



FRISCO

EXPEDITED PERMITTING PROCESS DAYCARES

The City wants to assist you in reopening your daycare as quickly as possible, if not already open on a limited-service basis. ***If your permit has not expired, and none of the conditions below apply, you may reopen with no additional inspections or permitting once restrictions are lifted.***

If your permit ***has expired*** while you have been closed or operating on a limited-service basis, you do not have to wait to renew. You may apply for your renewal now so you will be ready to go when the restrictions are lifted.

A permit or pre-approval may be required under the following circumstances:

- ◆ Menu additions/changes to food type or equipment;
(A permit or inspection is not required for limiting or removing menu items)
- ◆ Changes to floor plan or to fixture plan;
(A permit or inspection is not required where tables or chairs are moved/removed or where social distancing measures are placed such as line queuing so long as the actions do not block fire existing)
- ◆ Name or ownership changes.

If your facility permit has expired or will expire soon, you must renew your permit before reopening.

Expiration date can be found on the permit placard or you may call us at the number below. The three-step, non-contact process is as follows:

1. Complete the food establishment permit application at the following link: <https://www.friscotexas.gov/DocumentCenter/View/82/Food-Establishment-Health-Permit-Application-PDF> and submit the application to us via email at health@friscotexas.gov.
NOTE: If your operation **does not** include food service, the fee type is "**Limited**." If your operation **includes food service**, the fee type is "**Daycare**."
2. Within one business day, an email will be sent with instructions on how to submit payment through our new online portal: <https://etrakit.friscotexas.gov/etrakit/>. Be sure to have your permit number ready. ***If payment cannot be made at this time, due to the extraordinary circumstances, late fees will not be assessed; however, all permit fees must be paid no later than December 31, 2020.***
3. An updated permit placard will be emailed to you.



972-292-5304



Health@friscotexas.gov

NOTICE:

Social Distancing – Please be aware that as businesses are reopened, there may be ongoing social distancing and other requirements for your business type published in the near future.

Landlord/Tenant – We understand some businesses are dealing with tenant/landlord issues during this time. It is recommended that tenants communicate on a regular basis with their landlord. The City will not intervene in a private lease contract.