



TOWN OF HUDSON

FIRE DEPARTMENT - INSPECTIONAL SERVICES DIVISION

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6005 · Fax: 603-594-1142

All building permit applications must be accompanied with:

- (A) A plot plan to scale – (see example)
- (B) A drawing showing the “proposed” structure in relationship to the property lines (setbacks) – (see example)
- (C) A structure analysis (two sets) – (see example)
- (D) The attached energy forms only apply to heated structures – **State approvals are needed at the time of application.**
- (E) The following supplemental information may be required. Contact the following departments for assistance:

Engineering @ 886-6008

Discharge Application
Dredge & Fill
Driveway
Sewer Permit
Site Specific
Stormwater NOI
Water Permit

Inspectional Services @ 886-6005

Electrical Permit
Mechanical Permit
Plumbing Permit
Sign Permit
Site Plan Applications
Special Exceptions
Subdivision Applications
Variance Applications

Wetland Special Exception:

The applicant is required to take steps to prevent any intrusion into wetlands areas or the surrounding buffer. This includes any equipment used in preparation or construction. If such intrusion is likely, the applicant must request a Wetlands Special Exception from the Zoning Board of Adjustment. If the applicant is not sure whether wetlands are present, they may request an opinion from the Town, or employ a certified wetland expert. If the building plan requires a Wetland Special Exception, the plan must show the locations of the wetland, the buffer and all structures. The wetlands must be staked by a certified wetlands expert. Please be advised it is not always obvious that wetlands are present. In addition to the evidence of water, specific vegetation may be evidence of a wetland. Failure to comply with this requirement will result in a stop work order and may lead to monetary fines being imposed.



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BUILDING PERMIT APPLICATION – PLEASE PRINT

Address: _____ Unit # _____ Site/Sub Plan: _____ HCRD _____	Office use: Map _____ Lot _____ Zone _____ Permit # _____
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Residential <input type="checkbox"/> Single family detached <input type="checkbox"/> Modular Homes <input type="checkbox"/> Duplex <input type="checkbox"/> 3+ family dwelling (# of units _____) <input type="checkbox"/> Other _____	Type of Improvement <input type="checkbox"/> New Building _____ Deck <input type="checkbox"/> Addition _____ Shed <input type="checkbox"/> Alteration/Renovation _____ Swim Pool <input type="checkbox"/> Repair/Replacement _____ Garage <input type="checkbox"/> Conversion of +/- dwelling units _____ Carport <input type="checkbox"/> Other _____
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Commercial <input type="checkbox"/> Office/Bank/Professional <input type="checkbox"/> Hospital/Medical <input type="checkbox"/> Industrial/Warehouse <input type="checkbox"/> Restaurant <input type="checkbox"/> Other _____	<input type="checkbox"/> Garage <input type="checkbox"/> School <input type="checkbox"/> Store <input type="checkbox"/> Utility Type of Improvement <input type="checkbox"/> New Building _____ Deck <input type="checkbox"/> Addition _____ Shed <input type="checkbox"/> Alteration/Renovation _____ Swim Pool <input type="checkbox"/> Repair/Replacement _____ Interior Demo <input type="checkbox"/> Conversion from residential to commercial space <input type="checkbox"/> Other _____
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Will the applicant/owner manufacture, assemble or produce any product, regardless of water use?

Yes (Need IDA Form) No (Need IDA Checklist) *Please consult the Town Engineer at 886-6008 with any questions

Total Cost of Project: \$ _____	General Description of Work and Use Include dimensions of building, room, shed, pool, etc. List # of bedrooms and bathrooms if new home or added. If use of existing building is being changed, enter proposed use. _____ _____ _____ _____
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Square Footage	Footprint _____ Renovated/added _____	Number of stories _____
	Living area of new home (exclude unfinished areas and garage) _____	Total area of bldg _____

Principal Type of Frame	<input type="checkbox"/> Masonry (wall bearing)	<input type="checkbox"/> Wood Frame	<input type="checkbox"/> Structural steel
	<input type="checkbox"/> Reinforced concrete	<input type="checkbox"/> Other-Specify _____	

Type of Sewage Disposal	<input type="checkbox"/> Town or private company (requires Town permit)
	<input type="checkbox"/> Private (septic tank, etc.)



