



Town of Henniker

18 Depot Hill Road
Henniker, NH 03242
Phone (603) 428-3221 / Fax (603) 428-4366
www.henniker.org

Assigned Permit #: _____

Date Issued: _____

Fee Paid: _____

COMMERCIAL BUILDING PERMIT APPLICATION

STREET ADDRESS OF PROJECT: _____

MAP: _____

LOT: _____

ZONE: ☐ RV ☐ RN ☐ RR ☐ CH ☐ CM ☐ CR ☐ CR1 ☐ CV ☐ ED

PROPERTY OWNER(S)

NAME: _____ PHONE: _____

ADDRESS: _____

EMAIL ADDRESS: _____

CONTRACTOR / AGENT

NAME: _____ PHONE: _____

COMPANY NAME: _____

ADDRESS: _____

EMAIL ADDRESS: _____

DETAILED DESCRIPTION OF THE PROJECT

please include general dimensions, purpose of any new area etc. and use separate sheet if needed

DESCRIPTION OF WORK TO BE PERFORMED

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

☐	New Business Occupancies	☐	Renovation/Alteration to Existing Business Occupancies
☐	New Industrial Occupancies	☐	Renovation/Alteration to Existing Industrial Occupancies
☐	New Apartment/Hotel/Motel/Dormitory/Lodging/Rooming Occupancies	☐	Renovation/Alteration to Existing Apartment/Hotel/Motel/Dormitory/Lodging/Rooming Occupancies
☐	New Merchantile Occupancies	☐	Renovation/Alteration to Existing Merchantile Occupancies
☐	New Healthcare Occupancies	☐	Renovation/Alteration to Existing Healthcare Occupancies
☐	New Assembly Occupancies	☐	Renovation/Alteration to Existing Assembly Occupancies
☐	Demolition	☐	Other: _____

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:

- Site Sketch:** (this is required for all new buildings OR if there is any change to the exterior footprint of an existing building):
 - Location of all buildings on lot
 - Dimensions/measurements of proposed structures
 - Measured distance between property lines & structures (both existing & proposed)
 - Name of streets/roads abutting property
 - Location of wetlands
 - If septic is to be used, show layout & location
 - Well or water supply location
- Floor Plan**
- Elevation Plan:** A two-dimensional view of the building as seen from the exterior
- 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.

Estimated start date: _____

Estimated finish date: _____

Estimated cost of building project \$ _____

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.

NEW HAMPSHIRE ENERGY CODE COMPLIANCE:

Attach an Energy Code compliance application. If you are building, renovating or adding to a residential or commercial building, you may need to certify that you are complying with the New Hampshire Energy Code by attaching a copy of your NH Energy Code application. Applications are available in our office or online at www.henniker.org or www.puc.nh.gov

DEMOLITION

Will any buildings or structures be demolished? ☐ Yes ☐ No

If yes, a Demolition permit is required

DIGGING OR DISTURBING THE TOWN ROADS, SHOULDERS, ETC.

Will the project involve any excavation or disturbance of the shoulders, ditches, embankments or surfaces or 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 Trench permit is required.

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 (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

WETLANDS / SHORELANDS / FLOOD PLAINS

Is the land not located in 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.

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.

DRIVEWAYS & CLASS VI ROADS

Will a new driveway or access road be connected, 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.

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.

UTILITIES

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 a private septic system? ☐ Yes ☐ No

If yes, we require an "Approval for Construction" and an "Approval for Operation" from the NH Department of Environmental Services, Division of Water Supply and Pollution Control (603) 271-3503. Please check with the Building Department, as the state may have already submitted copies of approvals to the town.

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: _____

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: _____

Any Electrical, Plumbing and/or Mechanical work will require a separate permit for each be applied for.

☐ Check here to acknowledge for any new construction, a chemical toilet must be put onsite at the beginning of construction.

