Town of Whitefield Development Application Fees

Effective December 16, 2019

Residential (Single Family or Duplex)

- New Construction $250.00
- Accessory Structure $50.00
  (detached garage, porch, deck, shed, patio, in-ground pool)
- Remodel/Alteration $50.00
- Renewal (30 days from expiration date) $50.00

Commercial, Residential over 2 Units, Speculative Homes

- New Construction $300.00
- Misc. (Electric, Plumbing, Mechanical) $100.00 (only if applied for as a separate project)
- Remodel/Alteration $200.00
- Renewal (30 days from expiration date) $150.00

Other Permit Fees

- Recreational Vehicle $30.00
- Private Road Agreement $12.00 first page $4.00 each additional page plus $50.00
- Septic Permit (Initial Application) $100.00
- Demolition Permit $30.00
- Driveway Permit $50.00
- Lot Line Adjustment $100.00 plus applicable fees
- Subdivision $200.00 per lot, plus applicable fees
- Change of Use $100.00 plus applicable fees
- Voluntary Merger $100.00 plus applicable fees
- ZBA – Variance, Special Exception or $50.00 plus applicable fees
  Administrative Decision

After-the-Fact Permit Penalty $500.00 (permits requested after construction has started). Pursuant to Article XI – Enforcement Authority in the Whitefield Development Code it shall be the duty of the Board of Selectmen to enforce and administer the provisions of this Development Code. If any violation of this Code occurs, the Selectmen may institute any appropriate action, including but not limited to fines and penalties as authorized by RSA 676:17.

All Development Permits are effective for three years from the date of issuance. Renewals will be for one year.
Development Permit Required:

A Development Permit is required for the following:

1.1 Required: Any owner or authorized agent who intends to construct, enlarge, alter, move, demolish or change the occupancy of a building or structure, or to cause any such work to be done, shall first make application to the Planning Board or Code Administrator to obtain the required permit.

1.2 Work Exempt from Permit: Permits shall not be required for the following: Exemption for permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction.

Building:

a. Fences not over 6 feet high.
b. Retaining walls that are not over 4 feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.
c. Private walkways.
d. Painting, papering, tiling, carpeting, cabinets, counter tops, windows and similar finish work not to exceed more than $5,000.00 per project.
e. Emergency Repairs
f. Repair/Replace-In Kind: To fix, mend, or replace a thing suffering from damage or deterioration with like material.
g. Temporary swimming pools.
h. Swings and other playground equipment.
i. Window awnings supported by an exterior wall which do not project more than 54 inches from the exterior wall and do not require additional support.
IMPORTANT PERMIT
PHONE NUMBERS

1. DEVELOPMENT PERMIT –
   A. CONTACT PLANNING BOARD/TOWN OFFICE – (837-9871)
   B. REVIEW TOWN REQUIREMENTS – WHITEFIELD DEVELOPMENT CODE
   C. 25' SETBACKS ALL SIDES
   D. 911 ADDRESS

2. DRIVEWAY PERMIT –
   A. TOWN ROAD – CONTACT ROAD AGENT (837-2202)
   B. STATE ROAD – CONTACT NHDOT REGION 1 (788-4641)

3. SEWER PERMIT –
   A. TOWN SEWER – CONTACT SEWER DEPT (837-9571) HOOK-UP FEE
   B. STATE PERMIT – SEPTIC SYSTEM DESIGN – NHDES (271-3503)

4. WATER PERMIT –
   A. TOWN WATER – CONTACT WATER DEPT (837-9237) HOOK-UP FEE

5. ***ANY DIGGING NEEDS A PERMIT THRU DIG SAFE***
   A. DIG SAFE – (1-888-344-7233)
   B. STATE ROW – (788-4641)

6. TRANSFER STATION – 837-9171
   A. TOWN – DECAL NEEDED (837-9871)

7. WETLANDS PERMIT –
   A. WHITEFIELD CONSERVATION COMMISSION
   B. NHDES WETLANDS – (271-2147)

8. MANUFACTURED HOMES – NEW OR USED
   A. STATE CERTIFICATE OF COMPLIANCE/WARRANTY SEAL (271-2219) OR (629-9369)

9. ASBESTOS/LEAD PAINT – (271-1370)

ALL PERMIT FORMS CAN BE OBTAINED THRU THE TOWN OFFICE

OTHER PHONE NUMBERS:

