

Fee_____

MINOR BUILDING PERMIT APPLICATION

Permit Number_____

For pools, storage sheds, decks, re-roofing, siding, windows,
residential remodels of single rooms, and miscellaneous.

PROJECT LOCATION

_____ Zoning Dist. _____
(Street No. & Name)

Map Number_____ Lot Number_____ Lot Dimensions_____

OWNER IDENTIFICATION

Owner _____
(Name) (Address) (Phone #)

(E-mail Address) (Cell Phone #)

Agent Only _____
(Name) (Address) (Phone #)

(E-mail Address) (Cell Phone #)

Contractor _____
(Name) (Address) (Phone #)

(E-mail Address) (Cell Phone #)

Architect or Engineer _____
(Name) (Address) (Phone #)

(E-mail Address) (Cell Phone #)

TYPE OF USE

Residential: _____ One Family
_____ Two or more Families _____ No. of Units
_____ Hotel/Motel _____ No. of Units
_____ Other, Specify _____

No. of Bedrooms _____ No. of Bathrooms: Full _____ Partial _____

Nonresidential: _____ Amusement
_____ Church
_____ Industrial
_____ Parking Garage
_____ Service Station/Repair Garage
_____ Hospital
_____ Office, Bank, Professional
_____ School, Library, Etc.
_____ Other, Please Specify _____

Describe in detail proposed use of building _____
Describe in detail existing use of building _____
Square footage _____
Occupancy Load _____

TYPE OF IMPROVEMENT

_____ Storage Shed _____ Deck _____ Pool
_____ Remodel _____ Repair/Replacement
_____ Other, Specify _____

DESCRIPTION OF IMPROVEMENT

COST OF IMPROVEMENT

Electrical _____
Plumbing _____
Mechanical (Heating, Air Cond.) _____
Other _____

Total Cost of Improvement: _____

BULKY WASTE DISPOSAL

Blacktop, roofing materials, sheet rock, wallboard, lumber, ceramic plumbing fixtures, plastics, insulation, concrete etc.

Total amount of debris to be disposed of _____ Cubic Yards

SITE OR PLOT PLAN

Please sketch a site or plot plan below showing the actual dimensions of the project and indicate all setbacks. (Refer to attached Zoning Dimensional Table for setback requirements.)

CERTIFICATION

I hereby certify that I have read and examined this application and know the same to be true and correct. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

No substantive change(s) in the project scope and accompanying plans will be made without approval of the Building Inspector.

I owner/applicant hereby agree to comply with all statutes, ordinances, codes, regulations and rules as they pertain to the exercising of this permit.

I owner/applicant hereby give permission for the Building Inspector and/or other Town employees to enter onto the property at reasonable times for purposes of assuring compliance with any permits and approvals pertaining to this building permit.

I further acknowledge that the proposed structure or improvement(s) shall not be occupied or otherwise utilized without the issuance of a **CERTIFICATE OF OCCUPANCY**. A Certificate of Occupancy is required for all inspections.

Signature of Contractor or Authorized Agent

Date

Signature of Owner

Date

PLEASE NOTE:

Neither the review of any applications or plans by officials of the Town of Durham, nor any subsequent inspection of the premises, should be relied upon as an assurance of conformity to legal requirements. The applicant shall remain fully responsible for complying with all applicable United States, New Hampshire or Durham laws, ordinances, regulations or conditions.

Separate permits are required for electrical, plumbing, heating, signs, ventilating or air conditioning and driveway access.

A Site or Plot Plan or sketch showing the actual dimensions of the building site and the property setbacks is required.

This permit becomes null and void if work or construction authorized has not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced.

This permit is not assignable or transferable.

BUILDING PERMIT APPLICATION SUPPORTING INFORMATION REQUIREMENTS

1. Plot Plan, with Map and Lot number, and containing the following:
 - A. Property boundary lines with dimensions
 - B. Lot area (size in square footage)
 - C. Proposed and/or existing location of building(s) - indicate setback distances

2. Two Complete sets of Plans, listing complete construction specifications including, but not limited to, the following:
 - A. Footing Information:
 - (i) Depth below finished grade
 - (ii) Size (Width & Height)

 - B. Foundation drains if required

 - C. Foundation Information
 - (i) Wall thickness
 - (ii) Wall height
 - (iii) Sill Plate: Size, Material and Anchoring method & spacing

 - D. Type & size of supporting columns (wood or steel)

 - E. Main girder information
 - (i) Size
 - (ii) Material
 - (iii) Span between columns

 - F. Joist information (for floors and ceilings)
 - (i) Size
 - (ii) Spacing
 - (iii) Span
 - (iv) Lumber type & grade

 - G. Sub-floor and underlayment details

 - H. Exterior wall construction details
 - (i) Stud size & grade
 - (ii) Spacing
 - (iii) Header details for all door & window openings

 - I. Rafter information
 - (i) Size
 - (ii) Spacing

- (iii) Pitch
- (iv) Span
- (v) Lumber grade & type

J Ridge board size

K Exterior sheathing information

- (i) Walls
- (ii) Roof

L Exterior siding

M Roof covering

N Window sizes (sleeping areas: Clear openings must have a minimum of 20" wide, 24" high and 5.7 square feet)

