



## BUILDING DEPARTMENT

# Town of Hollis

Seven Monument Square  
Hollis, New Hampshire 03049  
Tel. (603) 465-2209 Ext. 501

## INSPECTION REQUIREMENTS

ALL CONSTRUCTION WORK SHALL BE IN COMPLIANCE WITH THE 2018 IRC/IBC (SUITE OF CODES) AND 2020 NEC ELECTRICAL CODES, THE NFPA 101 LIFE SAFETY CODE AND ALL TOWN OF HOLLIS ZONING ORDINANCES

1. Footings, foundation walls, damp proofing and perimeter foundation drains before backfill.
2. Below grade or slab; Plumbing, electrical or mechanical systems that are placed below concrete slab or below grade prior to backfill.
3. Rough Electric; All wiring must be completed before being inspected. All work in connection with electrical systems shall not be covered or concealed until approved.
4. Rough Plumbing; All plumbing Systems, wastes, vents and drainage systems must be complete and on a test at the time of inspection. All work in connection with plumbing systems shall not be concealed until approved.
5. Rough Mechanical; All mechanical systems including ducts for heating, ventilating and cooling systems, steam and hot water piping must be completed and ready for testing at the time of inspection. All work in connection with the mechanical systems shall not be concealed until approved. All combustible framing within 3' 0" above all oil-fired fuel burning appliances shall have a minimum of 5/8 fire rated GWB installed for protection.
6. Rough Frame; All structural and non-structural framing must be complete before inspection. All other trade work; electrical, plumbing, mechanical, etc. must be inspected and approved prior to framing.
7. Insulation; NH Energy Code Requirements – All heated areas that require insulation including ceilings, walls, floors and spaces that come in contact with cold unheated areas. If spray foam is to be used a statement from the installer verifying achieved "R" value must be received.
8. Above ground or Underground LPG Tanks; **All LPG storage tanks must be inspected for compliance with NFPA 58 code regulations. Inspections are conducted by the Fire Department before back filling, call 465-6001 to schedule inspections – 48 hour notice required.**
9. Chimney, woodstove and fireplace; All new and rebuilt chimneys, fireplaces and woodstoves must be inspected for code compliance with **NFPA 211** regulation. Firestopping is required at every floor/ceiling level.

**FURTHER INSPECTIONS MAY BE REQUIRED BY THE BUILDING INSPECTOR**

## **FINAL INSPECTION**

### **FINAL INSPECTION IS REQUIRED ON ALL COMPLETED WORK**

Upon completion of the work, including all electrical, plumbing, mechanical and all other work, an inspection shall be conducted to ensure that the work and systems comply with code requirements. All necessary tests and approvals for operating the equipment or systems may be required to be performed at the time of inspection.

Electrical – All electrical work, equipment and systems shall comply with the 2020 NEC Electric Code

Plumbing – All plumbing work, equipment and systems shall comply with the 2018 IRC Plumbing Code

Mechanical – All mechanical work, equipment and systems shall comply with the 2018 IRC Mechanical Code

Building - All structures occupied or unoccupied shall comply with the 2018 IRC Building Code.

## **CERTIFICATE OF OCCUPANCY**

All new Single Family Residences, commercial, agricultural, industrial structures and all other habitable buildings or structures require a certificate of occupancy. All change of use or change in tenant occupancy in all commercial, industrial or agricultural businesses or any other occupation require a certificate of occupancy.

The following is a list of approvals and test results required, but not limited to, in order to obtain approval for a Certificate of Occupancy.

### **INSPECTION REQUESTS FOR FINAL INSPECTION FOR A CERTIFICATE OF OCCUPANCY REQUIRE A 7 TO 10 DAY ADVANCED NOTICE**

1. Driveway approval by the Department of Public Works.
2. Certified Plot Plan Noting all monumentation locations and have been marked set or found.
3. The New Hampshire State Septic Approval for Operation along with a copy showing a diagram of the cross ties to the septic system.
4. All lots that have been created by a subdivision require granite bounds to be set in place.
5. All Occupancies also require approval from the Hollis Fire Department.
6. FINAL INSPECTION
7. Water Test Results (see Town water test requirements)
8. All subcontractor information and licenses shall be submitted to the Hollis Building Dept.
9. Blower Door and Duct Pressure Test results required on all new construction.
10. House Number shall be posted in accordance with the Town of Hollis Street Numbering Ordinance
11. Smoke Detectors must be hard wired, interconnected and audible.
12. All Occupancies must have heat, hot water and sanitary facilities within the structure.
13. Compliance with the Hollis Zoning Ordinance.