



**NORTH STONINGTON**  
CONNECTICUT

# Building Permit Application

North Stonington Building Department • 40 Main Street • North Stonington, CT 06359  
Phone 860-535-2877 • Fax 860-535-4554

PLEASE PRINT CLEARLY WITH INK

Date of Application: \_\_\_\_\_

Job Address: \_\_\_\_\_

**Property Owner's Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ h \_\_\_\_\_ c

Owner's Email: \_\_\_\_\_

**Applicant's Information:**

Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ h \_\_\_\_\_ c

Applicant's Email: \_\_\_\_\_

License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**The above applicant applies for approval to perform the following work:**

- New Structure
- Accessory Structure
- Roofing
- Addition
- Finished Basement
- Other
- Renovation
- Windows
- Change of Use
- Siding

**Description of Work:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Fair market value of work (labor and material): \$** \_\_\_\_\_ **Sq ft of work:** \_\_\_\_\_

Construction Type:  I A  I B  II A  II B  III A  III B  IV  V A  V B

Use Group: \_\_\_\_\_ Building Height: \_\_\_\_\_ Flood zone:  Yes  No

Sqft of Bsmt: \_\_\_\_\_ 1<sup>st</sup> Floor: \_\_\_\_\_ 2<sup>nd</sup> Floor: \_\_\_\_\_ 3<sup>rd</sup> Floor: \_\_\_\_\_

Water Supply:  Well  Municipal Water Sanitation:  Septic  Sewer

Repairs and additions to existing residential structures shall conform to the following Code:  2012 IRC

Connecticut State Building Codes, Connecticut General Statutes and North Stonington Town Ordinances shall have precedence over submitted drawings and specifications. Anything contrary to said laws and regulations that may at any time appear on submitted drawings and specifications, or in the work as executed, shall be corrected without delay upon notice from the Building Official. Based on the application, an approved building permit shall be a license to proceed with the work and shall not be construed as authority to violate any of the provisions of the State Building Code, except as specifically stipulated by legally granted modification from the State Building Inspector.

Permit #:
Received:
<b><u>FOR OFFICE USE ONLY</u></b>
Valuation of work: \$ _____
Building Dept. Fee: \$ _____
Administrative Fee: \$ _____
<b>TOTAL:</b> \$ _____
<input type="checkbox"/> Tax liens verified <input type="checkbox"/> Copy of trade license <input type="checkbox"/> Worker's comp insurance or waiver <input type="checkbox"/> Authorized agent affidavit <input type="checkbox"/> Proof of Liability Insurance

LEGAL INFORMATION REGARDING BUILDING PERMITS

CGS Sec. 20-338b. Building permit applications. Who may sign. Any licensed contractor who seeks to obtain a permit from a building official may sign the building permit application personally or delegate the signing of the building permit application to an employee, subcontractor or other agent of the licensed contractor, provided, the licensed contractor's employee, subcontractor or other agent submits to the building official a dated letter on the licensed contractor's letterhead, signed by the licensed contractor, stating that the bearer of the letter is authorized to sign the building permit application as the agent of the licensed contractor. The letter shall not be a copy or a facsimile, but shall be an original letter bearing the original signature of the licensed contractor. The letter shall also include: (1) The name of the municipality where the work is to be performed; (2) the job name or a description of the job; (3) the starting date of the job; (4) the name of the licensed contractor; (5) the name of the licensed contractor's agent; and (6) the license numbers of all contractors to be involved in the work.

CGS Sec. 29-263. Permit to construct or alter. Education fee. (a) After October 1, 1970, no building or structure shall be constructed or altered until an application has been filed with the building official and a permit issued. Such permit shall be issued or refused, in whole or in part, within thirty days after the date of an application. No permit shall be issued except upon application of the owner of the premises affected or the owner's authorized agent. No permit shall be issued to a contractor who is required to be registered pursuant to chapter 400, for work to be performed by such contractor, unless the name, business address and Department of Consumer Protection registration number of such contractor is clearly marked on the application for the permit, and the contractor has presented such contractor's certificate of registration as a home improvement contractor. Prior to the issuance of a permit and within said thirty-day period, the building official shall review the plans of buildings or structures to be constructed or altered, including, but not limited to, plans prepared by an architect licensed pursuant to chapter 390, a professional engineer licensed pursuant to chapter 391 or an interior designer registered pursuant to chapter 396a acting within the scope of such license or registration, to determine their compliance with the requirements of the State Building Code and, where applicable, the local fire marshal shall review such plans to determine their compliance with the Fire Safety Code. Such plans submitted for review shall be in substantial compliance with the provisions of the State Building Code and, where applicable, with the provisions of the Fire Safety Code. (b) On and after July 1, 1999, the building official shall assess an education fee on each building permit application. During the fiscal year commencing July 1, 1999, the amount of such fee shall be sixteen cents per one thousand dollars of construction value as declared on the building permit application and the building official shall remit such fees quarterly to the Department of Administrative Services, for deposit in the General Fund.

