

MAJOR BUILDING PERMIT APPLICATION

(New Buildings & Structures)



DATE: _____

APPLICATION FEE: \$ _____

Type of Application:

(Check One)

Residential: Commercial:

Code Enforcement Department Phone: (603) 527-1293 /Email: CodeEnforcement@laconianh.gov

PROPERTY OWNER:

OWNERS MAILING ADDRESS: _____ OWNERS PHONE #: _____

SITE LOCATION ADDRESS: _____

ZONING DISTRICT (LISTED ON TAX CARD): _____ MAP BLOCK LOT

Please review your zone's setback requirements.

(Found on the Table of Dimensional Requirements located online & in the Zoning Department)

DECLARE DIMENSIONS: FRONT: _____ LEFT SIDE: _____ RIGHT SIDE: _____ REAR: _____
(Measured in Feet)

PUBLIC WATER PUBLIC SEWER PRIVATE WATER PRIVATE SEWER

CONTRACTOR'S NAME: _____

CONTRACTOR'S MAILING ADDRESS: _____

CONTRACTOR'S PHONE #: _____ ESTIMATED VALUE: \$ _____

DESCRIPTION OF WORK TO BE DONE:

Is your property located in a flood way or flood zone? YES NO

CONSTRUCTION TYPE		INTERIOR WALLS					HEATING		
			B	1	2	3			
	Single Family	Combustible					Electric		
	Multi-Family # of units	Non-Combustible					Hot Air Furnace		
	Single Family Attached						Hot Water Furnace		
	Store						Fireplace		
	Offices						Wood Stove		
	Warehouse								
	Commercial								
	Garage								
	Additions/Alterations								
	Accessory Structure								
FOUNDATION		FLOORS					EXTERIOR WALLS		
	Concrete/Full	Concrete	B	1	2	3	Wood Frame		
	Concrete Block	Wood					Solid Masonry		
	Concrete/Slab	Carpet					Concrete Block		
	Piers						Other		
	Other								
BUILDING DIMENSIONS (Check Setbacks)									
Length X Width: _____									
Height: _____									
Number of Stories: _____									
Total Aggregate Floor _____									
Square Feet: _____									
SET OF DRAWINGS, TAX CARD ATTACHED: YES <input type="checkbox"/> NO <input type="checkbox"/>									

REMINDER: Applicant must declare the actual dimensions **FROM** structure **TO ALL** property lines.

NAME OF APPLICANT (Please print): _____
SIGNATURE OF APPLICANT: _____

BUILDING PERMIT PLAN REVIEW CHECKLIST

The City of Laconia requires the following information to process your plan review in a timely manner. **Please check all applicable boxes.** Failure to provide pertinent information will result in disapproving your application.

- For residential applications, please supply one (1) 11" x 17" drawing.
- GIS plot plan* showing the location of the proposed structure & the distance to all property lines including setbacks. *Available online at <https://next.axisgis.com/LaconiaNH/> or from Planning or Code Enforcement for \$2 fee.
- For commercial applications, one (1) 11" x 17" drawing. Please do not submit rolled plans.
- Plans for ALL commercial & multi-family buildings must bear an original seal & signature of a licensed professional engineer or architect. This requirement also applies to ALL commercial installations & may also be required for residential construction as determined by the Code Enforcement Director.
- Provide footing & foundation details
- Provide energy code compliance certificate, available at www.puc.nh.gov
- Fire alarm/suppression details & information for all commercial & multi-family buildings.
- Windows & doors **must** be shown on all drawings (MUST meet egress, light & ventilation requirements)
- Indicate use for each space (i.e. bedroom, kitchen, recreation, etc.)
- All new structures & additions may include 'STAKE-OUT' or 'AS-BUILT' surveys, as requested by the Planning & Zoning Department.

If you have questions regarding your Plan Review, please contact the Code Enforcement Department at (603) 527-1293 or CodeEnforcement@laconianh.gov.

PLEASE NOTE: Planning Board and/or Zoning Board approval(s) may be required **BEFORE** your permit is issued. The applicant/property owner agrees to follow all state and local laws, rules, ordinances and regulations.

OTHER PERMIT INFORMATION

The Department of Public Works issues the following permits: DPW

- Plumbing Permits
- Driveway Permits
- Digging/Excavation Permits
- Utility Markout Permits
- Drain Connection Permits
- Sidewalk Encumbrance Permits
- Sewer Connection/Discharge Permits

The DPW is located at 27 Bisson Avenue. (603) 528-6379

The Fire Department issues the following permits: Fire Dept

- Gas Permits
- Oil Piping & Appliance Installation Permits
- Fire Alarm Installation Permits
- Sprinkler System Installation Permits
- Wet & Dry Chemical Suppression Installation Permits
- Kitchen Suppression System Installation Permits
- Campfire & Brush Permits

The Fire Department is located at 849 North Main Street. (603) 524-6881

The Planning/Zoning Department issues the following permits: Planning/Zoning Dept

- Short Term Lodging Permits
- Site Development Permits
- Sign Permits
- Conditional Use Permits

The Planning/Zoning Department is located at City Hall, 45 Beacon Street East. (603) 527-1264