

# TOWN OF LENOX

MASSACHUSETTS  
INCORPORATED 1767

## PROJECTS SUBJECT TO CONSTRUCTION CONTROL

International Building Code 2009 with Massachusetts Amendments (780 CMR 107.2.1)

### PHASE ONE

#### **New Buildings**

Three (3) sets of documents. Construction control documents shall fully describe the structure, fire protection, fire alarm, mechanical, light and ventilation, energy conservation, architectural access, and egress systems.

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#### **Existing Buildings**

The application for a building permit to reconstruct, alter or change the use or occupancy of an existing building or structure are subject to controlled construction pursuant to 780 CMR 107.6 shall be accompanied by a building survey where required by International Building Code 2009 with Massachusetts Amendments (780 CMR 107.2.1).

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#### **New and Existing Buildings**

A site plan shall be filed showing, to scale, the size and location of all new construction, and all existing structures on the site.

In those structures subject to construction control as required by 780 CMR 107.6, affidavits must be submitted with the permit application that the individuals and testing laboratories responsible for carrying out the duties specified in 780 CMR have been licensed by the BBRS.

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#### **Amendments to Application**

Subject to the limitations of 780 CMR 107.6, amendment to a plan, application or other records accompanying the same shall be filed prior to commencement of the work for which the amendment to the permit is sought or issued..

## PHASE TWO

### **Submission of Required Documentation During Construction**

Once the building official issues the building permit and the project commences, the following documentation should be submitted to the building official by the design professional indicated on the "primary" construction control document.

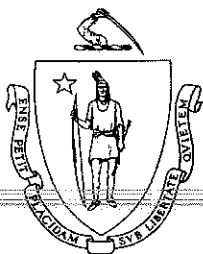
1. Construction meeting minutes.
2. Testing and inspection reports: soils, concrete, steel, reinforcing steel, and miscellaneous testing.
3. Architect's field visit and site reports.
4. Mechanical engineer's field visit and site reports.
5. Electrical engineer's field visit and site reports.
6. Plumbing engineer's field visit and site reports.
7. Fire protection engineer's field visit and site reports.
8. Changes in the original prints must be submitted with the appropriate stamp and signature.
9. Shop Drawings and RFI's.

## PHASE THREE

**To begin the project closeout, the primary design professional must submit the following:**

- Sprinkler System Test including a means of performing a forward flow test at system demand as per NFPA 2007 section 8.17.4.6.1.
  - Alarm System Test
  - Kitchen Hood suppression system test
  - Fire extinguisher test
  - Generator test under load test
1. A letter to the local fire chief requesting a final test and inspection of the fire suppression and detection systems.
  2. General Contractor's statement of completion.
  3. Design professional's final reports and stamped acceptance letters.
  4. Emergency power and lighting test report (including generators).
  5. Sprinkler system hydraulic test and above ground piping test.
  6. Fire alarm test report.
  7. Test report on smoke control / fire emergency ventilation system.
  8. Air balance report.
  9. Elevator test report.
  10. Boilers and compressors test report.
  11. Final sign - off signatures from plumbing/ gas, electrical, and elevator inspector.
  12. Acceptance letter from the local fire department.
  13. Certificate of substantial completion from the owner of record.

Once the building official obtains all of the required documentation, a final inspection may be scheduled. Any outstanding issues resulting from the final inspection should be addressed to the primary design professional in writing. A temporary Certificate of Occupancy may be issued pending completion of documented orders. A Permanent Certificate of Occupancy will be issued at the time all required documentation and pending orders have been completed.



# The Commonwealth of Massachusetts Department of Public Safety

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## PRIMARY CONSTRUCTION CONTROL DOCUMENT FOR DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE

Project Title: \_\_\_\_\_ Date: \_\_\_\_\_

Project Location: \_\_\_\_\_

Scope of Project: \_\_\_\_\_

In accordance with 780 CMR, Section 107.0, most specifically 107.3.4 "Design Professional in Responsible Charge" and 107.6 "Construction Control" of the 8th edition of the Massachusetts State Building Code:

I, \_\_\_\_\_ Mass. Registration Number \_\_\_\_\_ Expiration \_\_\_\_\_  
being a registered professional Engineer/Architect hereby certify that:

**I am the Design Professional in Responsible Charge and that I am and shall be responsible for reviewing and coordinating submittal documents prepared by others, including phased submittal items, for compatibility with the design of the building and for compliance with the requirements of 780 CMR (Massachusetts State Building Code).**

**In addition**, I certify that I have prepared or directly supervised the preparation of all design plans, computations and specifications concerning the following:

- Entire Project
- Architectural
- Structural
- Mechanical
- Fire Protection
- Electrical
- Other (specify) \_\_\_\_\_

for the above named project and that to the best of my knowledge, such plans, computations and specifications meet the applicable provisions of 780 CMR (8<sup>th</sup> edition) the Massachusetts State Building Code, all acceptable engineering practices, and all applicable laws for the proposed project.

Furthermore, **I understand and AGREE** that I (or my designee) shall perform the necessary professional services and be present on the construction site on a regular and periodic basis to determine that the work is proceeding in accordance with the documents approved by the building permit and shall be responsible for the following as specified in **780 CMR Section 107.6.2.2** (8<sup>th</sup> edition) as applicable:

- 1.) Review, for conformance to this code and the design concept, shop drawings, samples and other submittals by the contractor in accordance with the requirements of the construction documents.
- 2.) Perform the duties for registered design professionals in Chapter 17..
- 3.) Be present at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work and to determine if the work is being performed in a manner consistent with the construction documents and this code.

**I shall submit** periodically, in a form acceptable to the building official, a **progress report** together with pertinent comments. Upon completion of the work, **I shall submit** to the building official a **final report** as to the satisfactory completion and readiness of the project for occupancy.

Signature and Seal of registered professional: