



HONORABLE MAYOR DANIEL RIVERA

CITY OF LAWRENCE INSPECTIONAL SERVICES DEPARTMENT

200 COMMON STREET, LAWRENCE, MASSACHUSETTS 01840 Telephone: (978) 620-3130

This Section For Official Use Only

Building Permit No: Date: Signature: Building Commissioner/Inspector of Buildings Date: Approved: Yes No

APPLICATION TO CONSTRUCT, REPAIR, RENOVATE CHANGE THE USE OR OCCUPANCY OF, OR DEMOLISH OTHER THAN 1 OR 2 FAMILY DWELLING

Application #: \_\_\_\_\_

CITY ORDINANCES SECTION 25-10 COMPLIANCE SIGN OFF LIST (All payments required before issuance of permits or licenses)

PROPERTY AND OWNERS INFORMATION

Property Location: Owner's Name: Owner's Street Address: City, State & Zip: Telephone Number: Local Historical District - Applicable Not applicable Building more than 75 years old - Applicable Not applicable Historical Commissioner Signature: Date: Approved: Yes No

DEPARTMENTS SIGN OFF'S

Table with 3 columns: Tax Collector/(Taxes), Water Dept./(Water/Sewer), Inspectional Services/(Trash Tickets). Each column has fields for Stamp, Signature, and Date.

Note: All sign off's must include Department Stamp, Signatures and date. No photocopies will be accepted. This sign off list must be attaches to all permits or licenses application.

DEPARTMENTS SIGN OFF'S FOR NEW CONSTRUCTION

- 1- License Commissioner Date: 8- Health Department Date: 2- Fire Department Date: 9- Tax Department Date: 3- Electrical Inspector Date: 10- Plumbing and Gas Insp. Date: 4- Planning Board Date: 11- City Engineer Date: 5- Design Review Board Date: 12- Water Department Date: 6- Conservation Board Date: 13- DPW (Director) Date: 7- Historical Commissions Date:

PERMIT GRANTED

Application No: Approved Denied Official's Name: Official's Signature: DATE: Date of Approval/Denial:





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**SECTION 1 - SITE INFORMATION**

1.1 Property Address: No: \_\_\_\_\_ Street: \_\_\_\_\_

1.2 Zoning Information: \_\_\_\_\_

Zoning District \_\_\_\_\_ Property Use \_\_\_\_\_

1.3 Number of Buildings on lot? \_\_\_\_\_ Lot Width: \_\_\_\_\_ Lot Length: \_\_\_\_\_

1.4 Is property located in a local Historic District? (See List) \_\_\_\_\_

1.5 Assessors Map & Parcel Number

Map Number \_\_\_\_\_ Parcel Number \_\_\_\_\_

1.6 Property Dimension

Lot Area (sf) \_\_\_\_\_ Frontage (ft) \_\_\_\_\_

It is a corner or Interior lot? \_\_\_\_\_

Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_

1.6 Building Setbacks (ft)

Front Yard		Side Yard		Rear Yard	
Required	Provided	Required	Provided	Required	Provided

