

# *Town of Sturbridge*

## *Department of Inspectional Services*

### *Building Code Enforcement*

*Nelson B. Burlingame - Building Commissioner*

*nburlingame@town.sturbridge.ma.us*

---

#### Property Address:

#### CHECKLIST FOR APPLICATION: New Construction & Alterations

- ☐ Conservation Department: Approval Letter (if any wetlands)
- ☐ Plans for Building &/or Structure: 2 Sets of plans: 1 hard copy, 1 electronic (pdf file)
- ☐ Plot Plan: Show location of building &/or structure to lot lines
- ☐ Sewer Department: Approval or Disposal Construction Permit
- ☐ Board of Health: Water Well Report or Water District Approval Letter
- ☐ Driveway: Permit from the DPW Department
- ☐ Planning Board: Copies of Variances or Special Permits Granted by the Planning Board or Zoning Board of Appeals (ZBA)
- ☐ Planning Board: Lot Release (if in any Subdivision)
- ☐ Contractors' Worker's Compensation Affidavit required by the State of Massachusetts
- ☐ Contractors' Certificate of Liability Insurance
- ☐ License: Copy of Construction Supervisor License
- ☐ License: Copy of Home Improvement Registration
- ☐ Modular or Mobile Homes: All above are required and see special requirements below:
  - Written certification from the manufacturer for the person responsible for setting the units.
  - Construction supervisor to obtain permit-homeowner cannot obtain the building permit.
  - Manufacturer's plans with cover sheet bearing Massachusetts stamp of approval.
  - Third party testing company's stamp.
  - Assembly manual.
  - Plans for any site built sections of the home.Note: The plans must be for the house being built, not a generic set of plans.
- ☐ Street number is required for an application for a building permit

(Continue to next page)



# *Town of Sturbridge*

*Department of Inspectional Services*

*Building Code Enforcement*

*Nelson B. Burlingame - Building Commissioner*

*nburlingame@town.sturbridge.ma.us*

---

(Continued)

- ☐ **Energy Compliance Report:** (MSBC 6<sup>th</sup> Edition, Appendix J) All Heated Spaces Insulate New Home- Energy Code 2012

Res Check Software Version ( 4.6.2.0) or Certified Prescriptive List

Ceiling Flat (R 49.0)

Sealed Attic

Vaulted Ceiling

Above Grade Walls (R21.0)

Foundation Walls (R 13: continuous or R17: with 2x6's)

Exposed Floor (R30.00)

Slab (R10 – 2' in and 2' deep

**Blower Door Test** – Allows 3 Air Changes per hour (ACH) at pressure of 50 pascals and all joints must be sealed and insulated with R6 (inside the envelope) and/or R8 (outside the envelope)

**DUCT Pressurization Test** 2012 IEC Sec 403.2.2

Rough In without Handler < 3 CFM per 100 SQFT

Rough In with Handler < 4 CFM per 100 SQFT

Post Construction Test: Total Leakage < 4 CFM per 100 SQFT

- ☐ **As Built Plans:** Must be submitted and approved for foundation location before any wood construction can begin. Must show location by dimension to all lot lines (not a Mortgage Plan).

## Process for Commercial Permit Application

### 1.) Building Permit Application

### 2.) Structural Plans, along with Building Dept. information

- A.) Appendix 1 Checklist for Demolition of Building, if it's an existing commercial structure
- B.) Appendix 2 Checklist for Construction Documents
- C.) Reason for Chapter 34 Review
- D.) Narrative Checklist

### 3.) Initial Construction Control Documentation from state website, with wet stamp for:

- A.) Architectural
- B.) Fire Protection
- C.) Structural
- D.) Electrical
- E.) Mechanical
- F.) Other IECC-Commercial Provisions Energy Code

### 4.) Commercial Energy Efficiency, Chapter 402

#### A.) Energy Requirement, to include:

- \*Fenestration Values, Table C 402.4.3
- \*Air Barrier (air leakage)
- \*Air Intake (stairs and shafts)
- \*Vestibules
- \*Lighting

#### B.) Building Mechanical Systems, Chapter 403, to include:

- \*Heating, Cooling or Ventilation C 403.2

## Process for Commercial Permit Application

- \*Equipment and Sizing

- \*Energy Recovery Ventilation System

- \*Duct and Plenum Insulation and Sealing

- \*All Supply and Return for R-6 Inside and R-8 outside

- C.) Service Water Heating, Chapter 404

### 5.) Fire Protection Document Submittal Process, if sprinklered need:

- A.) Tier One: Construction Documents (see Amendment 901.2.1)