CGS Sec. 29-265. Certificate of occupancy. (a) Except as provided in subsection (h) of section 29-252a, no building or structure erected or altered in any municipality after October 1, 1970, shall be occupied or used, in whole or in part, until a certificate of occupancy, as defined in the regulations adopted under section 29-252, has been issued by the building official, certifying that such building, structure or work performed pursuant to the building permit substantially conforms to the provisions of the State Building Code and the regulations lawfully adopted under said code. Nothing in the code or in this part shall require the removal, alteration or abandonment of, or prevent the continuance of the use and occupancy of, any single-family dwelling but within six years of the date of occupancy of such dwelling after substantial completion of construction of, alteration to or addition to such dwelling, or of a building lawfully existing on October 1, 1945, except as may be necessary for the safety of life or property. The use of a building or premises shall not be deemed to have changed because of a temporary vacancy or change of ownership or tenancy.

CGS Sec. 31-286b. Proof of workers' compensation coverage prior to issuance of building permit, condition. (a) Prior to issuing a building permit pursuant to section 29-263 to any person other than a sole proprietor or property owner unless such sole proprietor or property owner is acting as a general contractor or principal employer, a local building official shall require proof of workers' compensation coverage for all employees, as defined in section 31-275, who are employed by an employer, as defined in said section, who are engaged to perform services on the site of the construction project for which the permit was issued. (b) As used in subsection (a) of this section, "proof of workers' compensation coverage" means (1) a written certificate of insurance provided by the general contractor or principal employer, (2) a certificate from the Workers' Compensation Commissioner indicating that the general contractor or principal employer has properly chosen not to obtain workers' compensation coverage pursuant to section 31-275, or (3) if a property owner or sole proprietor intends to act as a general contractor or principal employer, a written certificate of insurance or a sworn notarized affidavit, which he shall provide, stating that he will require proof of workers' compensation insurance for all those employed on the job site in accordance with the provisions of this chapter. A local building official shall require proof of workers' compensation coverage only at the time of the general contractor's or principal employer's initial application.

By whom application is made. Pursuant to section 29-263 of the Connecticut General Statutes, application for a permit shall be made by the owner in fee or by an authorized agent. If the application is made by a person other than the owner in fee, it shall be accompanied by an affidavit of the owner or a signed statement of the applicant witnessed by the building official or such official's designee to the effect that the proposed work is authorized by the owner in fee and that the applicant is authorized to make such application. If the authorized agent is a contractor, such contractor shall follow the provisions of section 20-338b of the Connecticut General Statutes. The applicant shall include the full names and addresses of the owner, agent and the responsible officers, if the owner or agent is a corporate body.

Action on application. The building official shall examine or cause to be examined applications for permits and amendments thereto within 30 days after filing and either issue or deny a permit within such 30-day period. If the applicant or construction documents do not conform to the requirements of this code and pertinent laws, statutes, regulations and ordinances, the building official shall reject such application in writing, stating the reasons therefor. If the building official is satisfied that the proposed work conforms to the requirements of this code and applicable laws, statutes, regulations and ordinances, the building official shall issue a permit therefor as soon as practicable.

Zoning approval. Pursuant to subsection (f) of section 8-3 of the Connecticut General Statutes, no building permit shall be issued, in whole or in part, for a building, use, or structure subject to the zoning regulations of a municipality without certification in writing by the official charged with the enforcement of such regulations that such building, use or structure is in conformity with such regulations or is a valid nonconforming use under such regulations.

Expiration of permit. Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The building official may grant, in writing, one or more extensions of time, for periods of not more than 180 days each. The extensions shall be requested in writing and justifiable cause shall be demonstrated.

Building permit valuations. The applicant for a permit shall provide an estimated permit value at the time of application. Permit valuations shall include total value of work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment and permanent systems. If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the building official. Final building permit valuation shall be set by the building official.

Certification: I hereby certify that,

I am the Owner of Record
The proposed work is authorized by the owner and/or I have been authorized to make this application as an authorized agent

I agree to conform to all applicable laws, regulations and ordinances. All information contained within is true and accurate to the best of my knowledge and belief. I agree to call for all required inspections.

AUTHORIZED AGENT'S / OWNER'S NAME (PRINT)

AUTHORIZED AGENT'S / OWNER'S (SIGNATURE)

DATE

RECORD OF APPROVALS

- Zoning: Date: Approved Denied
Wetlands/Conservation: Date: Approved Denied
Highway Department: Date: Approved Denied
Health Department: Date: Approved Denied
Fire Marshal: Date: Approved Denied
Building Official: Date: Approved Denied