

**Town of Northumberland**  
**APPLICATION FOR A BUILDING PERMIT**

Application Date: \_\_\_\_\_  
Permit No.: \_\_\_\_\_

Tax Map & Lot # \_\_\_\_\_ Account Number \_\_\_\_\_ Serial Number \_\_\_\_\_ Approval Date \_\_\_\_\_

\_\_\_\_\_ is authorized to perform the following building or renovation work on property located at \_\_\_\_\_

Please provide a detailed description of building or renovation that is proposed listing the contractor (s) names and phone #'s:

**The Building Permit Facilitator shall advise that applicants be aware that all work meets the NH IBC 2009 Building Code, RSA 319-c for licensed electricians, RSA 329-A for licensed plumbers, and the Lead Paint Rules. Contractors are required to purchase an annual commercial transfer station sticker for demo and/or renovation if the contractor is disposing of any building debris at the Northumberland facility and the property owner is responsible for notifying outside contractors from other towns about the commercial fee. See attached schedule of fees for the permit(s) and the debris.**

Is this located in a Floodplain Area? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, please fill out an elevation certificate and return to the town office.

Is Driveway Permit Obtained? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ N/A (Existing) If new, required prior to Building Permit.

Water Connection? Town – Existing \_\_\_\_\_ or New \_\_\_\_\_ Private Well? \_\_\_\_\_

Sewer Connection? Town- Existing \_\_\_\_\_ or New \_\_\_\_\_ Private? \_\_\_\_\_ Requires Septic Design w/ State Approval

Zoning Classification \_\_\_\_\_ (See back of application for requirements of each zoning classification).

By signing this document, I acknowledge that the above information is correct and that all requirements specified in the Zoning Ordinance will be met (particularly in regards to minimum setback requirements). Should I intend to build inside the minimum setback requirements, or should the proposed project not comply with the "permitted use" in any way, I understand that I will be required to seek a variance (see variance procedure, Section 7.5, Northumberland Zoning Ordinance). See back of this application for minimum setback information.

Variance not needed (applicant initial here) \_\_\_\_\_ Variance needed (applicant initial here): \_\_\_\_\_

**For New Homes Only:** 1) Residential Structures Utilizing Fossil Fuels or Electric Heat, 2) Commercial Structures Under 4,000 Square Feet, 3) Structural Alterations in Excess of 50% of Structures Current Value, 4) Some Structures Undergoing Winterization Upgrades (In Whole or In Part), and 5) Structural Additions in Excess of 150 Square Feet: Has the applicant received certification of compliance with the N H Residential Energy Code from the N H Public Utilities Commission? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, please provide certification number: \_\_\_\_\_

(If the applicant has NOT received certification, (s)he must obtain certification prior to issuance of a building permit from the Town. Information regarding the Residential Energy Code is available at the Town Offices or from the PUC Executive Offices)

**Please Note:** Upon request, the State OF NH Division of Emergency Services Bureau of Emergency Communication will assign a 911 number to an addressable structure or building currently occupied or that may be occupied in the future to which emergency services may be dispatched. **The homeowner is responsible for contacting the local 911 liaison at 603-636-1057 to start the 911 assignment process as soon as the structure construction has begun.**

**CONTACT PHONE:**

Land Owner Signature: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

This permit is valid only through March 31, 2022, and you will receive a \$25 refund of the permit fee if work is completed within this time frame and office is notified by 3/31/22. Or, if work is to continue, permit is allowed a one-time free renewal for the subsequent tax year upon notification to the office. Renewal Date (if applicable) \_\_\_\_\_

**Permit Fee** (due at time permit application is submitted to Town Office): Timely Filing Fee -- \$100 /or \$250 fee only if resulting property value would change by \$50,000 or more.

Cash: \_\_\_\_\_ Check: \_\_\_\_\_ Late Filing Penalty-- \$250

*This permit fee reflects the cost of processing and assessor pick-ups.*

Permit Fee Payable to: **TOWN OF NORTHUMBERLAND**

BUILDING PERMIT FACILITATOR APPROVAL:

Conditions:  
PER STATE LAW (RSA 155-A:7) , YOU MAY BE SUBJECT TO A BUILDING INSPECTION PRIOR TO OBTAINING AN APPLICATION FOR A BUILDING PERMIT. APPROVAL OF THIS PERMIT IN NO WAY IMPLIES APPROVAL BY THE TOWN OF THE STRUCTURAL INTEGRITY OF THE DESIGN PROPOSED.

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