BUILDING DIVISION

BUILDING INSPECTION CHECK-OFF

RESIDENTIAL

This is a typical sample list of what will be observed and inspected, during a typical field inspection of a residential construction project for minimum code compliance.

FOUNDATION

- FOOTINGS - PROPER DEPTH OF 42” BELOW FROST LINE
- MONOLITHIC SLAB - PROPER DESIGN FOR FROST PROTECTION
- SOILS – PROPER LOAD BEARING (min 2,500 psf)
- MINIMUM WIDTH OF FTG (2 x wall)
- REINFORCING WALLS
- FOOTING DRAINS
- FOUNDATION WALL – ANCHOR BOLTS PROPERLY SPACED
- BULKHEAD – SECOND MEANS OF EGRESS
- NATURAL VENTILATION/ LIGHTING
- DAMPROOFING / DRAINAGE
- INTERIOR FOOTINGS
- CRAWL SPACE – VENTILATION (When required)

CODE REFERENCE:

IRC

- R403.1.4
- R403.3 Table 403.3(1)
- TABLE R401.4.1
- TABLE R403.1
- TABLE R404.1.2
- R403.3.3
- R403.1.6
- R310.3
- R303.1
- R403.3.3
- R1805.2
- R408.1

ROUGH’S

FRAME

- STUD GRADE # 2 OR BETTER
- BEARING WALLS – PROPER LOAD DISTRIBUTION
- POINT LOADS
- FLOOR JOISTS – PROPER SPAN LENGTH
- GIRDERS
- BEAMS
- HEADERS
- CEILING JOISTS
- STAIR STRINGERS
- HEADROOM
- TREADS & RISERS
- EGRESS WINDOWS – 5.7 sf/2nd – 5.0 sf/1st (821 si)
- BLOCKING – GARDUS & RAILS
- ROOF RAFTERS – COLLAR TIES
- NAILING/ FASTENERS
- DRILLING & NOTCHINGS
- FIREBLOCKING/ FIRESTOP
- DRAFT STOPPING
- ROOF & WALL SHEATHING
- ROOF VENTILATION/ RIDGE VENTS
- ROOF PENATRATIONS

- R602.1
- R602.3
- R602.4
- TABLE R502.3.1(1)
- TABLE R502.5(1)
- TABLE R502.5(2)
- R602.7
- TABLE R802.4(1)
- R502.10
- R305.1
- R311.7.4
- R310
- R311.7.7
- R802.2
- TABLE 602.3(1)
- FIG. R502.8
- R302.4.1.2
- R302.12
- R602
- R905
- R903.2

Revised 04/06/2020
INSULATION

- WALLS - R-21
- CEILINGS (FLAT) - R-38
- CEILINGS (CATHEDRAL) - R-30
- FLOORS - UNHEATED BELOW - R-19
- WALLS - BASEMENT/ UNHEATED ROOM - R-13
- DUCTS & HW PIPING - R-6

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- WIRING METHODS
- ELECTRICAL CONNECTIONS
- KITCHEN APPLIANCE CIRCUIT – MIN (2) – 20A
- LAUNDRY APPLIANCE CIRCUIT – MIN (1) – 20A
- BATHROOM CIRCUIT – 20A
- ARC- FAULT BRANCH CIRCUITS
- GFCI PROTECTION
- ISLAND OR PENNINCILA - 20A
- DWELLING UNIT RECEPTICLES
- WR/TP DAMP LOCATIONS
- WP/TP WET LOCATIONS
- CARBON MONOXIDE DETECTORS
- SMOKE DETECTORS – IRC
- CONDUCTOR SPACE IN WORK BOXES
- RECEPITCLE SPACING – 6’-0” & 12’-0” @ WALLS
- 3 WAY SWITCH STAIR LIGHTING
- CABLE SUPPORTS/ STAPLES
- MOUNTING SCREWS/ NAILS
- STEEL PLATES < 1 ¼ “
- FIXTURE LOCATIONS
- LUMINAIR LOCATIONS
- CLOSET SPACE
- RATED CEILING FAN BOXES
- CEILING – SUSPENDED (Paddle Fan)
- I.C. RATING FOR CEILING FIXTURES
- CLOTHES DRYERS #10-3 AWG

