

City of Newton



Ruthanne Fuller
Mayor

Inspectional Services Department

Anthony Ciccariello, Commissioner
1000 Commonwealth Avenue
Newton, MA 02459
www.newtonma.gov

Telephone
(617) 796-1060
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(617) 796-1086
Email
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Final Inspection Checklist: Residential

Address: _____

Permit #: _____

Special Permit #: _____

Contact Name: _____

Contact Phone Number: _____

	Yes	No	N/A
Building permit card signed by trades as applicable:			
• Plumbing			
• Gas			
• Electrical			
• Sheet Metal			
• Engineering Department			
• Fire Department			
• Health Department			
• Building (last)			
Planning and Development Department; Special Permit			
Conservation Commission			
Historical Commission			
Tree Warden			
Final Construction Control Affidavits for all trades applicable			
Contractor Affidavit			
Insulation Affidavit			
Final Construction Cost Affidavit			
Final As-Built Plan; setbacks, lot coverage, open space, building height, grades, average grade, elevations for garage floor, basement, and 1 st floor and parking.			
Floor Area Ratio (FAR) As-Built Calculation			
½ Story As-Built Calculation			
Final HERS Rating			

SEE REVERSE SIDE FOR FINAL INSPECTION CHECKLIST FOR COMMERCIAL

Final Inspection Checklist: Commercial

Address: _____

Job Name: _____

Permit #: _____

Special Permit #: _____

Contact Name: _____

Contact Phone Number: _____

	Yes	No	N/A
Building permit card signed by all trades applicable:			
• Plumbing			
• Gas			
• Electrical			
• Sheet Metal			
• Engineering Department			
• Fire Department			
• Health Department			
• Signage			
• Building (last)			
Planning and Development Department; Special Permit			
Final Construction Control Affidavits for all trades applicable			
Elevator and Escalator Certificates			
Construction progress inspection reports performed by architect/engineer of record			
If occupant load, usage class, and construction type is not provided on plans, the architect of record must provide stamped document			
Contractor Affidavit			
Final As-Built Plan			
CAL 117 or 133 Certifications for upholstered furniture			
ASTM E84 Flame spread certifications for carpeting, any other floor covering, wall covering, awnings draperies, etc...			
Certificate of Inspection for places of refuge/assembly			
Final Construction Cost Affidavit			
Diagram showing evacuation plan and written plan (include travel distance and any smoke/fire compartments)			
Final walk-thru of space after merchandizing to assure paths of egress are maintained			