



**TOWN OF NORTH ATTLEBOROUGH
BUILDING DEPARTMENT**

43 So. Washington Street, North Attleborough, MA 02760
Telephone: (508) 699-0110
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Office Hours:

Monday - Wednesday 8AM-4 PM
Thursday 8AM-6 PM
Friday 8AM-12 PM

REQUIREMENTS WHEN APPLYING FOR A RESIDENTIAL BUILDING PERMIT APPLICATION

1. Completed building permit application form including departmental sign-offs (required when applicable) : ALL APPLICATIONS **MUST** HAVE PROPERTY OWNERS SIGNATURE
***Note:** Plat, Lot and Street number can be obtained and verified from the Assessors Office or we have a book at the counter where you can look up the information.
2. **Approved** septic design when applicable
3. **Approved** test report on **well** when Town Water is not available
4. **(2) Two sets** of detailed plans are required (one to scale ¼") and (one 8 x 11.5), including floor frame, building elevations, set backs and cross section of house, wall section detail foundation plan, ceiling and roof framing, detailed interior plan, deck plan, **smoke and carbon monoxide detector locations** *approved set of plans **must** be placed at job site at rough inspection.
5. Energy Compliance Report – 780 CMR – Energy Code Report **signed and dated** www.energycodes.gov/
6. Site Plan must be prepared and stamped by a registered engineer or land surveyor
Note: **lot Grading, top of foundation elevation, assumed water table, location of proposed water and sewer line and all minimum zoning requirements per intensity Schedule A REQUIRED** on site plan
7. Beam calculations prepared and wet **stamped** by a registered professional engineer are required for all engineered buildings materials including LVL's, steel beams, and engineered roof & floor trusses. (when applicable) **Please be sure that they coordinate with plans submitted. *Note: if stamp is on individual pages, you do not need a beam schedule.**
8. Construction Supervisors License and/or Home Improvement Contractors Registration (HIC) (H.I.C not required for construction of new dwelling)
Certificate of Insurance (indicating workers compensation when applicable)
& Workers' Compensation Insurance Affidavit
9. Homeowners building their own homes must sign a **Homeowners Waiver Form** to assume responsibility for Mass. State Building Code, 780CMR Compliance. Submit a Workers' Compensation Insurance Affidavit for themselves and all subcontractors working on site.
10. Permit Fee is paid by check only payable to the Town of North Attleboro.
WE DO NOT ACCEPT, DEBIT OR CREDIT CARDS AT THIS TIME
11. **I would like to suggest that arrangements are made to have Temporary Sanitary facilities on the premises during the construction unless you have facilities close by.**