

**APPLICATION FOR LAND USE COMPLIANCE PERMIT FOR CONSTRUCTION**  
**Town of Washington, New Hampshire**

**APPLICANTS SHOULD BE AWARE OF THE FOLLOWING BEFORE FILLING OUT YOUR PERMIT APPLICATION:**

1. A permit is required in Washington for any construction or placement, temporary or permanent, of a building or structure of any size on a lot.
2. We advise that you read through the Land Use Ordinance (LUO), found here:  
[https://www.washingtonnh.org/sites/g/files/vyhlf4001/f/uploads/luo2022\\_0.pdf](https://www.washingtonnh.org/sites/g/files/vyhlf4001/f/uploads/luo2022_0.pdf)  
before filling out your form to understand the regulations for land use in Washington.
3. An informal meeting with the Select Board to discuss your project may save you time and effort. Please call the Town office to arrange this.
4. If you think you might be required to seek a variance from the Zoning Board of Adjustment (ZBA) because you can't meet the building setbacks on your lot (or for any other reason), you may be allowed the option to apply for a variance first, before acquiring other state permits (Shoreland or Wetland) for your project. Please call the Town office to arrange a discussion with the Select Board.
5. To site an RV or a temporary structure you DO NOT need to fill out this construction permit application but you DO need a separate permit issued by the Select Board. RVs and temporary structures must meet setback requirements in the LUO. A property plot plan drawing is required that shows the placement of the RV or temporary structure and the setback measurements. If you can't meet the setback requirements, please arrange a discussion with the Select Board by calling the Town office.
6. All permits for construction require a Certificate of Compliance upon completion of the project. The landowner should contact the Select Board when the project is done to set up a time to inspect your project. Upon inspection you will receive a signed document verifying your compliance with your permit and the LUO. You will not be allowed to occupy or use your building until this has been issued.

Town Office phone – (603) 495-3661

**APPLICATION FOR LAND USE COMPLIANCE PERMIT FOR CONSTRUCTION****Town of Washington, New Hampshire****Revised March 18, 2022****APPLICANT:**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Building Site Address

(Must be E-911 Address): \_\_\_\_\_

(If not known, please call the Selectmen's Office)

**CONTRACTORS:**

Contractor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor's Address: \_\_\_\_\_

SEND COPY TO: ☐ OWNER ☐ CONTRACTOR ☐ BOTH

Plumber's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

*Must be installed by a State Licensed Plumber (NH RSA 329:16)*

Plumber's License #: \_\_\_\_\_

Gas Installer's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Gas License#: \_\_\_\_\_

Electrician's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

*If intending to do electrical yourself enter your name.*

Electrician's License #: \_\_\_\_\_

Proposed construction is: ☐ NEW ☐ ADDITION ☐ STRUCTURAL ALTERATION ☐ OUTBUILDINGGeneral description of proposed construction and measurements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is any of the property in "Current Use" as defined in RSA 40:16? If so, you must complete item 6 on page 2.

Construction must begin within one year of approval date and be finished within 2 years of approval date; the permit expires and is not valid for construction beyond that date. Selectmen may grant a one-year extension for a fee if requested by the property owner prior to the permit expiration. After approval, a building permit may be amended by a request to the Board of Selectmen. (Please be advised that if your original permit was granted by a Board of Adjustment approved variance, the Selectmen may require any amendment request go through the Board of Adjustment). Property owners, please be advised that beginning any phase of construction before all of the necessary permits have been approved by the Board of Selectmen will result in a \$500.00 fee to be added to your permit fee. If your contractor is filing applications on your behalf, please be aware that you are responsible to ensure that all of your permits have been approved before construction begins. All new residences must file for an occupancy permit upon completion of construction. Contractor/builder will be responsible for construction in accordance with New Hampshire State Building Code.

