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|  | ***INSPECTIONAL SERVICES DEPARTMENT***  *484 Broadway Room 26*  *Everett, Massachusetts 02149*  ***David Palumbo - Director***  **☏** 617-394-2220Email Symbol png download - 512*512 - Free Transparent VoIP Phone png  Download. - CleanPNG / KissPNG617-394-2433  16 Fax Icon For Email Signature Images - Phone Fax Email Icons, Phone Fax  Icon Email Signature and Phone Fax Icon Email Signature / Newdesignfile.comDavid.palumbo@ci.everett.ma.us |

**CONSTRUCTION LICENSE EXEMPTION FORM FOR HOMEOWNER(S)**

**NOTE:**  PERSONS CONTRACTING WITH UNREGISTERED CONTRACTORS DO NOT HAVE ACCESS TO

THE GUARANTY FUND, PLEASE SEE HANDOUT AT INFORMATION CENTER FOR DETAILS.

Please print. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

JOB LOCATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number Street Address

HOMEOWNER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Home Phone Work Phone

PRESENT MAILING ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number Street Address

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City/Town State Zip Code

The exemption for the “homeowners” includes owner-occupied dwellings of two units or less and allows such

Homeowners to engage an individual for hire who does not possess a license, provided that the owner acts as a

Supervisor (State Building Code Section 110.R5.1.3.1).

DEFINITION OF A HOMEOWNER:

Person(s) who owns a parcel of land on which he/she resides or intends to reside, on which there is, or is

Intended to be, a one or two family dwelling, attached or detached structures accessory to such use and/or farm

Structures. A person who constructs more than one home in a two-year period shall not be considered a homeowner. Such homeowner shall submit to the Inspectional Services Department on a form acceptable to the Building Official, that he/she shall be responsible for all such work performed under the building permit (Section 110.R5.1.3.1).

THE UNDERSIGNED “HOMEOWNER” ASSUMES FULL RESPONSIBILITY FOR COMPLIANCE WITH THE STATE BUILDING CODE, OTHER APPLICABLE CODES, ORDINANCES, REGULATIONS, AND THE CITY OF EVERETT INSPECTIONAL SERVICES DEPARTMENT MINIMUM INSPECTION PROCEDURES AND REQUIREMENTS, AND THAT HE/SHE WILL COMPLY WITH SAID PROCEDURES AND REQUIREMENTS, AS NOTED ON THE BUILDING CARD.

HOMEOWNER’S SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

APPROVAL OF BUILDING OFFICIAL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Section 110.R5.1.3.1 of the Sate Building Code, Sixth Edition (780 CMR) requires the licensing of

construction supervisors involved in construction, reconstruction, alterations, repair, removal or

demolition involving structural elements of a building.

1. Section 110.R5.1.3.1 of the State Building Code provides an exception for homeowners doing work on their owner-occupied dwellings of two units or less, allowing the homeowner to engage a person who does not have a license. In these cases, however, the owner must act as a supervisor.
2. The Inspectional Services Department, in accord with the Code, does hereby waive the requirement as indicated in Number 2 above, provided that:
   1. The homeowner submits to the department at the time of application a certification showing the owner accepts the waiver with the full knowledge that the owner shall be responsible for all such work performed as described in the building permit.
   2. The form for this certification is attached. Only this form will be accepted and must be fully completed and signed with countersignature of the responsible building official.
3. In order to clarify the administration of such waivers, homeowner is defined as follows:
   1. A person or persons who owns a parcel of land on which he or she resides or intends to reside, and on which there is, or is intended to be, dwelling of two units or less and attached or detached structure accessory to such use.
   2. A person or persons who constructs more than one home in a two-year period shall not be considered a homeowner.
4. It is expressly understood that any homeowner, in receiving the exemption as herein before described, shall assume all responsibility and be liable for the compliance of the building with the State Building Code, all other applicable codes and city ordinances, and shall operate consistent with the established minimum inspection procedures and requirements of the Inspectional Services Department.
5. The granting of the exemptions under this Bulletin does not imply or authorize similar waivers for electrical, plumbing or gas installations. Persons who are engaged in these installations must still have the proper license and make application for the proper permits.

Strict code enforcement makes the city safer

*Before buying, renting or leasing check zoning*