



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

**PROCEDURES FOR AN ADDITION 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 – if applicable.
- 2) Conservation approval - if applicable.
- 3) Septic or Sewer approval.
- 4) House number displayed/visible from the street.
- 5) One of the following is required: A) The Mass WFCM with a set of framing plans B) Nat'l WFCM checklist; with a set of framing plans. C) An original stamped architectural/engineering plan.
- 6) A floor and elevation plan with exterior sizes shown on the plan.
- 7) The manufacturers U-value & DP on all doors, windows, skylights.
- 8) 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, a Home Improvement Registration and the proper insurance (listing the Town as the certificate holder) filed with this office in order to apply for a building permit.