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Type of Water Supply	<input type="checkbox"/> Town	Type of Heat Source	<input type="checkbox"/> Gas	<input type="checkbox"/> Other _____
	<input type="checkbox"/> Private (well, cistern)		<input type="checkbox"/> Oil	<input type="checkbox"/> Electric

	Name	Address	City/State/Zip	Phone
Owner	_____	_____	_____	_____
Lessee	_____	_____	_____	_____
Contractor	_____	_____	_____	_____
Architect	_____	_____	_____	_____
Engineer	_____	_____	_____	_____

I hereby certify the owner of record authorizes the proposed work and I have been authorized by the owner to make this application as his agent and to conform to all applicable laws of the Town of Hudson. I hereby attest all statements made on this application are true to the best of my knowledge. The signature on this building permit authorizes all Code Officials, Building Inspector and Assessor or their Agents to conduct inspections from time to time during and upon completion of the work for which this permit is issued. **If said structure is commercial or industrial I understand that an as-built plan is required prior to occupancy of the structure.**

Signature of applicant _____ **Date** _____

Address _____

Email: _____ **Phone:** _____

Filing fee \$ 30.00 Receipt # _____ Date _____

Building permit fee \$ _____ Receipt # _____ Date _____

THIS BUILDING PERMIT IS

_____ **Issued** subject to the following condition(s) _____ **Denied** for the following reason(s)

<input type="checkbox"/> Plans received Date _____ Comments: _____ _____	Use group: _____ Construction type _____
	Live loading _____ Occupancy load _____
Certificate of Occupancy _____ Required _____ Final Inspection (Building & HFD) Comments: _____ _____	

_____ **Approved**

_____ **Denied**

_____ Inspectional Services Official or Designee _____ Date

*** Electrical Permit, Plumbing Permit, Mechanical Permit, Certificate of Occupancy, Water, Sewer and Driveway are to be applied for separately, when applicable.**



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LOT PLAN POLICY

All building permit applications shall be accompanied by a plot plan prepared by a registered land surveyor showing existing and proposed structures on the property with all setbacks shown and be no older than three years from the date of building permit application. Any wetland within (50) fifty feet of the proposed site activity shall be shown on the plot plan.

- ❖ **ONLY** above ground pools, sheds, and decks are exempt from this policy and would only be required to submit a “location plan” at the time of building permit application.

Unique circumstances should be discussed with the Zoning Administrator.

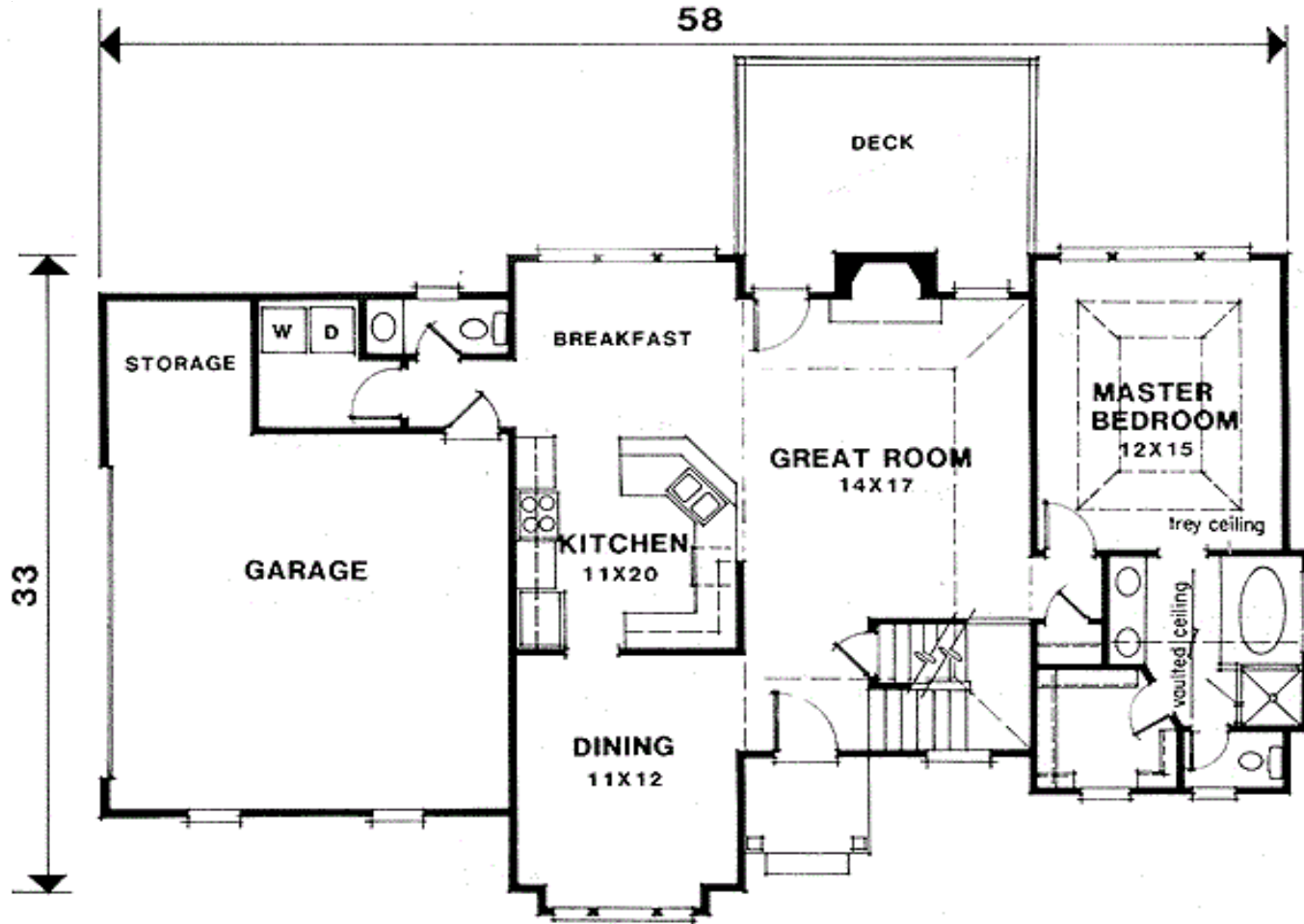
NOTICE TO APPLICANTS:

