

Town of Harvard

Building Department

Building Permit Requirements

Sheds

- **Permit Application Form**

The permit application form must be filled out completely. (4pages)

Page two does not apply to wood stove permits

Illegible or incomplete applications will not be processed.

- **Owner Authorization**

If the applicant is anyone other than the owner of the property, a letter which authorizes the applicant to act as the owner's agent in obtaining the permit and to perform the work on the project is required.

This letter must be signed by the property owner.

- **Construction Supervisor License**

Submit a valid copy of the Construction Supervisor License of the person who will be responsible for the project.

- **Home Improvement Registration**

Submit a valid copy of the Home Improvement Registration of the person who will be responsible for the project.

- **Worker's Compensation Certificate**

On page 3 of the Permit Application is a '**Workers Compensation Affidavit Form**' to be filled out. In addition to filling out the Affidavit, you must also submit a valid copy of the General Contractor's **Worker's Compensation Insurance Certificate**.

This Certificate must be site specific.

A building permit cannot be issued without Compensation Insurance unless the contractor is a sole proprietor.

(continued)

- **Size Requirements**

Pursuant to 780 CMR (Building Code), a building permit is not required for a shed which has less than 120sf of total floor area. This is a measurement taken from the exterior dimensions of the shed. (ie: 12' x 10' = 120sf). If the shed has a loft area, the square footage of the loft is added to the total square footage of the shed.

Buildings of 200 sf or more will not be considered a shed for permitting purposes. This size of a structure will be classified as either a barn or garage and permit fees will be based as such.

Also, the building will require a permanent foundation.

Refer to permitting requirements for Barns/Garages.