

## **Trumbull Building Department Building Permit Procedure**

Bring completed Building Permit Application along with blank Building Permit Sign-off Sheet along with Construction Documents to the Building Department. The Building Department will check off which Sign-off Signatures are required to obtain a permit.

After obtaining the necessary sign-offs, return all documents to the Building Department, along with the Contractor's State Registration number and Certificate of insurance.

The Building Department has thirty days to review all plans.

A minimum of twenty-four hours' notice is required for scheduling of Inspections. All work must be complete before inspection request will be accepted. Call (203) 452-5020 to schedule inspections.

A Completed C.O. Approval Sheet must be signed off by the same Departments that were necessary to obtain a Permit before a final inspection will be scheduled.

### **Schedule of Permit Fees**

<b><u>Type of Construction</u></b>	<b><u>Fee</u></b>
<b>1. Residential</b> construction, alterations or additions (based on estimated cost)	\$20.00 for the first \$1,000 and \$10.00 for each additional \$1,000 or fraction thereof
<b>2. <u>Residential</u></b> <b>Plumbing, Electrical, H.V.A.C.</b>	\$5.00 per \$100 or any fraction thereof for the first \$1000, and \$10.00 for each \$1,000 thereafter. <b><u>Minimum \$40</u></b>
<b>3. Commercial</b> construction, alterations Or additions (based on estimated cost)	\$20.00 for the first \$ 1,000, and \$12.00 for each additional \$1,000 or fraction thereof

<b>4. Commercial</b> <b>Plumbing, Electrical, H.V.A.C.</b>	\$10.00 per \$100 or fraction thereof For the first \$1,000, and \$12.00 for each \$1000 thereafter. <b><u>Minimum \$40.00</u></b>
<b>5. Swimming Pools</b>	\$50.00 for the first \$2000 and \$ 10.00 for each additional \$1000 or fraction thereof
<b>6. Demolition</b> (based on estimated Cost of demolition)	\$20.00 for the first \$1,000 and \$12.00 or any fraction thereof (no state ed. fee) <i>Note: there is a \$250 administrative Fee for historical buildings</i>
<b>7. Temporary structures</b> Including tents, carnivals, circus	\$250.00 flat fee
<b>8. Processing &amp; handling fee</b>	\$10.00 for each permit
<b>9. Certificate of Occupancy Or Completion</b>	\$10.00 for each Residential permit \$25.00 for each Commercial permit

**Note: There is an additional State Education Fee .26 (twenty-six cents) per  
Thousand dollars of value.**

*Note: this fee is subject to change by the State of Connecticut*

**Permits for work on a Town of Trumbull owned structure are exempt  
from the fees in this schedule.**

**Except for emergencies, any person who commences any work before first  
obtaining the necessary permits shall be subject to the following penalty:  
Double the normal permit fee plus \$50.00.**

**4/11/14**