New Hampshire Law RSA 676:13 provides municipalities 30 days to review a building permit application. The Town of Hudson will process permits in accordance with State Law.

The Town of Hudson will notify the applicant by phone or email when the permit is ready.



TOWN OF HUDSON
12 School Street
Hudson, NH 03051



FLOOR PLAN EXAMPLE

Sample Plot Plan

[8 1/2 X 11]

Job Site Address
 Property Owner
 Owner's Phone

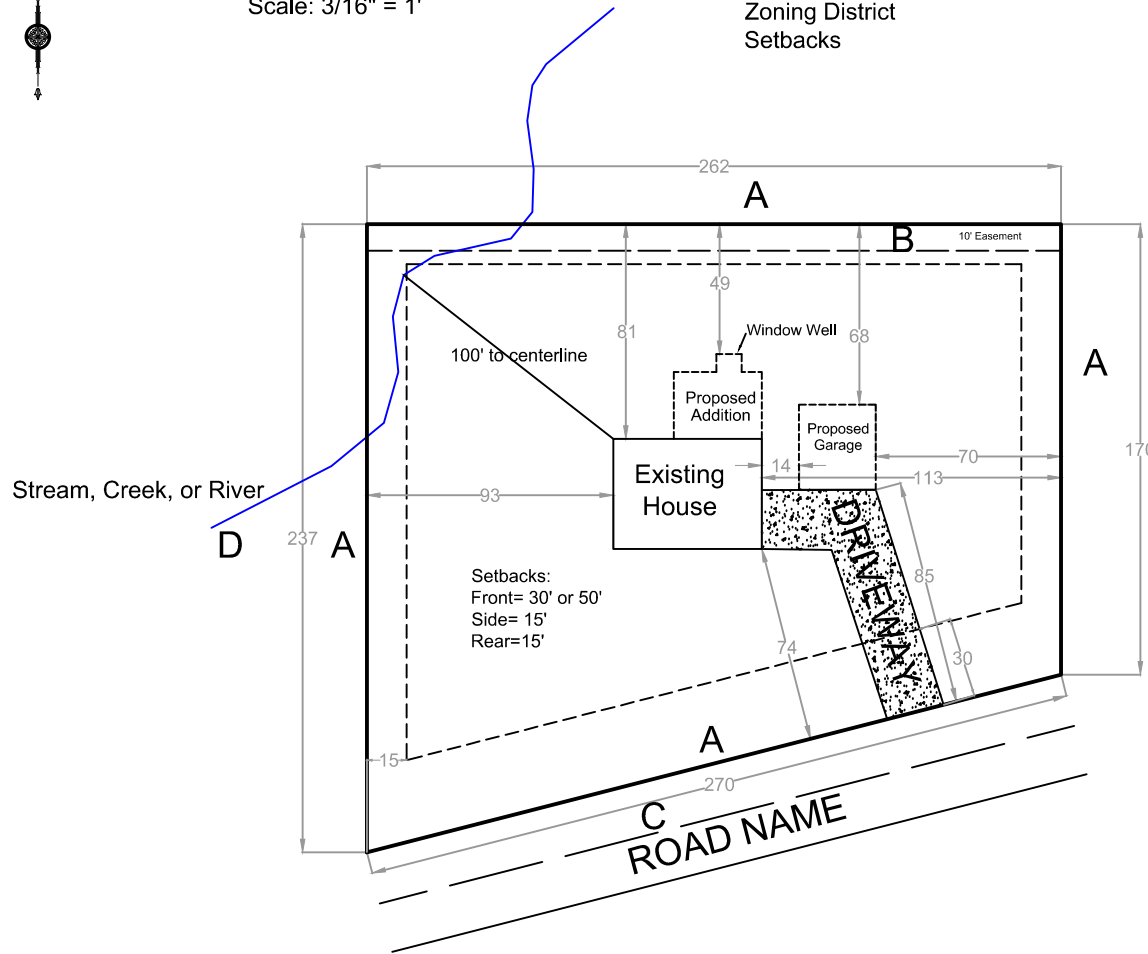
Parcel No.
 Zoning District
 Setbacks



TOWN OF HUDSON
