

City of Woburn Massachusetts

DEPARTMENT OF INSPECTION SERVICES
781-897-5840

PLAN SUBMITTAL FOR NEW CONSTRUCTION OR RENOVATION OTHER THAN ONE OR TWO FAMILY DWELLINGS

As of February 1st 2012 all plans for Construction or Renovations submitted with a Building Permit Application shall be in the following format and prepared by a design professional with compliance with 780CMR/8:

- (1) Set of Plans on Paper and
- (1) Set of Plans on CD or electronically (PDF not CAD)

All plans submitted above shall include all pertinent information as required, if a Special Permit or Variance has been granted copies of the approved Site Plans that are part of the decision shall accompany above.

Any addendum to plans or foundation only verification shall be submitted in the same format.

Before a Certificate of Occupancy or Certificate of Completion will be issued an As-Built set of plans will be submitted by the applicant (PDF not CAD) to the Inspectional Services Department.

Take notice that the set of plans submitted for review will be used as the Post on Site Plans for the project and must be present at all times during the duration of the project.

If you have any questions or require further assistance Inspectional Services can be reached at 781 897 5840.

