

Building Inspector Checklist

- Culvert paid for, receipt in file
- Culvert installation complete proof
- Erosion control plan reviewed and approved
- HVAC Dist. Plan reviewed and approved
- Heatloss calcs reviewed and approved 2009 IECC required
- Wall bracing plan reviewed and approved
- Sanitary permit card copy in file
- Fireplace permit in file
- Building plans reviewed and approved
- Square footage checked
- Fees calculated and receipt filled out
- Contractors two licenses on permit or owners cautionary statement in file
- Proposed yard grade matches master plan if one is present. If no master grade plan is present, the grade must be reviewed and approved. Use min. State code pitch and good common sense to prevent any problems.

- Pre-typed up condition sheets filled out with a copy stapled to the builders plan and one copy for the builder to sign for town files
- Building card filled out and a note listed stating a recert is needed at footing inspection. Foundation R value list and window U value listed.
- Proper address copied to all forms
- Zoning reviewed and approved
- Seal # on Building card and recorded on permit application