City of Bristol Building Department

Garages - Attached

Whether the garage is to be **attached** to the dwelling or freestanding, certain zoning regulations apply. The regulations differ as to zoning districts. The Zoning Enforcement Officer can answer your questions pertaining to these regulations.

What is required?

- Building Permit Application

- Zoning Permit

Plot Plans, 2 copies needed – select one option:

1. Supply 2 Plot Plans: Certified and Sealed from a Surveyor which must meet zoning requirements (Sides, Rear and Front)
2. Location of addition may be drawn to scale by permit applicant on an existing plot plan
3. Location of addition may be drawn to scale by permit applicant on a plot plan form supplied by the Building Department.

Two (2) sets of construction/building plans are required.

- Permit fee, made payable to the City of Bristol

The construction plans must include a framing detail, roof construction and foundation plan. Also, any other information the building inspector deems appropriate.

Approvals may be necessary from other Departments. See General Requirements for Building Permits.

Separate permit applications are required for electrical, plumbing and heating.

Required Inspections

CITY OF BRISTOL
111 N. MAIN ST.
BRISTOL, CT 06010
(860) 584-6215

PERMIT HOURS
Monday – Friday
8:00 a.m. – 4:15 p.m.
FAX (860) 584-6222

RESIDENTIAL BUILDING PERMIT APPLICATION INFORMATION

ADDRESS OF PROJECT ______________________________

OWNER OF PROPERTY ______________________ PHONE ______________________

OWNERS ADDRESS ______________________ IRC '09___ IBC '03___ IEBC'03___

CONTRACTORS NAME ______________________ PHONE ______________________

CONTRACTORS ADDRESS ______________________________

CONTRACTORS REGISTRATION NUMBER ______________ **EST. COST $** ______________

PERMIT TO ______________________________
(DESCRIPTION OF WORK)

CITY WATER ________ CITY SEWER ________ WELL ________ SEPTIC ________

I hereby certify that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as an authorized agent and we agree to conform to all of the requirements of the laws of the State of Connecticut.

APPLICANTS SIGNATURE ______________________________ DATE ______________

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

FOR OFFICE USE ONLY BELOW THIS LINE

Information Historic District________ Wetlands/Floodplain________ Zone________ Workers Comp________ Taxes________

Needed: Health Dept________ BDA________ Type of Const________ Use Group________ Code Edition________

PERMIT TO ______________________________

______________________________	______ sq.ft.	$.40 ______
______________________________	______ sq.ft.	$.40 ______
______________________________	______ sq.ft.	$.20 ______
______________________________	______ sq.ft.	$.20 ______

EST. COST ______________________ $ ______

$22 for 1st. $1,000 plus $15 ea. Additional $1,000 (State Ed. Fee Included)

LATE FEE OF $ 100.00 TO BE ASSESSED IF APPLICABLE $ ______

APPLICATION APPROVAL **SUB TOTAL** $ ______

Zoning Approval ________ CERT. OF OCCUPANCY ________ $ 17.00 $ ______

Plan review approved by ________ ZONING CERTIFICATE ________ $ 17.00 $ ______

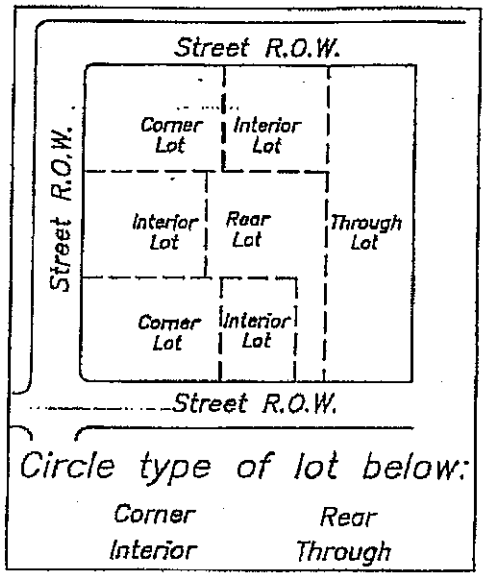
Received the following Code Information:
Mandatory Inspection List ________ Pool Safety ________

