



CITY OF CONCORD
New Hampshire's Main Street™
Community Development Department

**Overview of Required Inspections for Private Development
Effective April 25, 2025**

****Note: The sections and details referenced below are from the Concord Construction Standards and Details.**

All work performed in the City of Concord shall, as a MINIMUM, conform to the requirements of the latest edition of the Concord Construction Standards and Details. The more stringent criteria apply in case of a conflict between standards, regulations, details, or the municipal code.

The Planning Board Clerk (City Planner) shall not approve any certificate of occupancy unless the site complies with the approved site plan, conditions of Planning Board approval, and all applicable codes, rules, regulations, and standards.

Unless otherwise noted below, inspections to be completed by Engineering Services Division staff.

- 1. Parking Lots (See Section 3)**
 - a. Parking space layout and dimensions (**See Detail M-4**)
 - b. Sub-base, base, and paving materials
 - c. Widths and locations of drive aisles
 - d. Grades
 - e. Curbing
 - f. Striping and marking (arrows, centerlines, fog lines, etc.)
 - g. Accessible parking spaces meet ADA accessibility requirements, including grade, dimensions, barrier free, and identification
 - h. Quantity of spaces to be confirmed by Planning Division inspection

- 2. Driveways and Access Aisles (See 01.A of Section 9)**
 - a. Entries and location
 - b. Dimensions of aprons and openings
 - c. Grades
 - d. Striping and marking (arrows, centerlines, fog lines, etc.)
 - e. Compliance with applicable driveway details (**See Details D1 to D12, E-1**)

3. **Sidewalks (See 02.D and 03.M, N, O of Section 3)**
 - a. Tipdowns meet ADA requirements (on private property) or PROWAG (in City right-of-way) for running slope (8.3%), width (minimum 5 feet, excluding curb), cross-slope (2% max)
 - b. All sidewalks meet running slope (5%) and cross-slope (2% max)
 - c. All sidewalks meet ADA accessibility requirements, including grade, dimensions, barrier free, identification
 - d. All sidewalks minimum width 5 feet (excluding curb)
4. **Landscaping**
 - a. Planning to inspect landscaping against the approved landscaping plan for sizes, species, plant quantities, location of plantings, etc.
5. **Grading**
 - a. Inspect for compliance with approved plans and positive drainage
6. **Municipal Utilities**
 - a. Water (**See Section 5**)
 - Full-time inspection (**See 04 of Section 5 for Inspection Requirements**)
 - Inspect for compliance with approved plans and Concord Construction Standards and Details (**See 02 and 03 of Section 5 for Materials and Construction Requirements**)
 - Cracked, chipped or deformed pipe, fittings, or accessories must be replaced
 - Inspections are done to the **INSIDE OF THE FOUNDATION WALL** for pressure and bacteria and that the water is ready for consumption
 - Testing requirements (**See 05 of Section 5**)
 - b. Sewer (**See Section 4**)
 - Full-time inspection (**See 04 and 05 of Section 4 for Inspection, Testing, and Video Requirements**)
 - Confirm hydraulic integrity
 - Pipelines true to alignment and uniform slope between structures
 - Ponding based on City limits of sag detail or deviation in pipeline alignment cause for rejection as determined by Engineering
 - All pipelines subject to scrutiny of video inspection prior to acceptance to assure proper jointing and flow characteristics
 - Inspect for compliance with approved plans and Concord Construction Standards and Details (**See 02 and 03 of Section 4 for Materials and Construction Requirements**)
 - Re-use of existing sewer services requires video
 - c. Storm Drainage (**See Section 6**)
 - Full-time inspection within City right-of-way and first connecting segment to City drainage system from private property
 - All work in City right-of-way ALWAYS meet City specifications

- Inspection on private property connected to City drainage system (including just emergency overflow)
 - Ensure compliance with approved plans/Concord Construction Standards and Details
- **See 02 of Section 6 for Material Requirements**
- **See 03 of Section 6 for Construction Requirements**
- **Inspection Requirements (See 04 of Section 6)**
 - Visual inspection of drain pipe for compliance with Construction Standards and Details
 - Visual inspection to confirm hydraulic integrity of storm drains
 - Pipe structurally sound
 - Cracked, chipped or deformed pipe must be replaced
 - Pipelines true to alignment and uniform slope between structures
 - Ponding or deviations in pipeline alignment cause for rejection
 - Inspection for infiltration visually and by video
 - Water used to flush lines observed for uniformity of flow through each pipeline and from structure to structure
 - All pipelines subject to scrutiny of video inspection prior to acceptance for proper jointing and flow characteristics
- Testing requirements (**See 05 of Section 6**)
 - Deflection test required on all flexible pipes
 - Concrete and Ductile Iron are considered RIGID
 - HDPE testing – deformation testing required and must not exceed 5% of inside pipe diameter in any axis

