

Town of Henniker
Office of Selectmen
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Henniker, NH 03242
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Town of Henniker Building Permit Policy Application Information Package

Disclosure Statement for Non-commercial construction

Presently, the Town of Henniker has not adopted a recognized building code setting minimum standards on the construction of one and two family homes, miscellaneous construction such as garages, decks, additions, etc., as well as any construction which has a material cost of five thousands dollars or less as indicated in the town Zoning Regulations, which means that no building code inspections are required without the owner's approval. It is optional to apply for a permit under the previously mentioned conditions. *However, the Town of Henniker requires a permit and inspection process for all commercial and industrial buildings as required by the NH State Building Code RSA: 155-A.*

IMPORTANT: Any construction started without a permit is subject to a fine of \$50.

The purpose of this building permit policy is to provide a uniform procedure throughout the Town for review of submissions and issuance of the building permits. Review of the building permits shall be in accordance with the following principals:

- Provide maximum safety and protection for all residents of the Town of Henniker,
- Minimize conflict points,
- Monitor the design and construction of all commercial buildings to ensure the safety of all public persons,
- To ensure that all applicants follow the town's zoning setback requirements.

The following are the town's zoning setback requirements:

- No building shall be constructed within thirty (30') feet of a public right of way.
- No building shall be constructed within fifteen (15') feet of side and back lot boundaries.
- No building shall be constructed more than three (3) stories above grade level.

Driveways: 10'' from side boundaries

Pools: 35' from septic

Septic: 75' from wetlands

10' from boundaries

Driveways

If you are constructing a driveway or access road, you will need a Driveway Permit application (enclosed).

If your property is located on a Class VI road, which is not town maintained, you must sign an agreement and release, which the town will record at the Registry of Deeds at your expense.

Intent to Cut

When you clear your lot of trees or have someone else clear it, you must file an Intent to Cut form. You may cut 20 cords or 10,000 board feet for your own personal use each tax year. If you are having your property logged commercially, you must file an intent Intent to Cut. If logging trucks are hauling over Class VI roads, a Permission to Haul form must be submitted to and approved by the Board of Selectmen.

Wetlands

The Town of Henniker Wetlands Ordinance passed at Town Meeting on March 14, 1989, protects the public health, safety and general welfare by controlling and guiding the use of land areas which have been identified as wetland in accordance with RSA 674:16. If you are planning to build in a wetland, consult the town's Wetlands Ordinance. Permits must also be obtained from the NH Department of Environmental Services, Wetland Board.

Public Utilities

If the structure you are applying for is heated by a non-renewable energy resource such as gas, oil, or electricity, you must apply for and receive approval from the NH Public Utilities Commission. If you heat with wood only, such approval is not needed. Enclosed in this packet are the forms and information that will help you submit proper Energy Code Requirements forms to the state. For further information contact John Cutting at 271-2431. Copy of Certificate is to be submitted with building application.

If you plan to heat with oil or propane, you will need to fill out and submit a Burner Permit with the Henniker Fire Department. These forms can be obtained only at the Henniker Fire Department.

Town Water and/or Sewer

If you are connecting into town sewer collection or the town water system, you must fill out an application and submit them to the Superintendent of the Wastewater Treatment Facility (428-7215) and the Superintendent of Cogswell Springs Water Works (428-3237). There are fees for connections and usage of these facilities.

Demolition

Individuals approved for demolition work shall ensure that at the end of each workday, the areas under demolition shall be secured so as not to constitute a hazard. Open cellar holes or foundations are to be fenced in such a fashion so as to adequately warn of danger. All rubble shall be removed from the property and disposed of properly.

Electrical / Plumbing Permits

Electrical /Plumbing Permits are mandated by the State of New Hampshire. No electrical permit will be issued without the presentation of the holder of a NH Master License, unless the resident

property owner certifies that he/she will be doing the work. All plumbing permits other than minor repairs in your home are to be issued to NH Licensed Master Plumbers.

Issuance of a Certificate of Occupancy;

Please be advised that the Town of Henniker may not have an adopted building code, however to receive a Certificate of Occupancy at the completion of your building process you must call for all inspections listed on the inspection list form. The mandatory inspections are not optional by the Town of Henniker they are mandated by the State of New Hampshire.

Expiration

Permits are valid for only one (1) year from the date of issue. If not finished within one year, you must file an extension. Permits may be renewed once before the initial date expires. After expiration you must begin a new application process.

Commercial Permits

If your building permit application is in the commercial district or is for commercial use, the Planning Board may need to review the application for possible Site Plan Review.

Fees

School Impact Fee	\$1,922 - \$5,518 per dwelling <i>See "Henniker School Impact Fees / Supplemental Info"</i>
Building Permit <i>Violations & Penalties</i>	\$50 <i>Any construction started without a permit is subject to a fine of \$50.</i>
Building Permit <i>Additions</i>	Minimum fee \$25 under 600 square feet or \$0.08 per square foot <i>Residential, Commercial, Garages, Porches, Decks, Breezeways, etc.</i>
Building Permit <i>Commercial - Minor construction</i>	\$50
Building Permit <i>Commercial Structure</i>	Minimum fee \$75 under 1000 SF or \$0.08 per SF
Building Permit <i>Fences</i>	\$25
Building Permit <i>Other Alterations</i>	\$25
Building Permit <i>Residential - single family</i>	Minimum fee \$75 under 1000 SF or \$0.08 per SF <i>Includes manufactured housing</i>
Building Permit <i>Storage Sheds</i>	\$25
Building Permit <i>Swimming Pools</i>	\$25
Building Permit <i>Town Buildings</i>	No Fee
Demolition	\$25
Driveway Permits	\$5 No fee if filed w/ Building Permit Application
Electrical Permit	No Charge
Plumbing Permit	No Charge

All of the required information must be included upon the filing of the Building permit application, and the application must be filled out completely. If the information is missing or not complete it may result in the delay of your application.

The applicant or his/her designee is responsible for calling the Selectmen's Office to request all inspections. Inspections must have a 48-hour notice to complete.

If you have any other questions please call the building department at the Henniker Selectmen's Office (603) 428-3221.