- B.) Tier Two:

- \*Shop Drawings

- \*Need to perform and have Building and Fire Departments witness 200 PSI Hydrostatic Pressure Test

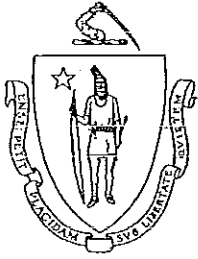
- C.) Tier Three: Record Drawing --- *As Built*

### 6.) Final Construction Control Document, with *As Built* document changes:

- \*Have site visit done by engineers to do observation of work completed

- \*Must meet 8<sup>th</sup> Edition of Massachusetts State Building Code (2009 IBC with MA Amendments)

- \*Have Punch List ready



## Initial Construction Control Document

To be submitted with the building permit application by a  
**Registered Design Professional**  
for work per the 8<sup>th</sup> edition of the  
Massachusetts State Building Code, 780 CMR, Section 107

Project Title: \_\_\_\_\_ Date: \_\_\_\_\_

Property Address: \_\_\_\_\_

Project: Check one or both as applicable: ☐ New construction ☐ Existing Construction

Project description: \_\_\_\_\_

I \_\_\_\_\_ MA Registration Number: \_\_\_\_\_ Expiration date: \_\_\_\_\_, am a  
*registered design professional*, and I have prepared or directly supervised the preparation of all design plans,  
computations and specifications concerning:

☐ Architectural ☐ Structural ☐ Mechanical  
☐ Fire Protection ☐ Electrical ☐ Other \_\_\_\_\_

for the above named project and that to the best of my knowledge, information, and belief such plans, computations and specifications meet the applicable provisions of the Massachusetts State Building Code, (780 CMR), and accepted engineering practices for the proposed project. I understand and agree that I (or my designee) shall perform the necessary professional services and be present on the construction site on a regular and periodic basis to:

1. Review, for conformance to this code and the design concept, shop drawings, samples and other submittals by the contractor in accordance with the requirements of the construction documents.
2. Perform the duties for registered design professionals in 780 CMR Chapter 17, as applicable.
3. Be present at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work and to determine if the work is being performed in a manner consistent with the approved construction documents and this code.

Nothing in this document relieves the contractor of its responsibility regarding the provisions of 780 CMR 107.

When required by the building official, I shall submit field/progress reports (see item 3.) together with pertinent comments, in a form acceptable to the building official.

Upon completion of the work, I shall submit to the building official a 'Final Construction Control Document'.

Enter in the space to the right a "wet" or  
electronic signature and seal:

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

### Building Official Use Only

Building Official Name: \_\_\_\_\_

Permit No.: \_\_\_\_\_ Date: \_\_\_\_\_

## Appendix 1

For the demolition of structures the building code requires action on service connections.

Before a building or structure is demolished or removed, the owner or agent shall notify all utilities having service connections within the structure such as water, electric, gas, sewer and other connections. A permit to demolish or remove a building or structure shall not be issued until a release is obtained, stating that their respective service connections and appurtenant equipment, such as meters and regulators, have been removed or sealed and plugged, or you have an agreement to terminate these connections in a safe manner during demolition. All debris shall be disposed of in accordance with 780 CMR 105.3.1.2.

Please fill in the information below and submit this appendix with the building permit application. The building permit applicant attests under the pains and penalties of perjury that the following is true and accurate.

Property Location (Please indicate Map # and Lot # for locations for which a street address is not available)

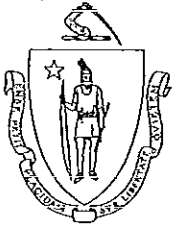
Property Owner	No. and Street	Map #	Lot #
----------------	----------------	-------	-------

For the above described property the following action was taken:

Water Shut Off?	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	Provider notified, Release obtained?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Municipal Sewer	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	Provider notified, Release obtained?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Well/Septic	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	B.O.H. notified, Release obtained?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Gas Shut Off?	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	Provider notified, Release obtained?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Electricity Shut Off?	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>	Provider notified, Release obtained?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Hazardous Materials	Yes <input type="checkbox"/> No <input type="checkbox"/>	Fire Dept. notified, Release obtained?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Removed			

The following departments must be notified and a release obtained or authorized signature below:

