

Requirements For Permit Submittal:

New House:

Land Use Submittal

All prior approvals that apply – for example: septic, well, etc.

Applications need to indicate description of work - New House, any porches, decks, attached garage, etc..

Building Subcode Technical Section

Electrical Subcode Technical Section

Fire Subcode Technical Section

Plumbing Subcode Technical Section

Construction Permit

Construction Permit Jacket

Builders Registration or affidavit (homeowner only) for new house construction

Energy Subcode Compliance

Two sets of sealed architectural plans or two sets of signed homeowner plans and affidavit attesting to the fact homeowner prepared plans.

Any specs on fireplace, boiler, furnace, a/c

Gas and plumbing schematics

Electrical schematics

TJI layout

Ductwork layout and materials

Additions:

Land Use Submittal

Applications need to indicate description of work: what kind of rooms, etc.

Building Subcode Technical Section

Electrical Subcode Technical Section

Fire Subcode Technical Section

Plumbing Subcode Technical Section

Construction Permit

Construction Permit Jacket

Energy Subcode Compliance

Two sets of sealed architectural plans or two sets of signed homeowner plans and affidavit attesting to the fact homeowner prepared plans.

Any specs on fireplace, boiler, furnace, a/c

Gas and plumbing schematics

Electrical schematics

TJI layout

Ductwork layout and materials

Pool permits require:

Land Use Submittal

Building Subcode Technical Section

Electrical Subcode Technical Section

Plumbing Subcode Technical Section if pool heater being installed, along with gas schematic and heater info.

Construction Permit

Construction Permit Jacket

Filter, pump info.

2 sealed pool drawings

General Info:

Make sure all technical forms and the jacket are signed (sealed if licensed electrical or plumbing contractors).

Cost estimates on each technical and total on the construction permit.

Chimney certification for furnace replacement

Fire Sprinkler Shop drawings, kitchen hood, cooking suppression.

Detached garages require separate permits