

Effective June 1, 2021 the following policy will be in effect for all submittals of permit applications and/or amendments to same to help speed up your permit application.

THE FOLLOWING PERMIT APPLICATIONS WILL BE ACCEPTED BY IN-PERSON VISITS - THESE TYPES OF PERMIT APPLICATIONS GENERALLY CAN BE PROCESSED QUICKER BY IN-PERSON SUBMITTALS

BUILDING PERMITS and AMENDMENTS TO ISSUED PERMITS:

- New structures (homes, accessory buildings, retaining walls)
- Additions requiring foundation/excavation
- Swimming pools (in and above ground) permanent spas including portable hot tubs
- All commercial permit applications
- Solar/roof PV
- Decks
- Signs
- All demolition applications
- All special event applications
- Change of contractor / and or owner and Reactivation of permits
- ALL AMENDMENTS TO PERMITS

TRADE PERMITS – REQUIRED TO BE FILED BY IN-PERSON [electrical, plumbing and HVAC]:

- Trade permits not associated with a building permit that require a permit fee.
- Trade permits that require review and approval by other Town departments [i.e.; Zoning Enforcement, Health Dept., or Inland Wetlands]. Including but not limited to:
 - exterior remote mechanical equipment
 - A/C units
 - Oil and propane tanks, etc.
- Generator applications and associated plumbing permits for gas and propane tanks
- Trade permits that require review and approval from the Greenwich Fire Marshal's office.
 - Sprinkler work
 - Commercial kitchen hoods and exhaust systems
 - Alarm systems for commercial buildings

THE FOLLOWING PERMIT APPLICATIONS WILL BE ACCEPTED BY IN-PERSON VISITS OR BY EMAIL:

BUILDING PERMITS:

- **Minor** Interior ONLY renovations [i.e.; bathroom, kitchen renovation, finish basement or attic]
- Roof, Siding or Window replacement

Email these applications to bldgpermitapplications@greenwichct.org

ONLY TRADE PERMIT APPLICATIONS FILED UNDER AN ISSUED BUILDING PERMIT WILL BE ACCEPTED BY EMAIL:

Email these applications to one of the following:

Electrical electricalapplication@greenwichct.org

Plumbing/HVAC plumbinghvacapplication@greenwichct.org

IF YOU HAVE FURTHER QUESTIONS REGARDING HOW TO FILE PERMIT APPLICATIONS PLEASE CONTACT OUR STAFF AT bldgpermitapplications@greenwichct.org or by phone at 203-992-8910.