**NOTE:** *If your application is denied by the Board of Selectmen it may be referred to the Zoning Board of Adjustment. A hearing will be scheduled at which you may appear to appeal the Selectmen's decision.*

As a Washington property owner you are entitled to the use of the Transfer Station. Please note, however, that out-of town contractors are not, without authorization. If you plan to use a contractor who is not a resident, and if your project will create waste to be disposed of at the Transfer Station, please give him a letter authorizing this, which he can give to the attendant.

**WARNING:** It is possible that the restrictions in your deed may be more or less liberal than those in the LUO. The Town does not control these covenants. We advise you to check your deed or to inquire of your lake or other association.

## APPLICATION FOR LAND USE COMPLIANCE PERMIT FOR CONSTRUCTION

Done N/A

- ☐ ☐ 1. **SUBMIT PROPERTY DRAWINGS AND SQUARE FOOTAGE DATA** as specified on page 3-4.  
Show where any existing structures and impervious surfaces are located and where the work covered by this permit is to be located. Include all building measurements and distances to all lot lines. Locations or proposed locations of fuel tanks, wells, septic systems, driveways and parking areas should also be shown. All neighboring parcels should be labeled with owner's names, and for a new dwelling the locations of all wells and septic systems within 75 feet should be shown. See page 3-4 for detailed requirements.
- ☐ ☐ 2. **BE SURE THAT YOUR PROPERTY HAS BEEN CLEARLY MARKED:** Stake the corners of the proposed structure and all relevant property lines.
- ☐ ☐ 3. **DRIVEWAY PERMIT:** Required for access to Town or State Roads (obtain from Planning Board if on a town road, NH DOT if on a state road). TOWN ☐ STATE ☐ EXISTING ☐
- ☐ ☐ 4. **ENERGY PERMIT:** Required for new living units, newly heated space or 50% or more increase in assessed value, requirement does not apply on manufactured housing. An Energy Permit may be obtained from the P.U.C. Concord, New Hampshire (603) 271-2431. PERMIT OR WAIVER # \_\_\_\_\_
- ☐ ☐ 5. **STATE OF NH SEPTIC APPROVAL:** Required for new construction and for increasing the loading on existing systems. This permit will not be approved without the septic approval number.  
APPROVAL# \_\_\_\_\_ DATE APPROVED \_\_\_\_\_  
Type of existing septic system: \_\_\_\_\_  
Will the proposed construction increase the number of bedrooms? \_\_\_ YES \_\_\_ NO
- ☐ ☐ 6. **CURRENT USE MAP:** If any of the property is in "current use" as defined in RSA 40:16 then attach a map that shows the land that has been changed and no longer qualifies for current use.
- ☐ ☐ 7. **SHORELAND PERMIT:** If any of the property is in the protected shoreland zone (250' of a water body) you must obtain all required permits from DES prior to filing a building permit application. Attach permit.
- ☐ ☐ 8. **WETLANDS PERMIT:** Will there be impacts to a wetland due to construction? If so, you must obtain all required permits from DES prior to filing a building permit application. Attach permit.
- ☐ ☐ 9. **FLOOD HAZARD CERTIFICATIONS:** Is any of the property in the flood zone? If so, refer to and comply with the Floodplain Management Ordinance.
- ☐ ☐ 10. **PERMIT FROM FIRE CHIEF:** Required to install or replace oil, gas or solid fuel fired heating system (Per NH RSA).
- ☐ ☐ 11. **OCCUPANCY PERMIT CHECKLIST:** A copy of this document has been provided to me.
- ☐ ☐ 12. **STORMWATER RUNOFF FACT SHEET:** I have received and reviewed the Stormwater Fact sheet that describes stormwater runoff management issues and best management practices during and after construction. In signing this permit application you are certifying that you will take necessary steps to prevent and/or remediate stormwater problems resulting from this construction project in compliance with LUO section 206.

A schedule of the building permit fees is attached (There will be a \$15.00 fee for any necessary revisit due to your property not properly staked for inspection).

**NOTE:** Failure to supply any of the required information or giving incorrect information will result in the rejection of your application and payment of a fee for refilling. This permit will not be approved without a septic system approval number.

