



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

FOR OFFICE USE ONLY

Issue Date: _____

Expiration Date: _____

Permit #: _____

Cash Check # _____

Amount \$ _____

Please allow up to 14 days for permits to be processed. Additional time may be needed if more information is needed to complete the permit or contacts cannot be reached.

Demo, Electrical, Gas, and Plumbing permits are all separate permits

Once a permit has been processed you will be notified by phone and or possibly email.

Prior to occupancy water tests must be submitted (when using private well)

NH approved septic design needed before new home construction

Items need to process permits:

- Materials list
- All areas of permit filled out correctly
- All signature areas filled out by the **PROPERTY OWNER**.
- Drawings, surveys, pertinent documents, sketch of property. Theses are all examples of but not limited to things that are needed when submitting a permit
- Permits not paid for and picked up will be voided and destroyed after 45 days

It is the responsibility of the property owners, contractors and technicians to get the required permits submitted and processed before work and work has begun. Failure to do so will result in additional fees and delays. Work **MUST** be started within **6 months** of the permit being issued. All inspections must be requested **24-72 hrs** in advance allowing for the full 72 hrs as a possibility.

Inspections that may be needed are the following:

- Footings/Foundation
- Rough inspections
- Insulation
- Drywall
- Gas
- Finals/ CoO/ CoC

Building Permit Application

Location of construction (Address): _____

Property owner: _____

Email if available: _____

Phone numbers: _____

Mailing Address: _____

City: _____ State: _____ ZIP: _____

Contractor: _____

Phone numbers: _____

Email if available: _____

Mailing Address: _____

City: _____ State: _____ ZIP: _____

Estimated cost: _____ Sq. Ft. of construction: _____

Type of construction being done for permit and brief description (please list all):

Setbacks must be 20ft from sidelines and 50ft from the frontline. Septic must be a min of 100 ft. from wetlands also septic must be a min of 75 ft from any surrounding well. Wells must be a min of 75 ft from any septic.

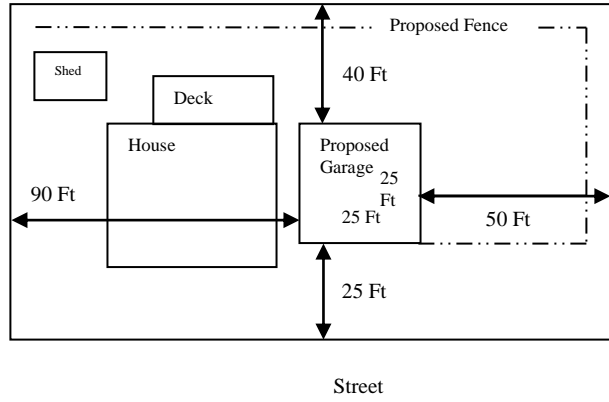
If setbacks are or become an issue a meeting with the zoning board can be scheduled

Sketch Plan

Instructions:

- 1) Show the Property lines and road(s).
- 2) Show the proposed Structure and all existing structures.
- 3) Show the Measurements from the proposed structure to all lot lines, measure straight through existing structures if needed.
- 4) Include the dimensions of the proposed structure.
- 5) If installing a fence – show the location.

Sample Plan:



Signature of **Property Owner**

Date

Construction Plan

Instructions:

Provide sufficient information as to the proposed structure.

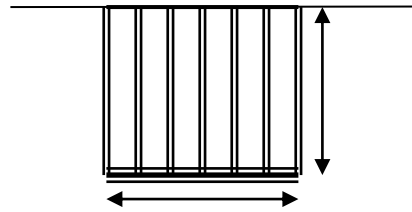
- 1) The Size.
- 2) If attached to the house, where and how?
- 3) Show Sketch below of how structure is to be framed.
(Show the spans, lumber size, beam location, etc.)

Please note that some minor construction may require a full set of building plans. If you are only using a separate sheet please write "See Attached" in grid and still sign bottom.

Sample Plan:

Deck Framing

House



Signature of **Property Owner**

Date

Middleton NH Valuation + Fee Schedule

Value calculation:

Residential Building Permit	\$70 per square foot
Non-livable structures	\$35 per square foot
Porches/decks/sheds	\$20 per square foot
Manufactured homes	Bill of sale required from company
Commercial Structures	Copy of cost of construction contract

Example: 2000 square ft. x \$70= \$140,000 divided by 1000= 140x\$8.00=\$1,120.00
(additional fees not included in calculation)

Fees:

Building permit	\$25 plus \$8.00 per \$1000 of calculated value
Electrical, plumbing, gas/hvac	\$25 each and \$25 per each inspection
Inspections/ re-inspections	\$25 each
Pool	\$25 plus \$25 per inspection (electrical is separate)
Demo	\$50 flat fee
Stop work order	\$25.00 fee

All expected fees must be paid before receiving your permit

Electrical, Gas/HVAC and Plumbing Permits

Permits are to be pulled by the techs with proof of licensing and/or certifications

Plumbing:

- Name/Business _____
- Mailing Address _____
- Phone Numbers _____

Electrical:

- Name/Business _____
- Mailing Address _____
- Phone Numbers _____

Gas/HVAC:

- Name/Business _____
- Mailing Address _____
- Phone Numbers _____

Acknowledgement

It is the responsibility of the owner and technicians to obtain permits prior to work. The permit/permits must be posted in a conspicuous location. Permits not displayed can result in a stop order with associated fees.

Reminder that demo, building, electrical, plumbing and gas/HVAC are all separate permits.

Any deviation from the original submitted permit requires an amendment to be submitted and approved.

Permits expire 1 year from creation. However, permits can be extended an additional year, if needed, if requested prior to the permit expiration date.

Any false statements submitted in the application can be grounds for the permit to be revoked and possibly even legal action taken if necessary.

You may proceed with the work applied for once the permit application is approved.

Signature of Property owner

Date:

Approved by: _____ **Date:** _____