

For Office Use Only

Permit # _____

Fee \$ _____

Map # _____ Lot # _____

TOWN OF BETHLEHEM PERMIT APPLICATION

New Outbuilding Construction

Please complete ALL sections of this application. If you feel something is not applicable to your project, please note N/A. Incomplete applications **WILL** hold up your approval.

OWNER(S): _____ Email: _____

Mailing Address: _____

Phone: _____ Cell Phone: _____

Preferred Method of Communication: (Circle One) Home Phone Cell Email

LOCATION OF PROPERTY: Town Tax Map # _____ Lot # _____

(Please reference the GIS Maps located in the Government section of the Town's website for this information if you don't have it. www.bethlehemnh.org.)

DESCRIPTION AND PROPOSED USE OF NEW CONSTRUCTION:

SQUARE FOOTAGE OF NEW CONSTRUCTION*: _____

*If new construction is to be sited within 30 feet of setback, was a professional survey is completed: Yes ___ No ___

Will this building be used to operate a home business as defined by the Bethlehem Zoning Ordinance?

Yes _____ No _____

Home Business: An accessory use of a dwelling or accessory structure on a residential lot that involves the on-site manufacturing of goods, provision of services, or outdoor storage or activity, which use is clearly incidental and secondary to the use of the dwelling as a residence and shall not change the residential character thereof, with any retail sales only incidental and occasional, operated by a resident of the same premises. Includes Bed and Breakfast and owner-occupied Short-Term Rental.

Type of Heating (if any): Oil** _____ Wood _____ Electric _____ Gas _____ Solar _____ Other _____

**A State permit for the installation of a new oil burner is required

TOWN DRIVEWAY Approval Date (If applicable): _____

NH DOT ACCESS PERMIT # (If applicable) _____ Date: _____

ESTIMATED VALUE OF CONSTRUCTION _____ Completion Date: _____

CONTRACTOR: _____ Phone: _____

Address: _____ Cell: _____

Email _____

January 2025

Licenses: All electrical and plumbing work must be done by those licensed in NH unless done by the owner. Per state law, an owner is not qualified to do the work for a rental property. An owner is qualified to do their own work if they reside in the home, but it must meet current code. All renovations, repair and painting on buildings prior to 1978 require an APA-RRP License.

ELECTRICIAN: _____ License # _____
 Address: _____ Phone: _____
 Email: _____
 PLUMBER: _____ License # _____
 Address: _____ Phone: _____
 Email: _____

EXISTING DWELLINGS:

SIZE OF BUILDINGS: # Feet/Front _____ Side _____ Height _____ # Stories _____
 Foundation: Yes: _____ No: _____
 Total Bedrooms _____ # Bedrooms _____ # Bathrooms _____ Basement: Yes ___ No ___
 DISTANCE: From center of road _____ From Sidelines _____ and _____ From Back Line _____
 GARAGE: Yes ___ No ___ If Yes: Attached ___ Detached ___ Size _____
 Zoning District: _____ Lot Coverage % : Existing: _____ New: _____ Total: _____

OTHER EXISTING BUILDINGS: (Describe) _____

PROPOSED CONSTRUCTION:

SIZE OF BUILDING(S): # Feet/Front _____ Side _____ Height _____ # Stories _____
 DISTANCE: From center of road _____ From Sidelines _____ and _____ From Back Line _____
 WATER SUPPLY: Town Water _____ Private Well _____ Other _____

Is property in a **FLOOD HAZARD AREA** as shown on Town's Insurance Flood Maps? Yes ___ No ___
 Are there any streams, drainage ditches, or wetland areas impacted by this construction? Yes ___ No ___
 If **YES** was checked above, please submit your approval from the New Hampshire Wetlands Board.

PLANS & MAPS: All of the following MUST accompany this application or be explained in writing:

1. Map with scale, North arrow and the Name(s) of bordering road(s).
2. Lot lines and clear dimensions of lot.
3. Location of new building and all existing buildings and amenities.
4. Distances of new construction to center of roadway, lot lines and existing buildings.
5. Driveways, parking facilities and drainage control areas.
6. Wetlands, rivers, streams, drainage ditches, culverts, and seasonal runoff areas.
7. Septic systems, both proposed and/or existing, with dimensions to nearest water.
8. Annotated plans for any new construction and/or any changes that will affect the exterior dimensions of any existing structure. Show dimensions.

Are you within 250 feet of the Ammonoosuc River or any water bodies protected under the shoreland water quality protection act? Yes _____ No _____

Timeframe: A building permit will be void if:

- 1. Operations are not begun within twelve (12) months from the date of issuance of the permit.
- 2. At the termination of two (2) years from the date of the permit, the exterior of the building remains in an uncompleted condition. The Building Official shall order completion or removal at the expense of the owner of such uncompleted buildings, unless an extension of the permit is granted by the Building Official.

Please Note: RSA 676:7 provides that any individual failing to secure an approved building permit shall be subject to a civil penalty of \$255 to \$550 per day and may be guilty of misdemeanor or a felony.

I understand and accept that approval granted by the Town of Bethlehem, bases upon information supplied herein does not relieve me from having to comply with any Local Ordinances, State or Federal Laws.

I hereby certify that the information herein is true, and the above project will be accomplished in accordance with the information submitted. I have read and understand the Town of Bethlehem Zoning Ordinance as it applies to this project and I understand the Board of Selectmen will act to enforce both the Zoning Ordinance and the State of New Hampshire Building Code.

SIGNATURE OF PROPERTY OWNER _____ DATE: _____

SIGNATURE OF PROPERTY OWNER _____ DATE: _____

APPROVAL CONDITIONS _____

Planning Clerk

Building Official

Required Inspections:

- Plumbing
- Electrical
- Foundation
- Frame
- Final