**I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT and that I will comply and I will make sure my builder complies with all provisions of the town's Land Use Ordinance both during and after construction. I certify that sanitary facilities will be available on site for the builder/contractor, work crews during construction.**

**PROPERTY OWNER'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
SIGNED UNDER PENALTY OF PERJURY

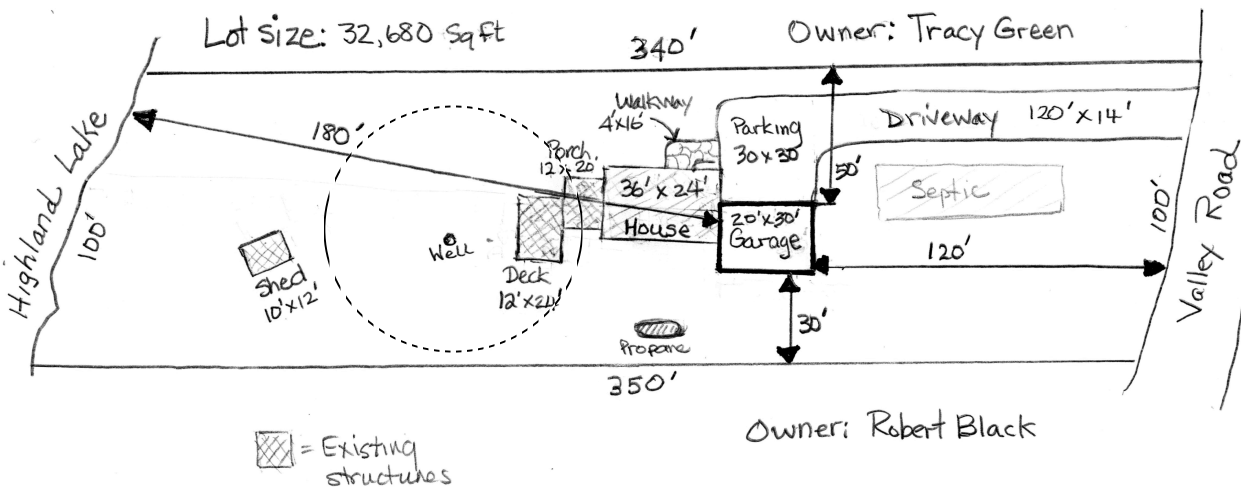
# APPLICATION FOR LAND USE COMPLIANCE PERMIT FOR CONSTRUCTION

## PROPERTY DRAWINGS AND SQUARE FOOTAGE DATA

*Drawings do not need to be to scale, but all dimensions must be shown*

1. **Property Drawing:** Please draw on a separate sheet your property and include the following:
  - ☐ a. Show the property lines, roads, and where applicable, wetlands, shoreline, river frontage and flood plain.
  - ☐ b. Show and label the proposed structure and existing structures, include dimensions of ALL structures including decks.
  - ☐ c. Show and label impervious surface areas (patios, driveways, walkways, parking areas) with dimensions. *Impervious surfaces do not let water soak through quickly.*
  - ☐ d. Show the measurements from the proposed structure to all lot lines, wetlands and/or shoreline/river frontage at the **closest points**. These distances must be measured horizontally and not along the lay of the land. (Bump outs or overhangs must be included in measuring the setbacks). Measure straight through existing structures if needed. Failure to include **all setbacks** required above will result in rejection of this application and will delay your permit. *Residential LUO setbacks are: road/front (50 ft), side (30 ft), rear (40 ft), shoreline (50 ft), wetlands (50 ft). See LUO for setbacks of business/commercial buildings and detached buildings less than 50 s.f.*
  - ☐ e. Show the locations of existing or proposed fuel tanks, wells (including 75' well radius), and septic systems. *Note: Septic fields must be set back a minimum of 35 feet from road culverts and ditches.*
  - ☐ f. Label the abutting (neighboring) lots with owners' names, and for a new dwelling show the location of any wells or septic systems within 75 feet.