ELECTRICAL SERVICE

- PSNH WORK ORDER #
- SERVICE ENTRANCE – Overhead clearances
- SERVICE DROP - MAST – (When PSNH requires)
- GROUNDING ELECTRODES - @ FTGS/ FND Rebar
- COMMON BONDING – Bldg Steel/ Separate Derived Systems
- SECONDARY GROUNDING – 2 - 8’-0” ½” rod @ 6’-0” / #6 AWG
- SERVICE LATERAL - SIZE & RATING
- MINIMUM CONDUCTOR SIZE
- SERVICE ENTRANCE CONDUCTORS
- DISCONNECTING MEANS
- AVAILABLE FAULT CURRENT – FUSES
- EXPANSION FITTING @ RISER
- MINIMUM FROST PROTECTION
- DIRECT BURIAL
- SPLICING
- PROTECTION FROM DAMAGE

MAIN SERVICE PANEL

Revised 04/06/2020
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  - LISTED MATERIALS
  - HANGERS
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  - SHUT OFF VALVES
  - FLOOR & WALL TERMINATIONS
  - BONDING to H2O PIPING

- CHIMNEY IRC

Revised 04/06/2020
- MASONRY
  - 8” SOLID WALLS
  - FIRE BRICK
  - SMOKE CHAMBER – PARGED
  - CLEARANCES TO COMBUSTABLES
  - FLUE SEPERATION WALL
  - FRESH AIR SUPPLY – EXTERNAL
    - Combustible Air
  - DAMPER
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  - ROOF CLEARANCES
  - HEARTH EXTENSIONS
  - MANTLE – Combustible Clearances
- MANUFACTURED
  - UL LISTED & APPROVED
  - MANUFACTURES SPECIFICATIONS
  - VENT TERMINATION
    - HORIZONTAL – Direct Vent
    - VERTICAL – Roof Penetration
  - VENT PIPE LABEL
  - FIRESTOPS
  - CLEARANCES
  - DAMPER
- LP GAS INSERT
  - SHUT OFF VALVE
  - BLACK IRON PIPE
  - VENTILATION
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- House # posted at driveway and on house (min 4”) contrast colors
- Deck, Landings & Stairs - Max riser height 7 ¾” min tread 10”
- Handrails & guardrails min 36” height with 4” space max balusters
- Kitchen & bathroom floors finished with cleanable surface
- Kitchen Countertop – nonporous, cleanable surface
- Min 2 “GFCI” protected countertop appliance circuits, includes island
- Microwave circuit “GFCI” protected
- Dishwasher “GFCI” protected – cord and plug connection under sink
- Bathroom outlets “GFCI” protected
- Hot Water – Temperature at sink faucets – 120* F max
- All outlets in habitable space to be “AFCI” protected – check panel CB
  All AFCI circuit breakers to be tested – * To test - press test button on breaker (circuit should trip)
  to reset turn off completely then switch breaker on
- An Egress windows in each bedroom – Min 5.7 sf operable window
- Grade level windows min (5.0 sf) - bedrooms below grade require egress to grade level with (44”) max
  opening height from fin floor
- All habitable rooms to have a switched outlet or light fixture
- At least (1) 3 - way switch at each stairway – top and bottom of stair
- All outlets in garage to “GFCI” protected including overhead door – Min (1) outlet per garage bay
- Gas furnace, HW heater and boiler – installed to manufacturer’s instructions - all require ½ sheetrock or
  sprinkler head
- Smoke detector in each bedrooms, CO/ smoke detectors on each level – hard wired – battery backup and
  interconnected
- All circuits in electrical panels are to labeled and identified
- Hydro massage / Hot Tubs – “GFCI” protected – disconnect in site
- A/C condensers Disconnect at unit and service outlet within 25’
- Pools – In ground require 4’-0” fence enclosure & AG – 48” barrier

Inspector _________________________________   Approved      Yes      No
TOWN OF MERRIMACK
Certificate of Occupancy/
Certificate of Unit Completion
Check List
BLD - FRM - 014

Property Owner: ____________________________ Phone: ______________
Job Location: ___________________________________ Tax Map/ Lot: ____________
Applicant: ______________________________________ Phone: ______________
Address: ______________________________________ City: ______________ State: ____ Zip: ________

A Certificate of Occupancy (CO) or Certificate of Unit Completion shall only be issued upon the completion of the following check list and signatures, of the applicable Town of Merrimack Departments, certifying that the property is in compliance with all Town adopted Codes, Regulations and Ordinances.

