



Commercial and Multi-Family Building Permit Application and Zoning Worksheet (any project other than 1-2 family residential)

For office use:
#: _____
Date: _____
Cost: _____
Fee: _____

PROPERTY AND APPLICANT INFORMATION

Property Address

Property Owner Name and Contact Information

Applicant Name (if different from Owner):

Applicant Contact Phone:

Applicant E-mail address:

Applicant is:

☐ Owner

☐ Contractor

☐ Other (explain):

PROJECT INFORMATION (provide additional information on reverse side)

Permit For (type of work)

Detailed Work Description

Code(s) to which project is designed

The code to which a project is designed affects the requirements of the project. Applicable codes in Connecticut are listed below. If you are uncertain of which codes apply, please contact your design professional

☐ 2012 International Building Code, as amended

☐ 2012 International Residential Code

☐ 2012 International Existing Building Code

☐ 2012 International Mechanical Code

☐ 2012 International Plumbing Code

☐ 2009 International Energy Conservation Code w CT

Amendments

☐ ICC/ANSI A117.1-2009 Accessible and Usable Buildings and Facilities

☐ 2014 National Electrical Code (NFPA-70)

Current Occupancy:

Proposed Occupancy:

Occupancy codes A-1 to A-5; B; E; F-1 or F-2; H-1 to H-5; I-1 to I-4; M; R-1 to R-4; S-2 or S-2. Occupancy classifications are listed in Chapter 3 of the International Building Code. If you are uncertain of the correct occupancy code, please contact your design professional.

Type of Construction

Construction codes: IA or B; IIA or B; IIIA or B; IV; VA or B. Types of construction are described in Chapter 6 of the International Building Code. If you are unsure of the type of construction, please contact your design professional.

Value of Work (include labor and materials; do not include mechanical, electrical, and plumbing work which will be permitted separately)

\$

CONTRACTOR

Name:

License type:

License Number Expiration Date:

APPLICANT SIGNATURE

I hereby certify that I am the owner of the property which is the subject of this application or the authorized agent of the property owner and have been authorized to make this application. I understand that when a permit is issued, it is a permit to proceed and grants no right to violate the State Building Code or any other code, regulation, ordinance or statute, regardless of what might be shown or omitted on the submitted plans and specifications. All information contained within is true and accurate to the best of my knowledge and belief. All permits approved are subject to inspections.

Signature:

Date:

Form revised
03/28/17

(OVER)

Building: 203-783-3234

Planning and Zoning: 203-783-3245

Wetlands: 203-783-3256

<http://www.ci.milford.ct.us>

70 West River Street

Milford, Connecticut 06460

REQUIRED ATTACHMENTS

Minimum attachments

- ☐ To scale plot plan detailing the existing and proposed work to be done (at least 3 copies; plus one for Fire and one for Sewer, if required.) *Refer to our "Plot Plans" handout for specifications on plot plans*
 - May require A-2 survey depending on scope of work
- ☐ Architectural plans detailing the **existing building** and all **proposed work** (at least 3 copies, plus one for Fire and one for Sewer, if required. Architectural plans must show current and proposed use in all spaces)
- ☐ Proof of workers' compensation insurance or affidavit

Additional materials may be required depending on the nature of the property and project. If you are unsure whether these are required, please review this list with an inspector.

	Not required	Provided	Will provide. <i>I understand I cannot receive a permit until this has been obtained</i>
Wetlands Agency Approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Marshal Approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewer/Engineering Approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health Department Approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wind Load Calculations (100 mph)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Window/Door Data Sheets (Design Pressure rating of 35+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stamped, Engineered Drawings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Statement of special inspections, signed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Life safety plan (egress and accessibility)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Documentation of energy efficiency compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cut sheets for interior finishes with flame spread and smoke density	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cut sheets for floor finishes showing slip resistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REQUIRED INSPECTIONS

☐ I understand that it is my responsibility to schedule inspections for the work to be completed under this permit. Inspections required MAY INCLUDE the following.

- Footing
- Foundation
- Rough
- Framing
- Insulation
- Pre-Stock
- Final – Post-Stock
- Zoning Compliance
- Special Inspections
- Other

Call (203) 783-3234 to schedule a building inspection. Due to the high volume of inspections undertaken by this office, there may be a 3-6 day delay from the time of scheduling to the actual inspection. Please account for this when calling to schedule your inspection. Make sure that you have your permit number(s) when calling.

ADDITIONAL REQUIREMENTS DURING CONSTRUCTION OR PRIOR TO CO

	Not required	Will obtain
Separate Electrical Permit (prior to any electrical work)	<input type="checkbox"/>	<input type="checkbox"/>
Separate Mechanical Permit (prior to any mechanical work)	<input type="checkbox"/>	<input type="checkbox"/>
Separate Plumbing Permit (prior to any plumbing work)	<input type="checkbox"/>	<input type="checkbox"/>
Separate Fire Alarm/Sprinkler Permit	<input type="checkbox"/>	<input type="checkbox"/>
As-Built Drawings (Wetland as-builts require post-construction topography)	<input type="checkbox"/>	<input type="checkbox"/>
Zoning Sign-Off	<input type="checkbox"/>	<input type="checkbox"/>
Other Agency Inspection and Sign-Off (Fire, Health, Sewer, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Final Special Inspections Report	<input type="checkbox"/>	<input type="checkbox"/>
Final Air Balance	<input type="checkbox"/>	<input type="checkbox"/>
Payment of Outstanding Fees (e.g., Reinspection Fees)	<input type="checkbox"/>	<input type="checkbox"/>