

TOWN OF HAMPDEN CODE ENFORCEMENT OFFICE

Required Building Inspections and Acknowledgement:

Foundation (All PRIOR to pouring concrete):

1. **Pre-pour footing inspection:** Forms and reinforcement in place.
2. **Pre-pour wall inspection:** Rebar in place both horizontal and vertical if needed.
3. **Pre-pour slab-on-ground or basement floor inspection:** After foundation drainage is in place, damp-proofing or waterproofing of walls has been applied, radon provisions have been made and fill or base material is in place and covered with vapor retarder. If insulation is required beneath slab, it shall be in place prior to this inspection.
 - If exterior foundation insulation is being used another inspection may be required to verify its installation.

Rough-in:

4. **Framing:** When all framing is done, and plumbing, electrical and mechanical (i.e. clothes dryer vent, bathroom and kitchen exhaust fan, heating lines) rough-in is complete. Vertical penetrations sealed. Just prior to placement of insulation.
5. **Insulation:** Prior to covering or concealing any insulating material. This may take more than one inspection depending on products and methods being used.

→The installer certification for blown or sprayed insulation shall be submitted at this time or prior to issuance of a Certificate of Occupancy.

6. **Fire-resistance-rated construction inspection:** Where fire-resistance-rated construction or separation is required between dwelling units, dwelling units and attached garages, or other areas. Inspection shall be conducted **PRIOR** to fasteners and joints being taped or finished.

→Blower Door Test should be performed just after sheetrock is in place. This will allow for additional sealing, if necessary, before finish work is started. ALL Blower Door Test Results shall be submitted prior to issuing Certificate of Occupancy.

Final:

7. **Final Inspection:** When **ALL** work on the project is complete and the site has been permanently stabilized. This inspection must be done **prior to occupying the home** per *Maine Uniform Building & Energy Code* and the *Town of Hampden Zoning Ordinance*.

→Radon test results shall be submitted prior to issuance of a Certificate of Occupancy for all Low-Rise Residential Dwellings.

→Master Electricians sign-off form (Single-Family) or Copy of State Electrical Permit (Two-Family or Townhouse) shall be submitted prior to issuance of a Certificate of Occupancy.

For questions pertaining to the Maine Uniform Building & Energy Code or Life Safety Code please contact the Building Official @ 207-862-4000 option 8.

Building Permit Applicant Acknowledgement: I _____ acknowledge that if the required inspections are not called for by myself or the contractor and performed by the Building Official or alternate, to their satisfaction, a Certificate of Occupancy may not be issued upon completion of the project.

Signature: _____

Date: _____

Note: Please allow *at least 24 hours* notice prior to all required inspections.
SEE OTHER SIDE FOR PLUMBING INSPECTIONS

TOWN OF HAMPDEN CODE ENFORCEMENT OFFICE

Required Internal Plumbing Inspections and Acknowledgement:

1. **Under-Slab or -Floor: (If needed):** In slab/floor plumbing *prior* to pouring concrete. If any plumbing piping, radiant heat, etc will be in the slab/floor this inspection needs to be done **PRIOR** to being covered with concrete.
2. **Plumbing Rough-In:** When all framing is done, plumbing, and mechanical (i.e. clothes dryer vent, bathroom and kitchen exhaust fan, heating lines) rough-in is ready for Inspection. Just prior to placement of insulation. This Inspection should be in conjunction with the Framing Inspection.
3. **Final Inspection:** When **ALL** work on the project is complete and the site has been permanently stabilized. This inspection must be done **prior to occupying the home** per *Maine Uniform Building & Energy Code* and the *Town of Hampden Zoning Ordinance*.

Internal Plumbing Permit Applicant Acknowledgement: I _____
acknowledge that if the required inspections are not called for by myself or the contractor and performed by the Local Plumbing Inspector or alternate, to their satisfaction, a Certificate of Occupancy may not be issued upon completion of the project.

Signature: _____

Date: _____

Required Subsurface Wastewater Septic System Plumbing Inspections and Acknowledgement:

1. **Scarification (REQUIRED):** Scarifying the original soils, removing all tree stumps, roots, rocks, etc. After site is prepared to ascertain that the vegetation has been cut and removed in the disposal field area, the area under the disposal field and backfill extensions has been roughened, a transitional horizon has been established, and the erosion and sedimentation control measures are in place.
2. **Bottom of Bed (OPTIONAL):** Add fill up to grade of bottom of the bed elevation. This must **clean fill**.
3. **Top of Bed (REQUIRED):** **Prior to covering the system:** After installation of system components, including stone, pipes or proprietary devices, but before backfill is placed above the disposal system components. This inspection must include any curtain drains, diversion ditches, berms or other measures outlined in the design to improve the function of the system.
4. **Final (REQUIRED):** Cover with clean fill as noted on the plan including the extensions. Then cover with **clean** loam, seed or mulch all soil disturbed areas. Tank in place and risers installed or present on-site.

Subsurface Plumbing Permit Applicant Acknowledgement: I _____
acknowledge that if the required inspections are not called for by myself or the contractor and performed by the Local Plumbing Inspector or alternate, to their satisfaction, a Certificate of Occupancy may not be issued upon completion of the project.

Signature: _____

Date: _____