



TOWN OF COLUMBIA
Building & Land Use Department
 323 Route 87, Columbia, CT 06237
 (860) 228-0440 Fax (860) 228-2847
 Email: LandUse@ColumbiaCT.org

PERMIT #

PERMIT TYPE: **Separate permits required** for
Building, Electric, Plumbing, HVAC/Mech, Fuel/Gas Tanks

- Building HVAC/Mechanical
 Electric Fuel / Gas Tanks
 Plumbing Zoning (*most exterior work*)

Construction Value: _____
 Permit Fee: _____
 State Ed. Fee: _____
 Town Zoning Fee: _____
 State Zoning Fee (\$60): _____
TOTAL FEES: _____
 ___ Cash ___ Check # _____

OFFICE USE:

Job Address: _____

MAP: _____ **LOT:** _____ **ZONE:** _____

Owner Name: _____

Phone/Email: _____

Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Contractor/Applicant: _____

Phone/Email: _____

Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

License Type: _____ **License #:** _____ **Exp. Date:** _____

(SUBMIT A COPY OF THE CONTRACTOR'S STATE LICENSE AND CERTIFICATE OF INSURANCE WITH THIS APPLICATION)

PROJECT DESCRIPTION: _____

ZONING INFORMATION (If applicable) **Attach accurate sketch or site plan with application:**

- * Distances From Proposed Structure to PROPERTY LINES (do not measure from road edges)
- * Front: _____ feet * Right Side: _____ feet
 * Rear: _____ feet * Left Side: _____ feet
- Lot Size (area): _____ Height above grade (ft): _____ Habitable Floor Area: (sq ft): _____
 Lot Frontage (ft): _____ Total Footprint: _____ Nutrient Allocation Plan: _____ Yes _____ No
 (Percentage of lot covered by all structures) (**Required** in LAR / LBR / LCR zones)

******* AFFIDAVIT AND AGREEMENT *******

I hereby certify that I am the **owner**, or the **authorized agent** for the owner of the above described property and that all work covered by this application and the submission of this permit application has been authorized by the owner. I further certify that the completed work, regardless of what may be shown or omitted on the submitted plans, will conform to the State Building code and all other codes as adopted by the State of Connecticut and Town of Columbia, that permission is granted to the Building and/or Zoning Official to enter the property to do required inspections. **A final inspection and a zoning certificate of use or occupancy/compliance is required.**

Applicant Signature: _____ **Date:** _____

NO WORK SHALL START until the applicant has received the approved permit.

----- OFFICE USE -----

Sanitarian: _____ Date: _____ Approved: YES NO _____ Conditions/Comments (on back)

Wetlands: _____ Date: _____ Approved: YES NO _____ Conditions/Comments (on back)

Zoning: _____ Date: _____ Approved: YES NO _____ Conditions/Comments (on back)

Building: _____ Date: _____ Approved: YES NO _____ Conditions/Comments (on back)

Fire Marshal: _____ Date: _____ Approved: YES NO _____ Conditions/Comments (on back)

PERMIT # _____

CONDITIONS or COMMENTS

Related to the approval or non-approval of this application

SANITARIAN: _____

DATE: _____

WETLANDS AGENT: _____

DATE: _____

ZONING OFFICIAL: _____

DATE: _____

BUILDING OFFICIAL: _____

DATE: _____

FIRE MARSHAL: _____

DATE: _____

TYPICAL INSPECTIONS (Page 1 of 2)

Every permit that is issued has at least one required inspection to be performed in order to determine substantial compliance with the State Building Code. Your particular project may require additional inspections in addition to those listed below. In general, our office will require a minimum of 1-2 days advanced notice to schedule inspections. On occasion the inspection may not be able to be scheduled for several days. An approved set of construction documents shall be kept at the site of work and shall be open to inspection by the building official or his or her authorized representative. **Separate permits are required for all mechanical, electrical, plumbing, fuel gas, and demolition work.**

A FINAL INSPECTION IS REQUIRED AFTER COMPLETION. The project is not complete until a **Certificate of Compliance** and/or **Certificate of Occupancy** has been issued.

MECHANICALS / HVAC

Rough HVAC	<ol style="list-style-type: none"> 1. All piping and ductwork installed. 2. Ductwork – All joints, seams and connections are made substantially airtight with tapes, gasketing, mastics (adhesives) or other approved closure system. 3. Ductwork in unconditioned spaces or outside the building are insulated to at least R-6. 4. Ductwork in attics are insulated to at least R-8. 5. Nail plates installed. 6. Duct tightness test performed.
Rough Electric	<ol style="list-style-type: none"> 1. All boxes and wiring installed. 2. Wire attachments. 3. Nail plates installed.
Underground Utilities	<ol style="list-style-type: none"> 1. All piping and conduits are installed and trench is open. 2. Appropriate utility tape is ready for installation.