 12 SCHOOL STREET
 HUDSON, NH 03051



Scale: 3/16" = 1'



Checklist:

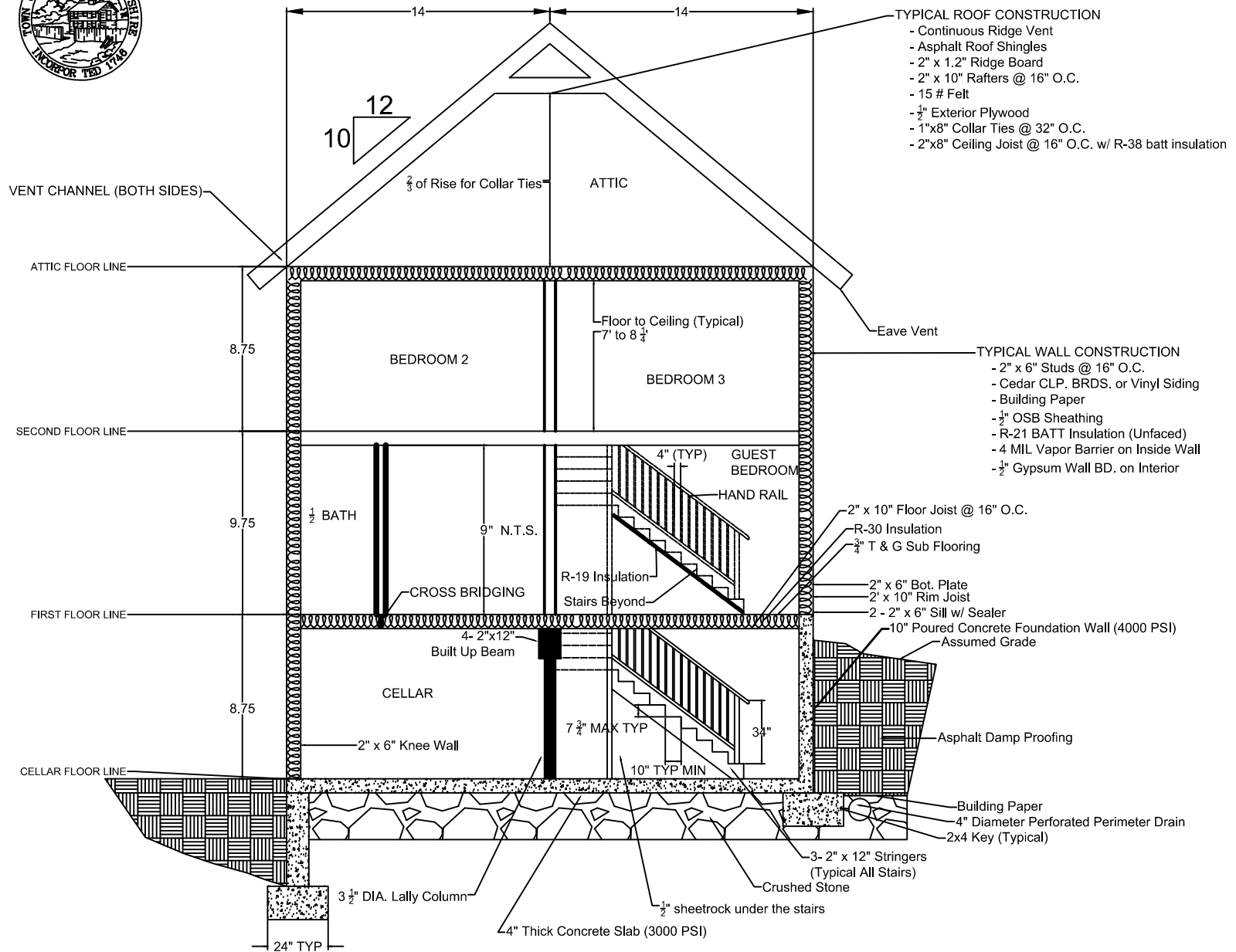
- North Arrow
- Plot Plan Scale
- Property Owner Info
- Parcel No. & Zoning
- A** Property Dimensions
- B** Easements
- C** Roads and Streets
- D** Stream, Creek, or River

- Existing buildings
- Proposed buildings + dimensions

Use Arrows to show distances from buildings to setbacks.
 Use solid lines to indicate existing structures.
 Use dotted lines to indicate proposed structures.

