

RENOVATION CHECKLIST

- If project will add a bedroom or bedrooms as defined by Title 5, obtain copy of septic system plan and have Board of Health review for adequacy of existing system; if Board of Health requires system improvements obtain necessary plan from qualified engineer and have reviewed and approved by Board of Health. All permit applications are reviewed by the Health Agent. If you are unsure about the status of the proposed rooms under Title 5, ask the Health Agent.
- If purpose of project is to convert dwelling to two family dwelling
 - *Apply for and secure any necessary Board of Health and Zoning Board of Appeals approval

Installation of New Siding, Windows, Roofing, weatherization

- Drawings, materials, contracts need to be uploaded with permit application

Stairs*Finish Basement / Interior Remodeling,

- Complete Floor Plan (Contractor or homeowner may complete)
- Have Floor Plan reviewed and stamped approved by the Fire Department
- Contractor Estimate (Contractor or Building Supply company may complete)

Safety Requirements

- Asbestos Survey required
- Asbestos removal estimate & plan

Important note: Homes built before 1980 are most likely to contain asbestos.

Recent changes: Chrysotile asbestos—the last type still in limited use—was finally **banned for ongoing uses by the EPA in March 2024**, but this affects commercial/industrial uses, not old residential materials.

*Note: This checklist is intended to identify the majority of issues to consider in relation to this kind of project. Special circumstances relating to the nature of proposed construction or location of the project may require additional considerations. All septic system upgrades require review by the Conservation Commission for impact on the wetlands.