



Roxann D. Wedegartner
Mayor

City of
GREENFIELD, MASSACHUSETTS

Department of Inspections and Enforcement

Mark A. Snow
Inspector of Buildings

City Hall • 14 Court Square • Greenfield, MA 01301
Phone: 413-772-1404 x 2105 • Mark.Snow@greenfield-ma.gov • www.greenfield-ma.gov

REQUIRED INFORMATION TO CONSTRUCT AN ADDITION, ALTERATION OR RENOVATION TO A ONE & TWO FAMILY DWELLING

1. Plot plan showing location of structure and distances to property lines and septic system (If applicable)
2. Plans showing the following;
 - Type of foundation system and depth
 - Labeled floor plans showing intended use for each space
 - Dimensions of proposed addition
 - Framing plan including materials used to construct
 - A. Floor joists – Size, Span, and Spacing
 - B. Wall framing – Size and Spacing
 - C. Ceiling Joists - Size, Span, and Spacing
 - D. Rafters - Size, Span, and Spacing
 - Energy Code information – Insulation R-value for – Floors, Walls and Ceiling.
 - Location of Fire Alarm and Carbon Monoxide devices
3. If adding bedrooms you must have approved septic system for the additional bedrooms.
4. Completed permit application.

**** “Note” If adding and/or altering any existing bedrooms, smoke alarms throughout the entire building must be upgraded to meet current code requirements.

**** “Note” Massachusetts State Building Code 6th Edition requires wet stamp engineering for all manufactured products, such as Trusses and Beams

Before a Building permit can be issued, all requirements and regulations of the Town of Greenfield Zoning Bylaw must be met.

****** INSPECTIONS ARE REQUIRED**