



# Town of Charlton

www.townofcharlton.net

DEPARTMENT of BUILDING  
INSPECTIONAL SERVICES

37 MAIN STREET  
CHARLTON, MA 01507  
508-248-2241

[Building.ZEO@townofcharlton.net](mailto:Building.ZEO@townofcharlton.net)

## Schedule of Building Inspections July 2021 9<sup>th</sup> Edition of the Massachusetts Building Code

For building inspections call 508-248-2241

For electrical inspections call 508-248-2235  
For plumbing and gas inspections call 508-248-2213  
For Fire Department inspections call 508-248-2299

The following are the minimum inspections required by the Town of Charlton Building Commissioner, set forth under the authority of the Massachusetts State Building Code (780 CMR) Sections R110.3. Additionally, combining or reduced inspections may be permitted by the inspectors depending on the project.

This office performs inspections on first called first on the list basis; **48-hour notice is required for all inspections.** Inspections are performed in the following time windows; 800 AM to Noon and 1PM to 430PM, the order (time) of the actual inspection is determined by the best travel route for the inspector. Inspections are not performed on Friday afternoon, weekends or holidays.

**The house number must be clearly visible on the building from the street or posted at the end of the driveway and on the building for all inspections.**

Adequate access to the site, structure and between floors of the structure must be provided. If, in the inspector's opinion, the site and or structure are unsafe or inaccessible the inspection will not be performed.

Complete all the requirements in each step before scheduling an inspection for that step.

### 1) Foundations, Frost Walls, Sono Tubes:

- a) **Prior to pouring** if special bolts or rerod is installed in the foundation.
- b) **Foundations** with basement space, after the ties have been broken off **both sides** and the outside holes sealed. Damp proofing or water proofing, footing drains, stone and filter fabric must be in place. (780CMR §§ R405, R406).
- c) **Frost Walls** before backfilling, areas maybe backfilled one side only, to facilitate the installation of drainage for full foundations.
- d) **Sono tubes**, after the tubes and spread footings (if required) have been set, prior to pouring cement in them.
- e) **Ledge**, if sono tubes or foundation footings are located on solid ledge ½" rerod must be doweled into the ledge, 2 pieces per tuber and 2 pieces 16 inches on center for footings.

### 2) Fire Place:

- a) **Fire box** with damper set, required thickness and fill for back of firebox, separation of additional flues passing through rear of fire place, required separation to combustible materials maintained.

Curtis Meskus - Building Commissioner/Zoning Enforcement Officer  
William Fenner - Local Inspector  
Peter Starkus - Plumbing & Gas Inspector  
Joseph Ostrowski - Inspector of Wires  
Lisa Choiniere - Administrative Assistant

### 3) Framing:

- a) **Prior to installing siding** or house wraps for proper sheathing nailing, including the installation of joist hangers, tie downs for rafters, trusses, lally columns and structural steel installed.
- b) **As Built plan** of the foundation must be completed by a Massachusetts Registered Surveyor and attached to the permit at the time of frame inspection.
- c) **Prior to framing inspection** the 3<sup>rd</sup> party report for the air sealing inspection must be completed and on site or delivered to the office (780 CMR § N1102.4).
- d) **Framing is completed**, the building must be weather tight, roofing and siding is finished, all trades that may drill, cut or notch any portion of the structure must be finished with their work. Protection and repair plates installed (780 CMR § M1308, P2603, E3402). Electrical and plumbing inspectors must have signed off, if appropriate.
- e) **Firestopping** and caulking must be complete, foams, calks, ½” sheetrock, 2” nominal lumber, ¾” plywood are acceptable, fiberglass insulation tightly packed only around piping penetrations may be used (780 CMR §§ R302.11, R1003.19).
- f) **Vents** ductwork for bathrooms must be installed and terminate outside the building with proper caps. Dryer vents are metal, discharge to the outside and do not exceed maximum prescribed lengths (780 CMR §§ M1502, M1507).

### 4) Insulation

- a) Prior to insulation inspection, the 3<sup>rd</sup> party report for the insulation inspection must be completed and on site or delivered to the office (780 CMR § N1102.4.1.1).
- b) Before wall or ceiling coverings are installed over any concealed spaces; insulation, vapor barriers, ventilation chutes, wind wash baffles, end of joist blockers must be installed (780 CMR § R109).

### 5) Final Inspection

- a) The Building Commissioner or Inspector will do a final inspection only after the following Departments have signed off, if appropriate: Electrical, Plumbing and Gas, Fire Department, Highway Department, Board of Health and the Assessors Office.
- b) All work must be complete including; stairways, decks, porches or egress landings, with appropriate handrails and or guardrails. Stairways in retaining walls that are over 4 feet in height (building permit required) or a part of the egress path to the street will have appropriate handrails and guardrails. Handrail are required for 4 or more risers, guard rails are required for more than 30” difference in grade (780 CMR §§ R311.7.8, R312)
- c) The grade away from the foundation shall fall a minimum of six (6) inches for the first ten (10) feet (780 CMR §§ R401.3)

**Failure to be prepared for an inspection or violation of any section of the building code will result in the assessment and payment of a reinspection fee of \$75.00 and the rescheduling of the inspection.**

If an inspection has not been performed for more than six (6) months and an extension has not been granted in writing, the permit may be voided by the Building Commissioner.

**CERTIFICATE OF OCCUPANCY must be obtained before the Building is used or OCCUPIED.** Failure to obtain the a Certificate of Occupancy is violation of the Building Code and punishable by a fine of \$1000.00 or imprisonment of one year  
(780 CMR § 111 & R111)

**The permit holder shall cause the work to remain accessible and exposed for inspections and all work be done in a neat and workman like manor and in compliance with the codes. (780 CMR §110.1 & R110.1)**