

Town of Northfield

BUILDING PERMIT APPLICATION

Permit #: _____
Issue Date: _____
Fee Paid: _____
Check #: _____

PROPERTY OWNER

Name _____
Address _____
Tel. # _____ Email address _____

APPLICANT INFORMATION

Same as Owner _____ Yes _____ No _____

Name _____
Address _____
Tel. # _____ Email address _____

PROPERTY INFORMATION

911 address: _____
Tax Map and Lot Number: _____ Size: _____ acres
Is the property on a public road? _____ Yes _____ No. If not, how is it accessed?:

Zoning District _____ R1 _____ R2 _____ Conservation _____ Commercial/Industrial
Driveway access permit number (if needed): _____
Is the property in the Groundwater Protection District? _____ Yes _____ No
Is any proposed work within 50 feet of a Wetland area? _____ Yes _____ No
Is any proposed work within a Flood Hazard Area? _____ Yes _____ No

PROJECT DESCRIPTION: *Please describe the work you want to do:*

PROPOSED USE

What is the property used for now?

____ Vacant _____ Business
____ Single Family Home _____ Residence and Business
____ Duplex _____ Agricultural
____ Multi Family Home Other _____

Are you proposing that the use of the property be changed?

No, we are not seeking to change the use of the property _____

Yes, if approved this construction will change the use of the property:

____ We want to build on vacant land _____ We want to add a new residence
____ We want to add a business use Other _____

CODE & PERMIT INFORMATION

Applicable Building Codes: **NH Building Code,
National Electric Code 2005
NFPA 101 Life Safety Code**

ELECTRICAL/PLUMBING: State law requires a master plumber and electrician for all work unless you own and live in the structure. Multifamily and rental housing requires master electrician and plumber for all work

Electrical Contractor **Separate Form Required** None: _____

Business Name: _____

Address: _____

Your Electrical Contractor is required to file an application form with the Town of Northfield for this project, applications are available at Town Hall or at www.northfieldnh.org A copy of your electrical contractor's approved application must be filed with your building permit application.

Plumbing Contractor **Separate Form Required** None: _____

Business Name: _____

Address: _____

Your plumbing contractor is required to file an application form with the Town of Northfield for this project, applications are available at Town Hall or at www.northfieldnh.org A copy of your plumbing contractor's approved application must be filed with your building permit application.

SEPTIC SYSTEM: Approvals must be obtained from the NH Dept. of Environmental Services. If you are adding bedrooms to your home you may have to enlarge your septic system if it was not built to accommodate the additional bedrooms.

Septic Design Approval #: _____ None: _____

SMOKE (HEAT) DETECTORS: Shall be installed in each bedroom, outside each separate sleeping area and on every level of the dwelling, including basements.

NH ENERGY CODE APPROVAL: **Separate Form Required** Required for all new homes and "Living Space Additions". Approval form (EC-1) can be obtained from the Northfield Building Inspector or directly from the Public Utilities Commission. <https://www.puc.nh.gov/EnergyCodes/energypg.htm>

NATURAL GAS/PROPANE CONTRACTOR **Separate Permit Required** None: _____

Business Name: _____

Address: _____

A permit from the Tilton Northfield Fire Department is required for gas or oil burners. A copy of your approved permit to install a gas/oil burner must be filed with your building permit application.

OIL CONTRACTOR **Separate Permit Required** None: _____

Business Name: _____

Address: _____

A permit from the Tilton Northfield Fire Department is required for gas or oil burners. A copy of your approved permit to install a gas/oil burner must be filed with your building permit application.

DRIVEWAY/ROAD ACCESS **Separate Permit Required**

Will you be building a new driveway or improving an existing driveway? ☐ Yes ☐ No

Separate permit required, applications available at Town Hall or at www.northfieldnh.org

A copy of your road access permit application must be filed with your building permit application.

Estimated cost of project: \$ _____

Estimated completion date: _____

SETBACKS

	<i>Existing</i>	<i>Proposed</i>
How far back is the construction from the front property line	_____ ft	_____ ft
How far back is the construction from the rear property line	_____ ft	_____ ft
How far back is the construction from the side property line	_____ ft	_____ ft
How far back is the construction from the side property line	_____ ft	_____ ft

The footprint of my existing buildings will not change, nor am I adding a new building. _____

Fees: See attached fee calculation sheet

SKETCH

If your proposal includes any new construction your application needs to include a sketch that shows the following:

- Boundaries of your lot
- Names of streets or roads abutting the property
- Location of all buildings on the lot
- Dimensions of existing and proposed structures
- Distance between existing and proposed structures and property lines
- Location of wetlands
- Location of septic tank and leach field
- Location of well or water supply

Before you sign your application:



- Have you answered all the questions?
- Does your sketch include all requested information?
- Do you have all necessary attachments? *(If Applicable)*

Plumbing Contractor Application
Electrical Contractor Application
Driveway Permit

Natural Gas/Propane/Oil Permit from TNFD
NH Energy Code EC1 Approved by PU
Fee Calculation Sheet

I request a permit for the project described in this application and grant town officials permission to access my property for inspection purposes related to this project. I understand that any misrepresentation in this application, intentional or not, will invalidate approval.

I am aware that my building permit will become void if work is not begun within six months and that work must progress in a speedy manner.

Applicant _____ Date _____
(Signature)

Land Owner: _____ Date _____
(Signature)

Office Use Only

Date Received: _____ Received by: _____

Amount paid: _____ Date paid: _____ Check No.: _____

Comments: _____

___ Approved as submitted ___ Denied Permit Number: _____

___ Approved with conditions: _____

Code Enforcement Officer: _____ Date: _____

TOWN OF NORTHFIELD

BUILDING PERMIT FEE CALCULATION SHEET

	Rate	Multiplier	Fee
Residential			
New Single Family Home	\$300		\$ _____
New Multi Family Home	\$350 for 1st unit, \$200 for each add. Unit	x _____ Units =	\$ _____
Interior / Exterior Renovation	\$25		\$ _____
Addition	\$0.10/sq. ft., \$25 minimum	x _____ Sq. Ft. =	\$ _____
New Accessory Structure	\$0.15/sq. ft., \$25 minimum	x _____ Sq. Ft. =	\$ _____
Plumbing	\$25		\$ _____
Electrical	\$25		\$ _____
Comm. /Industrial			
New Structure	\$0.20/sq.ft.; \$750 min	x _____ Sq. Ft. =	\$ _____
Addition	\$0.20/sq.ft.; \$300 min	x _____ Sq. Ft. =	\$ _____
New Accessory Structure	\$0.20/sq.ft.; \$300 min	x _____ Sq. Ft. =	\$ _____
Interior / Exterior Renovation	\$0.20/sq.ft.; \$300 min	x _____ Sq. Ft. =	\$ _____
Demolition	\$25		\$ _____
Sign Permit	\$25		\$ _____

TOTAL	\$ _____
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- * Fees Refundable at the discretion of the Board of Selectmen
- * Alterations/Additions made during construction will be reviewed and may be subject to additional fees
- * Fees are due when application is filed
- * No permit and no fees for structures under 100 sq. ft.
- * After the fact building permit fees doubled, \$100 minimum

Office Use Only			
Amount Received: \$ _____	Method of payment:		
Date: _____	Check:		Check No. _____
Received by: _____	Cash:		