

**Town of Hebron
Building Department**
15 Gilead St
Hebron, CT
860-228-5971



SUBMIT APPLICATION

At this stage you will document the "Who, What, When, Where, and How" of the job, along with any sketches or plans of the unpermitted work.

REVIEW PROCESS

The building official will review your application and supporting documents and determine if there is sufficient information for compliance with the current building code. If your plans meet these requirements, a permit is issued. If not, a notice will be issued stating the items that are deficient. A review of the plans WILL NOT be performed at the counter, most projects take approximately two weeks to go through the approval process.

PERMIT ISSUANCE

Once the permit is issued, the plans may have some notations that will need to be addressed prior to an inspection being performed by the building official. Contact our office at 860-228-5971 ext. 141 or 138 to schedule an inspection. Generally require 1-2 day notice for an inspection.

FINAL APPROVAL

The building official will provide documentation when construction is completed and code compliance is determined.

New Home Construction and Additions

If you are planning on building a new home or addition you will need to submit two (2) sets of site plans, construction documents and supporting information to the Building Department for review. This document is to be used as a guide only and cannot possibly cover all situations, nor is it intended to do so. If you have any questions, please contact the Building Official at 860-228-5971 ext. 142 or jsummers@hebronct.com

Site Plan

1. Title Block containing:
 - o Name of Owner(s)
 - o Address (Street Number and Street Name)
 - o Subdivision Name and Lot Number
 - o Original and any Revision Dates of Map
 - o Scale
 - o Names of Surveyor and Engineer who Prepared Map
2. Location Map
3. Zoning District
4. Minimum Scale: 1" = 20' (Scale Bar Required)
5. A-2 Survey Specifications; Land Surveyor's signature and raised seal; Engineer's signature and raised seal
6. Footprint of all structures with dimensions of all building walls, and distances from all property lines
7. Minimum front, side, and rear yard lines
8. Property boundary lines with dimensions and bearings with location of all boundary monumentation found or set, or to be set
9. Building elevations, including:
 - o top of foundation
 - o finished floor
 - o basement floor
 - o garage floor
10. Location and elevation of all parts of septic system and soil data, or Municipal sewer system
11. Footing drain location and elevations, and discharge points
12. Curtain drain locations and discharge points
13. Driveway location, grade and surface material
14. Well location and well protection radius
15. Edge of all wetland soils, watercourses, water bodies, and regulated areas; and 100-year flood plain location and elevation
16. Proposed grading plan (existing and proposed contours at two-foot intervals within 150' of all site work)
17. All utilities, and storage tanks (e.g., sewer, water, electrical, and etc.)
18. All easements and rights-of-way (showing location, purpose, dimensions, and bearings)
19. Edge of remaining vegetation
20. Edge of roadway fronting on parcel
21. All stone walls and significant natural features
22. Erosion and Sedimentation Control Plan

Foundation Plan

- ✓ Dimensions
- ✓ Soil bearing capacity
- ✓ Concrete compressive strength
- ✓ Footing sizes
- ✓ Wall thickness and height
- ✓ Height of backfill
- ✓ Type of columns with supporting engineering data
- ✓ Rebar locations and size with referenced table used
- ✓ Column loads
- ✓ Foundation anchor types and locations
- ✓ Dampproofing/waterproofing and drainage information

Floor Plans

- ✓ Dimensions
- ✓ Use, size, and square footage of all rooms
- ✓ Attic access size and location
- ✓ Washer and dryer locations and ventilation
- ✓ Square footage of each floor
- ✓ Window and door schedule
- ✓ Stair location – riser height, tread depth, landing sizes
- ✓ Braced walls lines indicating the bracing methods, location, length of braced wall panels, foundation

requirements and calculations

- ✓ Documentation showing compliance with the 2012 International Energy Conservation Code (www.energycodes.gov) or follow the prescription requirements as listed here per Table N1102.1.1
 - Fenestration U-factor of 0.32 maximum
 - Skylight U-factor 0.55 maximum
 - Ceiling R-49 minimum or R-38 uncompressed over the wall top plate at the eaves.
 - Wall R-20 minimum or R-13 cavity with R-5 continuous (R-2 if WSP > 25% of exterior wall)
 - Floor R-30 or sufficient to fill cavity, R-19 minimum
 - Slab R-10 for 2 feet vertical, R-15 for heated slabs

Building Elevations

- ✓ Type of siding and roofing
- ✓ Finish grades, coordinated with site plan
- ✓ Building height
- ✓ Roof pitch

Building Section & Details

- ✓ Floor to floor heights
- ✓ Wall framing information
- ✓ Roof ventilation
- ✓ Ceiling heights

Structural

- ✓ Dimensions
- ✓ Design loads for floors, ceilings, roof, deck, column loads, etc.
- ✓ Framing information and direction
- ✓ Engineering data for engineered lumber

Mechanical

- ✓ Type of heating system
- ✓ Equipment locations
- ✓ Oil and LP-gas tank sizes and locations
- ✓ Fuel gas riser diagram and calculations
- ✓ Heat loss calculations (Manual J, 8th edition)

Electrical

- ✓ Panel locations
- ✓ Smoke alarm and CO detector locations

Plumbing

- ✓ Sewer location into building
- ✓ Water line location into building
- ✓ Manufacturers data for tubs over 80 gallon capacity