O Interior wall construction details

- (i) Location (floor plan)
- (ii) Stud size
- (iii) Spacing

P Minimum finished ceiling heights

Q Stairway information

- (i) Width
- (ii) Headroom
- (iii) Riser height
- (iv) Tread depth
- (v) Handrail details - required on interior & exterior stairways of three or more risers

R Insulation information ("R" values)

- (i) Floor or foundation
- (ii) Walls
- (iii) Roof and/or ceiling

S Attic access (required for any attic area with a clear height of over 30")

- (i) Size (clear opening 22' x 30" minimum)
- (ii) Location (indicate on floor plan)

T Details of attic ventilation

U If the building includes an attached garage or a garage under, supply fire separation details

BUILDING INSPECTION GUIDELINES

SEPTIC: Installation inspection by the State; Final inspection by the Town--loamed and seeded.

FOUNDATION:

1. Footings to be certified as to proper location by licensed surveyor before any construction is started.
2. Foundation inspection after foundation drains and damp proofing are installed before proceeding with backfilling.
3. Floor level of garage must be 4" lower than adjoining living area.

STRUCTURAL: (ICC Building Code) At the same time as electrical and plumbing inspections.

ELECTRICAL: (NEC) Inspection and tagging of all new service connections. Rough electrical inspection--**all boxes to be installed and grounds made up**--including basement, garage and outside boxes. Any buried electrical conduit pipe or cable requires inspection before covering.

PLUMBING: (ICC & state-adopted ICC Plumbing Code) Air or water test on all plumbing lines to point of connection is required.

Note: All above inspections are to be done before any insulation or wall coverings are applied.

INSULATION PER NH ENERGY CODE: Inspection prior to walls being covered.

SITE: Inspection required for in-ground and above-ground pools (ICC Building & National Electric Codes).

FINAL CERTIFICATE OF OCCUPANCY: Documentation needed: Well tested for safe drinking water; State approval for operation of septic system and system is completed per plan; Driveway permit requirements signed off by Director of the Department of Public Works.

The owner or contractor is responsible for notifying the Code Enforcement Officer at least two working days in advance to schedule an inspection. Three working days are allowed to make the required inspection except for specific scheduled tests. If any work is covered with insulation or wall material prior to inspection, it shall be removed and replaced at the contractor's expense.

A building may be occupied only after a Certificate of Occupancy has been issued by the Code Enforcement Officer.

BUILDING CONSTRUCTION PERMIT AND INSPECTION FEES

Effective April 30, 2007

Payment of fee: The building permit fee (per the fee schedule) is to be paid prior to any building permit being issued and before plan review of the application has commenced.

Building Permits-One & Two-Family Residential	\$5 per \$1000 of construction cost. Minimum fee of \$25 for construction cost under \$1,000. Minimum fee of \$50 for construction cost over \$1,000.
Building Permits-Multi-Family Residential and Commercial	\$8 per \$1000 of construction cost. Minimum fee of \$25 for construction cost under \$1,000. Minimum fee of \$50 for construction cost over \$1,000.
Demolition Permits-Residential & Commercial	\$50
Electrical, Plumbing, Mechanical, Fire Suppression and Fire Detection Permits-Residential & Commercial	\$25 for construction cost \$1-\$2,000. \$15 per \$1,000 of construction cost over \$2,001.
Septic System Test Pit inspection, plan review and final inspection after State approval of the system.	\$100 per system
Sign Permits (including Sidewalk Signs)	\$25 per sign
Driveway Permits-Residential	\$100
Driveway Permits-Commercial/Industrial	\$Actual Review Cost (\$150 minimum)
Code Enforcement inspections before/after regular work hours (8:00 a.m. to 5:00 p.m. Monday-Friday, except on holidays)	\$75 per hour. Weekends: \$200 minimum fee. Travel time as necessary: \$75 per hour.
Health Inspector fee for health inspections not related to a building permit	\$50 per inspection
Inspections for changes in use to a property or changes in tenant where no construction work is required.	\$25 per inspection
Re-inspection fees: After an initial construction inspection has failed, only one follow-up inspection allowed at no cost.	\$50 per inspection

In the event that a building permit is withdrawn, 20% of the building permit fee will be retained by the Town of Durham to cover the costs of administrative and technical review of the application.

Fee for nonpermitted work: Any person who is found to have demolished, constructed, altered, removed or changed the use of a building or structure without the benefit of a building, electrical, plumbing, mechanical or change-in-use permit shall, upon issuance of said permit(s), be assessed a permit fee of twice the normal rate the permit fee would be, or \$100 minimum whichever is greater.

Noncontract work: For noncontract work, such as when a homeowner furnishes his own or has furnished free labor, but purchases the materials, the fee shall be based on the actual cost of all material with a multiplier of two (2) applied. For example, for total materials of five thousand dollars (\$5,000.): $\$5,000 \times 2 = \$10,000$. The permit fee would be figured on ten thousand dollars (\$10,000.) of valuation. When there is a disagreement between the applicant and the Building Official in determining an appropriate fee using either of the above methods, the Building Official shall then use the latest Building Valuation Data Report, as published periodically by the International Code Council, to determine the building permit fee. The permit fee will then be based on this assessment.