

## **When are Zoning Permits Required?**

The Zoning Regulations for the Town of Winchester state that zoning permits are required when there is a change of use for any piece of property in town, when a new business opens up, or when there is any type of structure erected, moved, enlarged, or structurally altered at a cost exceeding \$100, and no permanent sign erected or maintained until a Zoning Permit is obtained.

## **When are Building Permits required?**

The Connecticut State Building Codes state that any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

### **The following things do not need a building permit:**

#### **Building:**

1. Fences not over 6 feet high.
2. Retaining walls that are not over 3 feet in height measured from finished grade at the bottom of the wall to finished grade at the top of the wall, unless supporting a surcharge.
1. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2 to 1.
2. Sidewalks, driveways and on-grade concrete or masonry patios not more than 30 inches above adjacent grade and not over any basement or story below.
3. Painting, papering, tiling, carpeting, cabinets, countertops and similar finish work not involving structural changes or alterations.
6. Prefabricated swimming pools that are less than 24 inches deep.
7. Swings, non-habitable tree houses and other playground equipment.
8. Window awnings supported by an exterior wall which do not project more than 54 inches from the exterior wall and which do not require additional support.

#### **Electrical:**

A permit shall not be required for minor repair work, including replacement of lamps and fuses or the connection of approved portable electrical equipment to approved permanently installed receptacles.

#### **Gas:**

1. Portable heating or cooking appliances with a self-contained fuel supply.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
3. Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

#### **Mechanical:**

1. Portable heating appliances with a self-contained fuel supply.
2. Portable ventilation appliances.
3. Portable cooling units.
4. Steam, hot or chilled water piping contained within any heating or cooling equipment regulated by Chapters 18 through 24 of this code.

5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
6. Portable evaporative coolers.
7. Self-contained refrigeration systems containing 10 pounds or less of refrigerant or that are actuated by motors of 1 horsepower or less.
8. Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

**Plumbing:**

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in Sections R105 and R109 of this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

**Building Permit Check List**

- Building Permit Application filled out completely**
- Zoning Permit Application filled out completely**
- Copy of Contractors New Home Registration, or Home Improvement license**
- Copy of Certificate of Workmen's Comp Insurance, or waiver form signed**
- TAHD (Torrington Area Health District) Approval (If Septic System)**
- Public Works Approval for City Sewers or Water**
- Copy of Driveway Permit**
- 2 Complete sets of Construction Drawings (3 For Commercial)**
- MEC (Model Energy Code) Check**
- 2 Site Plans of properties**
- Fire Marshal approval if needed**
- Wetlands Agent approval**

**Copy of ZBA Variance (if one was granted)**

**Copy of Planning and Zoning Site Plan Approval (if Required)**

### **Required Inspections**

- 1) Footings and piers after the forms are in place, but before the concrete is poured.
- 2) Foundation after the waterproofing and footing drains are in place.
- 3) Rough Framing, Electrical, Plumbing and Mechanicals before they are covered.
- 4) Roofs and siding after completion.
- 5) Fireplace Hearths after the rebar is in place.
- 6) Fireplaces at the top of the throat.
- 7) After the insulation is installed, before it is covered.
- 8) Final inspection after the work is completed, before anyone occupies the structure.

Please Call at least 48 Hrs before any required inspection.