GUIDE FOR PLANS AND SPECIFICATIONS

APPLICATIONS:

Forms for all proposed work to be completed entirely unless specifically waived by code official: (Building, Plumbing, Electrical and Mechanical contractors' name, address and license number included).

PLANS:

Two complete sets of plans, with each sheet, sealed by licensed architects or engineers, must be submitted. Homeowner may draw his own plans for his private residence, provided they are legible and complete. Zoning and/or planning board approvals are required at the time of submittal.

SITE DIAGRAM:

Showing all existing and new construction. (Distance from all lot lines, square feet of construction and lot, and drawn from boundary line survey).

ELEVATIONS:

Front, rear and all sides including sizes and dimensions of chimneys, roof soffit, crawlspace ventilation, grades, porch and steps, gutters and leaders, windows and doors.

FLOOR PLAN:

Room sizes and uses, direction of floor and ceiling joists, window and door locations, beam sizes and locations and smoke detector locations.

FOUNDATION:

Sizes and location of footings, foundation walls, girder sizes and double joists, and header locations.

CROSS - SECTION:

Full cross-section of each type construction, listing all material size and spacing, insulation, height, measurement to floor, ceiling and roof and pitch of roof.

MISCELLANEOUS:

Window schedules, door schedules, stair details and fireplace detail.

MECHANICAL:

Make, model, size and location of unit, size, location of all supply and return ducts.

PLUMBING:

Types and location of fixtures, pipe sizes, isometrics, vents, drainage and water systems.

ELECTRICAL:

Lighting, receptacles and service location, breaker sizes and circuit designation.

BUILDING INSPECTION CHECKLIST

1. *FIRST INSPECTION: FOOTINGS*

   A. *Permit Placard posted*

   B. *Approved plans on construction site*

   C. *Survey stakes exposed*

   D. *Check location against approved plot plan*

   E. *Check bearing soil conditions*

   F. *Check forms against approved plans for:*

      1). *Width*
      2). *Depth*
      3). *Number and location of column footings*
      4). *Reinforcing steel size and location*
      5). *Anything else shown on plans that should be in place prior to placing concrete*

OPEN TRENCH INSPECTION

A. *Check trench location, width and depth against the approved plans.*

B. *Check trench bottom for fill or other inadequate bearing properties*

C. *Check alignment and proper jointing with previously poured walls*

2. *SECOND INSPECTION: BASEMENT AND FOUNDATION WALL FORMS*

Note: If walls are built of masonry units (bricks or concrete blocks), this inspection is eliminated.

A. Permit placard posted

B. Approved plans on construction site

C. Check forms against approved plans for

1). Height
2). Thickness
3). Brick ledges
4). Flue liners
5). Thimbles
6). Window openings
7). Reinforcing steel
8). Walls
9). Control joints
10) Beam pockets
11). Everything else shown on the plans that should be in place prior to placing concrete.

3. *THIRD INSPECTION: FOOTING DRAINS AND DAMPPROOFING*

A. Permit placard posted

B. Approved plans on construction site

C. Check foundation walls against approved plans for required openings.

D. Check dampproofing

E. Check sub-soil drains and pea gravel or crushed stone cover

F. Check anchorage

4. *FOURTH INSPECTION: FRAMING*

A. *Permit placard posted*

B. *Approved plans on construction site*

C. *Check room sizes and arrangement: check window and door sizes and their location against approved plans. (See window and door schedules).*

D. *Check all framing members against details and notes shown on the plans and code requirements.*

E. *Check roof trusses against truss diagram.*

1). *Size and location of members*
2). *Lumber Grade*
3). *Truss plates and other connectors*
4). *Proper bearing*

F. *Check roof sheathing, soffit, roofing materials, flashing and ventilation.*

G. *Check wall sheathing and nailing .*

H. *Check nailing of door jams and window frames.*

I. *Check subflooring for proper thickness, grade and nailing.*

J. *Check header and trimmer size, bearing, and nailing.*

K. *Check stud spacing, doubling, and corner details.*

L. *Check firestopping; draftstopping.*

M. *Check ceiling and floor joists for proper size, grade bearing and nailing.*

N. *Check steel or wood beam size and bearing*

O. *Check columns in basement and crawlspace for size, alignment and bearing.*

P. *Check headroom on stairways.*

Q. *Check fill and reinforcement for concrete floor slab areas such as garages, basements.*

R. *Check HVAC openings.*

S. *Check framing around chimneys for proper clearance.*

T. *Check bearing of partitions on joists and rafters.*

5. *FIFTH INSPECTION: WALLBOARD*

A. *Permit placard posted.*

B. *Approved plans on construction site.*

C. *Check room arrangements, and window and door sizes against the approved plans. (This is a quick check for unauthorized changes after the framing inspection).*

D. *Check wallboard nailing for conformity to the approved nailing schedule.*

E. *Check for water resistant wallboard in tub and shower area.*

6. *SIXTH INSPECTION: FINAL*

A. *Permit placard posted.*

B. *Approved plans on construction site.*

C. *Check all aspects of the buildings interior and exterior in compliance with approved plans and all code requirements.*

D. *Check for installation and operability of all fixtures and equipment shown on approved plans.*

E. *Check fireplace damper and cleanouts.*

F. *Check exterior materials and installation.*

PLUMBING INSPECTION CHECKLIST

WATER SUPPLY AND SANITARY DRAINAGE SYSTEM

I. Trenching and Bedding

1). Pitch of pipe
2). Type of material
3). Placement of pipe in trench and backfilling
4). Separation of water and drainage in trench

II. SLAB

1). Pitch of pipe
2). Type of material
3). Location of proposed fixtures and stacks
4). Location of clean-outs and valves
5). Hanger spacing
6). Water or air test required.

III. WALL PIPING

1). Pitch of pipe
2). Type of material
3). Location of proposed fixtures and stacks
4). Location of clean-outs and valves
5). Hanger Spacing
6). Water or air test required

IV. FINAL

1). All fixtures functioning
2). No leaks
3). All traps level
4). Water supply and control valves

MECHANICAL INSPECTION CHECKLIST

CHECK AT ROUGH-IN STAGE

1). Ductwork size and type

2). Clearance to combustible

3). Return air ducts

4). Chimneys

5). Method of anchoring ducts and piping

6). Size of fuel; piping.

CHECK DURING FINAL:

1). Equipment connections

2). Clearance to combustibles

3). Equipment is operational

4). All registers and hardware installed

5). Combustion air availability

G. *Check roofing, flashing, gutters and conductors, siding, brick veneer, caulking, weatherstripping, concrete flatwall.*

H. *Check required retaining walls.*

I. *Check finished grade.*

J. *Check for final approvals by electrical, mechanical and plumbing inspectors.*