

TOWN OF ANTRIM
BUILDING INSPECTION CHECKLIST
(To be posted with the building permit)

- A COPY OF THE PERMIT, AND THE HOUSE NUMBER ASSIGNED WHEN THE PERMIT IS ISSUED, SHALL BE POSTED AT THE SITE BEFORE WORK IS BEGUN!
This is to insure site location is available to 911 Emergency Services during construction.
- Preliminary site inspection: House and septic staked out so setbacks may be determined.
- Sign permit applied for (if applicable)
- Excavation is complete and ready for footings – minimum frost depth 4 feet.
- Footing inspection – before pour
- Foundation inspection – after forms are placed but before pour
- Foundation inspection – after pour and before backfill for drains and sill fasteners
- New state approved septic – bottom of bed inspection before field is constructed.
State grants approval for construction, and approval for operation. If the system already exists and is replaced “in kind” it needs inspection from the local authority before it is covered. No Certificate of Occupancy will be issued for a dwelling until the septic has received it final cover.
- Building framed, rough electrical, rough plumbing, windows and doors, exterior siding complete. These may be separate inspections, or all at the same time. The dwelling must be weather-tight before rough wiring. Also, attention will be paid to the nailing schedule for wall and roof sheathing.
- Mechanical installations – Boilers, Furnaces, HVAC, etc. Manufacturers installation instructions shall be attached to the equipment, and available at the time of inspection. Inspection criteria will be based first on applicable code, and if new technology, upon the manufacturers instructions.
- If gas or oil fired boiler or furnace is installed, the Fire Chief, must be notified for an inspection before Certificate of Occupancy may be issued. This inspection should be scheduled with the installer present if possible.
- Insulation complete – this inspection is to determine compliance with energy code, and roof venting in particular.
- Chimney, fireplace and throat – inspection during construction and at completion
- Electrical service ready for Public Service connection. Note – the first inspection is for the temporary panel used during construction. The second is prior to switching over from the temporary panel to the main panel. Inspections are logged on the PSNH web page on the day of inspection. (Please call PSNH first to obtain a work order number then call the building inspector to make an appointment for the inspection.
- Totally complete and just prior to occupancy. All plumbing and wiring complete, fixtures in place and all circuits energized. The Certificate of Occupancy issued after this final inspection is necessary for the dwelling to be legally occupied. Certificate of Occupancy will not be issued if this inspection sheet is not completed and signed by the Building Inspector

Building Inspector's Signature _____ Date _____

Just sign permit at this time

Revised April, 2006