



**Auburn Planning Board**  
104 Central Street  
Auburn, Massachusetts 01501  
(508) 832-7704

## **Construction Inspection Regulations For Subdivision, Site Plan, and Special Permit**

The applicant for any Subdivision, Site Plan and/or Special Permit approved by the Planning Board shall schedule a preconstruction meeting prior to the start of construction. The preconstruction meeting shall include the Applicant and/or the Engineer, Contractor, Building Commissioner, Peer Reviewer / Construction Inspection Consultant, Town Engineer, Conservation Commission Representative, and Town Planner. This meeting will include discussion of the construction schedule, expectations of the contractor, and the required site inspections. The Preconstruction Meeting shall be coordinated by the Town Planner.

### **Required Inspections**

- Paving: roads, sidewalks, parking area, and binder –Fulltime during paving operations
- Drainage – Daily Inspection
- Underground Utilities- Shall be inspected prior to backfill (coordinate with each specific utility for their particular requirements)
- Gravel Density / Proctor Test- Daily inspection- town consultant shall be onsite during inspection
- Raised Structures – Fulltime while work is performed
- Prior to topcoat but after structure is raised there shall be a site walk prior to top course pavement
- Erosion Control – Weekly Inspection and prior to a significant rainfall event ( 1” rain or more in 24hr period)– Must also be inspected prior to the start of construction
- Berm – Daily Inspection while work is performed
- Wetland Replication – Refer to Conservation Commission Order of Conditions
- Trees and Plantings - shall be inspected prior to road acceptance
- Water– Coordinate with the Water District for inspections
- Other inspections maybe required depending on the project

It shall be the applicant’s responsibility to pay any costs associated with the Construction Inspection Consultant. Construction may not begin until the inspection fee is received by the Town of Auburn. 48 hour notice must be given before each required inspection. The contractor shall not be made aware of the timing of the daily inspection. A final as built plan must be provided to the Town Planner. Certain Construction Inspections may be waived with the approval of the Town Planner.



**Auburn Planning Board**  
104 Central Street  
Auburn, Massachusetts 01501  
(508) 832-7704

Funds received by the Board pursuant to this section shall be deposited with the Town Treasurer who shall establish a special account for this purpose. Expenditures from this account shall be made at the direction of the Planning Board without further appropriation and shall be made only in connection with the inspection of specific projects for which an inspection fee has been or will be collected from the applicant. Failure of an applicant to pay a construction fee shall be grounds for issuance of a work-stop order; the Town Planner is authorized to issue the work-stop order. The amount of the inspection fee to be paid by the applicant shall be estimated on an individual project basis. When the inspection fee account is depleted, an additional deposit shall be made by the applicant.

Construction Inspection fees shall only be spent for services rendered in connection with the project for which they were collected. Accrued interest may also be spent for this purpose. At the completion of construction of a project, any excess amount in the account, including interest, attributable to a specific project, shall be repaid to the applicant.