



TOWN of TOLLAND/ 21 Tolland Green, Tolland Connecticut 06084

WHEN A PERMIT IS REQUIRED: COMMERCIAL

The State of Connecticut Building Code requires permits to be obtained and inspections of the work performed for most “construction” activities. This document was prepared to help inform you when permits are required for work at your property.

Ultimately, it is the property owner’s responsibility to ensure that all permits have been granted and inspections passed for any work on their property. Additionally, when purchasing a home, or any other property, you should check with the Town to verify that all permits were issued and inspections approved for work on the property. Otherwise you may assume liability for the unpermitted or uninspected work.

When in doubt, please give the building department a call at (860) 871-3601, they are there to help you.

A permit must be obtained prior to commencing work EXCEPT for the following:

The following are excerpts from the Connecticut State Building Code:

Section 105.2 of the 2015 International Building Code portion of the 2018 State Building Code of Connecticut states:

105.2 Work exempt from permit - Exemption from the permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws, statutes, regulations or ordinances of the jurisdiction. Permits shall not be required for the following work:

Building:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than 200 square feet.
2. Fences, other than swimming pool barriers, not over 7 feet high.
3. Oil derricks.
4. Retaining walls that are not higher than 3 feet measured from finished grade at the bottom of the wall to finished grade at the top of the wall, unless supporting a surcharge or impounding Class I, II or III-A liquids.
5. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2 to 1.

6. Sidewalks, driveways and on-grade concrete or masonry patios not more than 30 inches above adjacent grade and not over any basement or story below and which are not part of an accessible route.
7. Painting, papering, tiling, carpeting, cabinets, countertops and similar finish work not involving structural changes or alterations.
8. Temporary motion picture, television and theater stage sets and scenery.
9. Prefabricated swimming pools accessory to a Use Group R-3 occupancy, as applicable in Section 101.2, which are equal to or less than 24 inches deep, do not exceed 5,000 gallon capacity and are installed entirely above ground.
10. Shade cloth structures constructed for nursery or agricultural purposes and not including service systems.
11. Swings and other playground equipment.
12. Window awnings in Group R-3 and U occupancies supported by an exterior wall that do not project more than 54 inches from the exterior wall and do not require additional support.
13. Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches in height and not containing any electrical, plumbing or mechanical equipment.
14. Portable grandstands or bleachers providing seating for fewer than 100 persons when located outside of a building.

Electrical:

1. Minor repairs and maintenance work, including replacement of lamps and fuses or the connection of approved portable electrical equipment to approved permanently installed receptacles.
2. Electrical equipment used solely for radio and television transmissions, but a permit is required for equipment and wiring for power supply and for the installation of towers and antennas.
3. Temporary testing systems: A permit shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.

Gas:

1. Portable heating or cooking appliances with a self-contained fuel supply.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
3. Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

Mechanical:

1. Portable heating appliances with a self-contained fuel supply.
2. Portable ventilation appliances.
3. Portable cooling units.

4. Steam, hot or chilled water piping within any heating or cooling equipment regulated by this code.
5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
6. Portable evaporative coolers.
7. Self-contained refrigeration systems containing 10 pounds or less of refrigerant or that are actuated by motors of 1 horsepower or less.
8. Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

Plumbing:

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

105.2.1 Emergency repairs - Where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the building official.

105.2.2 Repairs - Application or notice to the building official is not required for ordinary repairs to structures, replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

When applying for a permit, documentation should be presented with your application detailing the nature and extent of the work, with sufficient clarity showing that the work will conform to the building code and all other laws, ordinances, rules, and regulations as determined by the Building Official.

Please contact James Paquin, Building Official for the Town of Tolland, if you have any questions. He is available Monday through Wednesday 8:00 a.m. - 4:30 p.m. and Thursday 8:00 a.m. - 7:30 p.m. The phone number in the office is (860) 871-3601 and his e-mail address is jpaquin@tolland.org