

NEW STRUCTURE PERMITS

Submit Applications to All Departments Simultaneously

Note: Permits must be issued in order, but review may take place simultaneously. Building Permits must be retained onsite.

Foundation Permit

- 1. Health Department**
 - well permit (application & \$25 fee)
 - well completion report
 - plot plan with septic designs
 - septic permit (\$75 fee)
- 2. Zoning Department**
 - complete application with \$60 fee
 - survey to A-2 standards including locations of all structures (2 copies)
 - site inspection
- 3. Building Department**
 - completed application
 - complete construction plans (2 sets)
 - fee based on cost of construction

If on town road, driveway permit from First Selectman's office (\$20 fee)

If within Coastal Management Boundary, coastal site plan review unless exempt (\$100 fee)

If in flood zone, elevation certificate (obtained from surveyor)

If in Historic District, Certificate of Appropriateness from Historic District Commission

Site Development Plan/Special Exception approval is required

If within 100 feet of an inland wetland, permit from Conservation Commission (fee varies)

Structure Permit

- 1. Zoning Department**
 - surveyor's certificate - as-built foundation (2 copies of survey if different from above)
 - site inspection
- 2. Building Permit**
 - completed application
 - water test for potable water
 - separate permits (\$15 each plus fee based on any costs not previously included) for

| | |
|-----------------------|--------------|
| plumbing | electric |
| fireplace/chimney | heating/a.c. |
| alarm/security system | |

inspections required for:

- footings
- footing drains/damp-proofing

Permit must be issued before inspection can be scheduled

inspections required for:

- framing
- rough mechanicals
- chimney throat
- insulation
- sheet rock
- Certificate of Occupancy

Permit must be issued before inspection can be scheduled
 Reinspection fee: \$25 minimum

Certificate of Occupancy

- Health Department**
- septic completion & as-built plans
 - water test

- Zoning Department**
- site inspection & Certificate of Zoning Compliance
 - (elevation certificate if in flood zone)
 - (as-built site plan for S.D.P. and S.E. applications)

- Building Department**
- final inspection for compliance with State Building Code
 - check with Building Official for any application specific requirements