



Dear Business Owner,

Accurate and relevant information is vital in our mission to effectively prevent, respond to, and mitigate, fire and hazardous material emergencies within our community. To maintain accurate and relevant information about the business we protect, we operate a Fire Prevention Bureau staffed with five inspectors. Those of you who have met our inspectors know our goal is to form a mutually beneficial partnership with you through education about fire safety, fire and building codes, and medical emergency considerations. To familiarize themselves with your unique building, business operations, and the potential needs of your employees, the crews on our fire trucks perform pre-plan site visits during normal business hours. This enables our crews to gain valuable knowledge about the businesses closest to their fire station before responding to a call for help.

One additional tool to assist your fire department with tracking potentially hazardous operations is an operational permit. Except for the most severe hazardous material operations and marijuana facilities, operational permits have not been widely issued within our community. To assist us in maintaining accurate and relevant information about the hazards we face, there will be a change in operational permits/ fees to be put into effect on January 1st of 2024. These permits will include processes such as anything involving large quantities of hazardous materials, mobile food preparation vehicles ie food trucks, high pile storage/racking, marijuana establishments, spraying and dipping operations, explosives, combustible dust producing operations, and facilities with fixed hot work equipment.

South Adams County Fire Department is committed to transparency for our community. Before these new operational permit fees go into effect, we are holding two community information meetings to hear your questions. These meetings will be held on the following dates:

- Community Information Meeting- Option 1
 - Date: Wednesday, November 15th
 - Time: 5:00 pm
 - Location: South Adams County Fire Department Headquarters, 6050 Syracuse Street, Commerce City, CO 80022
- Community Information Meeting- Option 2
 - Date: Thursday, November 16th
 - Time : 5:00 pm
 - Location: South Adams County Fire Department – Station 8 Community Room, 10326 Walden Street, Commerce City , CO 80022
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Operational permits are issued for processes and materials and must be renewed every year, fees will be assessed at issuance and renewal. Operational permits are effective for 12 months from the date of issue unless otherwise stated on the permit. The business owner is responsible for ensuring that your permitted operation complies with International Fire Codes.

Thank you for your continued efforts in keeping the South Adams County Fire District safe. We appreciate your time and patience in this process and look forward to your feedback. We are grateful to consider you our partner in fire safety.

Sincerely,

Brittany Brown
Division Chief of Fire Prevention/Fire Marshal
South Adams County Fire Department
6050 Syracuse Street
Commerce City, CO 80022
Mobile: 1-720-765-0034
Email: bbrown@sacfd.org
Web Site: www.sacfd.org