

Attached Garages



Permit Application Process, Required Inspections and Code Requirements

Building and Zoning permit applications may be submitted using our [Online Permit Center](#). Paper permit application forms may be downloaded from the [Town website](#) or picked up in the office. Paper permits are accepted by mail, email, in-person or by drop box, located in Parking Lot A on Old Post Road. Payments can be made by cash, check or credit card (there is a processing fee for credit cards).

*Please see the [Zoning Regulations](#) **Section 17-5 Accessory Building Attached to Principal Building** for visual examples of what is considered “attached.”

PERMIT REQUIREMENTS

1. **Public Health Review** – for properties on septic systems. This application is for the health department to make sure that your garage will not conflict with your current or potential future septic system.
2. **Building Permit** - The fee is based on the cost of the garage. Once you have the cost, we can provide the fee amount. Additional permits will be required for any electrical, plumbing or heating work.
3. **Zoning Permit** - \$50.00
 - Regular lots in the Residential Design District (RDD Zone)
 - State Routes, Old Stafford Road, Goose Lane, Old Post Road, Grant Hill Road, Browns Bridge Road, Grahaver Road: 60 feet minimum distance required to the front property line.
 - All other roads: 40 feet minimum distance required to the front property line.
 - Minimum distance of 25-feet from both side property lines and 50-feet from the rear property line.
 - Rear lots in the Residential Design District (RDD Zone)
 - Minimum distance to the front property line: 100-feet.
 - Minimum distance of 50-feet from both side property lines and 50-feet from the rear property line.
 - When you complete the Zoning portion of the application, you will want to complete the setbacks (which is the distance from a structure to a lot line). You will need to provide the measurements for the distance from the closest side of the garage to the closest point for each property line. This should be measurable once you have completed the map requirements below.
4. **A-2 survey, to scale, showing:**
 - the proposed garage location.
 - septic system (including the trenches).
5. **Structural plan for the garage**
 - We will need building plans, including the framing plan and finished design, with dimensions.
 - If there will be finished space above the garage, we will need a floor plan and information on how the space will be accessed (stairs in the garage or connected by a door to the 2nd floor of the house).

A-2 SURVEY REQUIREMENTS

If the garage is on a concrete foundation or has frost protection, an A-2 survey is required for both the permit application and after construction to show the final location of the garage. For the application, you may use an existing A-2 survey should you have one in your possession or if one was filed at the Town Hall. We can check if we have an existing survey on file. If we do not have an A-2 survey, you will need to hire a licensed surveyor to provide one. We will require a new A-2 survey after the garage is in place, before the final inspection. Please see the attached handout on A-2 surveys.

WETLANDS

If you are closer than 50-ft from the wetlands and need a wetlands permit:

Wetlands regulations require structures, like garages, to be located 50-ft from the wetland soils and 100-ft from watercourses (bodies of water, such as ponds, streams). If your proposed garage location is within that 50-ft/100-ft area (called the Upland Review Area) you will need a *Commission-issued* permit.

- For instructions on how to use the GIS mapping service online to determine if your property has wetlands, please click [here](#).
- Wetlands Applications can be found here: <https://www.tolland.org/inland-wetlands-watercourses-commission/pages/permits-forms>
- Commission-issued wetland permit application fee: \$140.00
- Please contact the Wetlands Department at 860-871-3601, if you have any questions on the wetlands process.

HISTORIC DISTRICT

If the property is located in the Tolland Green Historic District, please contact the Building Department at (860) 871-3601 for instructions on how to apply for a Certificate of Appropriateness.

INSPECTIONS

- Foundation inspections
- Framing inspection
- Any electrical, plumbing, mechanical, insulation, or sheetrock inspections, as needed
- Final inspection

COMMON CODE QUESTIONS

- Walls and floors separating living space or attics in the house require 5/8 drywall, including the framing of other walls that support the separating floors or ceiling.
- Doors separating the garage from the house require a 20-minute fire rating and need to be self-closing.
- Garage door cannot lead directly into a bedroom.



Survey Requirements for Additions and Certain Residential Accessory Structures

WHEN APPLYING FOR A ZONING PERMIT

A-2 Survey Requirement

In addition to submitting an application and fee, plot plans for zoning applications for the following structures must be based on an A-2 survey:

1. An addition that expands the footprint of principal structure. Decks, porches and outdoor type additions are excluded.
2. Any structure with a foundation or frost wall (does not apply to frost-protected piers).
3. In-ground pool.

How Can I Have This Requirement Waived for Pre-construction

This pre-construction A-2 requirement may be waived if the structure will be at least twice the required setback from all property lines and we have reasonably accurate information to make that determination. Please see below – even if a pre-construction survey is waived, you may still need an A-2 survey post-construction.

What if I Have an Existing A-2 Survey for this Property?

- If you have an existing A-2 survey for your property, we will accept the proposed addition or structure hand-drawn to scale on that survey.
- However, if the proposed structure appears to be close to a required setback line the Zoning Enforcement Officer may require submittal of a letter signed and sealed by a licensed land surveyor verifying that the structure meets the zoning requirements. If substantial regrading is necessary, the Zoning Enforcement Officer may require an engineered plan showing detail on the regrading.

What if I Do Not Have an Existing A-2 Survey for this Property?

- If you do not have an A-2 survey for your property, you will need to hire a surveyor. We may have a survey for your property on file, so please check with us first.

