

**TOWN OF DANBURY  
RESIDENTIAL BUILDING PERMIT APPLICATION**

The undersigned hereby applies for permission to build as described below. All construction is to be completed in accordance with the Town of Danbury ordinances and State of New Hampshire Building Codes and Regulations. Please print all information unless a signature is indicated. Construction is not authorized to begin until a permit is issued.

Owner's Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(All owners of record must sign application)

Owner's Address: \_\_\_\_\_  
\_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_ Street Address: \_\_\_\_\_

Signature of **ALL** owners: \_\_\_\_\_ Tel. #: \_\_\_\_\_

Email address: \_\_\_\_\_

Is the proposed construction or alteration located within a Special Flood Hazard Area (SFHA) as indicated on the Flood Hazard Boundary map for the Town of Danbury, dated April 19, 2010?      Yes      NO  
If yes, then the applicant must comply with the Danbury Floodplain Ordinance before a building permit may be awarded.

**Is this property in Current Use? Yes / No - If yes, map of area to be taken out of Current use required.**

**CONSTRUCTION DETAILS**

Construction to begin: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Describe construction or alteration proposed, and attach a plan showing building and setbacks from property lines.

LOT SIZE: Frontage (ft): \_\_\_\_\_ Total Lot Area: \_\_\_\_\_

CONSTRUCTION DIMENSIONS:

Width (ft): \_\_\_\_\_ Length (ft): \_\_\_\_\_ Height (ft): \_\_\_\_\_

Construction Information/COMPLETE ALL THAT APPLY

FOUNDATION:	
ROOFING:	EXTERIOR SIDING:
FLOORS:	NUMBER OF BEDROOMS:
HEATING:	NUMBER OF BATHROOMS:

**PERMITS AND LICENSES**

Sewage Disposal:      Permit #: \_\_\_\_\_      Date Approved: \_\_\_\_\_

Driveway:      Permit #: \_\_\_\_\_      Date Approved: \_\_\_\_\_

If not being done by the homeowner, the following information is required:

Electrician:      Name \_\_\_\_\_      Lic. #: \_\_\_\_\_      Exp. Date: \_\_\_\_\_

Plumber:      Name \_\_\_\_\_      Lic. #: \_\_\_\_\_      Exp. Date: \_\_\_\_\_

PUC Certification of compliance #: \_\_\_\_\_

Selectmen's Signatures: \_\_\_\_\_      BP # issued \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TOWN OF DANBURY****DRIVEWAY PERMIT:**

To apply for installation of a driveway, you must submit a sketch showing the proposed driveway. This must be approved by the Road Agent. All culvert pipes must be a minimum of 15" in diameter. If the property is located on a State Road (Route 4 or 104), the applicant must apply to the State Highway Department for the driveway permit: State of NH, Dept. of Transportation, Highway Maintenance District 2, P.O. Box 232, Lebanon, NH 03766. They will issue an approval number. The sketch and approvals must be attached to the building permit application.

**SEPTIC APPROVAL:**

Where on-site septic systems are needed, obtaining the required State approval is the responsibility of the owner/applicant. No building permit can be issued until State approval has been received.

**PUBLIC UTILITIES CERTIFICATE OF COMPLIANCE:**

Plans for new buildings and additions of living space to be heated or cooled by fossil fuels (oil or gas), require approval from the Public Utilities Commission in Concord to insure compliance with the NH Energy Code per RSA 155-D. Applications may be obtained from the Selectmen's office. This certificate must be attached to the building permit application.

**BUILDING PERMIT REQUIREMENTS:**

- No person shall erect any building, locate any mobile home or locate any camper or travel trailer for a period of greater than thirty (30) days without obtaining a building permit from the Selectmen prior to location or construction of the structure. Exclusions include travel trailers; i.e. campers not used for on-site habitation; dog houses and tree houses.
- Application for a building permit shall include a fee of fifty (\$50) dollars.
- A permit shall be valid for twelve (12) months from the date of issuance, after which an extension may be obtained from the Selectmen.
- The owner/applicant shall notify the selectmen's office upon completion of any project for which a building permit has been issued.
- A building permit is necessary for any construction/renovations if the value of the new construction exceeds \$1,000.00 or if it expands the footprint of the existing structure.
- Building permits are not required for the following: cosmetic maintenance (painting, staining), siding and re-roofing with similar materials, entry steps, landscaping, residential paving, lawn furniture, free standing hot tubs, HVAC equipment, fences, stonewalls, swing sets, flagpoles, sandboxes, children's play houses, dog houses, and playground equipment.

**HEIGHT ORDINANCE:**

No building or structure, or part thereof, shall exceed thirty-five (35) feet in height as measured from the high point thereof of the average natural or graded permanent ground level at the wall of the structure nearest to the above mentioned high point. Exceptions to this include television and radio antennas, lightning rods, cupolas, steeples, chimneys, utility poles or parts of buildings designed exclusively for agricultural uses.

**PROPERTY SETBACKS:**

There shall be a minimum distance of thirty (30) feet between any road right-of-way and any building. No building shall be located within twenty (20) feet of any other lot line. **A sketch showing the boundaries of the property, existing buildings, proposed buildings and any driveways as well as distances to lot lines shall be submitted along with the building permit application. Building permit application will not be considered complete unless this sketch accompanies it.**

**LAND USE ORDINANCE:**

Where applicable, any construction, whether new or an addition to existing structures, must conform to the regulations contained within the Danbury Land Use and Zoning Ordinance as adopted on 3/2/2002 and amendment(s) passed on 3/11/2003 and 3/14/07 as well as the Telecommunications Ordinance as passed on 9/26/2000.

**STATEWIDE BUILDING CODE:**

Any construction involving new or an addition to, any commercial, industrial or multi-unit residential structure, must comply with the NH State Building Code. Applicants will be required to submit plans to the Selectmen's Office for review by the fire chief and/or NH State Fire Marshal's Office prior to the issuance of any building permit.

**IMPORTANT:**

No construction is authorized until a permit has been issued or the Board of Selectmen grants permission. Any person who fails to comply with any ordinances adopted by the Town of Danbury shall be subject to a \$25.00 penalty for each day of non-compliance. The Selectmen shall notify any person(s) in violation by certified mail and may assess penalties from that date.