

## **SANDISFIELD BUILDING INFORMATION**

**PLEASE READ ALL INFORMATION BEFORE FILLING OUT THE BUILDING PACKET AND BE SURE THAT ALL INFORMATION IS COMPLETED AND SIGNED.**

**ALL INFORMATION, PLANS AND SPECIFICATION MUST BE SUBMITTED AT ONE TIME.**

**REMEMBER ALL PERMIT APPLICATIONS MUST BE SIGNED BY THE HOMEOWNER AND THE BUILDER.**

**THE BUILDING INSPECTOR HAS TWO WEEKS TO REVIEW AND ISSUE THE BUILDING PERMIT. NO WORK IS TO START UNTIL THE PERMIT HAS BEEN ISSUED.**

**NOTIFY ALL INSPECTORS AT LEAST 48 HOURS BEFORE YOU NEED AN INSPECTION**

**IF YOU HAVE A PROBLUM IN FILLING OUT THE APPLICATION, OR QUESTIONS, PLEASE CALL OR EMAIL THE BUILDING INSPECTOR AT (413) 531-6674 or (413)258-4590 or [Buildinginspector@tolland-ma.com](mailto:Buildinginspector@tolland-ma.com)**

## When Is A Building Permit Necessary?

	Bldg Permit	Planning Board	Conservation Board
<b>Addition – New</b>	Yes	Yes	Yes
<b>Chimney – new on existing structure</b>	Yes		
<b>Decks – new or replacement</b>	Yes	New	New
<b>Demolition</b>	Yes	New	New
<b>Doorway – New on existing structure (if includes framing)</b>	Yes		
<b>Fireplace – New on existing structure</b>	Yes		
<b>Foundation – New or repair</b>	Yes	Yes	Yes
<b>Interior Partition – New or removal</b>	Yes		
<b>Moving an existing Structure</b>	Yes	Yes	Yes
<b>Outbuildings, New Barns, Garages, Sheds</b>	Yes	Yes	Yes
<b>Roof Sheathing – New on existing structure</b>	Yes		
<b>Roofing – New shingles on existing structure</b>	Yes		
<b>Roofing Material – New shakes, slate or Other material</b>	Yes		
<b>Siding – New on an existing structure</b>	Yes		
<b>Skylights on existing structure</b>	Yes		
<b>Staircase – New in an existing structure</b>	Yes		
<b>Steps – New to an existing structure</b>			
<b>Structure – New</b>	Yes	Yes	Yes
<b>Swimming Pools above and in ground</b>	Yes	Inground	Inground
<b>Windows – Replacement on existing structure</b>	Yes		
<b>Windows on existing structure</b>	Yes		
<b>Woodstove/Pellet Stove installation in In an existing structure</b>	Yes		
<b>Woodstove/Pellet Stove installation in A new structure</b>	Yes		
<b>All other construction or repair</b>	Consult Building Inspector		

## Work Requiring a Home Improvement Contractor (HIC) Registration or Construction Supervisor License (CSL) for Existing Owner Occupied 1- to 4-Family Dwellings

Type of Work (for jobs over \$500 each or over \$5000/yr total)	Do I need to be registered or licensed?	Which one?		Do I need a Bldg. Permit?	Comments
		HIC Reg.	CSL		
Air Conditioning, central.	see comments			yes	By licensed trades only.
Awnings	no				Non structural only.
Carpentry, structural	yes	✓	✓	yes	Must pay HIC guaranty fund.
Carpentry, trim	yes	✓			
Decks	yes	✓	✓	yes	Must pay HIC guaranty fund.
Demolition	yes	✓	✓	yes	Demo CSL min. + HIC guaranty fund.
Door Replacement	yes	✓		maybe	BP req'd if exit door or public safety concern.
Door Installation	yes	✓	✓	yes	Must pay HIC guaranty fund.
Driveways	no				
Energy Conservation Devices	no				Caulking, thermostats, light bulbs.
Fencing	no			maybe	BP not req'd if less than six feet high.
Flooring, finish, carpet, tile	no			maybe	Fire requirements in 3- and 4-family.
Flooring, structural	yes	✓	✓	yes	Must pay HIC guaranty fund.
Gutters	yes	✓			
Heating System, central.	see comments			yes	By licensed trades only.
Insulation	yes	✓	✓	yes	Insulation CSL + HIC guaranty fund.
Kitchen Cabinets and Shelving	yes	✓	maybe	maybe	If public safety concern or not ordinary repair.
Landscaping, routine	no				
Locks	yes	✓			
Masonry Walls, not retaining	no				If no threat to public safety.
Masonry, related to building.	yes	✓	✓	yes	Masonry CSL min. + HIC guaranty fund
Masonry, landscaping	no				If no threat to public safety.
Painting, exterior	yes	✓			
Painting, interior	no				
Patios	no				
Plastering	yes	✓	✓	yes	Must pay HIC guaranty fund.
Plumbing	see comments			yes	By licensed trades only.
Roofing, minor repairs	yes	✓		maybe	Dependent on repair size.
Roofing, new or replacement	yes	✓	✓	yes	Roofing CSL + HIC guaranty fund.
Septic System Repairs/Installation	see comments			yes	Requires Dept. Environmntl Protectn. License
Shed construction	yes	✓			Floor area less than 120 square feet.
Sheetrock/wallboard	yes	✓	✓	yes	Must pay HIC guaranty fund.
Shutters	no				
Siding	yes	✓	✓	yes	Window/Siding CSL + HIC guaranty fund.
Solar Panels	yes	✓		yes	Licensed plumber and electrician req'd
Solid Fuel Burning Appliance	yes	✓	✓	yes	Appliance CSL+ HIC guaranty fund.
Stairs, exterior	yes	✓	✓	yes	Must pay HIC guaranty fund.
Swimming Pools, above ground.	no			yes	ANSI/NSPI-4 Design/Construction Required
Swimming Pools, below ground.	yes	✓		yes	ANSI/NSPI-5 Design/Construction Required
Tile	no				
Walls, exterior retaining.	yes	✓			Less than 4 feet high.
Window Install/Replace	yes	✓	✓	yes	Window/Siding CSL + HIC guaranty fund.
Wiring	see comments			yes	By licensed trades only.