APPLICANT'S CERTIFICATION

I hereby certify that I am the owner of record of the named property or that I have been authorized by the owner to make this application as their authorized agent (a signed authorization letter from the owner must accompany this permit application) and agree to conform to all applicable local, state & federal laws & codes for this project. I certify that the Building Inspector/Code Enforcement officer or the Town's authorized representative shall have the authority to enter areas covered by such permit at a reasonable hour to enforce the provisions of the code(s) applicable to such permit. I certify that the information given is true and correct to the best of my knowledge. No changes from the above information will be made without approval of the Building Inspector/Code Enforcement Officer.

PRINT NAME:

SIGNATURE:

DATE:

APPLICATION CHECKLIST

	Plot Plan drawing of the site showing the setbacks
	Complete set of building plans or floor plans showing all interior changes, dimensions & square footage of each floor.
	Permit Fee – See Town of Henniker Permit Policy Application Information Package
	Copy of all other approvals, as required (ie Septic Plan/Approval, Driveway Permit)

BUILDING PERMIT APPROVAL:

DATE: _____

New Hampshire Residential Energy Code Application
for Certification of Compliance for New Construction, Additions and/or Renovations of
Detached One- and Two-family dwellings and multi-family dwellings (townhouses) not over 3 stories
EC-1 Form
Minimum Provisions from 2018 IRC Chapter 11 Effective Date: July 1, 2022

<u>Owner/Owner Builder:</u> Company Name: (if applicable)			<u>General Contractor:</u> Company Name:		
Name:			Name:		
Mail Address:			Mail Address:		
Town/City:	State:	Zip:	Town/City:	State:	Zip:
Phone:	Cell:		Phone:	Cell:	
E-Mail:			E-Mail:		
<u>Location of Proposed Structure:</u>			<u>Type of Construction:</u>		
Tax Map #:		Lot #:	☐ Residential ☐ Small Commercial ☐ New Building ☐ Renovation ☐ Addition ☐ Thermally Isolated Sunroom ☐ Modular Home: the site contractor must submit this form detailing supplementary rooms and Floor and/or Basement insulation unless the floor insulation is installed or provided by the manufacturer and no heated space is added.		
Street:					
Town/City:	County:				
<u>Zone 5</u> ☐ Cheshire, Hillsborough, Rockingham Strafford <u>Zone 6</u> ☐ All other NH counties and town of Durham			<u>Total New Conditioned* Floor Area:</u>		
			_____ ft ²		
			<u>Basement or Crawl Space type:</u> (*a conditioned space is one being heated/cooled, containing uninsulated ducts or w/ a fixed opening into conditioned space. Walls must be insulated) Conditioned? ☐ Yes (Walls must be insulated) ☐ No ☐ Full Basement ☐ Walk Out Basement ☐ Slab on Grade ☐ Other _____		
<u>Structure is EXEMPT because:</u>			<u>Form Submitted by:</u>		
☐ Mobile Home ☐ On an historic register			☐ Owner ☐ Builder ☐ Other _____		

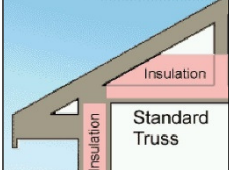
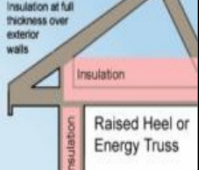
I hereby certify that all the information contained in this application is true and correct, and construction shall comply in all respects with the terms and specifications of the approval given by the local municipal code official or New Hampshire Department of Energy.

Signature _____ **Print Name** _____ **Date** _____

<u>Official Use Only</u>		
Date Complete Application Received:	Approved by:	Date:
Approval Number:	Stamp:	

Directions: Complete the "Your Proposed Structure" columns. No measurements or calculations are needed. Copies of plans are NOT needed. If you at least meet the Energy Code requirements, your project will be approved. Write N/A in any section that does not apply to your project. If your planned structure does meet these requirements, consider downloading REScheck <http://www.energycodes.gov/rescheck> to explore energy modelling options. **Please submit pages 1,2 and 3 only.**