1.7 Water Supply (M.G.L c.40 & 54)

Public  Proved

1.8 Flood Zone Information:

Zone  Outside Flood Zone

1.9 Disposal System:

Municipal  On site disposal System

**SECTION 2 - PROPERTY OWNER OR AUTHORIZED AGENT**

2.1 Owner Of Record:

Name (print) \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

Telephone \_\_\_\_\_

2.2 Authorized Agent:

Name (print) \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

Telephone \_\_\_\_\_

**SECTION 3 - BUILDING INFORMATION**

3.1 Structure Size: \_\_\_\_\_ x \_\_\_\_\_ Total sq. ft. \_\_\_\_\_

3.2 Structure Height: \_\_\_\_\_ No. Of Stories \_\_\_\_\_

3.3 Structure Erected on solid Land  Filled Land

3.8 Garage: \_\_\_\_\_ Attached  Detached  Under

3.9 Insulation Type: \_\_\_\_\_ R- Value: Wall \_\_\_\_\_

R-Value: Attic \_\_\_\_\_ R- Value: Foundation \_\_\_\_\_

3.4 Footing: Material \_\_\_\_\_ Thickness \_\_\_\_\_ Width \_\_\_\_\_

3.10 Type of Heat \_\_\_\_\_ Fuel Or Power Type \_\_\_\_\_

3.5 Foundation: Material \_\_\_\_\_

3.11 Will there be new Plumbing? \_\_\_\_\_ Elec. \_\_\_\_\_ Gas \_\_\_\_\_

Thickness \_\_\_\_\_ Width \_\_\_\_\_

3.12 Is the structure Sprinkled? \_\_\_\_\_

3.13 Type of Alarm System \_\_\_\_\_

3.6 Number of Egresses: \_\_\_\_\_

3.14 Will the roof be flat, pitched, mansard or gambrel? \_\_\_\_\_

3.7 Location of Egresses: \_\_\_\_\_

3.15 No. Of Available Parking Spaces \_\_\_\_\_ Location \_\_\_\_\_

**SECTION 4 - CONSTRUCTION SERVICES**

4.1 Licensed Construction Supervisor - Phone# \_\_\_\_/\_\_\_\_/\_\_\_\_

Name: \_\_\_\_\_ License # \_\_\_\_\_

Address \_\_\_\_\_

4.3 Architects/Engineers - Phone # \_\_\_\_/\_\_\_\_/\_\_\_\_

Name: \_\_\_\_\_ License # \_\_\_\_\_

Address \_\_\_\_\_

4.1 Home Improvement Contractor - Phone# \_\_\_\_/\_\_\_\_/\_\_\_\_

Name: \_\_\_\_\_ License # \_\_\_\_\_

Address \_\_\_\_\_

**SECTION 5 - FEE AND PERMIT APPLICATION SIGNATURE**

5.1 Estimated Cost: \_\_\_\_\_

5.2 Signature of Owner or Authorized Agent: \_\_\_\_\_

Application will be subject to (Chapter 34) 780 CMR for processing Permit Application. Applicable  Not Applicable

Note: in existing buildings all repair, alterations, addition, and changes of use shall conform to the requirement of 780 CMR 34

REMARKS \_\_\_\_\_





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SECTION 6 - DESCRIPTION OF PROPOSED WORK (CHECK ALL APPLICABLE)

6.1 New Construction 6.2 Existing Building 6.3 Repairs 6.4 Alteration 6.5 Addition 6.6 Accessory Bldg 6.7 Demolition 6.8 Other Specify

Brief Description of Proposed Work:

SECTION 7 - USE GROUP AND CONSTRUCTION TYPE

Table with Use Group (Check as Applicable) and Construction Type columns. Includes categories like Assembly, Business, Education, Factory, High School, Instruments, Mercantile, Residential, Storage, Utility, Mixed Use, and Special Use.

SECTION 8 - COMPLETE THIS SECTION IF EXISTING BUILDING UNDERGROUND RENOVATION AND/OR CHANGE IN USE

Existing Use Group: Existing Hazard Index (780 CMR 34) Proposed Use Group: Proposed Hazard Index (780 CMR 34)

SECTION 9 - BUILDING HEIGHT AND AREA

Table with columns: BUILDING AREA, Existing (if applicable), Proposed. Rows include Number of floor or stories included, Basement levels, Floor Area Per Floor (SF), Total Area (SF), Total Height.

SECTION 10 - ESTIMATED CONSTRUCTION COST

Table with columns: ITEM, Estimated Cost (Dollars) to be Completed by permit applicant (Estimated cost, Multiplier, Fee), Official Use Only (a) Building Permit Fee Multiplier, (b) Estimates Total Cost Of Construction From, Building Permit Fee (a) x (b), CHECK NUMBER, NOTE: All building, Wiring, Plumbing, fire Suppression And Alarm permit Fee will be paid by the general contractor or owner at the time of issuance

SECTION 11 - OWNER AUTHORIZATION TO BE COMPLETED WHEN OWNER AGENT OR CONTRACTOR APPLIES FOR BUILDING PERMIT

I, \_\_\_\_\_, as 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 belief. Signed under the pains and penalties of perjury.

Print Name Signature of Owner / Agent Date