

Town of Carroll  
92 School Street  
PO Box 146  
Twin Mountain, NH 03595  
603-846-5754

APPLICATION AND CHECKLIST FOR CERTIFICATE OF OCCUPANCY  
FOR DWELLING UNITS

Date: \_\_\_\_\_

Bldg. Permit # \_\_\_\_\_

**\$50.00 Fee for Certificate of Occupancy**

**\*\*Any reinspections will be subject to an additional \$50 fee\*\***

Amount Paid \_\_\_\_\_

Date Rec'd \_\_\_\_\_

Property Owner(s) Name: \_\_\_\_\_

Mailing Address : \_\_\_\_\_

Applicant(s) Name: \_\_\_\_\_

Applicant(s) Signature: \_\_\_\_\_

Property Address: \_\_\_\_\_

Street

City

State

Zip Code

Parcel Tax Map # \_\_\_\_\_ Lot# \_\_\_\_\_ Zone : \_\_\_\_\_

Septic System Operation Approval # \_\_\_\_\_

Water : Well \_\_\_\_\_ Municipal Service \_\_\_\_\_

Driveway : State Approval # \_\_\_\_\_ Town Approval 911# \_\_\_\_\_

**Fire Chief Inspection:**

Permit to Install and Operate Heating System: \_\_\_\_\_

Hard Wired Smoke Alarms: \_\_\_\_\_

With Heat Sensor in Attached Garage \_\_\_\_\_

5/8" Fire Rated Sheetrock above Boiler \_\_\_\_\_

ABC – Fire Extinguisher in Kitchen \_\_\_\_\_

Carbon Monoxide Detector \_\_\_\_\_

\_\_\_\_\_  
Signature of Fire Chief

\_\_\_\_\_  
Date

**Code Enforcement Officer Inspection:**

Arc Fault Breakers are required for all bedrooms in addition to the other places where required.

Ground Fault receptacles required in all damp locations, garage outlets and any outlet within six feet of sinks.

Bedroom windows are above grade to have proper escape size in accordance with NFPA 101.

Stairs, steps, railing to comply with NFPA 101.

Residence to meet NH Energy Code.

Attached garages to living area to be fire separated and stepped below living area.

Modular or manufactured housing to have manufacturers seal for compliance to meet code.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Inspector

\_\_\_\_\_  
Date

A Certificate of Occupancy for the building or premises for the purpose described herein is hereby authorized.

A Certificate of Occupancy for the building or premises for the purpose described herein is denied for the following reasons:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Selectmen, Chair

\_\_\_\_\_  
Selectmen

\_\_\_\_\_  
Selectmen

\_\_\_\_\_  
Date

**\*\*Article 702.6**

It shall be unlawful to use or permit use of any building or premises or part thereof, hereafter, created, erected, changed, converted, moved, altered or enlarged, wholly or partly in its use or structure, until a Certificate of Occupancy shall have been issued therefore by the Building Inspector or Board of Selectmen.