

## **INFORMATION NECESSARY FOR THE ISSUANCE OF A BUILDING PERMIT**

- 1) A complete set of building plans showing to scale and in detail the following information:
  - a. Building elevation plans showing all sides of the building in relation to the final grading.
  - b. Building floor plans showing all floor levels of the building including the basement.
  - c. Building structural plans showing all structural components (cross section) from the bottom of the footing to the top of the roof.
  - d. Building Smoke detector locations/fire protective systems for all floor levels of the building including the basement.
  - e. Buildings insulation/ventilation plans (Mascheck or like program) per IECC2018 energy codes requirements.
  - f. Other information deemed necessary by the Building Inspector for proper building plan review.
  - g. All structures with engineered beams (steel and wood) will need documentation relative to proper installation)
- 2) A driveway permit must already be issued by the Town of Brookfield Highway Department
- 3) An approved sewerage disposal system plan stamped and approved by the Town of Brookfield Board of Health
- 4) A copy of the water test as mandated by the Town of Brookfield Board of Health or other appropriate letter indicating how water will be supplied to a lot.
- 5) A plot plan of the lot showing all of the boundary lines with dimensions, all of the existing and proposed buildings, and their setbacks from the property lines, the dimensions for street frontage, size of the lot in square feet, the map and parcel number (available from the Assessor's Office)
- 6) Conservation Commission must sign for any work involving disturbing of soil, removing of trees etc ... , within 100 ft, of any lake, wetland or intermittent stream, or within 200' of a stream that flows year round. wetlands can be found by following this link. [http://www.cmrpc.org/GIS/brookfield/Brookfield\\_AssessorMaps.htm](http://www.cmrpc.org/GIS/brookfield/Brookfield_AssessorMaps.htm). Questions regarding this should be directed to the conservation commission.
- 7) Copy of deed
- 8) Copy of contractors Construction Supervisor License (CSL) Homeowner can apply for a permit. Please call first with questions.
- 9) Copy of contractors Home Improvement Registration (if applicable)
- 10) Certificate of Workers Compensation Insurance or signed affidavit

**PAYMENT FOR THE BUILDING PERMIT WILL BE UPON ISSUANCE.**

**Jeff Taylor**

**Inspector of Buildings**