NOTE:
 All Dimensions in Feet.

Sample House Cross Section



Rev. Jan. 2012

New Hampshire
Residential Energy Code Application
 for Certification of Compliance for New Construction, Additions and/or Renovations
 (EC-1 Form)
Minimum Provisions Effective Date: April 1, 2010

Owner/Owner Builder: Company Name: (if applicable)			General Contractor: Company Name:		
Name:			Name:		
Mail Address:			Mail Address:		
Town/City:	State:	Zip:	Town/City:	State:	Zip:
Phone:	Cell:		Phone:	Cell:	
E-Mail:			E-Mail:		
Location of Proposed Structure:			Type of Construction:		
Tax Map #:		Lot #:	<input type="radio"/> Residential <input type="radio"/> Small Commercial <input type="radio"/> New Building <input type="radio"/> Renovation <input type="radio"/> Addition <input type="radio"/> Thermally Isolated Sunroom <input type="radio"/> Modular Home: the site contractor must submit this form detailing supplementary rooms and Floor and/or Basement insulation unless the floor insulation is installed or provided by the manufacturer and no heated space is added.		
Street:			Total New Conditioned* Floor Area: <div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px auto;"></div> ft ²		
Town/City:	County:				
Zone 5 <input type="radio"/> Cheshire, Hillsborough, Rockingham or Strafford except the town of Durham Zone 6 <input type="radio"/> All other counties and the town of Durham					
Heating System: (if new system is being installed) Annual Fuel Use Efficiency (AFUE): _____ % Fuel Type(s): <input type="checkbox"/> Oil <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane (LP) <input type="checkbox"/> Electric <input type="checkbox"/> Wood <input type="checkbox"/> Other _____ Heating System Type: <input type="checkbox"/> Hot Water <input type="checkbox"/> Hot Air <input type="checkbox"/> Stove <input type="checkbox"/> Resistance <input type="checkbox"/> Heat Pump <input type="checkbox"/> Geothermal			Basement or Crawl Space: (*a conditioned space is one being heated or cooled, containing un-insulated ducts or with a fixed opening into a conditioned space. Walls must be insulated) Conditioned? <input type="radio"/> Yes (Walls must be insulated) <input type="radio"/> No <input type="checkbox"/> Full Basement <input type="checkbox"/> Walk Out Basement <input type="checkbox"/> Slab on Grade <input type="checkbox"/> Other _____		
Structure is EXEMPT because: <input type="checkbox"/> Mobile Home <input type="checkbox"/> On an historic register <input type="checkbox"/> Low energy use (less than 1 watt/ ft ²)			Form Submitted by: <input type="checkbox"/> Owner <input type="checkbox"/> Builder <input type="checkbox"/> Designer <input type="checkbox"/> Other _____ Architects must certify plans meet code; no form required		

02/11

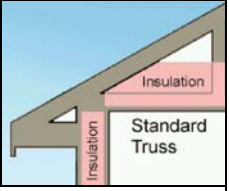
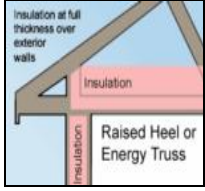
I hereby certify that all the information contained in this application is true and correct, and construction shall comply in all respects with the terms and specifications of the approval given by the Public Utilities Commission and with the New Hampshire Code for Energy Conservation in New Building Construction.

Signature _____ **Print Name** _____ **Date** _____

Official Use Only		
Date Complete Application Received:		Approved by:
Approval Number:		Date:
		Stamp:
Reason: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> Other: _____		
Notice: <input type="checkbox"/> e-mail <input type="checkbox"/> v.m. Date: _____		

Directions: Complete the "Your Proposed Structure" columns. No measurements or calculations are needed. If you at least meet the New Hampshire Energy Code requirements, your project will be approved. Write N/A in any section that does not apply to your project. **Submit pages 1 and 2 only.** If your planned structure cannot meet these requirements, consider downloading REScheck from <http://www.energycodes.gov/rescheck/download.stm> and use trade-offs to prove compliance.

You are encouraged to build with higher R-values and lower U-values than you report here. The "Required R or U Values" are the worst permitted in NH.

