

Commonwealth of Massachusetts

Sheet Metal Permit

Date: _____ Permit # _____

Estimated Job Cost: \$ _____ Permit Fee: \$ _____

Plans Submitted: **YES** ____ **NO** ____ Plans Reviewed: **YES** ____ **NO** ____

Business License # _____ Applicant License # _____

Business Information: Property Owner / Job Location Information:

Name: _____ Name: _____

Street: _____ Street: _____

City/Town: _____ City/Town: _____

Telephone: _____ Telephone: _____

Photo I.D. required / Copy of Photo I.D. attached: **YES** ____ **NO** ____ _____

Staff Initial

J-1 / M-1-unrestricted license

J-2 / M-2-restricted to dwellings 3-stories or less and commercial up to 10,000 sq. ft. / 2-stories or less

Residential: 1-2 family ____ Multi-family ____ Condo / Townhouses ____ Other ____

Commercial: Office ____ Retail ____ Industrial ____ Educational ____

Institutional ____ Other ____

Square Footage: under 10,000 sq. ft. ____ over 10,000 sq. ft. ____ **Number of Stories:** ____

Sheet metal work to be completed: New Work: ____ Renovation: ____

HVAC ____ Metal Watershed Roofing ____ Kitchen Exhaust System ____

Metal Chimney / Vents ____ Air Balancing ____

Provide detailed description of work to be done:

INSURANCE COVERAGE:

I have a current liability insurance policy or its equivalent which meets the requirements of M.G.L. Ch. 112 Yes No

If you have checked Yes, indicate the type of coverage by checking the appropriate box below:

A liability insurance policy Other type of indemnity Bond

OWNER'S INSURANCE WAIVER: I am aware that the licensee does not have the insurance coverage required by Chapter 112 of the Massachusetts General Laws, and that my signature on this permit application waives this requirement.

Check One Only

Owner Agent

Signature of Owner or Owner's Agent

By checking this box , I hereby certify that all of the details and information I have submitted (or entered) regarding this application are true and accurate to the best of my knowledge and that all sheet metal work and installations performed under the permit issued for this application will be in compliance with all pertinent provision of the Massachusetts Building Code and Chapter 112 of the General Laws.

Duct inspection required prior to insulation installation: YES _____ NO _____

Progress Inspections

Date

Comments

_____	_____
_____	_____
_____	_____
_____	_____

Final Inspection

Date

Comments

_____	_____
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By _____ Title _____ City/Town _____ Permit # _____ Fee \$ _____ _____	Type of License: <input type="checkbox"/> Master <input type="checkbox"/> Master-Restricted <input type="checkbox"/> Journey person <input type="checkbox"/> Journey person-Restricted <input type="checkbox"/> _____	 _____ Signature of Licensee License Number: _____ Check at www.mass.gov/dpl
Inspector Signature of Permit Approval		

Residential Mechanical & Sheet Metal Permits (One and Two family dwellings)

The following is what is required to file for a residential mechanical and or sheet metal permits:

- Mechanical & Sheet Metal Permit Application (available in the Building Department)
 - Debris Disposal Form
 - Workman's Compensation Affidavit (binders are not acceptable)
 - Plans are required for new homes, additions in excess of 100 sf., large scale alterations which involve substantial interior demolition, a new system installed in existing dwelling, and any other work the Building Official determines plans are necessary. All plans shall contain the following information:
 1. Plans must be legible and drawn to scale. Maximum size is 24 x 36
 2. Layout of the HVAC System and/or regulated venting (i.e. Bath vents, kitchen hood vents, dryer vents, etc.) including but not limited to equipment and duct location including registers and returns, fresh air intakes and exhaust locations, duct sizes, and metal gauges of the duct work.
 3. CFM of air flow at each register of the HVAC system.
 4. For HVAC systems show applicable sizing calculations done in accordance with Manual D, J and S of the ACCA (Air Conditioning Contractors of America).
 5. R-Value of duct insulation. (if applicable)
 6. Any other information deemed necessary by the Building Official.
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NOTE: Plans are not required if the project is limited to a new bath vent, new kitchen hood vent, new dryer vent or any other work the Building Official waives the requirement for plans.

The following items **do not need** a residential sheet metal permit according to official interpretation of the sheet metal board:

The replacement of an existing residential fan unit only. Note: If replacing duct work to fan unit will require sheet metal permit.

Change out of residential furnaces and air handlers

Metal Roofing

Metal Flashing

Flue and chimneys for gas fired, oil fired and solid fuel burning equipment