

Code Enforcement Officer: Millard Billings ([mbillings46@yahoo.com](mailto:mbillings46@yahoo.com))

Permit Number \_\_\_\_\_

CEO USE ONLY	
Permit Fee	_____
Ad Fee	_____
Total Paid	_____

## Town of Stonington Building Permit Application

This is an application only! You may not start your project until the application is complete and the appropriate issuing authority has signed this application and issued a permit. For more information please contact the Code Enforcement Officer, Millard Billings at [mbillings46@yahoo.com](mailto:mbillings46@yahoo.com).

### Checklist for Complete Application

All applications must include:

- \_\_\_ **Application:** Complete both pages of this application form and sign on second page.
- \_\_\_ **Drawings:** Attach 2 drawings/sketches
  - #1: plot plan showing exact location of the construction within your lot & distance to property lines, roads, ocean, other structures, etc.
  - #2: sketch or sketches of the floor plans and side views
- \_\_\_ **Permit Fee:** Permit fee must be paid prior to review. Please see attached fee schedule. *Automatic 5X permit fee if applying for a permit after construction has begun (in addition to other possible fines)*
- \_\_\_ **Plumbing Permits:** Depending on your project you may need a septic permit (for new or expanded systems), internal plumbing permit (for new, expanded, or changed internal plumbing and fixtures), and/or a Sanitary District permit (if tying into the Town Sewer). Contact Roger Stone, LPI, at: 207-367-2601. Attach a copy of all applicable permits.
- \_\_\_ **Other Permits:** Depending on your project, you may need other permits as well, such as from the DEP (for certain projects near the water), Subdivision approval (for lots and structures), etc.
- \_\_\_ **Traffic Management:** Depending on your project, the contractor or owner must be aware and is responsible for any local or state traffic management issues that may arise from the project.
- \_\_\_ **Stonington Sanitary District Permit:** Required if property is located within District service area.
- \_\_\_ **FEMA Flood Hazard Permit**

Owner's Name \_\_\_\_\_ Tel.# \_\_\_\_\_

Owner's Email Address \_\_\_\_\_

Owner's Mailing Address \_\_\_\_\_

Contractor \_\_\_\_\_ Tel.# \_\_\_\_\_

Property Street/Area \_\_\_\_\_

Tax Map \_\_\_\_\_ Lot \_\_\_\_\_ Lot Size \_\_\_\_\_ Feet to shore \_\_\_\_\_ Closest Distance to Property Line \_\_\_\_\_

Closest Distance to Road \_\_\_\_\_ Subdivision [ ] Yes [ ] No Structure in Floodplain [ ] Yes [ ] No

Project Description \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Water:** Private Well [ ] or Town System [ ]    **Septic:** Private System [ ] or Town Sewer [ ]

Estimated Project Cost \_\_\_\_\_ Est. Start Date \_\_\_\_\_ Est. Completion Date \_\_\_\_\_

**SHORELAND ZONE INFORMATION**

Required if your project is within 250 feet of the ocean or a pond

Current Use \_\_\_\_\_ Proposed Use \_\_\_\_\_

Area or size of proposed land uses \_\_\_\_\_ Lot size \_\_\_\_\_

Percentage of lot covered by non-vegetated surfaces \_\_\_\_\_

Shore frontage \_\_\_\_\_ Road frontage \_\_\_\_\_

Elevation above 100yr flood \_\_\_\_\_ Height of proposed structure \_\_\_\_\_

Shortest distance to lot line \_\_\_\_\_ Shortest distance to shore \_\_\_\_\_

Square feet of structure \_\_\_\_\_ Square feet of expansion \_\_\_\_\_

Cubic feet of structure \_\_\_\_\_ Cubic feet of expansion \_\_\_\_\_

Other \_\_\_\_\_

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**Official Use Only**

**Application Received by Town on** \_\_\_\_\_ **By** \_\_\_\_\_

**Amount of fee \$** \_\_\_\_\_  **Cash**  **Check #** \_\_\_\_\_

CEO Inspections: Prior to Work \_\_\_\_\_ Final Inspection \_\_\_\_\_

**This application has been:**

**Denied**  **Approved**  **Approved with the following conditions:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature** \_\_\_\_\_ **Title** \_\_\_\_\_ **Date** \_\_\_\_\_

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Permits must be signed by the Code Enforcement Officer (or Planning Board Chairman in some cases) for permit to be valid. Permits are good for one year from date of issue. You must have substantially started the project prior to the expiration of the permit. Failure to do so will require another permit and re-payment of the permit fee. "Substantially" means that you must have completed 30% of the permitted structure or use measured as a percentage of total cost.

# Town of Stonington

## Building Permit Fee Schedule

*Effective February 1, 2020*

New Residence	≤ 1500 sq. ft.	\$0.10 per sq. ft.
New Residence	1500 – 2500 sq. ft.	\$0.15 per sq. ft.
New Residence	≥ 2501 sq. ft.	\$0.20 per sq. ft.
Addition	Use fee scale above	
Change of use		\$100.00
Garage - one story		\$0.10 per sq. ft.
Garage – two story		\$0.15 per sq. ft.
Deck		\$0.10 per sq. ft.
Shed – small (no larger than 10' x 15')		\$ 25.00 fixed
Shed – large (12' x 16' and up)		\$ 50.00 fixed
Fence ≤ 100 linear ft.		\$ 10.00
Fence ≥ 101 linear ft. +		\$ 25.00
Ramp & float ≤ 50 ft. total length		\$ 50.00
Dock, ramp & float ≤ 75 ft. total length		\$100.00
Pier, ramp & float ≤ 100 ft. total length		\$200.00
Pier, ramp & float ≤ 101 ft. total length		\$400.00
Steps to shore		\$ 50.00
Shore stabilization/rip rap		\$100.00
Flood hazard permit		\$ 50.00
Subdivision lots		\$200.00 per lot
Commercial – 2500 sq. ft. or less		\$0.20 per sq. ft.
Commercial – 2501 sq. ft. & up		\$0.30 per sq. ft.
Tree removal in the Shore Land Zone		\$25.00

Advertising Fee to be assessed for all building permits to cover the newspaper display ad posted once or twice a month \$10.00 - \$50.00 depending on the cost of the project.

Advertising Fee to be assessed for any ad placed by the Stonington Planning Board for a permit application and public hearing. Usually there are two to four ads placed for each applicant. \$50.00 - \$75.00

**After-the-fact permits are 5X the normal fee**

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