7. **Private Utilities (see Section 10)**

- Poles, structures, conduits, cables, and/or wires to be constructed in accordance with the approved plan. Any poles, structures, conduits, cables or wires, the location of which have not been approved, and are proposed to be installed along, across, under or over any public street, are subject to approval of City's Poles and Wires Committee
- Prior to any directional boring/drilling and/or jacking, all utilities in close proximity shall be exposed to verify location
- **IMPORTANT** – All construction requirements per **Section 10** (there are numerous ones, so familiarity with Section 10 is key)

8. **Erosion Prevention/Sediment Control (see Section 8)**

- Construction entrance to be constructed in compliance with **Detail E-1**
- No obvious site erosion (ongoing periodic inspections).
- Erosion control barriers are in place, as per the approved plan set, and properly maintained (ongoing periodic inspections).
- Inspect installed erosion control measures to ensure compliance with the approved plan set **AND** compliance with **Section 8** of Concord Construction Standards and Details.
 - **See 02.A of Section 8 for mulch materials requirements**
 - **See 02.B of Section 8 for soil stabilization materials requirements**

- **See 03 of Section 8 for construction requirements**
- Inspection requirements, which are the responsibility of the developer/contractor (**See 04 of Section 8**)
 - Visually inspect all erosion control measures and cleared and graded area at least once every 7 calendar days and within 24 hours of end of a storm event 0.5 inches or greater
 - Verify any erosion control measures in good condition
 - Discharge location inspected to verify pollutants are not entering stormwater conveyance systems
 - Inspect vehicle access points for evidence of off-site sediment tracking
 - Any off-site accumulations of sediment removed immediately and area restored to pre-construction conditions

9. Overall Site Layout

- Planning to inspect overall site layout as part of Planning's final inspection to ensure that all components and elements shown and detailed on the approved site plan are in place, installed, and constructed as per the approved site plan.
- Retaining walls over 4 feet in height require a PE-stamped design drawing and a building permit. Code Administration inspects all retaining walls over 4 feet in height.

10. Wetland boundaries

- Planning to inspect for installation of wetland buffer markers prior to construction. Markers are purchased at the Planning Division and are placed at the edge of the wetland buffer.
- Planning to inspect for installation of wetland buffer markers as part of Planning's final inspection. Planning's inspection will confirm that the buffer markers installed prior to construction are still in place.

11. Lighting

- Planning to inspect for compliance with the approved lighting plan and lighting cut sheets

12. Traffic Control and Signage (See 06 of Section 2)

- Traffic control compliant with approved traffic control plans and Concord Construction Standards and Details
- Signage compliant with approved plans and Concord Construction Standards and Details

13. Preparing Sites for Winter (See 07 of Section 2)

- Proposed vegetated areas at final grade that do NOT HAVE minimum 85% vegetative growth by November 1, shall be stabilized by seeding and installing erosion control blankets on slopes greater than 3:1, and seeding and placing 3 to 4 tons of mulch per acre, secured with anchored netting, elsewhere
- Shall not occur over accumulated snow or on frozen ground

- Shall be completed in advance of thaw or spring melt events
- All ditches or swales that do not have minimum 85% vegetative growth by November 1, must be stabilized temporarily with stone or erosion control blankets appropriate for design flow conditions
- Off-site construction after November shall be stabilized as:
 - All areas stabilized
 - All excavations in roadway or sidewalk brought to grade with subbase and surfaced with bituminous concrete pavement
 - All slopes 85% vegetated growth, minimum 3 inches non-erosive material such as stone or riprap, or have erosion control blankets installed and shall not occur over snow or on frozen ground
- On-site construction after November 1:
 - All areas stabilized
 - Base course gravels installed in areas to be paved and not open to public
 - All slopes 85% vegetated growth, minimum 3 inches non-erosive material such as stone or riprap, or erosion control blankets and not over snow or frozen ground