FUEL / GAS

Underground Utilities	<ol style="list-style-type: none"> 1. All piping and conduits are installed and trench is open. 2. Appropriate utility tape is ready for installation.
Fuel Gas Line	<ol style="list-style-type: none"> 1. All lines and valves installed. 2. Nail plates installed. 3. Pressure test, minimum 3 psig or 1 ½ times the proposed maximum working pressure (G2417.4.1). <ol style="list-style-type: none"> a. Mechanical gauges used to measure test pressure shall have a range such that the highest end of the scale is not greater than five times the test pressure. (G2417.4). 4. Piping is bonded. 5. Regulator vents are a minimum of 5 feet from sources of ignition.
Tank Installation	Buried tanks shall be inspected prior to backfilling with anode bag(s) in place and backfill material on site. Above ground tanks shall be placed on a firm and stable base.

PLUMBING

Rough Plumbing	<ol style="list-style-type: none"> 1. All piping installed. 2. Nail plates installed. 3. DWV pressure test, 5 psig for air or 10 ft of water above the highest fitting connection. <ol style="list-style-type: none"> a. Test gauge shall have increments of 0.10 psi or less. 4. Water-system test, 50 psig air <ol style="list-style-type: none"> a. Test gauge shall have increments of 1 psi or less
Underground Utilities	All piping has been installed and trench is open.

ELECTRIC

Rough Electric	<ol style="list-style-type: none"> 1. All boxes and wiring installed. 2. Wire attachments. 3. Nail plates installed.
Underground Utilities	<ol style="list-style-type: none"> 1. All piping and conduits are installed and trench is open. 2. Appropriate utility tape is ready for installation.
Electrical Service	<ol style="list-style-type: none"> 3. Meter socket installed. 4. Panel installed with main disconnect and ground rods installed. 5. Underground Utilities inspection for the service lateral approved, if applicable.

TYPICAL INSPECTIONS (Page 2 of 2)

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BUILDING

INSPECTION	GENERAL DESCRIPTION
Footings	<ol style="list-style-type: none"> 1. On undisturbed soil or approved fill 2. 42" minimum frost protection 3. Forms in place – bottom surface of footings shall not have a slope exceeding 1:10 4. Looking for the presence of ledge, water, frozen materials
Rebar	Rebar in place (if applicable), developed lengths of 20' or more of #4 or larger rebar shall be bonded
Deck Piers	<ol style="list-style-type: none"> 1. On undisturbed soil or approved fill 2. 42" minimum frost protection 3. Forms (tubes) in place
Backfill	<ol style="list-style-type: none"> 1. Waterproofing installed 2. Foundation drainage system installed – including discharge pipe 3. Anchor bolt spacing 4. Sill plate installed, floor framing may be installed, no floor sheathing to be installed around perimeter
Deck Framing	When more than 2 feet above ground
Underslab	<ol style="list-style-type: none"> 1. Vapor barrier installed 2. Insulation installed, if applicable
<u>All Conduit or Underground Utilities</u>	
Masonry Fireplace Throat & Chimney	<ol style="list-style-type: none"> 1. One flue past the smoke chamber for fireplaces 2. One flue past thimble for masonry chimneys 3. Wood-burning fireplaces shall have gasketed doors and outdoor combustion air
Complete Rough	To include ALL: framing, electrical, mechanical, and plumbing
Insulation	<ol style="list-style-type: none"> 1. R-values installed match approved plans 2. Windows & doors match approved plans in size, quality & u-values
Blower Door Test	Building envelope air tightness and insulation tested for air leakage of less than 7 air changes per hour when tested with a blower door at a pressure of 50 pascals (1 psf)
<u>Certificate of Occupancy</u>	<ol style="list-style-type: none"> 1. Occupiable condition, no furniture in the house, no wet paint 2. Building numbers installed per the Town Ordinance 3. Joints, penetrations, and all other such openings in the building envelope that are sources of air leakage are sealed 4. Energy efficiency certificate is affixed to the electrical panel 5. All devices (receptacles, switches, smoke detectors, lights, etc.) and utilities installed & operational
<u>Certificate of Approval</u>	A certificate of approval shall be issued indicating substantial compliance for all completed work that requires a building permit but does not require a certificate of occupancy. Such work shall include, but not be limited to: re-roofing, re-siding, fences over 6 feet in height, retaining walls over 3 feet in height, and electrical, plumbing, and mechanical repairs or alterations performed on the absence of additional work that requires a certificate of occupancy.