*Sample Property Drawing:*



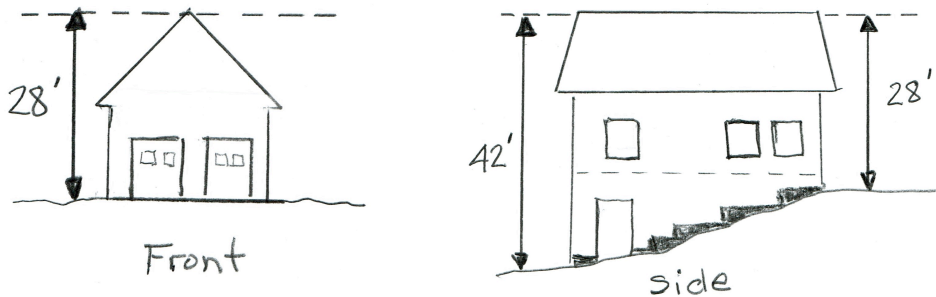
# APPLICATION FOR LAND USE COMPLIANCE PERMIT FOR CONSTRUCTION

## PROPERTY DRAWINGS AND SQUARE FOOTAGE DATA

*Drawings do not need to be to scale, but all dimensions must be shown*

2. **Elevation Drawing:** Please draw on a separate sheet both the front and side elevations of the proposed construction or provide copies of construction plans, including height of building. *LUO Height: No building shall exceed the lesser of either two and one-half stories above the foundation or 35 feet measured from the average undisturbed grade around the building.*

*Sample Elevation Drawing:*



3. **Square Footage Data:** Refer to Property Drawing for dimensions.

a. Total square footage of lot: \_\_\_\_\_

b. Total square footage of ALL structures' footprint (include overhangs and bump outs): \_\_\_\_\_

*Example: House + Porch + Deck + Shed + Garage =*

$$(24' \times 36') + (12' \times 20') + (12' \times 24') + (10' \times 12') + (20' \times 30') = 2,112 \text{ sf}$$

c. Structure coverage as a percent of the lot: \_\_\_\_\_%

*Divide (b) by (a) and multiply by 100. Must be less than 10% or a variance is required*

d. Total square footage of ALL impervious surfaces (not including structures): \_\_\_\_\_

*Example: Driveway + parking + walkway =*

$$(120' \times 14') + (30' \times 30') + (4 \times 16') = 2,644 \text{ s.f.}$$

e. Structure AND impervious surface coverage as a percent of the lot: \_\_\_\_\_%

*Add (b) and (d) then divide the sum by (a) and multiply by 100. Must be less than 20% or a variance is required.*

**APPLICATION FOR LAND USE COMPLIANCE PERMIT FOR CONSTRUCTION**

**OFFICIAL USE ONLY**

**APPLICANT'S FULL NAME:** \_\_\_\_\_

Tax Map # \_\_\_\_\_ Permit # \_\_\_\_\_

CONFORMING LOT [ ] NON-CONFORMING LOT [ ]

Is right-of-way identifiable? \_\_\_\_\_

**INSPECTOR'S REPORT:**

Information supplied was essentially correct YES [ ] NO [ ]

Information has been corrected YES [ ] NO [ ]

Information now conforms to ordinance YES [ ] NO [ ]

IS ADDITION MORE THAN 50% OF ASSESSED VALUE YES [ ] NO [ ]

Comments: \_\_\_\_\_

Date: \_\_\_\_\_

INSPECTOR'S SIGNATURE

**INSPECTION AFTER START OF CONSTRUCTION** YES [ ] NO [ ]

**CONSTRUCTION CONFORMS TO PERMIT** YES [ ] NO [ ]

Date: \_\_\_\_\_

INSPECTOR'S SIGNATURE

**SANITATION SYSTEM COMPLIES WITH STATE REGULATION** YES [ ] NO [ ]

Date: \_\_\_\_\_

HEALTH OFFICER'S SIGNATURE

**ORIGINAL ACTION BY SELECTMEN:**

APPROVED: YES [ ] NO [ ]