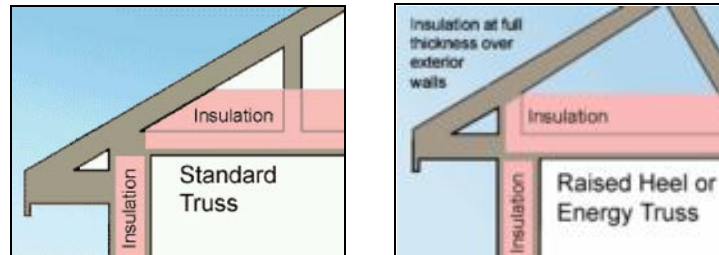
Building Section	Required R or U Values	YOUR PROPOSED STRUCTURE	
		Write Planned R and U Values	Brands / Models / insulation type and thickness (if known)
Window U Factor (lower U is better)	U .35 (maximum) U-.31 (if log walls) U .50 (Thermally Isolated Sunrooms only)	Write in U-Value	Window Type: <input type="radio"/> Low-e <input type="radio"/> Low-e Argon Check if: <input type="checkbox"/> Sunroom <input type="checkbox"/> Log Walls
Skylights	U .60		
Flat Ceilingⁱ <i>or</i> Flat Ceiling with Raised or Energy Trusses R-value	  R-38 (Zone 5) R-49 (Zone 6) if using the above construction technique R-30 (Zone 5) R-38 (Zone 6) if maintaining the full R value over the plates	Write in R-Value → If using only R-30 in Zone 5 or R-38 in Zone 6 you must check this box	NOTE: R-38 will be deemed to satisfy the requirement for R-49 if the full R-38 insulation value is maintained over the outside plates. If using only R-30 (Zone 5) or R-38 (Zone 6), you must certify that you'll maintain R-38 over the plates by checking the box below. <input type="checkbox"/> By checking this box, I certify that this structure is being built with a raised energy truss or that the full R-value of the ceiling insulation will be maintained over the outside plates.
Sloped or Cathedral Ceiling	R-30 or 38 if more than 500 ft sq or 20% of total ceiling area R-24 (Thermally Isolated Sunrooms only)	Write in R-Value	<input type="checkbox"/> Check if Sunroom
Above Grade Wallⁱⁱ R-value	R-20 Cavity Insulation only <i>or</i> R-13 plus R-5 Cavity <i>plus</i> Continuous Insulation R-13 (Thermally Isolated Sunrooms only)	Write in R-Value	Log walls must comply with ICC400, have an average minimum wall thickness of 5" or greater and must have overall glazing of U-.31 or lower and heating AFUE of 90% (gas) or 84% (oil) and meet all other energy code requirements. Check if <input type="checkbox"/> Sunroom <input type="checkbox"/> Log Walls
Door U-Value	U .35 (maximum)	Write in U-Value	
Floor R Value (Basement ceiling)	R-30 <i>or</i> Insulation sufficient to fill joist cavity	Write in R-Value	
Basement or Crawl Space Wall R Value	R-13 Cavity Insulation <i>or</i> R-10 Continuous Insulation (Zone 5) R-19 Cavity Insulation <i>or</i> R-15 Continuous Insulation (Zone 6)	Write in R-Value	If conditioning the basement you must insulate Basement Walls . If not, you may insulate either Floor or Basement Walls and/or Slab Edge
Slab Edgeⁱⁱⁱ R Value	R-10 2' (Zone 5) 4' (Zone 6) (see drawing pg 3) <i>add R-5</i> if the Slab is heated	Write in R-Value	
Air Sealing	Planned Air Sealing Test Method → By checking this box, I certify that I understand that I have two approaches to demonstrating compliance with air sealing requirements.	<input type="checkbox"/> Blower Door <input type="checkbox"/> Visual Inspect	The visual inspection certification must be consistent with the requirements of Table 402.4.2 (page 4) and the method of compliance planned and approved by the local jurisdiction

Submit pages 1 and 2 to: NH Public Utilities Commission, 21 South Fruit Street Ste 10, Concord NH 03301

Fax: 603.271.3878 e-mail: energycodes@puc.nh.gov

Footnotes to Residential Energy Code Application for Certification of Compliance

ⁱ Ceilings with attic spaces: R-30 in Zone 5 or R-38 in Zone 6 will be deemed to satisfy the requirement for R-38 or R-49 respectively wherever the full height of uncompressed R-30 or R-38 insulation extends over the wall top plate at the eaves or the full R-value is maintained. This is accomplished by using a raised heel or energy truss as shown in the diagram below or by using higher R-value insulation over the plates.

