

**TOWN OF TOLLAND
INSPECTION INFORMATION FOR
COMPLIANCE WITH MASSACHUSETTS BUILDING CODE**

Required Building and Other Permits

1. Under no circumstance shall construction be started without first obtaining a Building Permit.
2. A \$100 fee will be charged, in addition to the regular fee, when any work is started before a permit is issued.
3. The following permits are issued separately and must be obtained from the individual inspector listed below.
All permits must be completed prior to starting construction or work.

Certificate of Occupancy

1. **NO** building or dwelling shall be used or inhabited until a Certificate of Occupancy has been issued.
2. Use or occupancy without a Certificate of Occupancy will result in a fine according to Massachusetts Building Code, Section 120.1
3. Temporary Certificates of Occupancy may be granted for certain circumstances.

Inspections

1. 48 hours advance notice is required for inspections. Contact the appropriate inspectors directly.
2. The homeowner of building owner shall assure shall notify each inspector at least 48 hours in advance for an inspection and assure that all required inspections have been made in accordance with the State and Town codes and regulations.
3. The builder or the professional trade persons (Electrical, Plumbing, etc.) must be present for **ALL** inspections.

REQUIRED INSPECTIONS, WHO TO CALL AND PURPOSE

Excavation: Building Inspector

Inspector to observe soil types: ground water elevation, temporary shoring, site safety.

Foundation: Building Inspector

Inspector to observe location, size and shape, width, reinforcing, height of unbalanced fill, fireplace jog, ventilation, damp proofing/waterproofing, foundation drainage, and either first floor framing in place or proper bracing before backfill.

Frame: Building Inspector

Call after all framing is in place and subtrades have finished all cutting, drilling and notching. Inspector to observe species & grade, spans, connections, cutting and notching; and fire-stopping (after inspection and sign off from sub-trade inspectors)

Sub-trade Inspections: Plumbing or Electrical Inspector

Call appropriate inspector for individual inspections, including but not limited to: Plumbing, Gas, Electrical, Oil Burner*

Fireplace/Chimney: Building Inspector

Call following completion of firebox, throat and first flue set

Insulation: Building Inspector

Call after insulation is in place: inspector to observe insulation type, vapor barrier, and R-values

Mechanical or Wood or Pellet Stoves: Building Inspector

Inspector to observe of duct installation (for type and fastening), furnace plenum, hydronic piping, wood and pellet stoves, dryer vents, bath exhaust fans, heat pumps, etc.

Finish: Building Inspector

Call after sub-trade inspectors have signed for final approvals and building or parts thereof are ready for occupancy and/or use. See inspection information on permit application.

Septic: Health Inspector

Call at specified stages and before leach fields are covered. Inspector to assure parts are properly installed according to the engineered plan.

Well: Health Inspector

Inspector to assure the well is properly dug and water flow, pressure and quality conform to Massachusetts Title V and Board of Health standards.

INSPECTORS FOR THE TOWN OF TOLLAND

**Site Plan Approval and/or
Special Permits**

Planning Board	James Deming	(413) 258-2844
Building Inspector Building Information Building Permit Homeowner License Exemption Wood Stove Permit Smoke & Heat Detector (new building only)	Eric R. Munson, Jr.	(413) 258-4590
Assistant Building Inspector	Dominic Urbinati	(413) 537-2989
Associate Building Inspector	Robert Sullivan	(413) 357-8810
Health Agent	Valerie Nickerson-Bird	(413) 684-3103
Assistant Health Agent Well Permit Septic Permit/Percolation Test	Lester Eldridge	(413) 848-0950
Conservation Commission Wetlands Application	Valerie Nickerson-Bird	(413) 684-3103
Highway Superintendent Driveway & Drainage Permits	Ed Deming	(413) 258-4794
Fire Chief Furnace inspections Fuel Tanks (all types) Smoke, Heat and Carbon Monoxide, & Propane Gas Detectors	Michael Sullivan	(413) 258-4251
Electrical Inspector Electrical Permits Rough and Finish Inspections	Jay Reynolds	(860) 798-2578
Plumbing Inspector	Brian Middleton	(413) 269-7269
Tolland Town Hall Open Monday thru Wednesday 8:00 AM - 4:00 PM		(413) 258-4794
BUILDING INSPECTOR OFFICE HOURS Monday 5:00-5:45 PM or By Appointment Town Hall		(413) 258 4590