Water Department	978-544-1115	Authorized Signature: _____
Waste Water Department	978-544-1114	Authorized Signature: _____
Board of Health	978-544-1107	Authorized Signature: _____
Gas Inspector	978-544-8050	Authorized Signature: _____
Inspector of Wires	978-544-1105	Authorized Signature: _____
Fire Department	978-544-3145	Authorized Signature: _____



## Required Inspections and Site Review Document

As a condition of the building permit the following Inspections and Site Reviews identified by the building official are required for work per the 8<sup>th</sup> Edition of the Massachusetts State Building Code, 780 CMR, Section 110 and Chapter 17

Project Title: \_\_\_\_\_ Date: \_\_\_\_\_

Property Address: \_\_\_\_\_ Building Permit No.: \_\_\_\_\_

Required Inspections to be performed by the Building Official <sup>1,6</sup>			
Inspection	X	Inspection	X
Preliminary (prior to start)		Roofing System/Attachment	
Soil/Footing/Foundation		Smoke/Heat/Fire Alarm System <sup>2</sup>	
Concrete Slab/Under Floor		Carbon Monoxide System <sup>4</sup>	
Flood Elevation/Certificate		Sprinkler/Standpipe/Fire Pump <sup>3</sup>	
Framing – Floor/Wall/Roof		Fire/Smoke Dampers	
Lath and Gypsum Board		Witness Special Inspections	
Fire/Smoke Resistant Assemblies		Accessibility (521 CMR)	
Energy Code Inspections		Manufactured Building Set	
Sheet Metal Inspections		Other:	
Emergency Lighting/Exit Signage			
All Means of Egress Components		Final inspection	
Required Site Review and Documentation for Portions or Phases of Construction <sup>1,6,7</sup> (to be performed by the appropriate registered design professional or his/her designee or M.G.L.c 112 §81R contractor)			
Site Review and Documentation	X	Site Review and Documentation	X
Soil condition/analysis/report		Energy Efficiency Requirements	
Footing and Foundation (including reinforcement and foundation attachment)		Fire Alarm Installation <sup>2</sup>	
Concrete Floor and Under Floor		Fire Suppression Installation <sup>3</sup>	
Lowest Floor Flood Elevation		Field Reports <sup>5</sup>	
Structural Frame – wall/floor/roof		Carbon Monoxide Detection System <sup>4</sup>	
Lath and Plaster/Gypsum		Seismic reinforcement	
Fire Resistant Wall/Partitions framing		Smoke Control Systems	
Fire Resistant Wall/Partitions finish attachments		Smoke and Heat Vents	
Above Ceiling inspection		Accessibility (521 CMR)	
Fire Blocking/Stopping System		Other:	
Emergency Lighting/Exit Signage			
Means of Egress Components		Other Special Inspections (Section 1704):	
Roofing, coping/System			
Venting Systems (kitchen and cleanouts, chemical, fume)			
Mechanical Systems			

1. It is the responsibility of the permit applicant to notify the building official of required inspections (x). Inspection of 780 CMR fire protection systems may be witnessed by the fire official and installation permits are required from the fire department per 527 CMR.
2. Include NFPA 72 test and acceptance documentation
3. Include applicable NFPA 13, 13R, 13D, 14, 15, 17, 20, 241, etc. - test and acceptance documentation
4. Include NFPA 720 Record of Completion and Inspection and Test Form
5. Include field reports and related documentation
6. Work shall not proceed, or be concealed, until the required inspection has been approved by the building official, and nothing within construction control shall have the effect of waiving or limiting the building official's authority to enforce this code with respect to examination of the contract documents, including plans, computations and specifications, and field inspections.
7. Rough and/or finish inspections of electrical, plumbing, or sheet metal shall be inspected prior to rough and finish inspections by the building official.

I (type or print name) \_\_\_\_\_ am the building permit applicant and by entering my name below I attest under the pains and penalties of perjury that I have received this checklist of required inspections and approvals and will copy all individuals with 780 CMR 107 responsibility.

Signature: \_\_\_\_\_ Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_  
Signature or type name if electronic signature

Building Official Use Only

Building Official Name: \_\_\_\_\_ Date: \_\_\_\_\_

## Appendix 2

Construction Documents are required for structures that must comply with 780 CMR 107. The checklist below is a compilation of the documents that may be required for this. The applicant shall fill out the checklist and provide the contact information of the registered professionals responsible for the documents. This appendix is to be submitted with the building permit application.

