



Rindge Building Department
30 Payson Hill Rd
Rindge NH 03461
Phone: 603-899-5181 Ex 109
Fax: 603-899-2101
buildingdept@town.rindge.nh.us

Map # _____
Lot # _____
Zoning: _____
Date: _____

RINDGE ACCESSORY PERMIT

(Outbuildings, Additions, Remodeling, Decks, Pools, Roofs, Etc.)

Location of Construction (Address): _____

Owner: _____ Phone: _____

Mailing Address: _____ Cell: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Contractor: _____ Phone: _____

Mailing Address: _____ Cell: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Preferred Contact Method:

☐ Telephone ☐ Cell ☐ Email

Property Use:

☐ Residential ☐ Commercial ☐ Mixed Use

Proposed Construction:

(Check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> Outbuilding/Shed | <input type="checkbox"/> Residential Addition |
| <input type="checkbox"/> Garage Attached / Detached | <input type="checkbox"/> Residential Remodel |
| <input type="checkbox"/> Carport | <input type="checkbox"/> Residential Basement (Finish) |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Commercial Addition |
| <input type="checkbox"/> Enclosed Deck / Porch | <input type="checkbox"/> Commercial Remodel / Build Out |
| <input type="checkbox"/> Asphalt Roof Replacement | <input type="checkbox"/> Composite Roof Replacement |
| <input type="checkbox"/> Above Ground Pool / Hot Tub | <input type="checkbox"/> In Ground Pool / Hot Tub |
| <input type="checkbox"/> Other: _____ | |

Number of Existing Living Units: _____ Proposed: _____

Number of Existing Bedrooms: _____ Proposed: _____

Septic Approved for: _____ Upgraded Septic Plan on File: ☐ Yes ☐ No

Proposed Use: _____

Is property within: Historic District ☐ Yes ☐ No Major or Minor Subdivision ☐ Yes ☐ No

Shoreland Protection Zone ☐ Yes ☐ No Flood Hazard Area ☐ Yes ☐ No

Under a Current Land Use: ☐ Yes ☐ No

Is proposed work located within 50 feet of a jurisdictional Wetland Land Area ☐ Yes ☐ No

Is proposed work located on a Class VI or Private Road ☐ Yes ☐ No

Set Backs: Front: _____ Left: _____ Rear: _____ Right: _____

Application Requirements:	Completed Application	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	Driveway Access Permit	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	Septic Construction Approval	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	Copy of Warranty Deed	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	Site Plan (Drawn to Scale)	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	Building Plans (2 Sets, Com.)	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	NH Energy Code Approval	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	Class VI / Private Road Waiver	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	NHFMO Oil Burner Permit	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	Window Schedule	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	Planning Board Approval	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	ZBA Approval	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable
	Letter of Authorization	<input type="checkbox"/> Applicable	<input type="checkbox"/> Not Applicable

Project Description: _____

Applicant Signature

Date

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Requirements for Permit Applications:

1. All information must be printed legibly.
2. Owner name, address and phone number.
3. Location and address of work site.
4. Complete description of work to be done.
5. Agent Letter of Authorization
6. Plans must be submitted on all new buildings and major renovations.

Certification of Accuracy: As the owner/owners agent of record, I certify that all information contained within this application is true and accurate to the best of my knowledge and belief.

Certification of Compliance: I hereby certify that I am familiar with all pertinent codes relating to the above specified work, and that all work shall be performed in compliance with these codes, also that I am familiar with the Town of Rindge Ordinance, Article III and all use and Dimensional Regulations.

Inspections: This signed application constitutes consent on the applicant's part to allow for inspections at the property by the Building Inspector, Assessing Office and any other required Town Staff. Any work that is covered prior to the inspection may be required to be removed for inspections. It is the responsibility of the contractor to obtain all inspections required. A rough-in inspection is required before any work is covered, and a final inspection is required when all work is complete. Twenty-four (24) hour notice is required for any inspection.

Required Inspections: (Minimum of Twenty-four (24) Hour Notice)

- Footings (Prior to pouring concrete) – Reinforcing Steel, Concrete-Encased Electrode, Setbacks (Must notify if not to plan)
- Foundation – Waterproofing, Footing Drain
- Rough Inspections - Electrical, Plumbing, Chimney, Egress Windows and Frame
- Insulation (Proper vents must be installed)
- Final Inspection – Electrical, Plumbing, Mechanical and Heating, Fire Protection and Life Safety, Energy Code Compliance (NH Energy Code Compliance Certificate), Etc.

Certificate of Occupancy (C/O): A C/O must be issued PRIOR to any occupancy of residential and/or commercial structures. For Commercial Projects: As-Built Drawings must be submitted prior to issuance of a C/O.

It is the responsibility of all contractors, electricians, plumbers, etc. to obtain the necessary permits from the Rindge Building Department Office at Rindge Town Office before ANY work has begun. Work must begin within six (6) months of the issuance of any permit.

If this is an "After the Fact" permit, it will be subject to a fee described in the Official Building / Fire Fee Schedule.

Rindge Building Department Approval certifies that the Applicant may proceed with their project in accordance with specifications submitted. Any deviation from the specifications submitted will require an amendment to this permit or additional permits.

If you have any questions, feel free to contact the Building Department Office at (603) 899-5181 Ex 109.

***** When Applicable – Plans must be submitted to Rindge Building Department for Approval*****

Applicant Signature

Date

*******(DO NOT WRITE IN THIS SPACE)*******

Square-Footage (All areas apply): _____ **Permit Fee:** _____

Paid: ☐ Cash \$ _____ ☐ Check # _____

Approved By

Building Inspector: _____

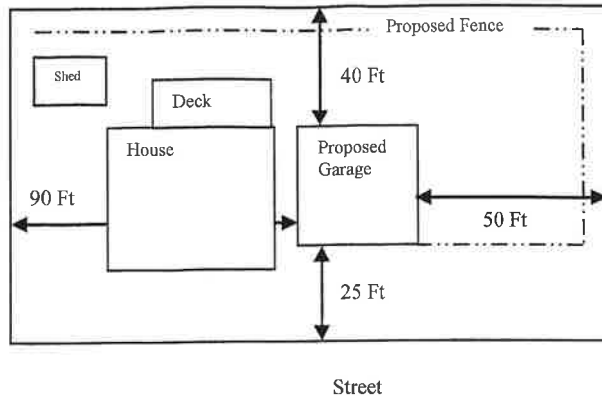
Date: _____

Plot Plan

Instructions:

- 1) Show the Property lines and road(s).
- 2) Show the proposed Structure and all existing structures.
- 3) Show the Measurements from the proposed and existing structures to all lot lines, measure straight through existing structures if needed.
- 4) Show measurements between structures.
- 5) Include the dimensions of the proposed structure.
- 6) Show all wetlands with measurements to existing and proposed structures.
- 7) Show zoning setbacks.

Sample Plan:



Signature _____

Date _____

Construction Plan

Instructions:

Provide sufficient information as to the proposed structure.

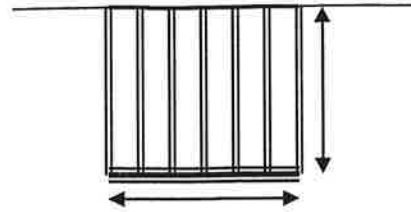
- 1) The Size.
- 2) If attached to the house, where and how?
- 3) Show Sketch below of how structure is to be framed. (Show the spans, lumber size, beam location, etc.)

Please note that some minor construction may require a full set of building plans.

Sample Plan:

Deck Framing

House



Signature

Date