



**TOWN OF HAMDEN**  
**BUILDING DEPARTMENT**  
Hamden Government Center  
2750 Dixwell Avenue  
Hamden, CT 06518  
Tel: (203) 287-7160

## **A GUIDE FOR OBTAINING A BUILDING PERMIT**

### **REQUIREMENTS:**

Original Zoning Compliance

Tax Collector sign off

QVHD – Septic Systems

Engineering Department – city sewer systems

Fire Marshal sign off where applicable

### **Building Department Requirements**

**Building permit application completely filled out.**

Commercial projects need architect's stamp and Engineer's stamp where applicable.  
Home Improvement Contractor license number & New Home license number and copy.  
Site plan.

### **2 sets of construction plans:**

#### **Construction plans are to show:**

- 1.) Foundation drawings showing footing depths, lally column spacing and girder sizes and type of foundation and thickness.
- 2.) All framing details, type and species of lumber sizes, spans and spacing.
- 3.) Full section drawing.
- 4.) Show the four elevations.

### **Worker's Compensation Certificate**

Combustion air form filled out

Before you dig #BUD

**You must apply for separate subcontractor's permits (plumbing, hvac, electrical at the time of submittal of this application to include the green mechanical permit cards filled out and signed by the mechanical contractors.**

Building Permits Issued 8:30 a.m. – 11:30 a.m. only.



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**APPLICATION FOR BUILDING PERMIT**

**RESIDENTIAL** [ ]

**COMMERCIAL** [ ]

Permit No.	Receipt No.	Check No.	Date:		
Job Location Address:					
<b>Owner's Name:</b>					
Street Address:					
Town:	State:	Zip:			
Area Code & Home Ph. No.	Work Ph. No.	Fax:			
<b>Contractor Name:</b>					
Address:	Town:	State:	Zip:		
Phone No.	Work Phone:	Fax:			
<b>Home Improve Reg No.</b>	<b>New Home Cont Lic #</b>	<b>Major Cont Lic #</b>			
Name of Architect	Lic #	Name of Eng.	Lic #		
<b>Is this a change of use? Yes ___ No ___ Type of Const _____ Use Group _____</b>					
Building sprinkler _____ separated _____ non separated _____ mixed use _____					
<b>Describe the Work To Be Performed</b>					
<b>Construct new</b> [ ]	<b>alter</b> [ ]	<b>addition</b> [ ]	<b>reroof</b> [ ]		
<b>The Following Square Footage Information Shall Be Filled In Accurately</b>					
First Floor	Sq. Ft.	Second Floor	Sq. Ft.	Third Floor	Sq. Ft.
Basement	Sq. Ft.	Habitable Attic	Sq. Ft.	Garage	Sq. Ft.
Bonus Room	Sq. Ft.	Finished Basement	Sq. Ft.	Deck	Sq. Ft.
Mixed Use:		Height of Building in ft.		In Stories:	
Estimated Cost Less Mechanicals:				Other:	
Electrical Est. Cost		HVAC Est. Cost		Plumbing Est. Cost	
<b>Tax Collector:</b>					

**PLEASE COMPLETE AND SIGN THE BACK OF THIS FORM.**

**I certify that I am the owner of record of the named property or that the proposed work is authorized by the owner of record and/or I have been authorized to make this application as an authorized agent, we agree to conform to all applicable laws, regulations and ordinances. All information contained within is true and accurate to the best of my knowledge and belief.**

**Printed Name of Owner** \_\_\_\_\_

**Signature of Owner** \_\_\_\_\_

**Date** \_\_\_\_\_

**Printed Name of Authorized Agent** \_\_\_\_\_

**Signature of Authorized Agent** \_\_\_\_\_

**Required before a permit is issued:**

- Copy of license**     **Workman's Compensation**     **Zoning where required**  
 **Mechanical cards where required**

**BUILDING DEPARTMENT USE ONLY**

Fees \$25/1<sup>st</sup> 1,000 -                      \$18/thereafter -                      mechanicals \$18/1,000

**Date** \_\_\_\_\_

**Const Value** \_\_\_\_\_ /fee \_\_\_\_\_ **elect** \_\_\_\_\_ /fee \_\_\_\_\_

**HVAC** \_\_\_\_\_ /fee \_\_\_\_\_ **plmbg** \_\_\_\_\_ /fee \_\_\_\_\_ **other** \_\_\_\_\_ /fee \_\_\_\_\_

**Amended Fee** \_\_\_\_\_ **Date** \_\_\_\_\_

**Total Fee** \_\_\_\_\_

**TOWN OF HAMDEN**  
**BUILDING DEPARTMENT APPROVAL**