### Checklist for Construction Documents\*

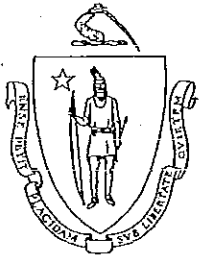
No.	Item	Mark "x" where applicable		
		Submitted	Incomplete	Not Required
1	Architectural			
2	Foundation			
3	Structural			
4	Fire Suppression			
5	Fire Alarm (may require repeaters)			
6	HVAC			
7	Electrical			
8	Plumbing (include local connections)			
9	Gas (Natural, Propane, Medical or other)			
10	Surveyed Site Plan (Utilities, Wetland, etc.)			
11	Specifications			
12	Structural Peer Review			
13	Structural Tests & Inspections Program			
14	Fire Protection Narrative Report			
15	Existing Building Survey/Investigation			
16	Energy Conservation Report			
17	Architectural Access Review (521 CMR)			
18	Workers Compensation Insurance			
19	Hazardous Material Mitigation Documentation			
20	Other (Specify)			
21	Other (Specify)			
22	Other (Specify)			

\*Areas of Design or Construction for which plans are not complete at the time of application submittal must be identified herein. Work so identified must not be commenced until this application has been amended and the proposed construction document amendment has been approved by the authority having jurisdiction. Work started prior to approval may be subjected to ~~triple the original permit fee.~~

### Registered Professional Contact Information

Name (Registrant)	Telephone No.	e-mail address	Registration Number
Street Address	City/Town	State    Zip	Discipline    Expiration Date
Name (Registrant)	Telephone No.	e-mail address	Registration Number
Street Address	City/Town	State    Zip	Discipline    Expiration Date
Name (Registrant)	Telephone No.	e-mail address	Registration Number
Street Address	City/Town	State    Zip	Discipline    Expiration Date





## Construction Control Progress Checklist

To be submitted at completion of required site reviews for  
construction progress per the 8<sup>th</sup> edition of the  
Massachusetts State Building Code, 780 CMR, Section 107

Project Title: \_\_\_\_\_ Date: \_\_\_\_\_ Permit No. \_\_\_\_\_

Property Address: \_\_\_\_\_

I, \_\_\_\_\_ MA Registration Number: \_\_\_\_\_ Expiration date: \_\_\_\_\_  
am a *registered design professional* and I or my designee have observed the following work, and to the best of my  
knowledge, information, and belief the construction work indicated below has been performed in a manner consistent with  
the approved plans and specifications.

Required Site Review and Documentation for Portions or Phases of Construction <sup>1,6</sup> (to be performed by the appropriate registered design professional or his/her designee or M.G.L.c 112 §81R contractor)			
Site Review and Documentation	X	Site Review and Documentation	X
Soil condition and analysis		Energy Efficiency Requirements	
Footings and Foundation, including Reinforcement and Foundation attachment		Fire Alarm Installation <sup>2</sup>	
Concrete Floor and Under Floor		Fire Suppression Installation <sup>3</sup>	
Lowest Floor Flood Elevation		Field Reports <sup>5</sup>	
Structural Frame – wall/floor/roof		Carbon Monoxide Detection System <sup>4</sup>	
Lath and Plaster/Gypsum		Seismic reinforcement	
Fire Resistant Wall/Partitions framing		Smoke Control Systems (Special Inspection per Sections 909.3 and 909.18.8)	
Fire Resistant Wall/Partitions finish attachments		Smoke and Heat Vents	
Above Ceiling inspection		Accessibility (521 CMR)	
Fire Blocking/Stopping System		Other:	
Emergency Lighting/Exit Signage		Special Inspections (Section 1704):	
Means of Egress Componentets			
Roofing, coping/System			
Venting Systems (kitchen and cleanouts, chemical, fume)			
Mechanical Systems			

1. Indicate with an 'x' the work you reviewed for compliance with the approved plans and specifications and describe in detail below.

2. Include NFPA 72 test and acceptance documentation

3. Include applicable NFPA 13, 13R, 13D, 14, 15, 17, 20, 241, etc. - test and acceptance documentation

4. Include NFPA 720 Record of Completion and Inspection and Test Form

5. Include field reports and related documentation

6. Nothing contained within construction control shall have the effect of waiving or limiting the building official's authority to enforce this code with respect to examination of the contract documents, including plans, computations and specifications, and field inspections.

