

CONTACT TIMES FOR INSPECTIONS

(NOTICE SHALL BE GIVEN 48 HOURS IN ADVANCE)

It shall be the **responsibility of the permit holder** (owner or contractor) to contact the inspector's office when the work has progressed to the point of needing an inspection.

- Excavation:** inspector to observe soil types: groundwater elevation, temporary shoring, site safety.
- Foundation:** inspector to observe location, size & shape, width, reinforcing, height of unbalanced fill, fireplace jog, ventilation, damp proofing/waterproofing, foundation drainage, and *either* first floor framing in place *or* proper bracing before backfill.
- Frame:** call after all framing is in place the sub trades have finished all cutting, drilling and notching. Inspector to observe species & grad, spans, connections, cutting & notching; and fire stopping (**AFTER INSPECTION AND SIGN OFF FROM SUB-TRADE INSPECTORS**)
- Sub-trade Inspections:** call appropriate inspector for individual inspections including, but not limited to: Plumbing, Gas, Electrical, Oil Burner, Fire Department, Health Department.
- Fireplace/chimney:** call following completion of firebox, throat and first flue set (mandatory inspection point)
- Insulation:** after insulation is in place; inspector to observe insulation type, vapor barrier, and R-values.
- Mechanical:** inspection of duct installation (for type and fastening), furnace plenum, hydronic piping, wood & pellet stoves, dryer vents, bath exhaust fans, heat pumps, etc.
- Finish:** call after sub-trade inspectors have signed for final approvals and building or parts there of, are ready for occupancy and/or use

Contact Telephone Numbers:

Inspection Service	Inspectors Name	Contact Telephone Number
Building Inspection	Jeffrey Cooke	978-249-3834
Electrical Inspection	Gary Terroy	978-249-2868
Gas Inspection	Gerald Brousseau	978-544-6008
Plumbing Inspection	Gerald Brousseau	978-544-6008
Oil Burner Inspection	Tom Lozier	978-249-8275
Fire Department Inspection	Tom Lozier	978-249-8275
Board of Health	Phil Leger	978-249-7934
Conservation Commission	Walt Lehmann Bob Muzzy	978-249-9164 978-249-3734
Dig Safe	www.digsafe.com	888-344-7233 (72 hr notice)