



Town of Alton Gas Fitting & Mechanical Permit

Building Department PO Box 659 1 Monument Square Alton, NH 03809
Phone 603-875-2164 Fax 603-651-0732

Permit#: _____

Tax Map: _____

Fee: \$40.00

Lot#: _____

OWNER: _____ LOCATION: _____

INSTALLER: _____ TEL#: _____

INSTALLERS LIC. #: _____ EXP DATE: _____

Type of License: Service Tech ____ Installation Tech ____ Piping Installer ____ Appliance Tech ____

COMPANY: _____ TEL# _____

CORPORATE LIC. #: _____

INSTALLER/COMPANY REP. SIGNATURE: _____

WORK TO BE PERFORMED: _____

PERMIT MUST BE ISSUED PRIOR TO WORK BEING STARTED.

No part of the installation is to be covered until inspected and approved by the Building Official.

RETURN GAS CHECK FORM TO BUILDING DEPARTMENT AT END OF JOB.

It can be dropped off at the office during normal working hours, or in the drop box next to the front door after hours. Company generated leak check form can be submitted in place of the Town System Check form

Signature of Building Official: _____ Date: _____

**Contact 603-875-2164 to schedule inspections
A minimum of 48-hour notice is required when scheduling**

Town of Alton Gas Appliance & System Check Form

Installer _____ License # _____
 Company _____ Telephone # _____
 Property Owner _____ Job Address _____
 Map _____ Lot _____

Appliance Check

| | | | | | | | |
|-----------------------------------|--|--|--|--|--|--|--|
| Appliance | | | | | | | |
| Manufacturer | | | | | | | |
| Model# | | | | | | | |
| Serial # | | | | | | | |
| BTU'S | | | | | | | |
| Burner/Com. Chamber | | | | | | | |
| Man. Shutoff / Sed. Trap | | | | | | | |
| Control / Pilot Safety System | | | | | | | |
| Venting System | | | | | | | |
| Combustion Air | | | | | | | |
| Taken out of Service or Operation | | | | | | | |

Container Check

| Size | Serial # | Manufacturer | Requalification date of cylinder | Location | Container Condition | Relief Valve | Fittings Leak Check | Date |
|------|----------|--------------|----------------------------------|----------|---------------------|--------------|---------------------|------|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

System Pressure Test

| Starting Pressure | Ending Pressure | Time Held | Pressure Held Y N | Date |
|-------------------|-----------------|-----------|----------------------|------|
| | | | | |

Regulator Check

| Type | Manufacturer | Date/Model | Vent Position/Protection | Flow Pressure | Lock-up Pressure | Date |
|------|--------------|------------|--------------------------|---------------|------------------|------|
| | | | | | | |
| | | | | | | |
| | | | | | | |

Piping Check

| Materials | Size | Cover / Protection |
|-----------|------|--------------------|
| | | |

Town of Alton

GASFITTING PERMIT REQUIREMENTS

A permit is required for the installation of new Gas piping, Equipment, and Hearth Systems, and replacement of equipment that requires the relocation/installation of piping and venting. All applications will list the name and license number of the Installer, and the scope of work. Gasfitting permits can be acquired at the Building Department, which is located inside Alton Town Hall.

In the event of an Emergency, when work must be performed outside of normal office hours, a permit will be obtained the next business day.

GAS APPLIANCE & SYSTEM CHECK FORM

A completed *Gas Appliance & System Check* Form shall be submitted to the building department at the completion of every gas piping or equipment/appliance installation.

TANK SWAP OUT

Exchange of tanks that does not involve the installation of new piping does not require a permit.

REQUIRED INSPECTIONS

1. Any gas trench prior to backfill.
2. Gas piping systems in new construction or renovations, and the installation of vented or non-vented appliances or equipment.
3. Inspections must be completed by the Building Inspector prior to the covering of any of the work.

PROPANE TANK BURIAL

The permitting and inspections of propane tank burial is provided by the Alton Fire Department. Burial requires an inspection prior to covering of the tank. Tanks that are covered without the proper inspection will be uncovered at the expense of the contractor. The Fire Department can be reached at 875-0222 during normal business hours.