



Town of Boylston

BUILDING PERMIT

SHORT FORM

221 Main Street, Boylston, MA 01505
Telephone (508)869-6064 FAX (508)869-6210



Building Commissioner
Zoning Enforcement Officer
Tony Zahariadis

This Section for Official use only

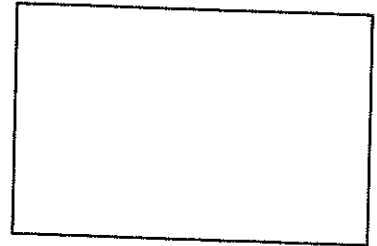
Building Permit Number: _____

Amount of Permit _____

Signature of Building Official: _____

Date of Approval: _____

Date Received



Assessor	Date	Collector	Date	Zoning	Date	Planning Board	Date
Conservation	Date	Board of Health	Date	Fire Department	Date	Highway Department	Date
	Date		Date		Date		Date

1. Authorized Agent Information:

Name: _____ Address: _____

Business Name: _____ Address: _____

Telephone Number Home: () _____ Business: () _____ Cell: () _____

2. Owners and Property Information

Address of property: _____ Assessors Map: _____ Parcel: _____

Owner of Record: _____ Date of Application: _____

Address of Owner: _____

Telephone Numbers Home () _____ Work () _____ Cell () _____

3. Description of Proposed Construction Project or Request

Propose Work: Brief Description of Proposed Work

Supply any additional information on separate paper

4. Construction Cost

Commercial Construction Cost

1. Building _____
2. Electrical _____
3. Plumbing _____
4. Mechanical(HVAC) _____
5. Fire Protection _____
6. Total Cost _____

Residential Construction Cost

7. Building _____
8. Electrical _____
9. Plumbing _____
10. Mechanical(HVAC) _____
11. Fire Protection _____
12. Total Cost _____

5. Construction Services

Licensed Construction Supervisor
Must supply copies of license

Name: _____ License Number: CS _____

Address _____ Date of Expiration: _____

Signature of Licensee: _____ Date of Signature: _____

Telephone Numbers; Home: _____ Work: _____ Cell: _____

Registered Home Improvement Contractor
Must Supply Copies of registration

Company Name: _____ Registration Number: _____

Company Address: _____ Date of Expiration: _____

Contractors Name: _____ Address: _____

Signature of Contractor: _____ Date of Signature: _____

Telephone Numbers; Home: _____ Work: _____ Cell: _____

6. Fee schedule approved by the Town of Boylston, Board of Selectmen; Effective 7-1-18

Residential Permit Fees

Signed Contracted Price or \$50.00 per Square Foot calculator on all areas, **whichever is greater**, then \$10.00 per square foot,

Minimum Residential Flat Fees
\$75.00

Commercial

(All non-One and Two Family Permit Fees)
Signed Contracted Price or \$125.00 per Square Foot calculator on all areas, **whichever is greater**, then \$13.75 per square foot

Minimum Commercial Flat fee
(All non-One and Two Family Permit Fees)

\$250.00 minimum under \$50,000.00
\$500.00 minimum over \$50,000.00

Fines and Fees for Violation to Building Permit
\$ 400.00 and/or Double the Permit Fee

The Building Official reserves the right to determine fees not specified

INFORMATION AND INSTRUCTIONS

Massachusetts General Law Chapter 152 requires all employers to provide worker's compensation for their employees. Pursuant to this statute, an employee is defined as "...every person in the service of another under any contract of hire, express or implied, oral or written."

An employer is defined as "an individual, partnership, association, corporation or other legal entity, or any two or more of the foregoing engaged in a joint enterprise, and including the legal representative of a deceased employer, or the receiver or trustee of an individual, partnership, association or other legal entity, employing employees. However the owner of a dwelling house having not more than three apartments and who resides therein, or the occupant of the dwelling house of another who employs persons to do maintenance, construction or repair work on such dwelling house or on the grounds or building appurtenant thereto shall not because of such employment be deemed to be an employer."

MGL chapter 152§25C (6) also states that **"every state or local licensing agency shall withhold the issuance or renewal of a license or permit to operate a business or to construct buildings in the commonwealth for any applicant who has not produced acceptable evidence of compliance with the insurance coverage required."** Additionally, MGL chapter 152§25C (7) states "Neither the commonwealth nor any of its political subdivisions shall enter into any contract for the performance of public work until acceptable evidence of compliance with the insurance requirements of this chapter have been presented to the contracting authority."

Applicants

Please fill out the workers' compensation affidavit completely, by checking the boxes that apply to your situation and, if necessary, supply sub-contractor(s), name(s), address (as) and phone number(s) along with their certificate(s) of Insurance, Limited Liability Companies (LLC) or Limited Liability Partnership (LLP) with no employees other than the members or partners are not required to carry workers' compensation insurance. If an LLC or LLP does have employees, a policy is required. Be advised that this affidavit may be submitted to the Department of Industrial Accidents for confirmation of insurance coverage. **Also, be sure to sign and date the affidavit.** The affidavit should be returned to the city or town that the application for the permit or license is being requested, **not** the Department of Industrial Accidents. Should you have any questions regarding the law or if you are required to obtain a workers' compensation policy, please call the Department at the number below. Self-insured companies should enter their self-insurance license number on the appropriate line.

City or Town Officials

Please be sure that the affidavit is complete and printed legibly. The Department has provided a space at the bottom of the affidavit for you to fill out in the event the Office of Investigations has to contact you regarding the applicant. Please be sure to fill in the permit/license number, which will be used as a reference number. In addition, an applicant that must submit multiple permit/license application in any given year, need only submit one affidavit indicating current policy information (if necessary) and under "Job Site Address" the applicant should write "all locations in Boylston, MA." A copy of the affidavit that has been officially stamped or marked by the city or town may be provided to the applicant as proof that a valid affidavit is on file for future permits or licenses. A new affidavit must be filled out each year. Where a homeowner or citizen is obtaining a license or permit not related to any business or commercial venture (i.e. a dog license or permit to burn leaves, etc.) said person is not required to complete this affidavit.

