

DEPARTMENT APPROVALS REQUIRED FOR RESIDENTIAL PROJECTS

TOWN OF WESTPORT

FIND YOUR PROJECT <i>then determine which Depts. are required:</i>	If property on septic system:	If property has wetlands, watercourse or is in aquifer zone or WPLO *	If project includes drainage, grading, driveway or sewers:	If you have completed the requirements of all the other depts.	If you have completed the requirements of all the other depts.
	HEALTH DEPT.	CONSERVATION DEPT.	ENGINEERING DEPT.	P & Z DEPT.	BUILDING DEPT.
Addition to an existing house - Any size	•	•	• If increase footprint 100' +	•	•
Air conditioner - Ground-mounted		•		•	•
Apartment in house - Create new or Legalize	•	• If increase living space & Septic work required or Flood zone	•	•	•
Attic, Cellar or Garage - Finished area	•	•		• If in flood zone	•
Dam, Dock or Seawall construction; May also require permits from the Dept. of Environmental Protection or the Army Corps of Eng's	•	•	•	•	• Pierhead only needs permit
Deck or steps - Build or replace	•	•		•	•
Demolition - Contact HDC if structure is 50 year old+	•	•	•	•	
Dormer addition	•	•		•	•
Driveway - Construction or Expansion	•	•	•	•	
Electrical work					•
Fences or walls - Retaining or decorative	•	•	•	• Fences over 8' Retaining walls - Vary	• Fences over 6' Retaining walls over 3'
Fireplace - indoor				• New chimney	•
Generator, Propan Tanks & A/C units Must be installed above flood zone elevation		•		•	•
Grading or Planting		•	•	•	
Historic District Structure - Demolition Contact HDC if structure is 50 year old+	• If referred by Building Dept.	•	• To re-build Footprint Increase 100' +	• To re-build If non-conforming	•
Historic District Structure - Exterior change					

* Each property and activity will be reviewed on a case-by-case basis.

FIND YOUR PROJECT <i>Then determine which Depts. are required:</i>	If property has a septic system:	If property has wetlands, watercourse or is in aquifer zone or WPLO	If project includes drainage, grading, driveway or sewers:	If completed the requirements of all the other depts.	If completed the requirements of all the other depts.
	HEALTH DEPT.	CONSERVATION DEPT.	ENGINEERING DEPT.	P & Z DEPT.	BUILDING DEPT.
Home Occupation	• If food or skin/hair related			•	
House Construction - New	•	•	•	•	•
Interior Renovations	•	• If increase living space & septic work required or Flood zone		• If in Flood zone	•
Patio, Terraces	•	•	• Depends on size	No Permit Required but Cannot be in Setbacks	•
Plumbing work					•
Pool, Hot Tub or Jacuzzi & mechanical units	• Always	•	• If referred by P&Z Dept & Regrading	•	•
Porch or deck - To be enclosed	•	•		•	•
Roof Replacement	•	•			•
Roofline change	•	•		•	•
Seawall	•	•	•	•	•
Septic systems - New	•	•			
Septic system - Repair	•	•			
Sewer Connection	• If referred by Public Work	•	•		
Solar Panels - Ground or Roof Mounted	• Only if Ground mounted	• Only if Ground mounted		• Comml = Roof-top • Res = Ground mounted	•
Sprinkler system	•	•	•		•
Tennis or Sports court construction	•	•	•	•	
Well Construction - Geothermal included	•	•			

Visit P&Z in Town Hall Room 203 - Any Wednesday between 9:00 - 11:30 during Walk-In hours to REVIEW property or project QUESTIONS & get PERMIT FORMS / 203-341-1030

revision date: 9-1-13