Description of Construction Work Observed<sup>a</sup>:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<sup>a</sup>Describe in sufficient detail the work (i.e. foundation steel reinforcing, kitchen vent system, etc.) and the location on the project site, and list if applicable, the submittal documents that pertain to the work which was inspected.

Enter in the space to the right a "wet" or  
electronic signature and seal:

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Building Official Use Only

Building Official Name: \_\_\_\_\_ Date: \_\_\_\_\_

*Department of Inspectional Services Building Code Enforcement  
Nelson Burlingame – Building Commissioner*

## Chapter 34 Review

---

### Required for any work done on existing commercial buildings requiring a Building Permit

Below is a reference from the State Building Code for the requirements of conducting a Chapter 34 review on existing buildings. Also attached is a checklist to assist with the Chapter 34 "Narrative". All items pertaining to a particular project must be addressed. The degree to which they are addressed varies with the project and the scope of work. A building permit application submitted for any commercial building must also be accompanied with this written narrative, covering the work area and the impact this would have on the existing structure and vice versa. Addressing any work done on an existing building, using notes or plans on smaller projects, is not acceptable. The written narrative must be submitted for all projects. Completion of the commercial application and the information contained therein will help with the required narrative.

**Under Section 107.6.2.1 Design:** All plans, computations and specifications involving new construction, alterations, repairs, expansions or additions or changes in use or occupancy of existing buildings shall be prepared by or under the direct supervision of a *registered design professional* and shall bear his or her signature and seal.

**101.5.4.0 Investigation and Evaluation:** For any proposed work regulated by this code and subject to Subsection 107.6 of the *International Building Code 2009* with Massachusetts Amendments (780 CMR 107.6) as a condition of the issuance of a building permit, the building owner shall cause the *existing building* (or portion thereof) to be investigated and evaluated in accordance with the provisions of this code. This may include, but not be limited to: evaluation of design gravity loads, lateral load capacity, continued egress capacity, fire protection systems, fire resistive construction, interior environment, hazardous materials and energy conservation. The investigation and evaluation shall be in sufficient detail to ascertain the effects of the proposed work on the *work area* under construction, and the entire building or structure and its foundation if impacted by the proposed work. The results of this investigation and evaluation, along with any proposed *compliance alternatives*, shall be submitted to the *building official* in written report form.

The final Chapter 34 Narrative must indicate the level of alterations and show compliance with the Chapter referenced in the level of alterations that applies to the proposed project.

*Department of Inspectional Services Building Code Enforcement  
Nelson Burlingame – Building Commissioner*

CHECKLIST FOR CHAPTER 34 REVIEW

These are the minimum requirements

- 1) OVERVIEW:
  - a) Existing Use & New Changes
- 2) BUILDING DESCRIPTION:
  - a) Type of Building
  - b) Footprint
- 3) SECTION 34 BUILDING CODE PROVISIONS:
  - a) Pertaining to MGL 780 CMR Chapter 34
  - b) Pertaining to International Existing Building Code (IEBC)
- 4) OCCUPANCY LOADING:
  - a) Based on 780 CMR Table 1004.1
- 5) EGRESS COMPONENTS:
  - a) Based on Type of Use
- 6) EXIT SIGNS & LIGHTS:
- 7) INTERIOR ENVIRONMENT:
  - a) Based on 780 CMR Chapter 12
- 8) FIRE NOTIFICATION SYSTEM:
  - a) Based on 780 CMR Chapter 9 in relation to Use Type
  - b) Please address smokes, CO Detectors and Heat Detectors
  - c) MGL Chapter 148 Fire Protection Laws
  - d) 527 CMR Fire Prevention Regulations (new Regulation, NFPA 1)
- 9) FIRE SPRINKLER SYSTEM:
  - a) Sprinklered
  - b) Not Sprinklered
  - c) Must be Sprinklered
  - d) System must be modified
- 10) FIRE & SMOKE PROTECTION FEATURES:
  - a) Existing & upgrades required
- 11) SITE ACCESSIBILITY COMPLIANCE:
  - a) Doors
  - b) Ramps
  - c) Walkways
  - d) Other

12) BUILDING ACCESSIBILITY COMPLIANCE:

- a) Entrance doors/ramps
- b) Bathrooms
- c) Countertops
- d) Other

13) ADDRESS ALLOWABLE BUILDING HEIGHTS AND AREAS

14) ENERGY CODE COMPLIANCE:

15) INTERIOR FINISH FLAMMABILITY COMPLIANCE:

- a) Meets flame spread & smoke contributed rating for the occupancy.
- b) MGL 780 CMR Chapter 8, Interior finishes.

