The Commonwealth of Massachusetts
Board of Building Regulations and Standards
Massachusetts State Building Code, 780 CMR, 8th edition

Building Permit Application To Construct, Repair, Renovate Or Demolish a
One- or Two-Family Dwelling

This Section For Official Use Only

Building Permit Number: _____________________ Date Applied: _____________________.

Signature: __________________________________________    ___________________________________

Building Commissioner/ Inspector of Buildings                       Date _______________________.

SECTION 1: SITE INFORMATION

1.1 Property Address: __________________________________________________________

1.1a Is this an accepted street? yes_____ no_____

1.2 Assessors Map & Parcel Numbers

Map Number: ___________________ Parcel Number: ___________________

1.3 Zoning Information:

Zoning District: ___________ Proposed Use: ___________________

1.4 Property Dimensions:

Lot Area (sq ft): ___________ Frontage (ft): ___________

1.5 Building Setbacks (ft)

Front Yard | Side Yards | Rear Yard
-----------|-----------|-----------
Required | Provided | Required | Provided | Required | Provided

1.6 Water Supply: (M.G.L c. 40, § 54)

Public □   Private □

1.7 Flood Zone Information:

Zone: ___ Outside Flood Zone? □ Check if yes (Item 6) x multiplier _______ x _______

1.8 Sewage Disposal System:

Municipal □ On site disposal system □

SECTION 2: PROPERTY OWNERSHIP

2.1 Owner of Record:

Name (Print) _____________________ Address for Service: _____________________

Signature _____________________ Telephone _____________________

SECTION 3: DESCRIPTION OF PROPOSED WORK (check all that apply)

New Construction □ Existing Building □ Owner-Occupied □ Repairs(s) □ Alteration(s) □ Addition □

Demolition □ Accessory Bldg. □ Number of Units _____ Other □ Specify: _____________________

Brief Description of Proposed Work:

________________________________________________________________________________

________________________________________________________________________________

________________________________________________________________________________

SECTION 4: ESTIMATED CONSTRUCTION COSTS

<table>
<thead>
<tr>
<th>Item</th>
<th>Estimated Costs: (Labor and Materials)</th>
<th>Official Use Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Building</td>
<td>$</td>
<td>1. Building Permit Fee: $ ______ Indicate how fee is determined:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Standard City/Town Application Fee</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Total Project Cost = (Item 6) x multiplier ______ x ______</td>
</tr>
<tr>
<td>2. Electrical</td>
<td>$</td>
<td>2. Other Fees: $ ______</td>
</tr>
<tr>
<td></td>
<td></td>
<td>List: _____________________</td>
</tr>
<tr>
<td>3. Plumbing</td>
<td>$</td>
<td>Total All Fees: $ ______</td>
</tr>
<tr>
<td>4. Mechanical (HVAC)</td>
<td>$</td>
<td>Check No. ______ Check Amount: ______ Cash Amount: ______</td>
</tr>
<tr>
<td>5. Mechanical (Fire</td>
<td>$</td>
<td>□ Paid in Full</td>
</tr>
<tr>
<td>Suppression)</td>
<td></td>
<td>□ Outstanding Balance Due: ______</td>
</tr>
<tr>
<td>6. Total Project Cost:</td>
<td>$</td>
<td>_____________________</td>
</tr>
</tbody>
</table>
SECTION 5: CONSTRUCTION SERVICES

5.1 Licensed Construction Supervisor (CSL)

Name of CSL-Holder

Address

Signature

Telephone

License Number

Expiration Date

List CSL Type (see below)

Type | Description
--- | ---
U | Unrestricted (up to 35,000 Cu. Ft.)
R | Restricted 1&2 Family Dwelling
M | Masonry Only
RC | Residential Roofing Covering
WS | Residential Window and Siding
SF | Residential Solid Fuel Burning Appliance Installation
D | Residential Demolition

5.2 Registered Home Improvement Contractor (HIC)

HIC Company Name or HIC Registrant Name

Address

Signature

Registration Number

Expiration Date

SECTION 6: 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 7a: OWNER AUTHORIZATION TO BE COMPLETED WHEN OWNER’S AGENT OR CONTRACTOR APPLIES FOR BUILDING PERMIT

I, ________________________________________________________, as Owner of the subject property hereby authorize ____________________________________________________________ to act on my behalf, in all matters relative to work authorized by this building permit application.

Signature of Owner

Date

SECTION 7b: OWNER OR AUTHORIZED AGENT DECLARATION

I, ________________________________________________________, as Owner or Authorized Agent hereby declare that the statements and information on the foregoing application are true and accurate, to the best of my knowledge and behalf.

Print Name

Signature of Owner or Authorized Agent

(Date signed under the pains and penalties of perjury)

NOTES:

1. An Owner who obtains a building permit to do his/her own work, or an owner who hires an unregistered contractor (not registered 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.

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

   Total floors area (Sq. Ft.) _________________________ (including garage, finished basement/attics, decks or porch)
   Gross living area (Sq. Ft.) _________________________ Habitable room count
   Number of fireplaces _________________________ Number of bedrooms _________________________
   Number of bathrooms _________________________ Number of half/baths _________________________
   Type of heating system _________________________ Number of decks/porches _________________________
   Type of cooling system _________________________ Enclosed ______________Open _____________

3. “Total Project Square Footage” may be substituted for “Total Project Cost”