YOUR PROPOSED STRUCTURE

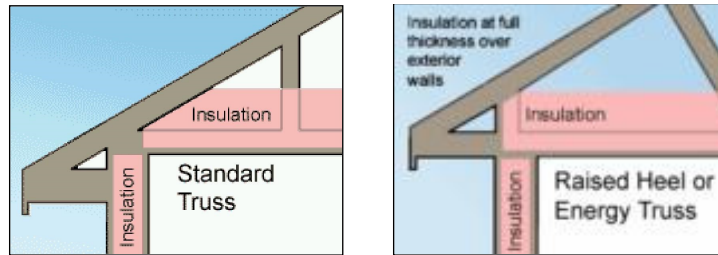
Building Section	Required R or U Values	Write Planned R and U Values	Brands / Models / insulation type and thickness (if known)
Window U Factor (lower U is better)	U .30 (maximum) U-.32 (if log walls in Zone 5) U-.30 (if log walls in Zone 6) U .45 (Thermally Isolated Sunrooms only)	Write in U-Value	Check if ☐ Sunroom ☐ Log Walls
Skylights	U .55 (or less) U .70 (Thermally Isolated Sunrooms only)		
Flat Ceilingⁱ <i>or</i> Flat Ceiling with Raised or Energy Trusses R-value	 R-49 (Zone 5 or 6) if using the above construction technique R-49 if log walls  R-38 (Zone 5 or 6) if maintaining the full R value over the plates R-49 if log walls	Write in R-Value → If using only R-38 in Zone 5 or 6 you must check this box	NOTE: R-38 will satisfy the requirement for R-49 if the full R-38 insulation value is maintained over the outside plates. If using only R-38 (Zone 5 or 6), you must certify that you will maintain R-38 over the plates by checking the box below. ☐ <i>By checking this box, I certify that this structure is being built with a raised energy truss or that the full R-value of the ceiling insulation will be maintained over the outside plates.</i>
Sloped or Cathedral Ceiling	R-30 (Zone 5 & 6) if less than 500 ft sq or 20% of total ceiling area or as above R-24 (Thermally Isolated Sunrooms only)	Write in R-Value	Check if ☐ Sunroom
Above Grade Wallⁱⁱ R-value	Zone 5: R-20 Cavity Insulation only <i>or</i> R-13 plus R-5 Cavity plus Continuous Insulation R-13 (Thermally Isolated Sunrooms only) Zone 6: R-20 plus R-5 Cavity plus Continuous Insulation <i>or</i> R-13 plus R-10 Cavity plus Continuous Insulation R-13 (Thermally Isolated Sunrooms only)	Write in R-Value	Log homes must comply with ICC400-2012, have an average minimum wall thickness of 5" or greater with specific gravity of ≤0.5 or 7" with specific gravity >0.5. Check if ☐ Sunroom ☐ Log Walls
Door U-Value	U .30 (maximum)	Write in U-Value	One opaque door in the thermal envelope is exempt from the U-factor requirement.
Floor R Value (e.g., floor over Basement or garage)	R-30 <i>or</i> Insulation sufficient to fill joist cavity minimum R-19	Write in R-Value	If conditioning the basement you must insulate Basement Walls . If not, you may insulate either Floor or Basement Walls and Slab Edge (if ≤ 1' of grade)
Basement or Crawl Space Wall R Value	For <i>both</i> Zone 5 and Zone 6 R-19 Cavity Insulation or R-15 Continuous Insulation	Write in R-Value	

Slab Edgeⁱⁱⁱ R Value	R-10 2' (Zone 5) 4' (Zone 6) (see drawing pg 3) <i>add R-5</i> if the Slab is heated or R-15 under entire heated slab if a log home.	Write in R-Value	Check if ☐ Heated Slab
Air Sealing	A blower door test is required . The test must demonstrate an air exchange rate of <i>three</i> Air Changes per Hour (ACH) or less @ 50 Pa.	Blower Door	If required by the code official, an approved third party may be required to conduct the blower door test.

