



# Town of Griswold

Building Department

28 Main Street

Jewett City, CT 06351

Phone: (860) 376-7060 x 110 Fax (860) 376-3789



## NEW HOME CONSTRUCTION BUILDING PERMIT REQUIREMENTS GUIDELINE SHEET

(revised June 24, 2010)

- STEP 1). Post driveway apron bond (\$1,050.00) with the Building Department. A copy of the street card must be submitted with application for bond.
- STEP 2). Submission of approvals from Uncas Health District required prior to issuance of a Building Permit.
- STEP 3). Building application completed and submitted with one set of building plans for single family dwelling and 2 sets for multi-family or commercial buildings which must include a minimum of the following:
- Current Model Energy Code Compliance Report (RES Check)
  - Foundation Plan - Framing Plan
  - All uplift anchoring/hold downs to be shown on plan (code adopted Sept. 1, 2004)
  - Floor Plan (showing dimensions and uses of each room/space)
  - Ventilation requirements
  - Sizes/Elevations of all windows and doors
  - Sizing/Spans of floor joist, ceiling joist, rafters, carrying beams
  - Copies of current licensure and insurance liability of each contractor/tradesman covered under the permit
  - Copies of any approved Planning & Zoning/Wetlands Variances given on proposed building site if applicable

*\*\*\*The Building Official reserves the right to require any additional information deemed necessary.\*\*\**

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- Any specially designed floor, beam or rafter must have engineer/architect sealed, signed and dated specifications sheet.
  - All plans must have required drawings in accordance with current Connecticut State Building Codes.
  - If property is located in the Borough of Jewett City a letter from the JCDPU stating all sewer buy in and water tie in fees are approved and paid for on the property proposed (*this requirement is to replace STEP 2 above*).

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All inspections requested are to be made 24 hours in advance to ensure timely inspections. Inspections are made on a “first come first serve” basis. Failure to call for any inspection is cause to revoke permit. Inspections are required for ALL permits issued. An inspection must be made every six months in order to keep permit current and valid. Any work done without permits/approvals will be subject to applicable fines.

Coordination of inspections involving Fire Marshal, Building Official, Zoning Enforcement Officer, Town Planner and Uncas Health District Health Department are the responsibility of the property owner or contractor in charge.