Final Construction Control Affidavits

Certification is for the following Discipline(s):

Entire project:

Architectural:

Structural:

Civil:

Mechanical:

Electrical:

Fire Protection:

Plumbing:

Other (specify)



THE COMMONWEALTH OF MASSACHUSETTS

MASS. LEGIS. SERV.  
 Site Search  
 Contact Us

[Massachusetts Laws](#)
[Bills](#)
[State Budget](#)
[People](#)
[Committees](#)
[Educate & Engage](#)
[Events](#)
[MyLegislature](#)
[Home](#) [Bills](#) [Laws](#) [Regulations](#) [Part I](#) [Title XX](#) [Chapter 148](#) [Section 26G](#)
[Main Legislative Page](#)

## General Laws

[Print Page](#)
[Massachusetts Constitution](#)
[General Laws](#)
[Session Laws](#)
[Rules](#)
[PART I](#)
[ADMINISTRATION OF THE GOVERNMENT](#)
[NEXT](#)
[TITLE XX](#)
[PUBLIC SAFETY AND GOOD ORDER](#)
[PREV](#)
[NEXT](#)
[CHAPTER 148](#)
[FIRE PREVENTION](#)
[PREV](#)
[NEXT](#)
[Section 26G](#)
[Automatic sprinkler systems required for buildings and structures totaling more than 7,500 gross square feet](#)
[PREV](#)
[NEXT](#)

Section 26G. Every building or structure, including any additions or major alterations thereto, which totals, in the aggregate, more than 7,500 gross square feet in floor area shall be protected throughout with an adequate system of automatic sprinklers in accordance with the provisions of the state building code. No such sprinkler system shall be required unless sufficient water and water pressure exists. For purposes of this section, the gross square footage of a building or structure shall include the sum total of the combined floor areas for all floor levels, basements, sub-basements and additions, in the aggregate, measured from the outside walls, irrespective of the existence of interior fire resistive walls, floors and ceilings. This section shall not apply to buildings used for agricultural purposes as defined in section 1A of chapter 128.

In such buildings or structures, or in certain areas of such buildings or structures, where the discharge of water would be an actual danger in the event of fire, the head of the fire department shall permit the installation of such other fire suppressant systems as are prescribed by the state building code in lieu of automatic sprinklers. Automatic suppressant or sprinkler systems shall not be required in rooms or areas of a telephone central office equipment building when such rooms or areas are protected with an automatic fire alarm system. Sprinkler systems shall not be required in open-air parking structures, defined as: buildings, structures, or portions thereof, used for parking motor vehicles and having not less than twenty-five per cent of the total wall area open to atmosphere at each level, utilizing at least two sides of the structure. This section shall not apply to buildings or additions used for residential purposes.

The head of the fire department shall enforce the provisions of this section.

Whoever is aggrieved by the head of the fire department's interpretation, order, requirement, direction or failure to act under the provisions of this section, may, within forty-five days after

the service of notice thereof, appeal from such interpretation, order, requirement, direction or failure to act to the automatic sprinkler appeals board as provided in section two hundred and one of chapter six. The board may grant a reasonable waiver from the provisions of this section, or may allow the installation of a reasonable alternative or modified system of automatic sprinklers upon reviewing the characteristics of buildings that have architectural or historical significance.

---

[Home](#) | [Site Map](#)

[Mass.gov](#) | [Site Map](#) | [Site Policy](#) | [Contact Us](#)

Copyright © 2015 The General Court, All Rights Reserved

9.00: continued

901.2.1 Add new subsection:

**901.2.1 Document Submittal Process.** This process includes three tiers of the minimum document submittal requirements. This process does not preclude the permit applicant from submitting additional documents; for example shop drawings along with the *construction documents* at time of permit application.