Submit pages 1,2 and 3 to local municipal code official or NH Department of Energy at energycodes@energy.nh.gov
Phone: 603.271.3670 Fax: 603.271.3878

Footnotes to Residential Energy Code Application for Certification of Compliance

ⁱ Ceilings with attic spaces: R-38 in Zone 5 or 6 will be deemed to satisfy the requirement for R-49 wherever the full height of uncompressed R-38 insulation extends over the wall top plate at the eaves or the full R-value is maintained. This is often accomplished by using a raised heel or energy truss as shown in the diagram below or by using higher R-value insulation over the plates.

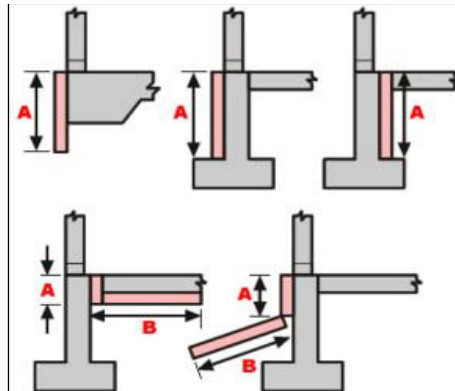


ⁱⁱ R-20 + R-5 means R-20 cavity insulation plus R-5 continuous insulation. If structural sheathing covers 25 percent or less of the exterior, R-5 sheathing is not required where the structural sheathing is placed. If structural sheathing covers more than 25 percent of exterior, the structural sheathing must be supplemented with insulated sheathing of at least R-2.

ⁱⁱⁱ Slab edge insulation must start at the top of the slab edge and extend a total of two (Zone 5) or four feet (Zone 6). Insulation may go straight down, out at an angle away from the building, or along the slab edge and then under the slab. A slab is a concrete floor within 1' of grade level. See diagram below.

The top edge of insulation installed between the exterior wall and the interior slab may be mitered at a 45 degree angle away from the exterior wall.

Allowable Slab Insulation Configurations



A or A+ B must equal two feet in Zone 5 or four feet in Zone 6

MODULAR HOMES must be certified by the NH Department of Safety. Unless the floor insulation is provided by the manufacturer this form may be submitted. This form may also be submitted if the basement is to be insulated or supplementary heated space is added to the home upon or after it is set.

2018 International Residential Code (IRC) effective July 1, 2022
Residential Energy Code Requirements IRC Chapter 11
The following list is intended as a general summary of energy related requirements.
Please consult the 2018 IRC Chapter 11 for complete requirements.

	Air Leakage Code Section N1102.4	The building thermal envelope shall be constructed to limit air leakage in accordance with the requirements of IRC Sections R1102.4.1 through R1102.4.4. The building thermal envelope must be durably sealed to limit infiltration. See Table N1102.4.1.1 for a list of thermal envelope elements and installation criteria. Building envelope air tightness shall be verified to comply by Blower Door testing to not exceed air leakage of 3 Air Changes per Hour (ACH) at 50 Pascals pressure. The local Building Official may require an independent 3rd party to conduct the test.
	Testing Code Section N1102.4.1.2	The Blower Door Test is the required method to demonstrate code compliance with the air leakage requirement. Blower Door Test conducted by: _____ Result (at 50 Pa): _____ CFM Interior Volume _____ CF _____ ACH
	Fireplaces Code Section N1102.4.2	New wood-burning fireplaces shall have tight-fitting flue dampers or doors and outdoor combustion air.
	Recessed Lighting Code Section N1102.4.5	Recessed lights in the thermal envelope must be type IC rated and labeled as meeting ASTM E 283 and sealed with a gasket or caulk between the housing and the interior wall or ceiling covering.
	High-Efficacy Lighting Code Section N1104.1	Not less than 90 percent of the lamps in permanently installing lighting fixtures shall be high-efficacy lamps or not less than 75 percent of the permanently installed lighting fixtures shall contain only high-efficacy lamps.
	Materials and Insulation Identification Code Section N1101.5 and N1101.10	Materials, systems and equipment shall be identified in a manner that will allow a determination of code compliance. Manufacturer manuals for all installed heating, cooling and service water heating equipment must be provided. Insulation R-values, glazing and door U-values and heating and cooling equipment efficiency must be clearly marked on the building plans, drawings or specifications.
	Pull-Down Attic Stairs, Attic Hatch, and Knee Wall Doors Code Section N1102.2.4	Should be insulated to a level equal to the surrounding surfaces and tightly sealed and weather-stripped at the opening.
	Full size Attic or Basement Entry Doors Code Section N1102.3.4	All doors leading from a conditioned space into an unconditioned attic or enclosed attic or basement stairwell should be insulated and weather-stripped exterior rated door units meeting the U-factor requirement. One door is exempt.
	Duct Insulation Code Section N1103.3.1	Supply and return ducts in attics must be insulated to at least R-8 where 3 in. diameter or greater and not less than R-6 for ducts smaller than 3 in. diameter.. Supply and return ducts in other portions of the building must be insulated to at least R-6 where 3 in. diameter or greater and not less than R-4.2 for ducts smaller than 3 in. diameter. Exception: Ducts or portions thereof located completely inside the building thermal envelope.

