



INSPECTIONS REQUIRED

Prior to occupancy of a building or addition in Nashua NH

Call the Department of Building Safety (589-3080) between 8-5 to request an inspection for the following day

Have your project number when you call (located at the top right of your permit). The following inspections are required as a minimum; additional inspections may be necessary. Call for these inspections before proceeding to the next phase. The building must be accessible for the inspector and your permit posted and visible from the street. If you would like an approximate time for the inspection, call the inspector between 7:30-9:00 a.m. the day of the inspection; otherwise it will be done between 9:00 a.m.-3:30 p.m.

1. **FOOTINGS** COMMERCIAL - After the forms and reinforcement bars are set and prior to the placement of concrete; RESIDENTIAL DECKS - After the 4' support holes are dug and prior to pouring the concrete
2. **FOUNDATION WALLS** COMMERCIAL - Same as above, but after damproofing/waterproofing and foundation drains, and prior to backfilling; RESIDENTIAL ADDITIONS and NEW HOMES - Inspections 1 and 2 may be combined

For new residential homes, certified plot plans must be on file no later than when requesting a frame inspection

Certified plot plans are required to make sure your structure is within the setbacks of the lot.

If your structure is outside the setbacks, you may be required to move the foundation.

3. **TEMPORARY SERVICE ELECTRICAL** COMMERCIAL and RESIDENTIAL
4. **ROUGH ELECTRICAL** Prior to concealment of work
5. **CEILING GRID - BUILDING, ELECTRICAL, MECHANICAL:** COMMERCIAL and RESIDENTIAL
6. **ROUGH PLUMBING** Prior to concealment of work (all underground piping, above ground piping before insulation and wall covering, and sewer connections including sanitary and storm sewers to point of connection)
7. **ROUGH MECHANICAL** Prior to concealment of work - See mechanical permit for specifics
8. **ROUGH FRAMING PRIOR TO INSULATION** All inspections above that apply must be completed and approved before calling for a frame inspection. If walls are masonry or concrete block, inspections are required while laying to determine bond used and when walls are complete. Fire protection or fire stopping intended to be concealed shall be in place.
9. **INSULATION** Including sound as well as thermal insulation, firestopping, draftstopping. No interior wall finish, i.e., drywall, paneling, etc. shall be in place prior to this inspection
10. **FINAL ELECTRIC**
11. **FINAL PLUMBING** When plumbing is complete, including fixtures, equipment hookups, hot water, and toilet partitions and handrails
12. **FINAL MECHANICAL**
13. **FINAL BUILDING** Inspections 10, 11, and 12 must be completed prior to final building

In addition, the following inspections may be required:

- a. **Planning Department** (City Hall, 2nd floor, 589-3090): Site inspections and approval on any project requiring site work. You are advised to contact the Planning Department *well in advance* of your occupancy.
- b. **Health Department** (18 Mulberry Street [Corner of Mulberry and Elm Streets], 589-4530): Septic systems, individual water supply systems, commercial swimming pools, restaurants or other food services
- c. **Fire Marshal** (Lake Street Fire Station, 177 Lake Street, 589-3460): Life Safety Code, fire prevention requirements

Certificate of Use and Occupancy:

When all applicable inspections have been completed, call the Department of Building Safety so a Certificate of Use and Occupancy (CO) may be prepared. **A 24-HOUR NOTICE IS REQUIRED.** A temporary CO (TCO) may be issued, at the discretion of the Department of Building Safety, if minor building or site work items are yet to be completed.

**You must have either a temporary or permanent
Certificate of Use and Occupancy in your possession before your structure can be occupied**