

# Application to Construct, Repair, Renovate or Demolish a One or Two Family Dwelling

Application#:	Date Issued:	Permit#:	Fees:	Paid By:	Date Paid:
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## APPLICANT INFORMATION

Check here if applicant information is the same as owner

Applicant Name/Company *	Email Address	Telephone
Street Address *	City/Town *	State * Zip *

## SECTION 1: SITE INFORMATION

<b>1.1 Property Address:</b>  Street Address  1.1a Is this an accepted street? <input type="radio"/> Yes <input type="radio"/> No	<b>1.2 Assessors Map &amp; Parcel Numbers:</b>  Parcel ID																		
<b>1.3 Zoning Information:</b>  Zoning District                      Proposed Use	<b>1.4 Property Dimensions:</b>  Lot Area (Sq Ft)                      Frontage (ft)																		
<b>1.5 Building Setbacks (ft)</b>																			
<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">Front Yard</td> <td colspan="2" style="text-align: center;">Side Yard</td> <td colspan="2" style="text-align: center;">Rear Yard</td> </tr> <tr> <td style="border: 1px solid black; width: 15%;">Required</td> <td style="border: 1px solid black; width: 15%;">Provided</td> <td style="border: 1px solid black; width: 15%;">Left / Right</td> <td style="border: 1px solid black; width: 15%;">Required</td> <td style="border: 1px solid black; width: 15%;">Left / Right</td> <td style="border: 1px solid black; width: 15%;">Provided</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">/</td> <td></td> <td style="text-align: center;">/</td> <td></td> </tr> </table>		Front Yard		Side Yard		Rear Yard		Required	Provided	Left / Right	Required	Left / Right	Provided			/		/	
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Required	Provided	Left / Right	Required	Left / Right	Provided														
		/		/															
<b>1.6 Water Supply (M.G.L. § 54):</b>  <input type="radio"/> Public <input type="radio"/> Private	<b>1.7 Flood Zone Information:</b>  Zone:                      Outside Flood Zone? <input type="checkbox"/> Check if yes	<b>1.8 Sewage Disposal System:</b>  <input type="radio"/> Municipal <input type="radio"/> On Site Disposal System																	

## SECTION 2: PROPERTY OWNERSHIP<sup>1</sup>

**2.1 Owner<sup>1</sup> of Record:**

Name (Print)	City	State	Zip
No. and Street	Phone	Email Address	

## SECTION 3: DESCRIPTION OF PROPOSED WORK<sup>2</sup> (check all that apply)

<input type="checkbox"/> New Dwelling *	<input type="checkbox"/> Existing Building *	<input type="checkbox"/> Repairs(s) *	<input type="checkbox"/> Alteration(s) *	<input type="checkbox"/> Addition *
<input type="checkbox"/> Accessory Building *	<input type="checkbox"/> Demolition *	<input type="checkbox"/> Inlaw Apartment *	<input type="checkbox"/> Home Occupation *	<input type="checkbox"/> Shed/Barn *
<input type="checkbox"/> Wood Stove *	<input type="checkbox"/> Pool (above ground) *	<input type="checkbox"/> Pool (in ground) *	<input type="checkbox"/> Deck *	<input type="checkbox"/> Tent *
<input type="checkbox"/> Retaining Wall *	<input type="checkbox"/> Roof *	<input type="checkbox"/> Siding *	<input type="checkbox"/> Solar *	<input type="checkbox"/> Other * Specify:

Brief Description of Proposed Work \*<sup>2</sup>:

**SECTION 4: ESTIMATED CONSTRUCTION COSTS**

Item	Estimated Costs: (to be completed by permit applicant)	Official Use Only
1. Building *	\$	Permit Fee = \$12 per \$1,000 of estimated total cost. Note: Minimum Fee \$100. Additional fees may apply. Total Construction Cost (from Item 6) = <b>Estimated building permit fee:</b>
2. Electrical	\$	
3. Plumbing	\$	
4. Mechanical (HVAC)	\$	
5. Fire Protection	\$	
6. <b>Total Project Cost</b>	\$	

**SECTION 5: CONSTRUCTION SERVICES**

**5.1 Construction Supervisor License (CSL)**  **Not Applicable**

Name of CSL Holder \_\_\_\_\_

No. and Street \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Email address \_\_\_\_\_

License Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

List CSL Type (see below)

Type	Description
<input type="checkbox"/> U	Unrestricted (Building up to 35,000 cu. ft.)
<input type="checkbox"/> R	Restricted 1 & 2 Family Dwelling
<input type="checkbox"/> M	Masonry
<input type="checkbox"/> RC	Roofing Covering
<input type="checkbox"/> WS	Window and Siding
<input type="checkbox"/> SF	Solid Fuel Burning Appliances
<input type="checkbox"/> D	Demolition

**5.2 Registered Home Improvement Contractor (HIC)**  **Not Applicable**

HIC Company Name or HIC Registrant Name \_\_\_\_\_

No. and Street \_\_\_\_\_ City/Town \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

HIC Registration Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Email address \_\_\_\_\_

**SECTION 6: WORKERS' COMPENSATION INSURANCE AFFIDAVIT (M.G.L. c. 152. § 25(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. **You will be given the opportunity to completed and attach this affidavit when you submit this application.**

Signed Affidavit Attached?  Yes \*  No \*

**SECTION 7: OWNER<sup>1</sup> OR AUTHORIZED AGENT DECLARATION**

By entering my name below, I herby declare that the statements and information on the foregoing application are true and accurate, to the best of my knowledge and belief. Signed under the pains and penalties of perjury.

Owner's or Authorized Agent's Signature  Owner  Agent \_\_\_\_\_ Date \_\_\_\_\_

NOTES:

1. An owner who obtains a building permit to do his/her own work, or an owner who hires an unregistered contractor (not in the Home Improvement Contractor (HIC) Program), will **not** have access to the arbitration program or guaranty fund under M.G.L. c. 142A. Other important information on the HIC Program and Construction Supervisor Licensing (CSL) can be found in 780 CMR Regulations 110.R6 and 110.R5, respectively.

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2. When substantial work is planned, provide the information below:

Total floor area (Sq Ft): <i>(including garage, finished basement/attics, decks or porch)</i>	Habitable room count:
Gross Living area (Sq Ft):	Number of bedrooms:
Number of fireplaces:	Number of half/bath:
Number of bathrooms:	Number of decks/porches:
Type of heating system:	Enclosed:                      Open:
Type of cooling system:	

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3. "Total Project Square Footage" may be substituted for "Total Project Cost"