

Application for Building Permit
COMMERCIAL

Town of Henniker

18 Depot Hill Road
Henniker, NH 03242
Phone: (603) 428-3221
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www.henniker.org

Date of application:

Form revision date: Adopted by BOS 7/21/2009. Rev. 9/29/2011; 4/21/2014; 8/2015

1) DISCLOSURE STATEMENT

STATE BUILDING AND FIRE CODES: As of July 11, 2008, in accordance with RSA 674:51, "the state building code established in RSA 155-A shall be effective in all towns and cities in the state." RSA 155:A2 states ". . . all buildings, building components, and structures constructed in New Hampshire beginning one year after the effective date of the section, shall comply with the state building code and state fire code. The construction, design, structure, maintenance, and use of all buildings or structures to be erected and the alteration, renovation, rehabilitation, repair, maintenance, removal, or demolition of all buildings and structures previously erected shall be governed by the provisions of the state building code" and that "All new buildings shall conform to the requirements of the state fire code adopted pursuant to RSA 153:5 and to the extent that there is any conflict between the state building code and the state fire code, the state fire code shall take precedence unless otherwise determined by the board, subject to the review provisions contained in RSA 155-A:10." In addition, RSA 155-A:2.VIII states "the contractor of a building, building component, or structure shall be responsible for meeting the minimum requirements of the state building code. No municipality shall be held liable for any failure on the part of a contractor to comply with the provisions of the state building code."

2) PROPERTY & CONTACT INFORMATION

Street Address (location of building project):	Zoning District:
	Tax Lot Number:
Property Owner's Name:	Contractor/Builder's Name:
Company:	Company
Mailing Address:	Mailing Address:
City/State/Zip:	City/State/Zip:
Phone (days):	Phone (days):
Email:	Email:

Subdivision / Development Name (if applicable):

Stipulations for new developments may already be in place by the Planning Board, such as sprinkler requirements, phasing in of buildings, etc.

3) DESCRIPTION OF WORK TO BE PERFORMED

Please check the section that best describes the location where work will be done:

<input type="checkbox"/> Demolition	<input type="checkbox"/> New Business Occupancies	<input type="checkbox"/> New Industrial Occupancies	<input type="checkbox"/> New Merchantile Occupancies
<input type="checkbox"/> New Apartment/ Hotel/ Motel/ Dormitory/ Lodging/ Rooming Occupancies	<input type="checkbox"/> Renovation/ alteration to Existing Business Occupancies	<input type="checkbox"/> Renovations/ alterations to Industrial Occupancies	<input type="checkbox"/> Renovations Alterations to Existing Merchantile Occupancies
<input type="checkbox"/> Renovations/alteration to Existing Apartment /Hotel/ Motel/ Dormitory/Lodging/ Rooming Occupancies	<input type="checkbox"/> New Assembly Occupancies	<input type="checkbox"/> New Healthcare Occupancies	
	<input type="checkbox"/> Renovation/ alteration to Existing Assembly Occupancies	<input type="checkbox"/> Renovations/alterations to Healthcare Occupancies	

Please describe the work to be performed. Please include general dimensions, purpose of any new area, etc.

Estimated start date: ___/___/___ **Estimated finish date:** ___/___/___ **Estimated cost of building project \$** _____

NOTE: It can take 2-4 weeks to fully process a complete application.

Was any approval given by the Planning Board or Zoning Board for this building project?

YES
 NO

If yes, please attach a copy of the board's Notice of Decision.

Attach one full set of Building Plans

Plans typically are to the scale of 1/4"=1'0". Plans show important information such as dimensions and locations, type of materials used, framing style, insulation, windows, exits and egresses, stairwell elevations, location of electrical service components, and the location of life safety, heating and plumbing systems. A complete set of building plans should include the following **FOUR** components:

1. SITE SKETCH (this is required for all new buildings OR if there is any change to the exterior footprint of an existing building):

- a) Location of all buildings on lot
- b) Dimensions/measurements of proposed structures
- c) Measured distance between property lines and structures (both existing and proposed)
- d) Name of streets/roads abutting property
- e) Location of wetlands
- f) If septic is to be used, show layout and location
- g) Well or water supply location

2. FLOOR PLAN

3. ELEVATION PLAN - A two-dimensional view of the building as seen from the exterior

4. SECTIONAL VIEW - A sectional view is a vertical view of a building as if it were cut into two parts. The purpose of a Sectional View is to show the internal construction of each assembly.

3a) ELECTRICAL

Will any electric work be performed?

