

SMALL RENOVATION AND ADDITION PROJECTS THAT INVOLVE STRUCTURAL ELEMENTS - REMINDERS

Plans must be legible and complete showing all structural members – lengths and sizes.

If the project includes enclosing or building on top of existing construction, the structural details of the existing construction must also be shown (such as enclosing a deck, building a room over a garage, adding a dormer, etc.). This is necessary for determining if the existing construction was legally constructed and if the new construction will affect the loads on the existing structural elements.

Homeowners may take out their own building permit. However, the homeowner must sign the permit and is responsible for the work and any questions the building official may have about the project.

If a contractor is taking out the building permit, a valid CT Home Improvement Contractor registration certificate must be shown and the registration number recorded on the permit application, as well as proof of worker's compensation insurance.

The building official will provide a list of required inspections that must be performed. When the project is completed, a final inspection must be requested to close out the project.

Trade permits must also be obtained for any electrical, plumbing, or heat and air-conditioning work associated with the project.