Date: \_\_\_\_\_

BOARD OF SELECTMEN

Reason(s) for disapproval: \_\_\_\_\_

Conditions on Permit: \_\_\_\_\_

**REFFERAL TO ZONING BOARD OF ADJUSTMENT** YES [ ] NO [ ]

ZONING BOARD OF ADJUSTMENT CASE # \_\_\_\_\_

Variance: GRANTED [ ] DENIED [ ]

**SUBSEQUENT ACTION BY SELECTMEN:**

PERMIT APPROVED: YES [ ] NO [ ]

EXTENSION: GRANTED YES [ ] NO [ ]

UNTIL: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD OF SELECTMEN

## Town of Washington

### APPLICATION FOR LAND USE COMPLIANCE PERMIT FOR CONSTRUCTION

#### FEE SCHEDULE

***Fee is based on total square footage of proposed construction. Include square footage of each story of building and all proposed attached and detached structures being constructed. For additions include only the square footage being added.***

Use this chart to indicate square footage for any construction project: new construction, additions, alterations, garages, barns, modular homes, breezeways, porches, decks, sheds/outbuildings (50 sq ft or greater).

Dwelling:	
Basement	sq ft
1 <sup>st</sup> Floor	sq ft
2 <sup>nd</sup> Floor	sq ft
2 1/2 <sup>rd</sup> Floor	sq ft
Garage/Barn:	sq ft
1 <sup>st</sup> Floor	sq ft
2 <sup>nd</sup> Floor	sq ft
Porch	sq ft
Deck	sq ft
Sheds/Outbuildings (50 sq ft or greater)	sq ft
Additions/Other (please specify):	
	sq ft
	sq ft
TOTAL Square Footage	sq ft

#### **FEE for LUO Compliance Permit for Construction:**

\$50 + \$0.25 per total square footage = \$\_\_\_\_\_.

**FEE for Shed/Outbuilding under 50 square feet** = \$20.00

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#### POSSIBLE RELATED FEES OR FINES:

**Land Use Change administration fee:** \$100.00

(this applies to land being taken out of Current Use, the Land Use Change Tax will be billed separately)

**Building Permit Extension:** ½ the cost of the original permit

**NOTE:** A fee of \$500 will be added to any building permit application if the property owner was caught building without a permit.

**TOWN OF WASHINGTON  
CERTIFICATE OF COMPLIANCE**

**Date:** \_\_\_\_\_

**Building Permit Number:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_

**Tax Map & Lot#:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Description of project: (Dwelling or non-dwelling):** \_\_\_\_\_

**Inspections**

**Approver's Initials**

**Date**

**Safety**

Stairs/ladder to second floor

Access to exterior entrances (recommended)

**Water System & Disposal Testing**

**State approved septic system #** \_\_\_\_\_

Water running/toilet(s) flush

# bedrooms \_\_\_\_\_

**Smoke & CO Detectors & Furnace Inspection by Fire Chief** \_\_\_\_\_

Working smoke and CO detectors \_\_\_\_\_

Oil & Propane furnace with fire protection \_\_\_\_\_

Fire extinguisher on each floor (recommended) \_\_\_\_\_

**Gas Installers License #** \_\_\_\_\_

**911# Posted**

Numbers of reflective contrasting color,

Minimum of 3" high (per town ordinance 95-1: V)

**Building Permit**

Conforms to all LUO requirements

Conforms to approved permit/variance

**Board of Selectmen**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



STATE OF NEW HAMPSHIRE DEPARTMENT OF SAFETY

John J. Barthelmes, Commissioner

**Division of Fire Safety**  
**Office of the State Fire Marshal**  
J. William Degnan, State Fire Marshal



Office: 110 Smokey Bear Blvd., Concord, NH  
Mailing Address: 33 Hazen Drive, Concord, NH 03305  
PHONE 603-223-4289, FAX 603-223-4294 or 603-223-4295  
TDD Access: Relay NH 1-800-735-2964 ARSON HOTLINE 1-800-400-3526

