



Town of Plymouth  
**Department of Inspectional Services**  
26 Court Street  
Plymouth, Massachusetts 02360  
508-747-1620

PROCEDURES FOR A **NEW HOME** BUILDING PERMIT  
For 1 & 2 Family Residences

The following items must be included when applying for a building permit in the Town of Plymouth:

- 1) An approved zoning permit.
- 2) Conservation approval if required.
- 3) If the driveway comes off a State Highway, obtain State approvals.
- 4) An approved sewage permit or approved septic plan.
- 5) Water entrance permits if on Town water, or well approval for private source.
- 6) One of the following is required: A) The Mass WFCM with a set of framing plans B) The National WFCM checklist with a set of framing plans. C) An original stamped architectural/engineering plan.
- 7) A floor and elevation plan with exterior sizes shown on the plan
- 8) A copy of the Res Check compliance print out or a Home Energy Rating Certificate.
- 9) The manufacturers U-value & DP on all doors, windows & skylights.
- 10) The manufacturers air conditioning and furnace specs.
- 11) The fee for the permit (will be determined when the complete application is submitted.)

Only applications that include all the above information will be accepted.

**\*Reminder:** All contractors must have a State license and the proper insurance filed with this office (listing the Town as the certificate holder) in order to apply for a building permit.