



CHECKLIST FOR ADDITIONS

- YOU must take plans to the Fire Department for Plan Review PRIOR to applying for Building Permit. A smoke detector layout is necessary if a bedroom/a room with a door is involved.
- Certified Plot Plan showing proposed addition and setbacks
- Two sets of plans; one of them w/ Fire Stamped approval on it.
- Septic Approval if ADDITION is increasing the amount of rooms with doors/bedrooms (*Please see the Board of Health for approval PRIOR to applying for permit*)
- Conservation Agent must sign off on her end,
(this sheet can be found at the Building Department)
- Energy Audit/MA Check Compliance sheet filled out;
(this sheet can be found at the Building Department)
- Structurals on pre-manufactured Lumber, LVL's
- If you are Homeowner doing the work yourself; you can apply for the Building permit. If hiring a Contractor; the Contractor MUST be the one to apply for the permit.