BULLETIN #	TITLE			DATE ISSUED
2016-03	Residential Stationary Generator Installation & Safety			March 1, 2016
SUPERSEDES	RELEASED BY	APPROVED BY	SOURCE	SUPERSEDED BY
2010-03	JBC	KAR	NFPA 37 & 54 and Mech. Safety	

**Informational Bulletin 2016-03**  
**Residential Stationary Generator Installation & Safety**

**Purpose:**

This informational bulletin was designed to provide valuable information about portable generator safety during periods of power outages. Improper generator use can lead to serious injuries and death. Accidental fires from improper refueling methods, electrical hazards due to improper wiring, and carbon monoxide poisoning from generator exhaust are just a few of the hazards associated with generator use.

**Stationary Generator Installations**

The following list of documents is adopted directly or by reference by the State of New Hampshire and must be followed to ensure compliance with the law.

- NFPA 37: Standard for the Installation and use of Stationary Combustion and Gas Turbines (2006 Edition)
- NFPA 54: National Fuel Gas Code (2009 Edition)
- NFPA 70: National Electrical Code (2014 Edition)
- The Manufacturer's Instructions and Specifications

NFPA 37 requires stationary generator engines and their weatherproof housings if provided, that are installed outdoors to be located **at least 5' from openings in walls**. This standard recognizes the potential danger of deadly carbon monoxide gas entering the structure and injuring the occupants. Building openings could be, but are not limited to, the following:

- Basement doors & bulkhead openings
- Basement windows
- Exit doors or sliding glass openings
- Windows, Air intake openings, or screens
- Dryer vents
- Kitchen appliance vents
- Mechanical exhaust vents for heating or hot water appliances



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Mailing Address: 33 Hazen Drive, Concord, NH 03305

PHONE 603-223-4289, FAX 603-223-4294 or 603-223-4295

TDD Access: Relay NH 1-800-735-2964 ARSON HOTLINE 1-800-400-3526

NFPA 37 also requires stationary generator engines and their weatherproof housings, if provided, that are installed outdoors to be placed **a minimum of five feet (5') from structures having combustible walls**. The minimum separation is not required where:

- (1) The adjacent wall of the structure has a fire resistance rating of at least 1 hour or
- (2) The weatherproof enclosure is constructed of noncombustible materials, which has been listed and approved in accordance with nationally recognized standards, verifying that a fire within the enclosure will not ignite combustible materials outside the enclosure.

**NOTE:** Recently, the NH State Fire Marshal's Office has received information from several generator manufacturers demonstrating proof as meeting the requirements of the code compliance exception for NFPA 37.4.1.4 (2). Therefore, consumers and installers must carefully research the unit they are installing to confirm that the model in question is clearly identified as meeting the 18" installation requirements. We encourage all consumers and installers to look for and verify a **label** with the listing number affixed adjacent to the data plate within the weatherproof enclosure.

These allowances apply to the required separation from the **combustible wall surface** and in no case shall **reduce the minimum distance to a building opening**.

At no time should a stationary generator be installed under porches, decks, or balconies, which could allow deadly carbon monoxide fumes to pool in such areas.

Stationary generator models that are not properly listed and labeled remain prohibited from using the clearance reduction exception specified in NFPA 37.

The fuel gas piping must be installed in accordance with both NFPA 37 and NFPA 54 (National Fuel Gas Code). These documents require that the **second stage system regulator be placed a minimum of five feet (5') from any building opening and ignition source**. Care must be given in placement of both the generator engine and delivery system piping to address the minimum separation distances. A licensed NH fuel gas fitter shall make the final determination as to the safe installation location before energizing and/or connecting the liquefied or natural gas supply to the stationary generator.

Homeowners and generator installation professionals are required to conform to local and state mandated electrical codes in addition to the requirements of NFPA 37 and 54.

For additional safety inspection information or generator tips, please contact your local Fire Department or this office at (603) 223-4289 or [fmo@dos.nh.gov](mailto:fmo@dos.nh.gov)