

NEW STRUCTURE PERMITS

Submit Applications to All Departments Simultaneously

Foundation Permit

1. Ledge Light Health District

- well permit (application & \$75 fee)
- well completion report
- plot plan with septic designs
- septic permit (\$175 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

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

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 (\$60 fee)

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