

**Town of Woodbury**  
Tax Collector's Office  
281 Main Street South  
Woodbury, CT 06798

Telephone: 203-263-3912  
taxcollector@woodburyct.org

May 21, 2024

From: Jamie A. Monckton, CCMC  
Tax Collector

**RECEIVED**

MAY 23 2024

To: Charter Revision Committee

**SELECTMEN'S OFFICE**

Municipalities are allowed, per the Connecticut General Statutes, to withhold permits from the Building Department when tax, interest, liens, or fees imposed or assessed by the municipality are delinquent on the property for which a permit is requested. Building permits require a sign-off from the Tax Office to verify that the real estate taxes on the property are up to date.

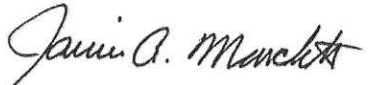
The procedure also allows for approval of the permit to be given by the First Selectmen, should delinquent real estate balances be due, in situations involving health or safety concerns. This has happened in the past with delinquent properties following events, such a fire, where building permits were required for repairs to, or demolition of, a building.

While this procedure and policy have been in place for some time in Woodbury, it should be backed up with the existence of a town ordinance. The proposed ordinance is as follows:

**Pursuant to C.G.S. §7-148©(2)(B), as amended by P.A. No. 95-320, the Tax Collector or Building Official shall withhold any and all permits issued by the Building Office when tax or assessments imposed by the municipality are delinquent for the property for which an application is made. Upon certified payment in full, the Tax Collector will issue a clearance to the Building Office. In the event of improvements deemed necessary for reasons of public health and safety by the Building Official or other governmental authority, the Building Official would be entitled to issue a permit without the requisite tax clearance upon receipt of authorization of the First Selectman.**

Please contact me should there be any questions. Thank you for your consideration.

Sincerely,

  
Jamie A. Monckton, CCMC  
Tax Collector