

# TOWN OF EASTON

## APPLICATION FOR BUILDING PERMIT

BUILDING DEPARTMENT

Date \_\_\_\_\_

The Town of EASTON wants to be of service to you, the applicant. We will be better enabled to do so if you will complete this application by following the procedures set out in the **INFORMATION SECTION** on page 4. **IN INK**

House Number \_\_\_\_\_ Lot Number \_\_\_\_\_ Street \_\_\_\_\_ Zone \_\_\_\_\_ A \_\_\_\_\_ B

Owner (Print) \_\_\_\_\_ Signature \_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_ Mobile \_\_\_\_\_

Owners Address \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### CERTIFIED PLOT PLAN OF FOUNDATION REQUIRED PRIOR TO FURTHER CONSTRUCTION

CONSTRUCTION : Use Group \_\_\_\_\_ New \_\_\_\_\_ Addition \_\_\_\_\_ Remodel \_\_\_\_\_ Change of Use \_\_\_\_\_ Demolition \_\_\_\_\_

One Family Residence \_\_\_\_\_ Garage \_\_\_\_\_ Shed \_\_\_\_\_ Pool \_\_\_\_\_ Fence \_\_\_\_\_ Other \_\_\_\_\_

Description \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is there a building on this lot now \_\_\_\_\_ If so, how occupied? \_\_\_\_\_

Size of structure \_\_\_\_\_ Number of floors \_\_\_\_\_ Size of Addition \_\_\_\_\_

Lot Size \_\_\_\_\_ Is proposed construction in a year flood plan? \_\_\_\_\_

Applicant (print) \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

I estimate the value of the work will be \$ \_\_\_\_\_

Applicant's signature \_\_\_\_\_

Building Officials estimate of value \$ \_\_\_\_\_

ZONE FEE \$ \_\_\_\_\_

BUILDING FEE \$ \_\_\_\_\_

CERT of OCC. \$ \_\_\_\_\_

SEPTIC FEE \$ \_\_\_\_\_

WELL FEE \$ \_\_\_\_\_

ADMIN. FEE \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

PERMIT NUMBER \_\_\_\_\_

DATE ISSUED \_\_\_\_\_

**ADDITIONAL DATA REQUIRED**

FOUNDATION: Kind of Materials \_\_\_\_\_ Thickness \_\_\_\_\_ Height \_\_\_\_\_

Size of Footings \_\_\_\_\_ Depth below grade \_\_\_\_\_

Kind of Columns \_\_\_\_\_ Size \_\_\_\_\_ Spacing \_\_\_\_\_

FRAME: Size of Girder \_\_\_\_\_ Sills \_\_\_\_\_ Corner Posts \_\_\_\_\_ Plate \_\_\_\_\_

Size of floor joists \_\_\_\_\_ Spacing on centers \_\_\_\_\_ Longest span \_\_\_\_\_

Size of ceiling joists \_\_\_\_\_ Spacing on centers \_\_\_\_\_ Longest span \_\_\_\_\_

Size of rafters \_\_\_\_\_ Spacing on centers \_\_\_\_\_ Longest span \_\_\_\_\_

Size of valley and hip \_\_\_\_\_ Spacing on centers \_\_\_\_\_ Longest span \_\_\_\_\_

Type of sheathing on floor \_\_\_\_\_

Size of studs in bearing walls \_\_\_\_\_ Spacing on centers \_\_\_\_\_

Type of sheathing on walls \_\_\_\_\_ Weatherproofing on exterior \_\_\_\_\_

Type of sheathing on roof \_\_\_\_\_ Weatherproofing on roof \_\_\_\_\_

Insulation ("R" value) Walls \_\_\_\_\_ Ceiling \_\_\_\_\_ Floor \_\_\_\_\_

HEATING: Kind of chimney \_\_\_\_\_ Size of flue \_\_\_\_\_ Kind of lining \_\_\_\_\_

Will there be as fireplace \_\_\_\_\_ Name of Mason \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

**FOR OFFICE USE ONLY**

**RECORD OF APPROVALS**

Application Approved \_\_\_\_\_ Wetlands/ Conservation

Application Approved \_\_\_\_\_ Zoning Department

Application Approved \_\_\_\_\_ Highway Department

Application Approved \_\_\_\_\_ Town Sanitarian

Application Approved \_\_\_\_\_ Fire Marshal

Application Approved \_\_\_\_\_ Building Official

Certificate of Occupancy Approved \_\_\_\_\_ Building Official

C'O Date \_\_\_\_\_

Please fill in items that apply to this permit.

**ARCHITECT**

Name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_

**GENERAL CONTRACTOR**

Name \_\_\_\_\_ Address \_\_\_\_\_  
Home Improvement/New Home Contractor Reg. No. \_\_\_\_\_  
Phone : Work \_\_\_\_\_ Home \_\_\_\_\_ Mobile \_\_\_\_\_

**FOUNDATION:** Basement  Yes  No Walls:  Poured Concrete  Block  Other \_\_\_\_\_  
Mason's name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_

**STRUCTURE:** Frame  Brick  Stone  Concrete Block  Other \_\_\_\_\_  
Carpenter's name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ License No. \_\_\_\_\_

**PLUMBING::** Well  City Water Supply \_\_\_\_\_  
Plumber's name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ License No. \_\_\_\_\_

**HEATING:** Oil  Gas  Hot air  Hot water  Steam  Other \_\_\_\_\_  
Heating Contractor's Name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ License No. \_\_\_\_\_

**ELECTRICAL WORK** must conform with National Electrical Code  
Electrician's name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ License No. \_\_\_\_\_

