

APPENDIX B

 <p>The Commonwealth of Massachusetts State Board of Building Regulations and Standards Massachusetts State Building Code 780 CMR</p>	<p>FOR MUNICIPALITY USE</p>
<p>APPLICATION TO CONSTRUCT, REPAIR, RENOVATE OR DEMOLISH A ONE OR TWO FAMILY DWELLING</p>	

This Section For Official Use Only	
Building Permit Number: _____	Date Issued: _____
Signature: _____	_____
Building Commissioner/Inspector of Buildings	Date

SECTION 1 - SITE INFORMATION					
<p>1.1 Property Address:</p> <p>_____</p> <p>_____</p> <p>_____</p>		<p>1.2 Assessors Map & Parcel Number:</p> <p>_____</p> <p>Map Number _____ Parcel Number _____</p>			
<p>1.3 Zoning Information:</p> <p>_____</p> <p>Zoning District _____ Proposed Use _____</p>		<p>1.4 Property Dimensions:</p> <p>_____</p> <p>Lot Area (sf) _____ Frontage (ft) _____</p>			
1.5 Building Setbacks (ft)					
Front Yard		Side Yards		Rear Yard	
Required	Provided	Required	Provided	Required	Provided
		/	/		
<p>1.6 Water Supply (M.G.L. c. 40, § 54)</p> <p>Public () Private ()</p>		<p>1.7 Flood Zone Information:</p> <p>Zone: _____ Outside Flood Zone ()</p>		<p>1.8 Sewage Disposal System:</p> <p>Municipal () On Site Disposal System ()</p>	

SECTION 2 - PROPERTY OWNERSHIP/AUTHORIZED AGENT	
2.1 Owner of Record:	
Name (Print) _____	Address for Service: _____
_____	_____
Signature _____	Telephone _____
2.2 Authorized Agent:	
Name (Print) _____	Address for Service: _____
_____	_____
Signature _____	Telephone _____

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SECTION 3 - CONSTRUCTION SERVICES	
3.1 Licensed Construction Supervisor:	Not Applicable ()
Licensed Construction Supervisor:	License Number
Address	Expiration Date
Signature _____ Telephone _____	
3.2 Registered Home Improvement Contractor:	Not Applicable ()
Company Name	Registration Number
Address	Expiration Date
Signature _____ Telephone _____	

SECTION 4 - WORKERS' COMPENSATION INSURANCE AFFIDAVIT (M.G.L. c. 152, § 25C(6))
Workers Compensation Insurance affidavit must be completed and submitted with this application. Failure to provide this affidavit will result in the denial of the issuance of the building permit.
Signed Affidavit Attached Yes..... () No..... ()

SECTION 5 - DESCRIPTION OF PROPOSED WORK (check all applicable)				
New Construction ()	Existing Building ()	Repair(s) ()	Alteration(s) ()	Addition ()
Accessory Bldg. ()	Demolition ()	Other () Specify: _____		
Brief Description of Proposed Work:				

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SECTION 6 - ESTIMATED CONSTRUCTION COSTS			
Item	Estimated Cost (Dollars) to be completed by permit applicant	Official Use Only	
1. Building		(a) Building Permit Fee Multiplier	
2. Electrical		(b) Estimated Total Cost of Construction from (6)	
3. Plumbing		Building Permit Fee (a) x (b)	
4. Mechanical (HVAC)			
5. Fire Protection			
6. Total = (1 + 2 + 3 + 4 + 5)		Check Number	

SECTION 7a - OWNER AUTHORIZATION - TO BE COMPLETED WHEN OWNERS AGENT OR CONTRACTOR APPLIES FOR BUILDING PERMIT	
<p>I, _____, as Owner of the subject property</p> <p>hereby authorize _____ to act on my behalf, in all matters relative to work authorized by this building permit application.</p> <p>_____ Signature of Owner</p> <p>_____ Date</p>	

SECTION 7b - OWNER/AUTHORIZED AGENT DECLARATION	
<p>I, _____, as Owner/Authorized Agent hereby declare that the statements and information on the foregoing application are true and accurate, to the best of my knowledge and belief.</p> <p>Signed under the pains and penalties of perjury.</p> <p>_____ Print Name</p> <p>_____ Signature of Owner/Agent</p> <p>_____ Date</p>	

FOR ALL 1 & 2 FAMILY PROJECTS

The following are considered to be the **MINIMUM** information for **ALL permit applications**
Please utilize this checklist to assure completeness

- A.)** Scaled drawings and details shall be submit with each application proposing construction, reconstruction, addition, alteration, or repair. The building official may waive the requirements for filing plans when the work involved is of a minor nature.
- B.)** Scaled drawings and details shall indicate and describe all proposed work, including location, size, grade and quality of materials and equipment used.
- C.) PLOT PLAN**
1. Property address, map and lot number, zoning district and overlays (wetland, floodplain, etc.)
 2. Show well and septic locations (if applicable).
 3. Location of lot lines, dimensions of lot, frontage
 4. Location and dimensions of public easements, public utility easements, railroad right-of-ways, and established zoning setback requirements
 5. Location and dimensions of primary and accessory buildings and structures
- D.) FLOOR PLANS**
1. Floor plans of each floor and any intermediate levels including basements, crawlspaces, terraces, porches, garages, carports, and decks
 2. Dimensions, location and materials of foundations, footings, columns, beams, and piers (include any reinforcing)
 3. Direction, dimensions, spacing, species and grade of all framing members (floors, roofs, walls, partitions)
 4. Location of all walls, partitions, windows, stairs, and doors
 5. Location and description of all electrical equipment and alarm devices
 6. Location and type of all heating and air conditioning (HVAC) equipment
 7. HVAC schematics (check with building inspector) {forward manufacturer's installation instructions to inspector before installing equipment}
- E.) EXTERIOR ELEVATIONS**
1. Front, rear and side elevations including foundation depth and finish grades
 2. Location and dimensions of windows and doors (attach window/door schedule)
 3. Description of exterior cladding or siding material
 4. Show exterior stair location and dimensions
 5. Show chimney and vent locations
- F.) DETAILS & SECTIONS**
1. Compliance paperwork for energy requirements: documents showing compliance with Appendix J. (attach papers showing one of the five methods)
 2. Sections through exterior walls showing details of construction from footing to the highest point of the building (see attached)
 3. Sections through shafts, landings and stairs, including framing details, tread, riser, headroom
 4. Describe location and dimensions of handrails and guardrails
 5. Sections through fireplaces and chimneys (show dimensions and clearances)
 6. Location and details of any roof trusses, glue-lam, or engineered lumber (include connection and bracing details and Massachusetts professional stamp on specification sheet)

NOTICE

Was a variance issued for this property?

Yes _____

No _____

Please check one of the above.