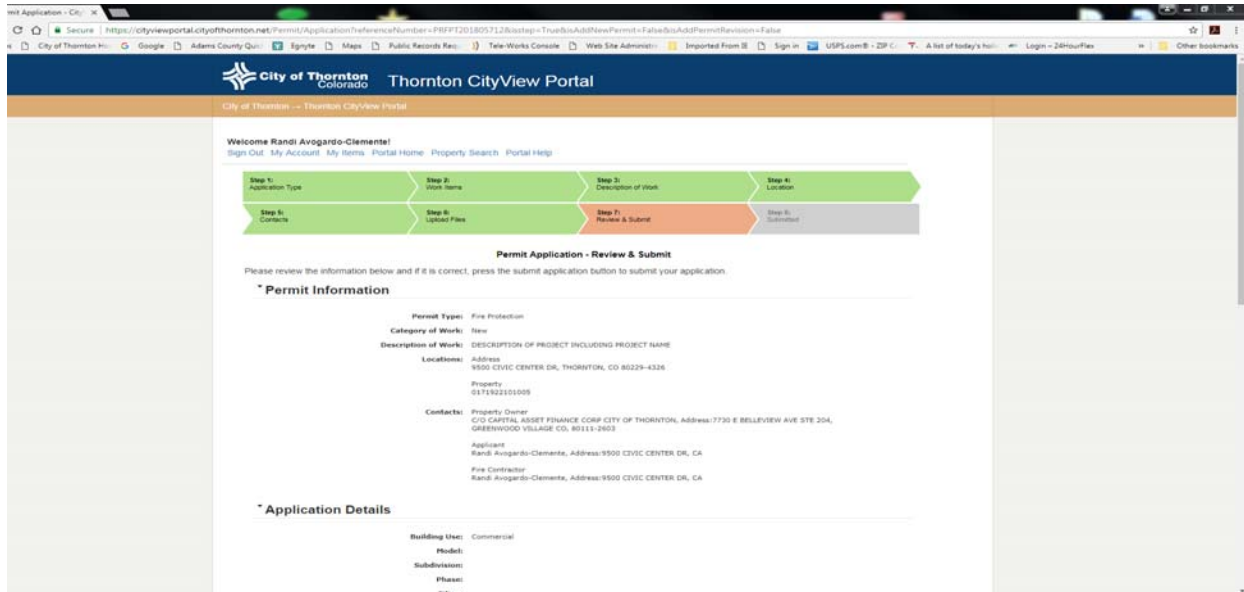
Once you have chosen the files you wish to upload, please click the button located at the bottom of the page to complete your submission.



You will receive a reminder that if you have not uploaded all of your documents, you can do so at any time.

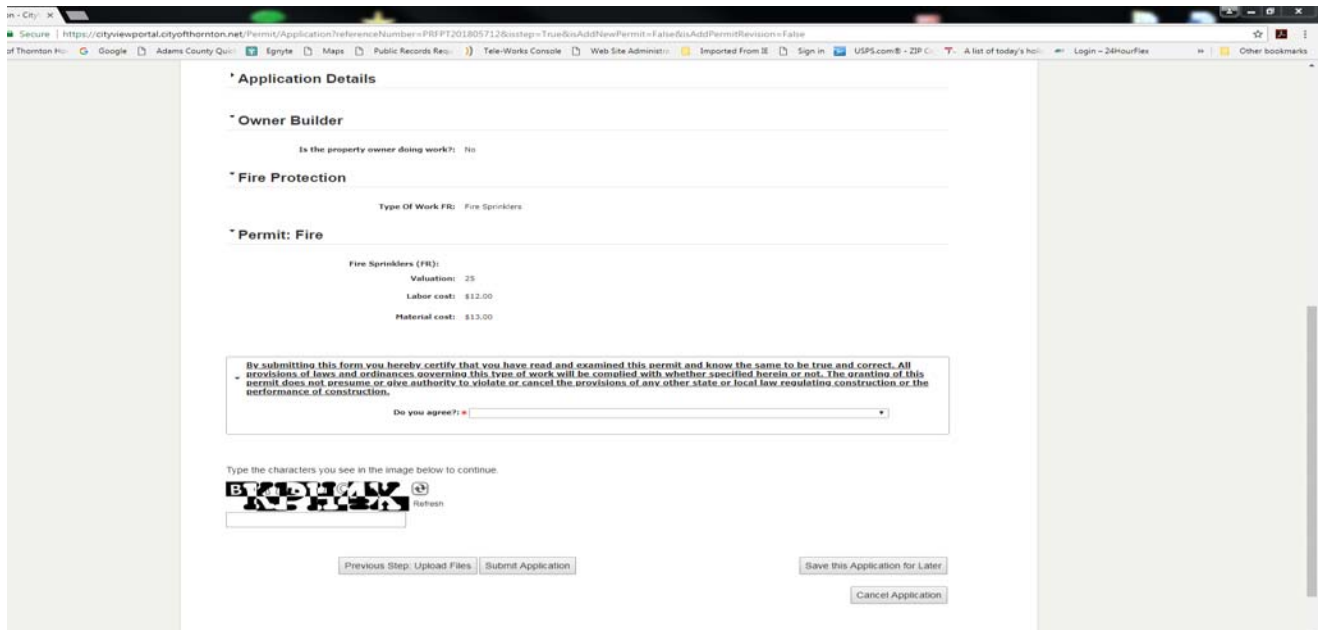


Now you will receive a summary of your application. This is your opportunity to go back and make changes if necessary.



One final step...

Click in the box your agreement regarding your submittal, enter the "captcha" and click Submit Application.



Now you can track the progress of your submittal by logging onto your portal account, going to My Items, My Permit Application and clicking on the permit application number provided to you after you submitted your initial application.