

Due to the Public Health Emergency declared by the Governor the following changes will be in place in the Town of Marlborough Building Department until further notice.

At this time our office will be closed to the public, open by appointment only. Meetings or code consultation with the Building Official, Administrator, or Planner will be done via phone call, email correspondence, or a scheduled appointment.

inspector@marlboroughct.net

planner@marlboroughct.net

building@marlboroughct.net

(860) 295-6202

PERMIT APPLICATIONS

Permit applications will continue to be received via mail, email or placed in drop box currently located outside of Town Hall. Permit applications can be found on the Town Hall Website. www.marlboroughct.net

Included with the permit application should be applicable drawings, a copy of your trade license and certificate of insurance (with workers comp) or a filled out 7A form, and the permit fee in the form of a check.

The permit fee schedule is as follows: \$35 for the first \$1,000 and \$12 for each \$1,000 after that.

EXAMPLE: if the cost of the project is \$3,000, then it would be $\$35 + \$12 + \$12 = \59 permit fee. A project with an estimated cost of \$3,300 would be rounded up and would be $\$35 + \$12 + \$12 + 12 = \71 .

Please call or email to verify the permit fee or if you have any additional questions on your application.

INSPECTIONS

No inside Residential Inspections will be done at this time.

Exterior Inspections i.e. pressure tests, or final roofing, as well as inspections of non-occupied structures (new construction/commercial) will continue with caution at this time. Prior to entry, the structure will be cleared of all people until the inspection is complete and the Building Official has exited the building.

Photos and or videos may be acceptable in many more instances. Guidelines for acceptance of photo and video inspections will be posted on the Building Department webpage.

Please note these guidelines are subject to change.

We are making our best effort to protect Public and Staff health while maintaining some level of progress.

We appreciate your patience during this time.

October 2020