

New Home

- Contact Conservation Commission regarding land use issues
- Contact Planning Board to inquire about any restrictions
- Contact Board of Health for well and septic system requirements
- Contact Highway Department for “Driveway/Curb cut Permit”
- Contact Fire Department for fire and carbon monoxide requirements
- **2** Set of detailed plans
- Completed Building application with Homeowner signatures
- Certified plot plan by a surveyor
- HERS Preliminary Report
- Workers Comp Insurance and Liability Insurance Certificates
- Construction Supervisors License

Addition/Alteration

- Contact Conservation Commission regarding land use issues
- Contact Planning Board to inquire about any restrictions
- Contact Board of Health for well and septic system requirements
- Contact Fire Department for fire and carbon monoxide requirements
- **2** Set of detailed plans
- Completed Building application with Homeowner signatures
- Certified plot plan by a surveyor
- HERS Preliminary Report
- Workers Comp Insurance and Liability Insurance Certificates
- Home Improvement Contractors License and Construction Supervisors License

Finish Basement

- Contact Board of Health for well and septic system requirements
- Contact Fire Prevention Office for fire and carbon monoxide requirements
- **2** Set of detailed plans
- Completed Building application with Homeowner signatures
- Workers Comp Insurance and Liability Insurance Certificates
- Home Improvement Contractors License and Construction Supervisors License

Sheds

- **2** Set of detailed plans
- Completed Building application with Homeowner signatures
- Workers Comp Insurance and Liability Insurance Certificates
- Certified plot plan
- Home Improvement Contractors License and Construction Supervisors License

Deck-Porch-Pool

- Contact Conservation Commission regarding land use issues
- Contact Planning Board for approval
- Contact Board of Health for well and septic system requirements
- **2** Set of detailed plans
- Completed application with Homeowner signatures
- Certified plot plan
- Workers Comp Insurance and Liability Insurance Certificates
- Home Improvement Contractors License and Construction Supervisors License

Ground mounted Solar System

- **2** Set of detailed Engineer stamped drawings
- Zoning Board of Appeals Approval
- Conservation Commission approvals for land use
- Certified plot plan indicating approved location
- Copies of the recorded documents from Registry of Deeds
- Workers Comp Insurance and Liability Insurance Certificates
- Home Improvement Contractors License and Construction Supervisors License
- Completed Building Permit Application
- Completed Electrical Permit Application by a Licensed Electrician
- Electrical Permits submitted by homeowners will not be accepted

***For Inspections and Questions Use the chat option on the permitting application site or Call: 413-642-8139**