



DEPARTMENT OF
NEIGHBORHOOD
SERVICES

2023

Permits Required

1&2 Family Residences or Townhouses

Section R105 Permits

(2021 International Residential Code portion of the 2022 CT State Building Code)

R105.1 Required

Any owner or *owner's* authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a *building* or structure, or to move a *lot line* that will affect any existing *building* or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, *shall* first make application to the building official and obtain the required permit.

R105.1.1 By Whom Application Is Made

Pursuant to section 29-263 of the Connecticut General Statutes, application for a *permit shall* be made by the *owner* or by an authorized agent. If the authorized agent is a contractor, such contractor *shall* follow the provisions of section 20-338b of the Connecticut General Statutes. The applicant *shall* include the full names and addresses of the *owner*, agent and the responsible officers, if the *owner* or agent is a corporate body.

R105.1.2 Permit Issuance to a Home Improvement Contractor

No *permit shall* be issued to a contractor who is required to be registered pursuant to chapter 400 of the Connecticut General Statutes, for work to be performed by such contractor, unless the name, business address and Department of Consumer Protection registration number of such contractor is clearly marked on the application for *permit*, and the contractor has presented such contractor's certificate of registration as a home improvement contractor.

R105.2 Work Exempt From Permit

Exemption from the permit requirements of this code *shall* not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws, statutes, regulations or ordinances of the jurisdiction. Permits *shall* not be required for the following work:

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Building:

1. Other than storm shelters, one-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than 200 square feet (18.58 m²).
2. Fences, other than swimming pool barriers, not over 7 feet (2134 mm) high.
3. Retaining walls that are not higher than 3 feet (914 mm) measured from finished grade at the bottom of the wall to finished grade at the top of the wall, unless supporting a surcharge.
4. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18 927 L) and the ratio of height to *diameter* or width does not exceed 2 to 1.
5. Sidewalks, driveways and on-grade *concrete* or *masonry* patios not more than 30 inches (762 mm) above adjacent grade and not over any *basement* or *story* below.
6. Painting, papering, tiling, carpeting, cabinets, countertops and similar finish work not involving structural changes or *alterations*.
7. Prefabricated *swimming pools* that are equal to or less than 24 inches (610 mm) deep.
8. Swings, non-habitable tree houses and other playground equipment.
9. Window awnings supported by an *exterior wall* which do not project more than 54 inches (1372 mm) from the *exterior wall* and which do not require additional support.
10. Decks and ramps not exceeding 200 square feet (18.58 m²) in area, that are not more than 30 inches (762 mm) above grade at any point, are not attached to a *dwelling*, *do not require guards*, and do not serve the *exit* door required by Section R311.4.
11. *Repairs* that are limited to 25 percent of roof covering and *building* siding within one calendar year.
12.
Electrical:
 13. Listed cord-and-plug connected temporary decorative lighting.
 14. Reinstallation of attachment plug receptacles but not the outlets therefor.
 15. Replacement of branch circuit overcurrent devices of the required capacity in the same location.
 16. Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
 17. Minor *repair* work, including the replacement of lamps and fuses or the connection of approved portable electrical equipment to approved permanently installed receptacles.
18.
Gas:
 19. Portable heating or cooking appliances with a self-contained fuel supply.
 20. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
 21. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

Mechanical:

1. Portable heating appliances with a self-contained fuel supply.
2. Portable *ventilation* appliances.

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3. Portable cooling units.
4. Steam, hot- or chilled-water piping contained within any heating or cooling equipment regulated by Chapters 18 to 24, inclusive, of this code.
5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
6. Portable evaporative coolers.
7. Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less.
8. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

Plumbing:

1. The stopping of leaks in *drains*, water, soil, waste or vent pipe; provided if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work *shall* be considered as new work and a permit *shall* be obtained and inspection made as provided in Sections R105 and R109 of this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such *repairs* do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

R105.2.1 Emergency Repairs

Where [equipment](#) replacements and [repairs](#) must be performed in an emergency situation, the [permit](#) application shall be submitted within the next working business day to the [building official](#).

R105.2.2 Repairs

Application or notice to the [building official](#) is not required for ordinary [repairs](#) to structures, replacement of lamps or the connection of [approved](#) portable electrical [equipment](#) to [approved](#) permanently installed receptacles. Such [repairs](#) shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary [repairs](#) include [addition](#) to, [alteration](#) of, replacement or relocation of any water supply, sewer, drainage, [drain](#) leader, gas, soil, [waste](#), [vent](#) or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

General Notes:

- Based on 2021 International Residential Code (IRC) portions of the 2022 CT State Building Code
- Additional information can be obtained at the Norwich Building Department or at www.norwichct.org.