



## Town of Southhampton

Building Department

210 College Highway, Southhampton, Mass. 01073

(413) 529-1007

Thomas F. Quinlan, Jr  
Building Inspector

### Required Information to Construct an Addition, Alteration, or Renovation to a One/Two Family Dwelling

- 1. Plot plan showing location of structure and distances to property lines and septic system (if applicable)
- 2. Plans showing the following:
  - Type of foundation system and depth;
  - Labeled floor plans showing intended use for each space;
  - Dimensions of proposed addition;
  - Framing plan including materials used to construct:
    - A. Floor joists—*size, span, and spacing*
    - B. Wall framing—*size and spacing*
    - C. Ceiling Joists—*size, span, and spacing*
    - D. Rafters—*size, span, and spacing*
  - Energy Code information—Insulation R-value for—*floors, walls, and ceiling*
  - Location of Fire Alarm and Carbon Monoxide devices
- 3. If adding bedrooms you must have approved septic system for the additional bedrooms.
- 4. Completed permit application.

**Note:** If adding and/or altering any existing bedrooms, smoke alarms throughout the entire building must be upgraded to meet current code requirements. *(Inspection Required)*

**Note:** Massachusetts State Building Code 6<sup>th</sup> Edition requires wet stamp engineering for all manufactured products, such as Trusses and Beams. *(Inspection Required)*

**BEFORE A BUILDING PERMIT CAN BE ISSUED, ALL REQUIREMENTS AND REGULATIONS OF THE TOWN OF SOUTHAMPTON ZONING BYLAW MUST BE MET.**

**INSPECTIONS ARE REQUIRED**



# ENERGY STAR Qualified Homes

## Thermal Bypass Inspection Checklist

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Thermal Bypass	Inspection Guidelines	Corrections Needed	Builder Verified	Rater Verified	N/A
1. Overall Barrier and Thermal Barrier Alignment	<b>Requirements:</b> Insulation shall not be installed in full contact with sealed interior and exterior air barrier except for alternate to interior air barrier under item #2 ( <i>Walls Adjoining Exterior Walls or Unconditioned Spaces</i> ).				
	<b>All Climate Zones:</b>				
	1.1 Overall Alignment Throughout Home	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	1.2 Garage Band Joist Air Barrier ( <i>at bays adjoining conditioned space</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	1.3 Attic Eave Baffles Where Vents/Leakage Exist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Only at Climate Zones 4 and Higher:</b>				
	1.4 Slab-edge Insulation (A maximum of 25% of the slab edge may be uninsulated in Climate Zones 4 and 5.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Best Practices Encouraged, Not Required:</b>				
2. Walls Adjoining Exterior Walls or Unconditioned Spaces	1.5 Air Barrier At All Band Joists (Climate Zones 4 and higher)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	1.6 Minimize Thermal Bridging (e.g., OVE framing, SIPs, ICFs)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Requirements:</b> <ul style="list-style-type: none"> <li>Fully insulated wall aligned with air barrier at both interior and exterior, OR</li> <li>Alternate for Climate Zones 1 thru 3, sealed exterior air barrier aligned with RESNET Grade 1 insulation fully supported</li> <li>Continuous top and bottom plates or sealed blocking</li> </ul>				
	2.1 Wall Behind Shower/Tub	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2.2 Wall Behind Fireplace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2.3 Insulated Attic Slopes/Walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2.4 Attic Knee Walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2.5 Skylight Shaft Walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Floors between Conditioned and Exterior Spaces	2.6 Wall Adjoining Porch Roof	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2.7 Staircase Walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2.8 Double Walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Requirements:</b> <ul style="list-style-type: none"> <li>Air barrier is installed at any exposed fibrous insulation edges</li> <li>Insulation is installed to maintain permanent contact with sub-floor above including necessary supports (e.g., staves for blankets, netting for blown-in)</li> <li>Blanket insulation is verified to have no gaps, voids, or compression</li> <li>Blown-in insulation is verified to have proper density with firm packing.</li> </ul>				
4. Shafts	3.1 Insulated Floor above Garage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3.2 Cantilevered Floor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Requirements:</b> Openings to unconditioned space are fully sealed with solid blocking or flashing and any remaining gaps are sealed with caulk or foal (provide fire-rated collars and caulking where required)				
	4.1 Duct Shaft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Attic/Ceiling Interface	4.2 Piping Shaft/Penetrations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4.3 Flue Shaft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Requirements:</b> <ul style="list-style-type: none"> <li>All attic penetrations and dropped ceilings include a full interior air barrier aligned with insulation with any gaps fully sealed with caulk, foam, or tape</li> <li>Movable insulation fits snugly in opening and air barrier is fully gasketed</li> </ul>				
	5.1 Attic Access Panel (fully gasketed and insulated)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5.2 Attic Drop-down Stair (fully gasketed and insulated)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Common Walls Between Dwelling Units	5.3 Dropped Ceiling/Soffit (full air barrier aligned with insulation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5.4 Recessed Lighting Fixtures (ICAT labeled and sealed to drywall)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Common Walls Between Dwelling Units	5.5 Whole-house fan (insulated cover gasketed to the opening)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Requirements:</b> Gap between drywall shaft wall (i.e., common wall) and the structural framing between units is fully sealed at all exterior boundary conditions				
6.1 Common Wall between Dwelling Units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Home Energy Rating Provider: _____		Rater Inspection Date: _____		Builder Inspection Date: _____	
Home Energy Rater Company Name: _____		Builder Company Name: _____			
Home Energy Rater Signature: _____		Builder Employee Signature: _____			