POLICE
   EMERGENCY: 911
   NON-EMERGENCY: 837-9086

FIRE/RESCUE
   EMERGENCY: 911
   NON-EMERGENCY: 837-2655

SELECTMEN'S OFFICE 837-2551
# DEVELOPMENT PERMIT APPLICATION

Whitefield, New Hampshire (603) 837-9871, 837-3148 Fax

<table>
<thead>
<tr>
<th>Owner</th>
<th>Applicant</th>
</tr>
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<tbody>
<tr>
<td>Mailing address</td>
<td>Mailing address</td>
</tr>
<tr>
<td>Email</td>
<td>Email</td>
</tr>
<tr>
<td>Daytime telephone</td>
<td>Daytime telephone</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Residential</th>
<th>Commercial/Industrial</th>
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<tbody>
<tr>
<td>Single family detached</td>
<td>Agricultural</td>
</tr>
<tr>
<td>Townhouse</td>
<td>Garage</td>
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<tr>
<td>Two Family</td>
<td>Hospital/medical</td>
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<tr>
<td>3+ family dwelling (# of units ___)</td>
<td>Industrial/warehouse</td>
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<tr>
<td>Other</td>
<td>Restaurant</td>
</tr>
<tr>
<td>New dwelling</td>
<td>Hotel/Motel</td>
</tr>
<tr>
<td>Addition</td>
<td>New building</td>
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<tr>
<td>Alteration</td>
<td>Addition</td>
</tr>
<tr>
<td>Repair/replacement</td>
<td>Alteration</td>
</tr>
<tr>
<td>Renovation (no structural changes)</td>
<td>Repair/replacement</td>
</tr>
<tr>
<td>Conversion of +/- dwelling units (# of units ___)</td>
<td>Renovation (no structural changes)</td>
</tr>
<tr>
<td>Foundation</td>
<td>Conversion from residential to commercial space</td>
</tr>
<tr>
<td>Slab</td>
<td>Demolition</td>
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<tr>
<td>Other</td>
<td>Subdivision</td>
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</tbody>
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General Description of Work and/or Use: Include dimensions of building, room, shed, pool, etc. List number of bedrooms and bathrooms if new home or added. If use of existing building is being changed, enter proposed use.

25' Setbacks all sides

<table>
<thead>
<tr>
<th>Left</th>
<th>Right</th>
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<tbody>
<tr>
<td>Front</td>
<td>Back</td>
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</table>
General Information

Is the property located within any of the following? □ Special Flood Hazard Zone □ Airport District □ Downtown □ Lakefront □ Historic Area □

Is any land in this parcel in “current use”? □ Does the property contain hazardous waste? □

Are there conditions in the deed affecting this project (e.g., easement, right of way, no trailers, minimum building size, maintain historic character, etc.)? □

Does your proposal involve construction, landscaping, or a change of use that is located within 125 feet of a wetland area? □

Public water □ On-site well □ Town sewer □ on-site Septic □ Septic state permit # ______________

The establishment of additional dwelling units? □ Expansion of use? □ Change of use? □ Indicate past use ______________

Square Footage (# feet x # feet) Lot dimensions __________ Lot Acreage ______ Setback from lot lines __________

Existing Building Footprint __________ Renovated/added Footprint __________ Building Height ______ Number of stories ______

Living area of new home (exclude unfinished areas and garage) __________ Total area of building __________

Fire Suppression/Detection Does this building have: □ sprinkler system □ fire alarm □ other suppression ______________

A PLOT PLAN and/or FLOOR PLAN DRAWN TO A SCALE NOT LESS THAN 1 INCH =20 FEET IS REQUIRED FOR ALL APPLICATIONS EXCEPT INTERIOR RENOVATIONS (attach separate sheet)

The plot plan shall denote property boundaries, location of existing and planned buildings and structures, driveway location, septic system or sewer line location, water well or water line location, distances of all setbacks from streets and lot lines, locations of all buildings less than 100 feet from the project on adjacent properties, paved areas, wetlands.

The floor plan shall show exit doors, means of escape from bedrooms, location of any Liquid Propane (LP) cylinders, location of furnace, oil tank, chimney, wood stoves.

<table>
<thead>
<tr>
<th>Permit or Approval Department Reviews</th>
<th>Check all that apply</th>
<th>Date Obtained</th>
<th>By (Name) Provide copies of permits</th>
<th>COMMERCIAL/INDUSTRIAL:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notice of Intent (required for all)</td>
<td></td>
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<td></td>
<td>Use group __________</td>
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<tr>
<td>Planning / Subdivision</td>
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<td>Construction type __</td>
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<tr>
<td>Sewer (if town sewer)</td>
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<td>Live loading __________</td>
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<tr>
<td>Septic (NH Construction Approval)</td>
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<td>Occupancy load ______</td>
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<tr>
<td>Water (if Town Water)</td>
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<tr>
<td>Driveway Permit:</td>
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<tr>
<td>A. NH DOT - State/Federal Highway</td>
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<td>B. Town Highway Super - Town Rd.</td>
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<td>NH Energy Code Certification of Compliance</td>
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<tr>
<td>Groundwater Discharge Permit</td>
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THIS DEVELOPMENT PERMIT IS:

☐ ISSUED subject to the following condition(s):  ☐ DENIED for the following reason(s):

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Planning Board Chairperson/Code Administrator  Date

I hereby certify the owner of record authorizes the proposed work and I have been authorized by the owner to make this application as his/her authorized agent OR I am the owner of record and I certify the proposed work. I agree to conform to the terms of the permit and to all applicable laws of Whitefield and/or the State of N.H. I certify that the information given is true and correct to the best of my knowledge.

No change from the above information will be made without approval of the Planning Board.

Construction activities shall not commence until the Development Permit is issued. The proposed development must commence within one year from the date of approval of the Development Permit and must be completed within 3 years. An extension may be granted by the Planning Board.

This permit is non-transferable.

Signature of Applicant: ___________________________  Date ________________

=================================================================================

TOWN USE ONLY:

WATER DEPARTMENT: ____________________________

PUBLIC WORKS: ____________________________

FIRE/RESCUE: ____________________________

SEWER DEPARTMENT: ____________________________