YES

If yes, complete the appropriate section below:

NO

Complete this section if you, as the homeowner, will be doing the electrical work: (owner-occupied single-family home only)

I, _____, certify that I will be performing electrical work as the owner and occupant of this single-family residence which is my bona fide abode, and that all electrical work will be performed in accordance with the standards and regulations of the state electrical and building codes. (Reference: RSA 319C:15II)

Signature: _____

Complete this section if you are hiring a licensed electrician to do the work:

Master Electrician's Name:

N.H.. Master Electrician's License Number:

Company:

Mailing Address:

City/State/Zip:

Phone (days):

3b) PLUMBING

Will any plumbing work be performed?

YES

If yes, complete the appropriate section below:

NO

Complete this section if you, as the homeowner, or your agent, will be doing the plumbing work: (owner-occupied single-family home or townhouse only)

I, _____, certify that I or my designated agent will be performing the plumbing work as the owner and occupant of this single-family home or townhouse which is my bona fide abode, and that all plumbing work will be performed in accordance with the standards and regulations of the state plumbing and building codes. (Reference: RSA 329-A:13 to 13.IV)

Signature: _____

Complete this section if you are hiring a licensed plumber to do the work:

Licensed Plumber's Name:

N.H. Master Plumber's License Number:

Company:

Mailing Address:

City/State/Zip:

Phone (days):

4) NEW HAMPSHIRE ENERGY CODE COMPLIANCE

Attach copy of approved Energy Code compliance.

If you are building, renovating or adding to a residential home or commercial building, you may need to certify that you are complying with the New Hampshire Energy Code by attaching a copy of your approved NH Energy Code application. Applications are available at the New Hampshire Public Utilities Commission, Phone (603) 271-2431 or online at www.puc.nh.gov

5) DEMOLITION

Will any buildings or structures be demolished?

Yes
 No

If yes, please describe (in detail) the location, size and type of structure to be demolished:

Individuals approved for demolition work shall ensure that at the end of each workday, the areas under demolition shall be secured so as not to constitute a hazard. Open cellar holes or foundations are to be fenced in such a fashion so as to adequately warn of danger. All rubble shall be removed from the property and disposed of properly (reference RSA 155-B:13). For information on asbestos concerns, contact the New Hampshire Asbestos Management and Control Program, Air Resources Division of the NH Dept. of Environmental Services at (603) 271-1370 or www.des.nh.gov

6) DIGGING OR DISTURBING THE TOWN ROADS, SHOULERS, ETC.

Will the project involve any excavation or disturbance of the shoulders, ditches, embankments or surfaces of any highway within the town? Examples include setting of poles or underground conduits for water, sewer, electric, or telephone. (Per RSA 236:9)

Yes
 No

If yes, a town Trench Permit is required.

7) SETBACK REQUIREMENTS

Will the proposed structure meet the setback requirements? (see below)

Yes
 No

The following are the Town's zoning setback requirements for all districts:

- > No building shall be constructed within thirty (30') feet of a public right of way.
- > No building shall be constructed within fifteen (15') feet of side and back lot boundaries.
- > No building shall be constructed more than three (3) stories above grade level.
- > Driveways must be 10' from side boundaries.
- > Parking spaces must be 10' from side and back boundaries and 10' from any public right of way.
- > Septic must be 75' from wetlands.
- > Pools must be 35' from septic and 10' from boundaries.

(Ref. Henniker Zoning Regulations Chapters 133-22, -24, -26, 28)

8) WETLANDS / SHORELANDS / FLOOD PLAINS

Is the land lot located in the any special flood hazard area?

Yes
 No

Applications will be reviewed in accordance with Henniker Zoning Ordinance Article XXI, Floodplain Development. To verify if the land is in a "special flood hazard area", as defined by Henniker Zoning Regulations XXII.133-100, see the National Flood Insurance Program Map at Town Hall.

Will any activity be taking place within 250-300 feet of a pond, lake or river?

Yes
 No

A Shoreland Permit may be required from NH Department of Environmental Services, Wetlands Bureau (603) 271-2147 www.des.nh.gov/cspa

Will the proposed building project impact a wetlands area?

Yes
 No

If yes, applications will be reviewed in accordance with the Henniker Zoning Ordinance Article XXII Wetlands Conservation. A Wetlands Permit from NH Department of Environmental Services and a review by the Henniker Conservation Commission may be required.

9) CURRENT USE

Is the portion of the property to be developed under "Current Use" assessment?

