



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 BUILDING PERMIT

(New Residential / Commercial Building)

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

### Proposed Construction:

(Check only one)

- |  |  |
|--|--|
| <input type="checkbox"/> New Single-Family Home                | <input type="checkbox"/> New Commercial Structure      |
| <input type="checkbox"/> New Two-Family Home                   | <input type="checkbox"/> Mixed Use                     |
| <input type="checkbox"/> New Multi-Family Home - # _____ Units | <input type="checkbox"/> Replacement / New Mobile Home |
| <input type="checkbox"/> Townhouse or Condominium              | <input type="checkbox"/> Modular Home                  |
| <input type="checkbox"/> Other: _____                          |  |

H.U.D. #: \_\_\_\_\_ Mfg Name: \_\_\_\_\_ Mfg Year: \_\_\_\_\_

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

**Foundation Information:**

☐ Concrete                      And                      ☐ Full                      ☐ Crawl Space  
☐ Block                                      ☐ Slab                      ☐ Sono Tube  
☐ Other: \_\_\_\_\_                      ☐ Other: \_\_\_\_\_

**Principal Frame:**

☐ Wood Frame                      ☐ Masonry (Wall Bearing)                      ☐ Structural Steel  
☐ Reinforced Concrete                      ☐ Other: \_\_\_\_\_

**Roof Construction:**

☐ Wood Frame                      ☐ Wood Truss (Supply Doc.)                      ☐ Flat (Built Up)  
☐ Other: \_\_\_\_\_

**Dimensions:**

Number of Stories (Include Basement): \_\_\_\_\_ Number of Bedrooms: \_\_\_\_\_  
Building Height: \_\_\_\_\_ Building Length: \_\_\_\_\_ Building Width: \_\_\_\_\_  
Front Setbacks: Front \_\_\_\_\_ L Side \_\_\_\_\_ R Side \_\_\_\_\_ Back \_\_\_\_\_  
Deck Size: \_\_\_\_\_ Existing # of Buildings on Site: \_\_\_\_\_ and sq-ft \_\_\_\_\_

**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

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Applicant Signature

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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

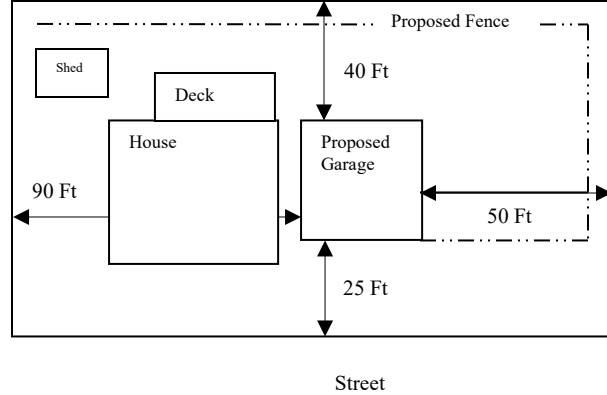
Building Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

# 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 \_\_\_\_\_