

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: (Measured in Feet)		LEFT SIDE:	RIGHT SIDE: REAR:
PUBLIC WATER <input type="checkbox"/>	PUBLIC SEWER <input type="checkbox"/>	PRIVATE WATER <input type="checkbox"/>	PRIVATE SEWER <input type="checkbox"/>
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 <input type="checkbox"/> NO <input type="checkbox"/>	

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

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