



Building Department Sign-Off Requirements

If you want to permit:

Then you need these signatures:

New Construction
(Residential or Commercial) > > > >

- ✓ Torrington Area Health
- ✓ Planning & Zoning
- ✓ Inland Wetlands (per P&Z)
- ✓ Tax Collector
- WPCA - if Sewer
- Selectman's Office (Town Rd) -
Driveways/Curbs
- State CT D.O.T. (State Rd)-Drives/Curbs
- Fire Marshal-Commercial, Business, or
3+Family

Addition, Deck, Shed, and/or
Pool – In & Above Ground > > > >

- ✓ Torrington Area Health-if Septic or Well
- ✓ Planning & Zoning
- ✓ Inland Wetlands (if applicable)
- ✓ Tax Collector

Interior Renovations-Remodel > > > >

- ✓ Torrington Area Health (if applicable)
- ✓ Tax Collector

Woodstove-Commercial > > > >

- ✓ Fire Marshall & Tax Collector

Siding, Roofing, Mechanical/Heating,
Electrical, Plumbing, Woodstove > > >

- ✓ Tax Collector

***Please check with Departmental Officials to discover if any
additional requirements apply for your project.***

Collect signatures on reverse side of this instruction sheet > > >



Building Department Required Signatures

Applicants Must Consult Dept. Officials for Requirements Before Sign-Off. **See Instructions on Back.**

Name of Applicant: _____

Phone (s): _____ Applic.# _____

Mailing Address: _____

Property Location: _____ Map/Block/Lot _____

Owner of Record: _____ Zone _____ New # _____
Developers Lot-If Applicable

(Signature / Date)

Remarks

Torrington Area Health - 860-489-0436	
Planning & Zoning – 860-567-6097 Leon Bouteiller	Zoning Application REQUIRED
Inland Wetlands – 860-567-6098 Robert McNamara	
Selectman's Office – 860-567-7430 Driveway Permits	Sign off only at COMPLETION
Fire Marshall – 203-509-1780 David Hardt	
Tax Collector – 860-567-7435 Launa Goslee	
Other - Signature/Printed Name/Date	

For Building Official Use Only:

Permit #: _____