



STAMFORD TOWN CENTER

PERMIT INFORMATION

It is tenant responsibility to verify and follow all required processes.
The below information is offered as guidance only.

Stamford Town Center - Building Department

Commercial Construction

<http://www.stamfordct.gov/building-inspections>

<http://www.stamfordct.gov/building-inspections/pages/plan-review-instructions-for-commercial-construction>

- The website is easy to follow and gives clear directions for applying for a permit.
- You need to set up an account as either a business or contractor.
- Allow a minimum of 3 weeks for comments to be returned after submittal.
- The use of an expeditor can reduce this time, depending upon the scope of work.
- Recommended expeditor is listed at the end of this document.

NOTE:

- It is Tenant architect's responsibility to verify if the sign-offs from EPB and Zoning are required.
- Contractors must have workers comp and a Master Contractor ST license to work at the Mall. Contact Stamford Town Center Facilities for the Rules and Regulations for more details.

Food Establishments:

- Health approval is required before the city will accept construction permit application. Link is provided below for Health Department.
- There have been changes in requirements for grease and oil management by food establishments. These are monitored by the Water Pollution Control Authority (WPCA).
- Link is provided below for the FOG (fats, oils, grease) abatement program and WPCA.
- Verify with WPCA / FOG program to ensure you are in compliance for your submittals.
- **Approval by both Health Department and WPCA are required for you to submit for a construction permit at the City of Stamford Building Department.**
- Ensure that you allow adequate time for all department approvals in your project timeline.

Grease Interceptors: Below are links for the **Stamford WPCA** and a link to **FOG program requirements**.

- Certain FOG requirements must be met for approval from WPCA.
- WPCA sign off is required before the city will accept construction permit application.
- Forms and additional information are available at the bottom of the FOG webpage.

<http://www.stamfordwpc.org/>

<http://stamfordwpc.org/forms-documents.aspx>

Health Department:

To open a food service establishment in Stamford, you will need to contact Deborah Miller at (203)977-4367. Ms. Miller will provide you with the information needed to meet State of Connecticut and City Health Code regulations for licensing and operating your food service establishment

<http://www.stamfordct.gov/environmental-health-inspections-division/pages/food-service>



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It is strongly recommended that restaurants utilize the services of the expeditor shown at the end of this document.

Contacts:

Note: these contacts are subject to change. Tenant shall contact AHJ directly to confirm most current contacts (if required).

Stamford building Department	203-977-5700
Fire Department	203-977-4651
Health Department	203-977-4381

Expediting:

Anthony Strazza
(203) 249-6234

strazzaconsulting@gmail.com