POST-CONSTRUCTION

Pursuant to Section 20-4.B of the Tolland Zoning Regulations, an as-built plan to A-2 standards must be submitted before final inspections for the following structures:

1. Additions that expand the footprint of principal structure. Decks, porches and outdoor-type additions are excluded.
2. Accessory structures with a foundation or frost wall. This may be waived if the structure will be at least twice the required setback from all property lines and we have reasonably accurate information to make that determination.

Detached Garages



Permit Application Process and Required Inspections and Code Requirements

Building and Zoning permit applications may be submitted using our [Online Permit Center](#). Paper permit application forms may be downloaded from the [Town website](#) or picked up in the office. Paper permits are accepted by mail, email, in-person or by drop box, located in Parking Lot A on Old Post Road. Payments can be made by cash, check or credit card (there is a processing fee for credit cards).

If a structure will shelter a vehicle that travels over the road (car, motorcycle, boat on a trailer, etc.), it would be a considered a garage.

PERMIT REQUIREMENTS

1. **Public Health Review** – for properties on septic systems. This application is for the health department to make sure that your garage will not conflict with your current or potential future septic system.
 - Garages with a foundation need to be 10-ft from the septic system
 - Garages on piers need to be 5-ft from the septic system
2. **Building Permit** - The fee is based on the cost of the garage. Once you have the cost, we can provide the fee amount.
3. **Zoning Permit** - \$50.00
 - Regular and rear lots in the Residential Design District (RDD Zone)- minimum distance to the front property line shall be in accordance with front yard setback for the principal structure.
 - Main arterial or collector road: State Routes, Old Stafford Road, Goose Lane, Old Post Road, Grant Hill Road, Browns Bridge Road, Grahaver Road: Greater of: 60 feet or distance to front of the house (but not required to be more than 75 feet from front property line).
 - All other roads: Greater of: 40 feet or distance to front of the house (but not required to be more than 75 feet from front property line).
 - Rear lots in the Residential Design District (RDD Zone) – minimum distance to the front property line:
 - Main arterial or collector road: State Routes, Old Stafford Road, Goose Lane, Old Post Road, Grant Hill Road, Browns Bridge Road, Grahaver Road: Greater of: 60 feet or distance to front of existing dwelling (but not required to be more than 100 feet from front property line).
 - All other roads: Greater of: 40 feet or distance to front of the house (but not required to be more than 100 feet from front property line).
 - Minimum distance of 25-feet from both side property lines and 25-feet from the rear property line.
 - When you complete the Zoning portion of the application, you will want to complete the setbacks (which is the distance from a structure to a lot line). You will need to provide the measurements for the distance from the closest side of the garage to the closest point for each property line. This should be measurable once you have completed the map requirements below.
4. **Map, to scale, showing:**
 - the proposed garage location.
 - septic system (including the trenches).
 - The type of map we can accept depends on the foundation material for the garage.

- You may contact the Building Department at (860) 871-3601 for copies of an existing A-2 survey (if there is one on file), septic & well locations and a printable scale ruler. If the Town does not have septic information on file, the company that pumps the septic may have the location information.
5. **Foundation information:**
- If the garage is on a full concrete foundation with frost protection, you will need an A-2 survey. See below for more information.
 - If the garage is on piers, blocks or crushed stone, you do not need an A-2 survey. You may use the [Town GIS mapping service online](#) or you may call the office to see if there is a property map on file. For instructions on using the Town GIS, click [here](#).
6. **Structural plan for the garage** – typically a one-page diagram that shows the garage construction. This should be provided in the assembly instructions that come with the garage or from the garage company. If the garage is built from scratch, we will need building plans, including the framing plan and finished design, with dimensions.

A-2 SURVEY REQUIREMENTS

If the garage is on a full concrete foundation with frost protection, an A-2 survey is required for both the permit application and after construction to show the final location of the garage. For the application, you may use an existing A-2 survey should you have one in your possession or if one was filed at the Town Hall. We can check if we have an existing survey on file. If we do not have an A-2 survey, you will need to hire a licensed surveyor to provide one. We will require a new A-2 survey after the garage is in place, before the final inspection. Please see the attached handout on A-2 surveys.

WETLANDS

If you are closer than 50-ft from the wetlands you will need a wetlands permit:

Wetlands regulations require structures, like garages, to be located 50-ft from the wetland soils and 100-ft from watercourses (bodies of water, such as ponds, streams). If your proposed garage location is within that 50-ft/100-ft area (called the Upland Review Area) you will need a permit. For instructions on how to use the GIS mapping service online to determine if your property has wetlands, please click [here](#).

- Please contact the Wetlands Department at 860-871-3601, to determine which application you will need, based on your garage size and location.
- Wetlands Applications can be found here: <https://www.tolland.org/inland-wetlands-watercourses-commission/pages/permits-forms>

HISTORIC DISTRICT

If the property is located in the Tolland Green Historic District, please contact the Building Department at (860) 871-3601. Depending on location, a Certificate of Appropriateness may be required.

INSPECTIONS

- Pre-fabricated garages on crushed stone: call for inspection when the garage has been delivered and is in place
- Stick-built garages, built on-site:
 - Foundation inspection: only required if on frost protected footings or a concrete foundation
 - Framing inspection
 - Final inspection

COMMON CODE QUESTIONS

- A foundation or frost protected piers are generally required for garages over 600 square feet.
- Piers need to be a minimum of 42-inches deep, for frost protection.