



Office of the State Building Inspector

## OSBI BUILDING PERMIT CHECKLIST

PROJECT NAME: \_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_

PROJECT NUMBER: \_\_\_\_\_

1. ☐ Completed [building application form](#).
2. ☐ Set of completed signed & sealed construction documents (inc. code sheet, life safety, MEP's)
3. ☐ Independent structural review (\*)
4. ☐ Statement of special inspections. (If required)
5. ☐ Energy conservation per IECC.
6. ☐ Education training fee remittance. (\*)
7. ☐ OSFM recommendation for permit issuance.

*(\*) Threshold projects only. Pursuant to section 29-276b of the Connecticut General Statutes, this section shall apply to any proposed structure or addition thereto that exceeds one or more of the following threshold limits:*

1. *Having four stories;*
2. *60 feet in height;*
3. *With a clear span of 150 feet in width;*
4. *Containing 150,000 square feet of total gross floor area;*  
**Exception:** *For Group S (Storage) the limit shall be 250,000 total gross square feet.*
5. *With an occupancy of 1,000 persons;*
6. *Group I (Institutional) use with 150 beds or persons;*
7. *Group R-1 (Residential) hotels or motels with 200 rooms in a single structure;*
8. *Group R-2 (Residential) multiple-family with 100 dwelling units in a single structure;*
9. *Group S (Storage) parking structures with 1,000 cars.*

*Threshold limits shall not apply to alterations, repairs or change of occupancy to any existing building.*

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