Date ________ **Initials** ________

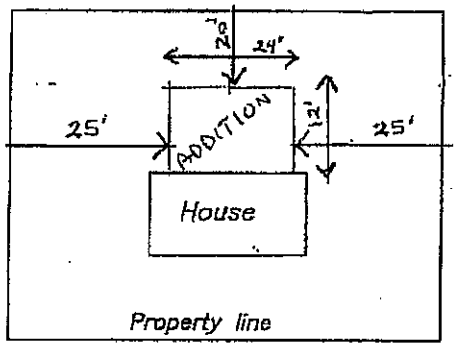
TOTAL ________ $ ________
Sq.ft Cost

ADDITIONS

Bristol Bldg. Dept.
Plot Plan Form

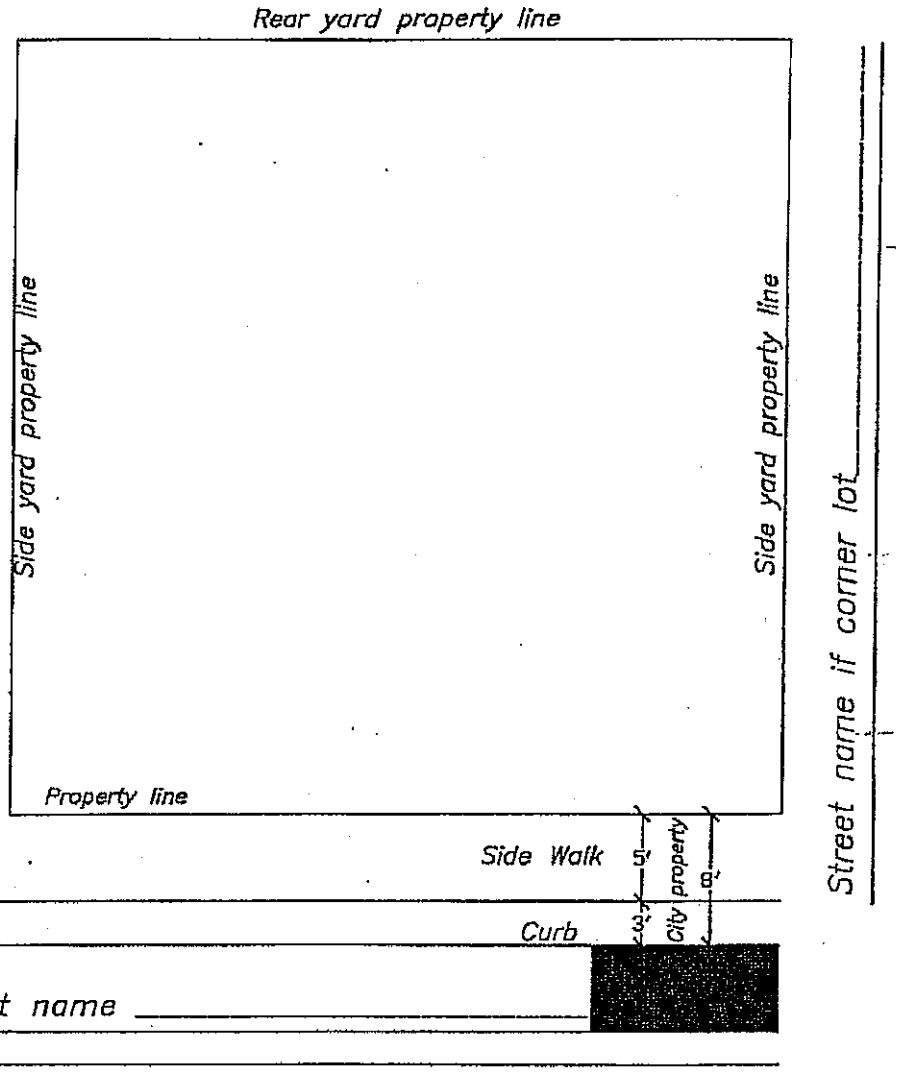


Sample Drawing Below



Maple Street

Draw Below:
Location of existing house and proposed structure.
Setback distances from structure to property lines.
Size of structure.
Name of streets.



