



**BUILDING AND CODE ENFORCEMENT DEPT.
TOWN BUILDING ANNEX
37 WASHINGTON STREET
NANTUCKET, MASSACHUSETTS 02554**

Building Commissioner
**Telephone 508-228-7222
Fax 508-228-7249**

CHECK LIST TO BE SUBMITTED WITH ALL APPLICATIONS

Prior to submission of your applications, Please check this list of REQUIRED ITEMS (more may be needed upon request) to ensure a complete submission for **REVIEW ONLY**. If incomplete, the application **WILL BE RETURNED AS INCOMPLETE!**

- _____ 1. COMPLETED APPLICATION, Please print or type, blue or black ink only
- _____ 2. REGISTERED PLOT PLAN
- _____ 3. HISTORIC DISTRICT COMMISSION APPROVAL **
 - A. YELLOW COPY OF APPROVAL
 - B. TWO COPIES OF APPROVED ELEVATIONS AND SITE PLANS STAPLED TO STRUCTURAL PLANS.
- _____ 4. ENERGY COMPLIANCE METHOD 780CMR 6101.2
- _____ 5. WORKERS COMP. CERTIFICATE OF AFFIDAVIT OR EXEMPTION
- _____ 6. COPY OF CONTRACTOR'S LICENSE.
- _____ 7. HOMEOWNER EXEMPTION FORM IF YOU DO NOT HAVE A CONTRACTOR *
- _____ 8. A DRIVEWAY ACCESS FORM FROM THE D.P.W., FOR ALL NEW DRIVEWAYS
- _____ 9. APPROVED SEPTIC PERMIT *
- _____ 10. APPROVED (ORIGINAL) SEWER ENTRY PERMIT*
- _____ 11. WATER WELL (ORIGINAL) COMPLETION REPORT*
- _____ 12. FORM J* (SUBDIVISION LOT RELEASE FORM)
- _____ 13. RECORDED COPY OF THE CONSERVATION COMMISSION APPROVAL *
- _____ 14. STRUCTURAL PLANS (PLAN VIEW) TWO SETS
 - A. FOUNDATION
 - B. FRAMING - CROSS SECTION
 - C. WINDOW AND DOOR SCHEDULE with PERFORMANCE VALUE FOR DP & WIND BORNE DEBRIS REGION 780CMR 5301.2(2)
 - D. DETAILED FLOOR PLANS – LABELED AS TO USE
- _____ 15. RECORDED COPY OF ZONING BOARD OF APPEALS APPROVAL*
- _____ 16. SECOND DWELLING APPROVAL FROM PLANNING BOARD*
- _____ 17. 110 mph MASS CHECK for COMPLIANCE 780 CMR 5301.2.1.1 or WFCM-2006

* NOT APPLICABLE TO ALL APPLICATIONS

** APPLICABLE TO EXTERIOR ONLY