

MAYOR  
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# CITY OF STAMFORD



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## OFFICE OF OPERATIONS BUILDING DEPARTMENT

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Government Center, 888 Washington Boulevard, Stamford, CT 06901

TO: Eileen Heaphy – Chair Legislative & Rules Committee  
FROM: Robert DeMarco – Chief Building Official *RDM*  
DATE: November 15, 2010  
RE: Proposal

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Eileen,

As per your request I am attaching a proposal that will be required before issuing permits. The owner of the property will need to sign, certifying that they have read and understand the investigation fees that will apply if no final inspections have been obtained prior to a Certificate of Occupancy or Approval.

Attachment

cc: Ernie Orgera – Director of Operations

**BUILDING BUREAU  
CITY OF STAMFORD**

Investigation Fees prior to Certificate of Occupancy - Certificate of Approval

Please be advised that your signature, as the owner requesting a Building, Electrical, Plumbing & HVAC permit will be required certifying your clear understanding of what would be required if final inspections have not been obtained prior to a Certificate of Occupancy or approval.

Section 125.5 of the Stamford code of ordinances are as follows;

- (1) Certificate of Occupancy shall be required for all new construction, pools, decks or accessory structures before occupancy where the work has not been inspected or finalized in accordance with the Connecticut State Building Code. Alterations and renovations shall require a Certificate of Approval for all completed work that does not require a Certificate of Occupancy. Any person, owner or contractor who allows occupancy and has not obtained an approval before final inspections are made shall be subject to a fee of One Thousand Dollars (\$1,000.00).
- (2) Whenever a Certificate of Occupancy is requested by an owner from the Building Department for construction, alternations or any activity requiring a permit, one year or more after final inspections have been performed (or partial Certificate of Occupancy have been issued), an additional fee of One Thousand Dollars (\$1,000.00) shall be paid by the owner before said certificate is issued.
- (3) Whenever any Electrical, Plumbing or Mechanical permit is issued for any work, and such work has been completed but no Certificate of Approval has been obtained within one year of completion, the permittee shall pay a fee of Two Hundred Dollars (\$200.00).

I \_\_\_\_\_ certify that on \_\_\_\_\_

at the address known as \_\_\_\_\_ have read

the above ordinance investigation fees that will be assessed if final inspections have not been obtained for Certificate of Occupancy, or Certificate of Approval.

Signed \_\_\_\_\_