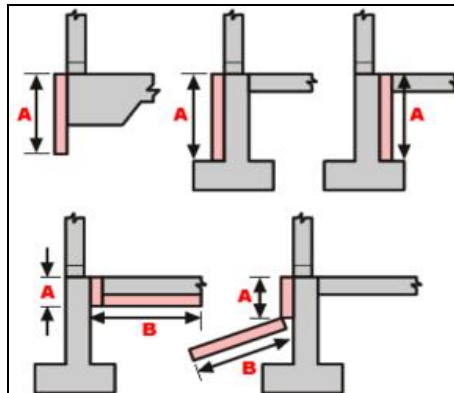


ⁱⁱ R-13 + R-5 means R-13 cavity insulation plus R-5 insulated sheathing. If structural sheathing covers 25 percent or less of the exterior, R-5 sheathing is not required where the structural sheathing is placed. If structural sheathing covers more than 25 percent of exterior, the structural sheathing must be supplemented with insulated sheathing of at least R-2.

ⁱⁱⁱ Slab edge insulation must start at the top of the slab edge and extend a total of two (Zone 5) or four feet (Zone 6). Insulation may go straight down, out at an angle away from the building, or along the slab edge and then under the slab. A slab is a concrete floor within 1' of grade level. See diagram below.

The top edge of insulation installed between the exterior wall and the interior slab may be mitered at a 45 degree angle away from the exterior wall.

Allowable Slab Insulation Configurations



A or A+ B must equal two feet in Zone 5 or four feet in Zone 6

MODULAR HOMES must be certified by the NH Department of Safety. Unless the floor insulation is provided by the manufacturer this form must be submitted. This form must also be submitted if the basement is to be insulated or supplementary heated space is added to the home upon or after it is set.

AIR BARRIER AND INSULATION INSPECTION COMPONENT CRITERIA
 Required Elements Check List (see page 2 AIR SEALING) IECC Code section 402.4.2

This page must be provided to the building inspector at final inspection.



Check here

Certification No.:

Air barrier and thermal barrier	Exterior thermal envelope insulation for framed walls is installed in substantial contact and continuous alignment with building envelope air barrier.
	Breaks or joints in the air barrier are filled or repaired.
	Air-permeable insulation is not used as a sealing material.
	Air-permeable insulation is inside of an air barrier.
Ceiling/attic	Air barrier in any dropped ceiling/soffit is substantially aligned with insulation and any gaps are sealed.
	Attic access (except unvented attic), knee wall door, or drop down stair is sealed.
Walls	Corners and headers are insulated.
	Junction of foundation and sill plate is sealed.
Windows and doors	Space between window/door jambs and framing is sealed.
Rim joists	Rim joists are insulated and include an air barrier.
Floors (including above-garage and cantilevered floors)	Insulation is installed to maintain permanent contact with underside of sub floor decking.
	Air barrier is installed at any exposed edge of insulation.
Crawl space walls	Insulation is permanently attached to walls.
	Exposed earth in unvented crawl spaces is covered with Class I vapor retarder with overlapping joints taped.
Shafts, penetrations	Duct shafts, utility penetrations, knee walls and flue shafts opening to exterior or unconditioned space are sealed.
Narrow cavities	Batts in narrow cavities are cut to fit, or narrow cavities are filled by sprayed/blown.
Garage separation	Air sealing is provided between the garage and conditioned spaces.
Recessed lighting	Recessed light fixtures are air tight, IC rated, and sealed to drywall. Exception—fixtures in conditioned space.
Plumbing and wiring	Insulation is placed between outside and pipes. Batt insulation is cut to fit around wiring and plumbing, or sprayed/blown insulation extends behind piping and wiring.
Shower/tub on exterior wall	Showers and tubs on exterior walls have insulation and an air barrier separating them from the exterior wall.
Electrical/phone box on exterior walls	Air barrier extends behind boxes or air sealed-type boxes are installed.
Common wall	Air barrier is installed in common wall between dwelling units. HVAC register boots HVAC register boots that penetrate building envelope are sealed to sub-floor or drywall.
Fireplace	Fireplace walls include an air barrier.

NEW HAMPSHIRE ENERGY CODE

Summary of Basic Requirements See IECC 2009 Code Book for complete details

These 2 pages must be provided to the building inspector at final inspection or retained.

