

# ***City of Torrington***

## **Building Department**

140 Main Street Torrington, CT 06790 (860) 489-2245

**“Thank you for your application and the Building Department is looking forward to working with you. We will do our best to make sure the application process goes as smooth as possible, in order for that to happen please contact our office at 860-489-2244 so that we can start working with you and go over what permits you might need to take out.”**

**Changes to property have different meanings to different departments. It is in your interest that we inform you of this and request your cooperation. The Building Department is the Department in the City that issues Certificate of Occupancy. That includes and shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, *use and occupancy*, location, removal and demolition of ever building and structures plus appurtenances connected to such buildings and structures. No building shall be occupied or used, in whole or in part, until approval has been issued from the *Building Official*. {C.G.S. 29-265}**

**An approved site plan [CTSBC 106.2] and an approval from zoning are required under C.G.S. 8-3[f]. You also might be required to have Fire Marshal approval. Fire Department review is not Fire Marshal approval. No review shall take place until all approved construction documents are submitted and fees paid. [CTSBC section 105] As you are awaiting your approval from zoning our office will assist you with any questions you might have. Any request for comments prior to complete submission of documents shall be a denial. [C.G.S. 29-263]**

**Please feel free to contact this office and as stated above, the only department that can approve under Connecticut State Statue and allow you to occupy and/or use your structure is the Building Department.**

**Brett Zuraitis  
Chief Building Official**

3/13/12