

PERMITTING CHECKLISTS & REFERENCE GUIDE

(see Code of the Town of Durham, associated NFPA code, and applicable State Laws for additional details)

<p>Drilling & Blasting Operations</p>	<p><u>Required with application:</u> Approved site plan, handler’s license, certificate of insurance, vehicle trip sheet, materials inventory; fee <u>Required inspections:</u> Shall contact police & fire departments prior to each blast, monitoring required, inspections as deemed necessary by Fire Chief or designee <u>Required at work completion:</u> Seismograph readings <u>Reminders:</u> 90 day permit expiration maximum</p>
<p>Fire Alarm Systems</p>	<p><u>Required with application:</u> 2 sets of plans stamped by appropriate design professional, material list and specification sheets for materials and devices being installed; fee <u>Required inspections:</u> System completion, acceptance test, dialer test <u>Required at final inspection:</u> Installer’s compliance certificate, systems test results certificate, proof of maintenance/service agreement. <u>Reminders:</u> Zones by floor with separation between automatic devices (heat/smoke), manual devices (pull), and suppression systems; Zone disconnect switches or disable feature required; Annunciator required if FACP is located other than at main entrance; All devices keyed with CAT.30 locks & key provided for inside Knox Box; System connected to approved monitoring agency; System shall be separate from non-life safety monitoring systems unless specifically allowed by NFPA 72; Trouble signals forwarded to Durham Fire & owner; Fire signals forwarded to Durham Fire emergency line; Exterior visual and Knox Box located at main entrance; Exterior visuals separate / don’t silence; notification must be made to Strafford County Dispatch (742-4968) and University Dispatch (862-1392) prior to any work.</p>
<p>Sprinkler System</p>	<p><u>Required with application:</u> 2 sets of plans stamped by appropriate design professional, material list and specification sheets for materials and devices being installed; fee <u>Required inspections:</u> System inspection (including sections before they’re concealed in construction), underground piping, 200 lb. test, inspectors test, acceptance test <u>Required at final inspection:</u> Underground piping flush & hydro test, 200 lb. test certificate, systems test results certificate, proof of maintenance/service agreement. <u>Reminders:</u> Screened 4” Storz FDC with 30` elbow, electric bell over FDC at front of building, standpipes spaced not to exceed 150’ in each direction, connected to approved fire alarm system, pad lock on PIV or OS&Y chains; pad lock key provided for Knox Box</p>
<p>Suppression System</p>	<p><u>Required with application:</u> 2 sets of plans stamped by appropriate design professional, material list and manufacturer’s specification sheets for system, materials, and devices being installed; fee <u>Required inspections:</u> System inspection, puff test, fire alarm activation/integration <u>Required at final inspection:</u> Installer’s compliance report, systems test results certificate, proof of maintenance/service agreement. <u>Reminders:</u> Must be connected to an approved fire alarm system</p>
<p>UST Installation</p>	<p><u>Required with application:</u> 2 sets of plans stamped by appropriate design professional, State of NH UST permit, State of NH DES permit; fee <u>Required inspections:</u> System inspection, underground piping, pressure test <u>Required upon completion:</u> Leak detection, Identification labels, control & clean up plan, photographs of installation, as-built plan for exact tank location</p>
<p>Oil Burner Installations</p>	<p><u>Required with application:</u> fee <u>Required inspections:</u> System inspection and operational test upon completion of install <u>Required upon completion:</u> manufacturer’s specifications manual</p>

Places of Assembly	<p><u>Required with application:</u> Fire alarm, sprinkler system, suppression system, and heating appliance inspection and maintenance records; fee</p> <p><u>Required inspections:</u> two inspection annually; entire building will be inspected unless the assembly meets NFPA 101 'separated use' definition</p> <p><u>Reminders:</u> Occupant load and permit must be posted in conspicuous location</p>
Gas Appliance and Appurtenances	<p><u>Required with application:</u> Verification of adequate capacity if connecting to existing piping; fee</p> <p><u>Required inspections:</u> Rough gas inspection & pressure test prior to concealing/burying pipes, final inspection of system and appliances</p> <p><u>Required at work completion:</u> Manufacturer's specification manuals</p> <p><u>Reminders:</u> Do not conceal pipe or backfill pipe trench until confirmation is received from the inspector that the equipment has successfully passed inspection; do not charge any piping with gas until confirmation has been received from the inspector that the equipment has passed inspection; ensure all CSST is properly bonded or grounded per NH State requirements; backfill material must be present during rough inspection (if reusing dirt/soil pulled to create the trench, it must be screened to remove rocks and debris)</p>
Fireworks	<p><u>Required with application:</u> Plans depicting the site for display and perimeter required, security plan for site, materials list, insurance certificate, materials testing certificate, State of NH License/approval; fee</p> <p><u>Required inspections:</u> Pre-event inspection after setup is complete</p> <p><u>Required at work completion:</u> Perimeter check and other state requirements after show conclusion</p> <p><u>Reminders:</u> Fire chief may require fire department detail depending on current conditions</p>
Haunted House	<p><u>Required with application:</u> Plans depicting the site, alterations to the occupancy, areas of diminished lighting, egress paths, light effects, etc.; Safety/emergency plans; fee</p> <p><u>Required inspections:</u> Pre-event inspection after setup is complete</p> <p><u>Required at work completion:</u> Full restoration of area to pre-event conditions such as lighting, required signage, removal of barricades, etc.</p> <p><u>Reminders:</u> Fire chief may require fire department detail depending on conditions</p>
Flame Effects & Pyrotechnics	<p><u>Required with application:</u> Plans depicting the site for display and perimeter required, security plan for site, materials list, insurance certificate, materials testing certificate, State of NH License/approval</p> <p><u>Required inspections:</u> Pre-event inspection after setup is complete</p> <p><u>Required at work completion:</u> Restoration of display area and any systems that may have been disabled (such as a fire alarm zone or device)</p> <p><u>Reminders:</u> Fire chief may require fire department detail depending on conditions</p>
State of New Hampshire License Inspection	<p><u>Required with application:</u> Fee</p> <p><u>Required inspections:</u> as required per the state's licensing / inspection form</p> <p><u>Required at inspection completion:</u> Proper state licensing / inspection form for signature</p> <p><u>Reminders:</u> Provide ample advanced notice so that any issues noted during the inspection can be corrected and re-inspected well before the paperwork needs to be submitted to the state for processing</p>