**SEPTIC SYSTEM** must conform with Connecticut Public Health Code  
Installer's name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ License No. \_\_\_\_\_

**BUILDING PERMIT FEES: mechanical fees not included.**

Up to \$1000 or fraction thereof.....\$30.00  
\$10.00 per \$1000 or fraction thereof to \$100,000  
\$5.00 per \$1000 over 100,000 or fraction thereof

Plumbing, Heating, and Electrical Permit Fees  
\$5.00 per \$100 or fraction thereof up to \$1000  
\$10.00 each additional \$1000 ... \$25.00 minimum  
Occupancy Permit Fee: \$.10 per sq. ft.  
Minimum: \$25.00  
Re-inspection Fee : \$25.00  
Administration Fee:  
(includes state education fee)  
At Current Rate

**Certified Plot Plan of foundation  
required prior to further construction.**

**All plans are to be on standard eighteen  
by twenty four or twenty four by thirty six  
inch paper.  
Not less than 1/4 inch scale.**

**All Construction MUST conform to the  
State of Connecticut Building Code.**

**NO PERMITS ISSUED UNTIL PAID IN FULL**  
**NO INSPECTIONS MADE UNTIL PERMITS ARE ISSUED**

## INFORMATION SECTION

1. **Permit to Build or Alter.**-No building or structure shall be constructed or altered until an application has been filed with the Building Official and a permit issued.
2. **By Whom Application is made.**-Application for a permit shall be made by the owner of building or structure, or agent of either, or by the licensed engineer or architect employed in connection with the proposed work. If application is made by a person other than the owner, owner shall sign application in appropriate space, the full names and address of the owner, applicant, and of the responsible officers, if the owner is a corporate body shall be stated in the application.
3. **Description of Work.**- The application shall be filled in with a general description of the proposed work, location, the use and occupancy of all parts of the building or structure and of all portions of the site or lot not covered by the building, and such additional information as may be required by the Building Official.
4. **Plans and Specifications.**-The completed application form for the permit shall be accompanied by not less than three (3) copies of specifications and of plans drawn to a scale of not less than  $\frac{1}{4}$  of an inch to the foot, with no detail or working drawing at a lesser scale than  $\frac{1}{2}$  inch to the foot, with sufficient clarity and detail dimensions to show the nature and character of the work to be performed. When quality of materials is essential or conformity to the Building Code, specific information shall be given to establish such quality; and in no case shall the code be cited or the term "legal" or its equivalent be used as a substitute for the specific information.
5. **Septic System.**-A Plot Diagram, drawn to a scale of one (1) inch in 20 feet or 30 feet, sealed and certified by a Connecticut Registered Professional Engineer, showing design details, seepage rates, as well as dates taken, and test hole locations on its face, and locating all proposed and existing structures, driveways, property lines, streams, ditches, drains, water supply lines, as well as any potable well.
6. **Execution of Changes.**-If, during the progress of the execution of such work, it is desired to deviate in any manner affecting the construction or other essentials of the building from the terms of the application, drawings, plans or specifications, as filed, notice of such intention to alter or deviate shall be given to the Building Official and his written consent must be obtained before such alteration or deviation may be made.
7. **Time Limitation of Application.**-An application for a permit for any proposed work shall be deemed to have been abandoned six (6) months after the date of filing, unless such application has been diligently prosecuted or a permit shall have been issued; except that for reasonable cause, the Building Official may grant one or more extensions of time for additional periods not exceeding ninety (90) days each.
8. **Action on Application.**-The Building Official shall examine or cause to be examined all applications for permits and amendments thereto within a reasonable time after filing. If the application or the plans do not conform to the requirements of all pertinent laws, he shall reject such application in writing stating the reasons therefor. If he is satisfied that the proposed work conforms to the requirements of the Building Code and all laws and ordinances applicable hereto, he shall issue a permit therefor as soon as practicable.
9. **Payment of Fees.**- No permits shall be issued until the fees prescribed have been paid.
10. **Suspension of Permit.**- Any permit issued shall become invalid if the authorized work is suspended or abandoned for a period of six (6) months after the time of commencing work.
11. **Renewal of Permit.**- Any permit issued shall become invalid six months after its date if work is not commenced, of which the Building Official shall be the sole judge; permit renewal may be obtained subject to the review approval of the Building Official and the payment of the requisite fees.
12. **Revocation of Permit.**-The Building Official may revoke a permit or approval issued under the provisions of the Building Code in case of any false statements or misrepresentation of fact in the application or on the plans on which the permit or approval was based.
13. **Licenses.**-Permits shall only be issued to contractors or subcontractors who possess the requisite State of Connecticut license or registration. Homeowners permits require a signed affidavit.
14. **Workman's Compensation.**-Pursuant to Public Act 95-277.7 requires a Certificate of Insurance from the General Contractor. Homeowners permits in lieu of worker's compensation, a notarized affidavit is required.
15. **Wetlands/ Conservation.**-All plot plans to show wetlands, water courses, and conservation easements.

The laws and building regulations of the State of Connecticut and the Town of Easton shall at all times have precedence over drawings and specifications. Anything contrary to said laws and regulations that may at any time appear in drawings or specifications, or in the work executed, shall be corrected without delay upon receipt of due notice from the Building Official. The granting of a permit for the proposed work shall not be assumed or construed to convey any right or permission to do anything contrary to the laws and regulations aforesaid, under any circumstances whatsoever. You must have a deed on file at Town Hall before your permit is valid.

### REMEMBER, PERMITS MUST BE OBTAINED BEFORE STARTING WORK

The above stipulations are hereby agreed to by the applicant, and made a part of this application.

\_\_\_\_\_  
SIGNATURE OF APPLICANT