Location of Addition MUST meet Zoning Setbacks.

The owner of the premises hereby confirms that the plot plan as submitted is correct to the best of his/her knowledge and conforms to the Zoning Regulations of the City of Bristol. If it is found that the structure location is not in conformity with the plot plan, it will be the owner's responsibility to move the structure to its proper location.

THIS FORM MUST ACCOMPANY THE BUILDING PERMIT APPLICATION FORM

Date _____ Signature _____

ADDRESS _____

City of Bristol Building Department

General Permit Information

The following information will assist you with the requirements and procedures for applying for building and /or mechanical permits in the City Of Bristol.

General Requirements for Building Permits

All permits for the erection of, addition to, alteration of, repair or removal of, any type of building, new home, addition, garage, carport, swimming pool, deck, shed, etc. may require the following:

1. Zoning Approval/Certificate. The building plans must be allowable for the zone the property is located in. Upon submitting your building permit application, the Zoning Enforcement Officer will review the plans to ensure that they comply with the zoning guidelines.

2. Two (2) Certified Plot Plans. A plot plan is a drawing prepared by a licensed surveyor showing property lines and building locations. The Building Department has many plot plans on file; please call us to see if we have a plot plan for your property.

3. Wetlands Permit; if proposed excavation is located within 100 feet of a designated wetland area.

4. Flood Plain Permit; if proposed excavation is located within designated Flood Plain area.

5. Health Department approval when a septic system or well water exists on site. Approval of floor plans is required for Food Handling Establishments, Barber Shops, Beauty Salons, etc. The Health Department is located at 240 Stafford Avenue, Bristol and can be reached at 860-584-7682.

6. Certification from Tax Collector that no unpaid tax liens appear on property. (Exceptions may apply)

7. Certificate of Appropriateness if project is located in the Overlook Historic District. (Please refer to Chapter 18, Article IV of the Code of Ordinances, City of Bristol).

8. Proof of Workers Compensation Insurance coverage for all persons employed or engaged to perform services on the construction site.

9. Proof of CT Contractors License, and or registration.

10. Payment in Cash or Check made payable to the City of Bristol.

11. Building plans: *(Plan review may take up to 30 days)*

    Two (2) sets for Residential (one (1) and two (2) family structures).

    Three (3) sets for Commercial (three (3) Family and up, Retail, Offices, Restaurants, Industrial, etc.) Note: Submit two (2) for Building Department and one (1) for Fire Marshal's Office

12. New commercial construction permits require site plan approval from Zoning Commission/Planning Commission.

13. Fire Marshal Approval may be required for Commercial Building Permits.

14. Residential Building Permit Application

15. Commercial Building Permit Application

Information from the State of CT - Department of Public Safety - Office of the State Building Inspector

City of Bristol Building Department

Inspection Information

Inspections are a very important part of the permit process. Inspections are conducted by licensed Building Inspectors who check each phase of construction and make certain that the work conforms to the building codes, the permit and the approved plans.

Is it the responsibility of the permit holder to notify the Building Department when a required inspection is needed. Approved Building Plans must be available on site. We require 24 hours notice to schedule inspections.

Required Inspections:
Footings – Before concrete is poured
Piers - Before concrete is poured
Damp Proofing/Curtain Drain - Before Backfill
Roofing - As Needed
Rough In:

1. Electrical (includes all underground piping)
2. Plumbing (includes all underground piping)
3. Heating/Cooling (includes underground tanks and piping)

Framing/Fire Stopping: (after approval of mechanical & electrical)
Insulation: (after approval of framing/fire stopping)
Chimney/Fireplace: Fire Box/Throat Chimney Height at completion
Certificate of Occupancy/Final Inspection:

Structural (As-Built plot plans must be submitted prior to inspection)

- Electrical
- Plumbing
- Heating/Cooling

Other inspections:
Any inspection deemed necessary to determine compliance with Building Code and other laws and ordinances enforced by the Building Department.

Occupancy or use of any new structure or addition prior to issuance of a Certificate of Use & Occupancy is a violation of the basic building code and is punishable by fines of up to $500.00 per day.

Re-inspection Fee - $15.00 will be assessed for repetitive inspection.