

“The only Henniker on Earth”



Office of the Town Administrator
Joseph R. Devine, Jr.

To: Henniker Planning Board
From: Joseph Devine, Town Administrator
Date: December 16, 2020
Ref: **Updates to Building Code/Housing Ordinance**

I wanted to provide an update the Planning Board on the progress of the above ordinances. The Planning Board met on Wednesday December 9th to discuss the ordinances. They recommend 3 changes to the Building Code and 1 change to the Housing Code. The changes are as followed:

Henniker Building Code:

- Appendix B – Schedule for a building permit
 - Currently reads: “Town will have 30 days to approve or deny the permit”
 - *Planning Suggestion: Change to 14 days*
- Section VIII – Building Permit Required
 - Currently reads: “A building permit shall be valid for two (2) years.”
 - *Planning Suggestion: Change to one (1) year*
- Section X – Permit Not Required
 - Currently Reads: “Other examples not requiring permits according to the code include”
 - *Planning Suggestion: Other examples not requiring permits according to the code include, but are not limited to”*

Housing Ordinance

- Section V – Exemptions
 - Currently reads: “All non-owner-occupied dwelling units which are condemned as uninhabitable for human occupancy or dwellings which are being renovated”
 - *Planning Suggestion: “All non-owner-occupied dwelling units which are condemned as uninhabitable for human occupancy and dwellings which are being renovated.”*

On Friday, December 11th the Building Code Working Group also met to review the changes presented by the planning board. They decided to revise the Henniker Building Code as suggested by the planning board, except for section VIII Building Permit Required. They did not feel that change was necessary.

The new revisions are as followed:

Henniker Building Code

- Section X – Permit Not Required
 - Other examples not requiring permits according to the code include, but are not limited to:
- Appendix B – Schedule for processing permit application
 - Upon submission of a complete application, the code official shall act to approve or deny a Building Permit within fourteen days (14) for one- and two-family dwellings and thirty (30) days for non-residential application encompassing more than two (2) dwelling units.

Henniker Housing Standards

- Section V – Exemptions
 - All non-owner-occupied dwelling units which are condemned as uninhabitable for human occupancy or dwellings which are being renovated, for which a legal current building permit has been issued, shall be exempt from this ordinance while the permit is valid.

The Select Board also met on Tuesday December 15th and have reviewed these changes. They have now approved and moved these ordinances with the revisions on to the Planning Board.

The working group also decided to make suggestions for permit fees. Please see attached memo. These permit fees are suggestions and have not been approved by the board.

Respectfully Submitted,



Joseph R. Devine, Jr.
Town Administrator