	Duct Construction Code Sections N1103.3.2 and N1103.3.5	Ducts, air handlers and filter boxes shall be sealed. Joints and seams must comply with the <i>Int. Mech. Code</i> or Section M1601.4.1 of the <i>International Residential Code</i> . Building framing cavities shall not be used as ducts or plenums (neither supply nor return).
	Duct Testing Code Sections 1103.3.3	Ducts shall be pressure tested to determine air leakage by either 1) rough-in test or 2) post-construction test. Rough in Test: Ducts must be no leakier than 6 CFM per 100 sqft of conditioned floor area with air handler installed or 4 CFM per 100sqft without the air handler installed. Post Construction: Ducts must be no leakier than 8 CFM per 100 sqft of conditioned floor area. See Code for further requirement details. Test conducted by: _____ Duct test result at 25 Pa: _____ Post construction or _____ Rough-in test
	Temperature Controls Code Section N1103.1&1.1	At least one thermostat must be provided for each separate heating and cooling system. The thermostat controlling the primary system must be equipped with a programmable thermostat. Heat pumps having supplementary electric-resistance heat must have controls that, except during defrost, prevent supplemental heat operation when the heat pump compressor can meet the heating load
	Mechanical System Piping Insulation Code Section 1103.4	Mechanical system piping capable of conveying fluids at temperatures above 105°F or below 55°F must be insulated to R-3.
	Circulating Hot Water Systems Code Section N1103.5	Controls for circulating hot water system pumps shall start based on the identification of a demand for hot water within the occupancy. The controls shall automatically turn off the pump when the water in the circulation loop is at the desired temperature and when there is no demand for hot water. Circulating domestic hot water system piping shall be insulated to R-3.
	Mechanical Ventilation Code Section N1103.6	The building shall be provided with ventilation that meets the requirements of Section M1507 of this code or the International Mechanical Code, as applicable, or with other approved means of ventilation. Outdoor air intakes and exhausts must have automatic or gravity dampers that close when the ventilation system is not operating.
	Equipment Sizing Code Section N1103.7	Heating and cooling equipment shall be sized in accordance with ACCA Manual J or other approved heating and cooling calculation methodologies. Equipment shall have an efficiency rating equal to or greater than applicable federal standards.
	Certificate Code Section N1101.14	A permanent certificate, completed by the builder or registered design professional, must be posted on a wall in the space where the furnace is located, in a utility room or on the electrical distribution panel. It must list the R-values of insulation installed in or on the ceiling, walls, foundation, slab and ducts outside the conditioned spaces; U-factors and SHGC for fenestration; results from any required duct system test and building envelope air leakage testing performed on the building. The certificate must also list the type and efficiency of heating, cooling and service water heating equipment.
	Existing Buildings and Structures See Appendix J of IRC	The purpose of these provisions is to encourage continued use of existing buildings and structures. Work in existing buildings shall be classified into categories of repair, renovation, alteration and reconstruction. Consult this Appendix for specific requirements related to work in existing buildings.