Yes
 No

If yes, a new Current Use Map must accompany this application. Please note that fines may apply when Current Use status changes. See Assessing office for more information.

10) DRIVEWAYS & CLASS VI ROADS

Will a new driveway or access road be constructed, or will an existing driveway or access road be altered?

Yes
 No

If yes, a Henniker Driveway Permit application may be required. Please note, if you are constructing or altering a driveway that connects to a STATE road, a permit from the State of NH Department of Transportation may be required.

Is the property located on a Class VI road?

Yes
 No

Because Class VI roads are not maintained by the town, any new construction on a Class VI road requires that an agreement and release be signed by the property owner. This agreement will then be recorded at the Merrimack County Registry of Deeds at the expense of the property owner (usually \$25 per document).

11) INTENT TO CUT (TREES)

Will the proposed building project include any logging for resale? Yes No
If yes, an "Intent to Cut" form may be required in accordance with RSA 79:10. See the Henniker Assessing office.

12) UTILITIES

Town tax-exemptions may be available for certain wood-heat, wind or solar systems. See Henniker Assessing office for information.

Will you be installing or replacing a sprinkler system and or extinguishment system? Yes No
If yes, please contact the Henniker Fire Department for additional requirements.

Will you be installing or replacing an oil-fired heater? Yes No
*If yes, a New Hampshire Oil Burner Permit is required through the Henniker Fire Department (603) 428-7552.
NOTE: Oil burners shall meet or exceed the requirements of NFPA 31, Standard for the Installation of Oil-Burning Equipment.*

Will you be installing or replacing LP (liquefied petroleum) gas burning equipment? Yes No
*If yes, a New Hampshire Gas Fitter License will be required. Name of Installer: _____
License #: _____ Exp. Date: _____
NOTE: Gas-fired appliances shall meet or exceed the requirements of NFPA 54, National Fuel Gas Code.*

Will you be installing or replacing a Solid Fuel-Burning Appliance (such as wood, coal, pellets)? Yes No
NOTE: Solid Fuel-Burning Appliances shall meet or exceed the requirements of NFPA 211, Standard for Chimneys, Fireplaces, Vents and Solid Fuel-Burning Appliances.

Will you be installing or replacing a private septic system? Yes No
If yes, we require an "Approval for Construction" and an "Approval for Operation" from the NH Dept. of Environmental Services, Division of Water Supply and Pollution Control [phone (603) 271-3503]. Please check with the Building Department, as the state may have already submitted copies of approvals to the town.

Will you be installing or replacing a private well-water system? Yes No

Will you be installing or replacing any other type of utility system not described above? Yes No
If yes, please describe:

TOWN WATER OR SEWER: Will the proposed project impact the capacity of the town water or sewer systems? Yes No
If yes, please discuss the project with the Wastewater Department Superintendent and Water Department Superintendent and have the application signed.

Charles E. Damour Wastewater Treatment Facility (603) 428-7215, Ramsdell Road

The applicant has discussed the impact that this project may have on the town wastewater system with me and has agreed to take the necessary steps as discussed.

Wastewater Superintendent Signature: _____ Date: _____

Applicant Initials: _____

Cogswell Spring Waterworks (603) 428-3237, 146 Davison Road

The applicant has discussed the impact that this project may have on the town water system with me and has agreed to take the necessary steps as discussed.

Water Department Superintendent Signature: _____ Date: _____

Applicant Initials: _____

13) SIGNATURES

This is to certify that all plans and specifications of this application will be followed during construction and any change shall only be made after notifying the Building Department and receiving approval of change. In addition, this certifies that I am aware of the requirement to build in accordance with the State Building Code and State Fire Codes and that the Town of Henniker requires a permit, inspection process and Certificate of Occupancy for all commercial and industrial buildings as required by the N.H. State Building Code RSA:155-A. I also understand a \$25 fee will be charged for withdrawing the application and that any construction started without a required permit is subject to a \$50 fine. **Check here if the Contractor/Builder is signing the application on behalf of the property owner.**

Signature of Property Owner

Signature of Contractor/Builder

14) FEES

Building Permit Violations & Penalties: \$50 Any construction started without a required permit. \$25 If a permit is withdrawn after application.	Building Permit Commercial, Minor construction - \$50 Building Permit Commercial Structure - Minimum fee is \$75 for under 1000 SF or \$0.08 per SF Driveway Permits - \$5 (no fee if filed with Building Permit Application)
Town Buildings - No fee for building permits	Demolition - \$25