The Office of Investigation would like to thank you in advance for your cooperation and should you have any questions. Please do not hesitate to give us a call.

The Department's address, telephone and fax number:

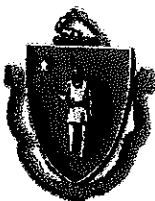
The Commonwealth of Massachusetts
Department of Industrial Accidents
Office of Investigations
600 Washington Street
Boston, MA 02111

Tel# 617-727-4900 Ext 406 or 1-877- MASSAFE

www.mass.gov/dia

Fax# 617-727-7749

07. Worker, Compensation Affidavit



The Commonwealth of Massachusetts
Department of Industrial Accidents
Office of Investigations
600 Washington Street
Boston, MA 02111
www.mass.gov/dia

Workers' Compensation Insurance Affidavit: Builders/Contractors/Electricians/Plumbers
Applicant Information Please Print Legibly

Name (Business/Organization/Individual):

Address:

City/State/Zip: Phone #:

Are you an employer? Check the appropriate box:

- 1. I am employer with employees (full and/or part-time).
2. I am a sole proprietor or partnership and have no employees working for me in any capacity.
3. I am homeowner doing all work myself.
4. I am a general contractor and I have hired the sub-contractors listed on the attached sheet.
5. We are a corporation and its officers have exercised their right of exemption per MGL c.152,§1(4), and we have no employees.

Type of project (required):
6. New construction
7. Remodeling
8. Demolition
9. Building addition
10. Electrical repairs or additions
11. Plumbing repairs or additions
12. Roof repairs
13. Other

* Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.
† Homeowners who submit this affidavit indicating they are doing all work and then hire outside contractors must submit a new affidavit indicating such.
‡ Contractors that check this box must attach an additional sheet showing the name of the sub-contractors and their workers' comp. policy information

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy and job site information.

Insurance Company Name:

Policy # or Self-ins. Lic. #: Expiration Date:

Job Site Address: City/State/Zip:

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify under the pains and penalties of perjury that the information provided above is true and correct.

Signature: Date:

Phone #:

Official use only. Do not write in this area, to be completed by official.

Town of Boylston: Permit/License #

Issuing Authority (circle one):

- 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Electrical Inspector 5. Plumbing Inspector
6. Other

Contact Person: Phone #:

08. Homeowners Exemption Affidavit

Mass State Building Code Section 108.3.5 and 5116.1

The current exemption for "**Homeowner**" was extended to include **owner-occupied dwellings** of two (2) units or less and to allow such homeowner to engage an individual for hire that does not possess a license provided that the **Owner acts as the supervisor.**

Mass State Building Code

Definition of Homeowner: Person(s) who owns a parcel of land on which he/she resides or intends to reside, on which there is, or is intending to be, a one to six family dwelling, attached or detached structures accessory to such use and/or farm structure. [A person who constructs more than one home in a two-year period shall not be considered a homeowner.]

Such "**Homeowner**" shall submit to the Building Official, on a form acceptable to the Building Official, that he/she shall be responsible for all such work performed under the building permit.

The undersigned "**Homeowner**" assumes responsibility for compliance with the State Building Code and other applicable codes, by-laws rules and regulations.

The undersigned "**Homeowner**" certifies that he/she understands the Town of Boylston's Division of Inspectional Service, Department of Code Enforcement minimum inspection procedures and requirements and that he/she will comply with said procedures and requirements.

The code states that "Any Homeowner performing work for which a building permit is required shall be exempt from the provisions of this section (Section 108.3.5 Licensing of Construction Supervisors) provided that if a homeowner engages a person(s) for hire to do such work, that such Homeowner shall act as supervisor."

Homeowners who use this exemption are assuming the responsibility of the supervisor

(See CMR-5 Rules and Regulations for Licensing Construction Supervisor,)

This lack of awareness often results in serious problems, particularly when the Homeowner hires an unlicensed person. In this case the BBRS cannot proceed against the unlicensed person as it would with a licensed Supervisor.

The Homeowner acting as a Supervisor is ultimately responsible.

To ensure that the Homeowner is fully aware of his/she responsibilities, as part of the permit application.

The Homeowner certifies that he/she understands the Responsibilities of a Supervisor, and accepts full responsibility for complying with the Code and all applicable State, Federal and Town of Boylston's By-Laws and Rules and Regulations

Homeowners Signature: _____ Date: _____

09. Debris Disposal Affidavit

In accordance with MGL 40 Section 54.

The authorized agent for this project stipulates that all debris resulting from this project SHALL be disposed of in a properly licensed solid waste disposal facility as defined in MGL 111, Section 150A. The authorized agent will notify in writing to the building department and supply the appropriate forms with the name and address of waste facility for attachments to the building permit no later than 2 months for issuance of the building permit. Failure to supply this information will result with a stop work order and possible fines. **Check Section 15 for asbestos removal**

Name and Address of Waste Facility: _____

Authorized Agents Signature: _____ Date: _____

10. Owners Consent Release

I _____ as the Owner of record hereby authorize _____ to act on my behalf, in all matters relating to the work authorized by the building permit,

11. Declaration Statement

Signed under the Pains and Penalties of Perjury.

I, _____, as the Owner/Authorized Agent hereby declare that the statements and information on the foregoing application are true and accurate, to the best of my knowledge and behalf.

Owners/Authorized Agents Signature: _____ Date: _____