



## **FREQUENTLY ASKED QUESTIONS ABOUT PERMITS**

### **When Do I Need A Building Permit?**

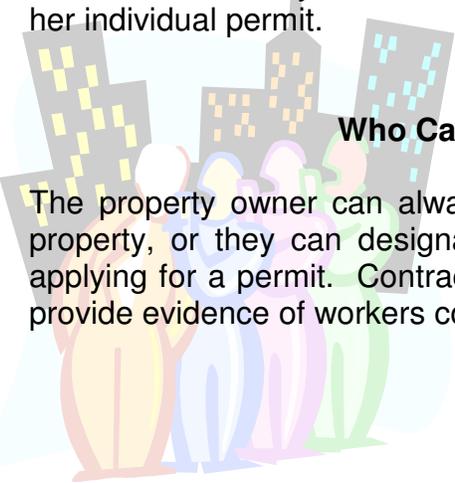
Building permits are required for new construction, renovations, and remodeling, with the exception of some routine maintenance. They are also required for such projects as swimming pools, storage sheds, and some other improvements that are not part of the principal structure on a property. The primary reason to require building permits is to verify that new construction and improvements are done safely and in compliance with state and local regulations. Building permits also provide a permanent record for future residents of work that has been done on the property.

### **How Much Do Building Permits Cost?**

Building Permits in Granby cost \$16 per \$1000 of constructed value (or portion thereof). The permit applicant is required to place a reasonable estimated value on the work to be done, even if there is no actual cost to a project (i.e. someone installing a free wood stove or relocating a shed or building on the same property). The Town of Granby also provides inspection services to the Town of Hartland. Building Permits for Hartland are \$10 per \$1000 of constructed value (or portion thereof).

### **What Information Do I Need To Obtain A Building Permit?**

The applicant needs to provide a basic description of the work to be performed, and in most cases, a plan or sketch of the proposed work, and an estimated cost. New structures or additions to an existing structure will require a plot plan or a survey showing the proposed distances to property lines, well, septic system, any wetlands, right of ways, or easements on the property. The more complex the project; generally, the more detailed plans will be required. This will help speed the process in issuing the permit. The permit applicant may apply for a blanket or non-blanket permit depending on the complexity of the project. With a blanket permit the applicant will pay for the permit based on the total value of the work being done, including all work by subcontractors or other tradespersons who may be working on the job. These subcontractors must still apply for their own permits where applicable, but will not pay for them individually. With a non-blanket permit each subcontractor must pay for his or her individual permit.



### **Who Can Apply For The Building Permit?**

The property owner can always apply for a permit for any work being done to their property, or they can designate a contractor or other party to act as their agent in applying for a permit. Contractors who have employees on the project are required to provide evidence of workers compensation insurance at the time of their application.

## **How Long Does It Take To Get A Building Permit?**

The Building Official will review the permit application along with any plans to make sure they are complete. He will then review the proposed work for compliance with Zoning Regulations and other applicable setbacks, along with compliance to Building Code. Depending on the complexity, a permit can be issued within a few days. The Building Code allows the Building Official up to 30 days to review, issue, or reject the permit application.

## **Where Do I Obtain An Application For A Permit?**

Permit applications for Granby and Hartland are available in the Building Department at the Granby Town Hall, or from the Town's website. Permit applications may be submitted, along with a check for the permit application fee, made out to the appropriate town for which the permit is being applied for, in person or by mail.

## **How Long Is A Permit Good For?**

When building permits are issued, the work involved must be started within 180 days. The permit will become invalid if work is suspended or abandoned for more than 180 days. The Building Official may grant extensions to the permit if applied for in writing.

## **Do My Plans Need To Be Prepared By An Architect?**

The Building Code does not specify or require that an architect or professional designer submit plans. In many cases a competent homeowner or builder may be able to prepare plans with enough detail and information to obtain a permit. In some cases the Building Official may require engineered details of specific portions of a plan such as truss systems or other engineered assemblies to be used. In all cases the more detailed the plans presented, the sooner a permit may be issued and the work can begin.

## **Where Can I Find Out Information On The Building Code?**

The first step may be to simply speak to the Building Official to discuss your project. All cities and towns in Connecticut use the Connecticut State Building Code. There is no such thing as a local building code (however local Zoning Regulations will dictate where some uses or structures may be located). The State Building Code is available in the Granby Public Library. The Building Department has order forms available to residents or contractors who would like to order their own copies. The Building Department also has available various handouts, which provide general information on many common building topics. The Building Code is a comprehensive and expensive publication; and in most cases it wouldn't be very useful to most homeowners.

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