Authorized Department Signatures

<table>
<thead>
<tr>
<th>Town Departments (Call to schedule appointments)</th>
<th>Date approved</th>
<th>Signature of Authorizing Person</th>
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</thead>
<tbody>
<tr>
<td>Sanitary/ Sewer</td>
<td></td>
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<tr>
<td>Waste Water</td>
<td>883-8196</td>
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<tr>
<td>36 Mast Road</td>
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<tr>
<td>Water Department Village District</td>
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<tr>
<td>Merrimack Village District</td>
<td>424-7171</td>
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<tr>
<td>2 Greens Pond Road</td>
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<tr>
<td>PWD Highway Division</td>
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<tr>
<td>Merrimack Public Works</td>
<td>423-8551</td>
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<tr>
<td>76 Turkey Hill Road</td>
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<tr>
<td>Planning &amp; Zoning</td>
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<tr>
<td>Community Development</td>
<td>424-3531</td>
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<tr>
<td>6 Baboosic Lake Road</td>
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<tr>
<td>Fire Department Building Division</td>
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<tr>
<td>Fire Sprinkler/Alarms</td>
<td>424-3690</td>
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<tr>
<td>Building Department</td>
<td>420-1730</td>
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<tr>
<td>Health Department</td>
<td>420-1730</td>
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<tr>
<td>432 Daniel Webster Highway</td>
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</table>

Prior to the town granting a Certificate of Occupancy or Certificate of Unit Completion, the Applicant, General Contractor and or Property Owner is solely responsible for obtaining all applicable signatures and fulfilling all conditions of approvals, pertaining to the property, and to submit this completed form to the Building Department.

Occupancy and Unit Certificate Conditions:

1. The construction has met all adopted State of New Hampshire Building Codes and local regulations.
2. Certificate of Unit Completion must receive final inspection, from the Fire Marshal prior to opening to the general public. All food service licensed uses require Final inspection from the Health Officer.
3. Development Conditions of Approval, Subdivisions, Planning and Zoning.
4. It is the responsibility of the Owner to collect and obtain ALL Approvals and Signatures listed above:

I agree to comply with the provisions of the applicable Building Code, and the requirements of the Authority Having Jurisdiction. And that the information on this form is accurate and has been completed to the best of my knowledge.

______________________________________  ________________________
Applicant/ Owner                          Date
RESIDENTIAL CERTIFICATE OF OCCUPANCY INSPECTION REPORT

Inspection Date: ______________ Time: ______________ Contact: ______________
Re-Inspection Date: ______________ Time: ______________ Contact: ______________
Street Address: _______________________________________________________________
Owners Name: _______________________________________________________________

RESIDENTIAL CERTIFICATE OF OCCUPANCY CHECK LIST

Check Box if Complete

1 □ House Number attached to the structure minimum of 4 inches high in a contrasting color to the background. (NFPA 1 3-7.1)
2 □ Emergency Shut-off for all oil fired furnaces and heating systems.
3 □ Emergency Shut-off for gas, external to the building in an easily accessible area.
4 □ Smoke Detectors and/or CO Detectors \textit{(110 Volts AC, Battery Back-up and Interconn}}
   \textit{(NH State Fire Code, 1999 Ed. Sec. 9018.03)}
5 □ All Detectors (Heat & Smoke) Shall be on the nearest electrical lighting circuit
6 □ Basement \textit{(Smoke Detector(s) / CO Detectors are Present and Tested)}
7 □ First Floor \textit{(Smoke Detector(s) / CO Detectors are Present and Tested)}
8 □ Second Floor \textit{(Smoke Detector(s) / CO Detectors are Present and Tested)}
9 □ Each Bedroom \textit{(Smoke Detectors /CO detectors are Present and Tested)}
   \begin{itemize}
   \item [ ] Bedroom 1
   \item [ ] Bedroom 2
   \item [ ] Bedroom 3
   \item [ ] Bedroom 4
   \item [ ] Bedroom 5
   \end{itemize}
10 □ Ceiling Protection over Furnaces, Boilers and Solid Fuel Burning Equipment

"The area over all furnaces, boilers, and solid fuel burning equipment shall be fireproofed with no less
than ½" drywall extended three feet beyond the unit, and any combustible wall within the perimeter of
said fireproofed ceiling area shall be so fireproofed. All joints shall be sealed." \textbf{Alternative:} A 175°
upright sprinkler head directly over the burner. Head may be piped off the domestic water system. If
appliances are further than 5' apart each unit shall have separate protection.

If there are any questions, concerns or comments with the inspection please list them below and
refer them to the Fire Prevention Bureau.

Comments:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Inspection Performed By: ___________________________ ID # _______ Shift: __________
Re-Inspection Performed By: _________________________ ID # _______ Shift: __________

Please complete the proper documentation with Community Development and return this
form to the Fire Marshal's office. Thank-you

Revised 04/06/2020