✓ Check here

Certification No.:

	Air Leakage Code section 402.4 The building thermal envelope must be durably sealed to limit infiltration	<p>All joints, seams, penetrations and openings in the thermal envelope including those around window and door assemblies, utility penetrations, dropped ceilings or chases, knee walls, behind tubs and showers, separating unheated garages from the thermal envelope, common walls between dwelling units, attic access, rim joist junction and all other openings in the building envelope that are sources of air leakage must be caulked, gasketed, weather-stripped or otherwise sealed.</p>
	Air Sealing and Insulation Code Section 402.4.2	<p>Building envelope air tightness and insulation installation shall be demonstrated to comply with requirements by Blower Door testing to less than 7 air changes/hr at 50 Pa or a visual inspection per page 4 of this document. The local Building Official may require an independent 3rd party to conduct the visual inspection. <u>See page 4.</u></p>
	Testing Option Code Section 402.4.2.1 or Visual Option Code Section 402.4.2.1	<p>While the Blower Door Test and/or Visual Option are methods of demonstrating compliance many of the general requirements as defined by this checklist (pages 5 & 6) must still be met.</p> <p>Blower Door Test conducted by: _____</p> <p>Result (at 50 Pa): _____ CFM Interior Volume _____ CF _____ ACH</p> <p style="text-align: center;">or</p> <p>Structure passes Visual Inspection: _____ signed _____ date _____</p>
	Fireplaces Code Section 402.4.3	<p>New wood-burning fireplaces shall have gasketed doors and outdoor combustion air.</p>
	Recessed Lighting Code Section 402.4.5	<p>Recessed lights must be type IC rated and labeled as meeting ASTM E 283 and sealed with a gasket or caulk between the housing and the interior wall or ceiling covering.</p>
	Electrical Power and Lighting Systems Code section 404	<p>A minimum of 50% of the lamps in permanently installed lighting fixtures shall be high efficacy lamps.</p>
	High-Efficacy Lamps Code section 202	<p>Compact fluorescent lamps, T-8 or smaller diameter linear fluorescent lamps, or lamps with a minimum efficacy of:</p> <ol style="list-style-type: none"> 1. 60 lumens per watt for lamps over 40 watts, 2. 50 lumens per watt for lamps over 15 watts to 40 watts, and 3. 40 lumens per watt for lamps 15 watts or less.
	Materials and Insulation Information Code section 102.1	<p>Materials and equipment must be identified so that code compliance can be determined. Manufacturer manuals for all installed heating, cooling and service water heating equipment must be provided. Insulation R-values, glazing and door U-values and heating and cooling equipment efficiency must be clearly marked on the building plans, drawings or specifications.</p>
	Pull-Down Attic Stairs, Attic Hatch, and Knee Wall Doors Code section 402.2.3	<p>Should be insulated to a level equal to the surrounding surfaces and tightly sealed and weather-stripped at the opening.</p>

	Full size Attic or Basement Entry Doors	All doors leading from a conditioned space into an unconditioned attic or enclosed attic or basement stairwell should be insulated and weather-stripped exterior rated door units. One door is exempt.
	Duct Insulation Code section 403.2	Supply ducts in attics must be insulated to at least R-8. All other ducts must be insulated to at least R-6. Exception: Ducts or portions thereof located completely inside the building thermal envelope.
	Duct Construction Code sections 403.2.2 &.3	Ducts, air handlers, filter boxes, and building cavities used as ducts must be sealed. Joints and seams must comply with Section M1601.4.1 of the <i>International Residential Code</i> . Building framing cavities must not be used as supply ducts.
	Duct Testing Code sections 403.2.2 &.3	Duct tightness shall be verified by testing unless the air handler and all ducts are located within the conditioned space. Test conducted by: _____ Duct test result at 25 Pa: _____ Post construction or _____ Rough-in test
	Temperature Controls Code section 403.1 & .1.1	At least one thermostat must be provided for each separate heating and cooling system. Hot air systems must be equipped with a programmable thermostat. Heat pumps having supplementary electric-resistance heat must have controls that, except during defrost, prevent supplemental heat operation when the heat pump compressor can meet the heating load
	Mechanical System Piping Insulation Code section 403.3	Mechanical system piping capable of conveying fluids at temperatures above 105°F or below 55°F must be insulated to R-3.
	Circulating Hot Water Systems Code section 403.4 & NH amendments	Circulating service water systems must include an automatic or readily accessible manual switch that can turn off the hot water circulating pump when the system is not in use. Circulating domestic hot water system piping shall be insulated to R-4.
	Mechanical Ventilation Code section 403.5	Outdoor air intakes and exhausts must have automatic or gravity dampers that close when the ventilation system is not operating.
	Equipment Sizing Code section 403.6	Heating and cooling equipment must be sized in accordance with Section M1401.3 of the <i>International Residential Code</i> .
	Certificate Code section 401.3	A permanent certificate, completed by the builder or registered design professional, must be posted on or in the electrical distribution panel. It must list the R-values of insulation installed in or on the ceiling, walls, foundation, and ducts outside the conditioned spaces; U-factors and SHGC for fenestration. The certificate must also list the type and efficiency of heating, cooling and service water heating equipment.

NEW HAMPSHIRE ENERGY CODE Summary of Basic Requirements Page 2

These 2 pages must be provided to the building inspector at final inspection or retained.