*Note: This list is incomplete and unofficial. It is provided for guidance only.*

Revised 9/5/09

## **BUILDING CONTACTS**

### **TOWN OF SANDISFIELD MA TOWN WEBSITE [WWW.SANDISFIELD.INFO](http://WWW.SANDISFIELD.INFO)**

#### **BOARD OF HEALTH**

Kim Spring @ 1 413 258-4450 Cell 1 413 717-7034

#### **PLANNING BOARD**

Gary Bottom @ 1 860 318-5150

#### **SANATERAN**

Victor Hryckvich @ 1 413 717-0592

#### **CONSERVATION COMMISSION**

Clare English @ 1 413 258-4901

#### **BUILDING INSPECTOR**

Eric Munson Jr. @ 1 413 258- 4590 Cell 1 413 531-6674 Email [emunsonjr@gmail.com](mailto:emunsonjr@gmail.com)

#### **ASSOCIATE BUILDING INSPECTOR**

Robert Sullivan @ 1 413 357-8810

#### **PLUMBING INSPECTOR**

Brine Middleton @ 1 413 269-7269

#### **WIRING INSPECTOR**

Jay Reynolds @ 1 860 798-2578

#### **ASSISTANT WIRING INSPECTOR**

Jeff Auouisi @ 1 413 329-0431 Jeff Kimberly @ 413 441-0212

#### **FIRE INSPECTOR**

Eric Munson Jr. @ 1 413 258-4590 Cell 1 413 531-6674 Email [emunsonjr@gmail.com](mailto:emunsonjr@gmail.com)

#### **TOWN CLERK**

Dolores Harasyko @ 1 413 258-4075 Monday to Thursday 8:00am to 2:00 pm  
Monday Evenings 6:00pm to 7:30 pm Email [sandisfieldtownclerk@verizon.net](mailto:sandisfieldtownclerk@verizon.net)

# TYPE OF BUILDING PERMITS AND FEES

January 1 2016

## BUILDING PERMITS (NEW)

Commercial, Industrial Buildings	.40 per sq.foot min \$50.00
New Dwellings, Cottages or Modular Buildings	.40 per sq.foot min \$50.00
Garages, Carports and Breezeways	.40 per sq.foot min \$50.00
Farm, Barns, Out Building	.05 per sq.foot min \$50.00
Shed over 120 sq feet	.40 per sq.foot min \$50.00

## ADDITIONS, ALTERATIONS OR RENOVATIONS

Dormers, Porch Roofs, Decks, Docks and Ramps	.40 per sq foot min \$50.00
Increasing size of living space	.40 per sq foot min \$50.00
Finishing Basement or Attic	.40 per sq foot min \$50.00
New Foundation or Slab	.40 per sq foot min \$50.00
Piers	\$ 5.00 per pier
Re-Siding	\$50.00
Windows or Door Replacement	\$ 10.00 per

## REPAIRS

Fire Damage \$ 300.00 damage or less	Permit needed NO FEE
Fire Damage over \$301.00 to be determined after inspection	
ReRoofing (ANY TYPE)	5.00 per sq.
Storm Damage to be determined after inspection	

## DEMOLITION

Removal of any structure or parts there of	.20 per sq. foot min \$50.00
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## SPECIAL PERMITS

Above ground swimming pools	\$30.00
In ground swimming pools	\$125.00
Tennis Courts	\$25.00
Fences, Stone Walls, Wood Screening over 6 feet	\$25.00
Fireplaces and Chimneys	\$100.00
Solar Units, Roof or Ground type	\$50.00
Solar Farms	\$7.00 per \$1,000.00
Towers	\$5.00 per \$1,000.00
Signs	\$10.00 per Sign

## **REPAIRS**

Ordinary repairs to buildings or structures may be made without application or notice to the Building Department, but such repairs shall not include the cutting away of any wall, partition or portion thereof. The removal or cutting of any structural beam or bearing support, or the removal or change of any required means of egress, or re-arrangement of parts of the structure affecting the exit way requirement; nor shall ordinary repairs include additions, to alteration of, replacement or relocation of any standpipes, water supplies, sewer, drainage, drain leaders, gas or waste vents or similar piping, electric wiring, mechanical or plumbing or any work affecting public health or general safety

## **NOTE:**

Before you start any repairs or if you have any questions, please call the Building, Electrical or Plumbing Inspector