



TOWN WHERE A U.S. FLAG WAS FIRST
RAISED OVER A PUBLIC SCHOOL, MAY, 1812

TOWN OF COLRAIN

INSPECTOR OF BUILDINGS
55 MAIN ROAD,
COLRAIN, MASSACHUSETTS 01340
(413) 624-3356
FAX- (413) 624-8852
Office Hours- Wednesday 6:00pm to 8:00pm
shawnkimberley@hotmail.com

BUILDING PERMIT PROCEDURE

- I. Application is made to the Building Inspector for a permit.
- II. Building Inspector reviews to verify that all zoning regulations are met. The application then goes to the Board of Selectmen and the Conservation Commission to be signed off regarding their regulations.
 - A. If approved, it then goes to the Building Inspector who will issue the permit upon his approval.
 - B. If not approved, applicant is told:
 1. that it is not approved.
 2. why it is not approved.
 3. that applicant has the right to go to the Zoning Board of Appeals.
 4. to see the Town Clerk for a Zoning Board of Appeals application.
- III. Applicant sees Town Clerk. who
 - A. gives applicant the application.
 - B. tells applicant to:
 1. submit the application.
 2. submit a scale drawing in triplicate.
 3. submit a check in the amount of \$125.00 made payable to the Town of Colrain