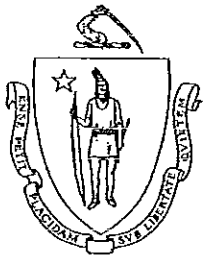
1. **Tier One, Construction Documents** - Prior to issuance of a building permit, *construction documents* for the fire protection system must be submitted in accordance with section 107.1.2 and a building permit obtained prior to the installation of fire protection systems or modifications, alterations, additions or deletions to an existing fire protection system. The *construction documents* shall contain sufficient information to completely describe each of the fire protection system(s) for which a permit is to be issued. The *construction documents* shall include the following:

- a. Each system shall be described in a narrative report, which contains:
  - i. design methodology for the protection of the occupancy and hazards in accordance with this code and applicable NFPA Standards and,
  - ii. sequence of operation of all fire protection systems and operations and,
  - iii. testing criteria to be used for final system acceptance.
- b. Building and site access for fire-fighting and/or rescue vehicle(s) and personnel.
- c. Fire hydrant(s) location and water supply information.
- d. Type/description and design layout of the automatic sprinkler system(s).
- e. Automatic sprinkler system(s) control equipment location.
- f. Type/description and design layout of the automatic standpipe system(s).
- g. Standpipe system hose valve(s) type and location.
- h. Fire department siamese connection type(s) and location.
- i. Type/description and design layout of the fire protective signaling system(s).
- j. Fire protective signaling system(s) control equipment and remote annunciator location.
- k. Type/description and design layout of the smoke control or exhaust system(s).
- l. Smoke control or exhaust system(s) control equipment location.
- m. Building life safety system features (auxiliary functions) required to be integrated as part of the fire protective signaling system(s).
- n. Type/description and design layout of the fire extinguishing system(s).
- o. Fire extinguishing system(s) control equipment location.
- p. Fire protection system(s) equipment room location.
- q. Fire protection system(s) equipment identification and operation signs.
- r. Fire protection system(s) alarm/ supervisory signal transmission method and location.
- e. Fire command center location.
- t. Type/description and location of any emergency alarm system.
- u. Type/description and location of any alternative fire suppression system or protection.
- v. Type/description and location of any carbon monoxide protection.

2. **Tier Two, Shop Drawings** - Prior to installation of fire protection systems, shop drawings, where applicable, shall be submitted to the *building official* and fire official and shall contain, but not be limited to; detailed design layout, equipment specifications, system sequence of operation, and analysis to substantiate the design. Shop drawings shall note the name(s), license number(s) and license expiration date(s) of the contractor(s) installing the fire protection systems.

Exception. For shop drawings of Fire Alarm and Detection Systems *see* section 907.1.2 for applicable requirements.

3. **Tier Three, Record Drawings** - As built plans shall be provided to the building owner for all fire protection and life safety systems that are sealed as reviewed and approved by the *registered design professional* or legally recognized professional performing Construction Control. Where changes to original shop drawings are minor, a list of as-built changes shall be permitted to be submitted where sealed and reviewed and approved by the *registered design professional* or legally recognized professional performing Construction Control.



# Final Construction Control Document

To be submitted at completion of construction by a

**Registered Design Professional**

for work per the 8<sup>th</sup> edition of the

Massachusetts State Building Code, 780 CMR, Section 107

Project Title: \_\_\_\_\_ Date: \_\_\_\_\_ Permit No. \_\_\_\_\_

Property Address: \_\_\_\_\_

Project: Check one or both as applicable: ☐ New construction ☐ Existing Construction

Project description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I \_\_\_\_\_ MA Registration Number: \_\_\_\_\_ Expiration date: \_\_\_\_\_, am a  
*registered design professional*, and I have prepared or directly supervised the preparation of all design plans,  
computations and specifications concerning:

☐ Architectural ☐ Structural ☐ Mechanical  
☐ Fire Protection ☐ Electrical ☐ Other: \_\_\_\_\_

for the above named project. I, or my designee, have performed the necessary professional services and was present at the construction site on a regular and periodic basis. To the best of my knowledge, information, and belief the work proceeded in accordance with the requirements of 780 CMR and the design documents approved as part of the building permit and that I or my designee:

1. Have reviewed, for conformance to this code and the design concept, shop drawings, samples and other submittals by the contractor in accordance with the requirements of the construction documents.
2. Have performed the duties for registered design professionals in 780 CMR Chapter 17, as applicable.
3. Have been present at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work and to determine if the work was performed in a manner consistent with the construction documents and this code.

Nothing in this document relieves the contractor of its responsibility regarding the provisions of 780 CMR 107.

Enter in the space to the right a "wet" or  
electronic signature and seal:

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

## Building Official Use Only

Building Official Name: \_\_\_\_\_

Permit No.: \_\_\_\_\_

Date: \_\_\_\_\_