

**TOWN OF NEW BOSTON
BUILDING DEPARTMENT
7 MEETINGHOUSE HILL ROAD
NEW BOSTON, NH 03070
487-2881**

FEES, POLICIES & REQUIREMENTS

EFFECTIVE MAY 1, 2004



CURRENT CODES

The following is a list of frequently applicable codes currently enforced by the Town of New Boston. There are additional codes that may apply to various projects that have been adopted by the State of New Hampshire Fire Marshals Office. **The code official should be consulted for specialized codes that may apply to unique projects.**

<u>CODE</u>	EDITION
International Residential Code	2000
International Building Code	2000
International Plumbing Code	2000
International Mechanical Code	2000 NFPA 31 Oil Burning Equipment
2001	
NFPA 70 National Electric Code	2002
NFPA 13, 13R & 13D Sprinkler Systems	1999
NFPA 54 National Fuel Gas Code	1999
NFPA National Fire Alarm Code	1999
NFPA 101 Life Safety Code	2003
NFPA 211 Chimneys, Fireplaces, Vents & Solid Fuel Burning Appliances	2000
International Energy Conservation Code	2000

Normal Inspection Hours:

Tuesdays and Thursdays 9:30am to 3:30pm

– Building Inspector
Shannon Silver – Building Secretary

•

PERMIT APPLICATIONS

Permit application packages that are incomplete when submitted will not be protected from any of the following changes:

- Code update adoptions
- Fee schedule changes
- Department policy changes

Applications for building permits may not be reviewed until all required/pertinent documents have been submitted. Permits are reviewed on a first in first out bases without exception; all reviews will be turned around in a reasonable time. Incomplete applications will delay the process while the code reviewer requests additional information.

FEE PAYMENTS

Permit fees are not due until such time as the permit is issued. The department will notify the applicant when the permit is ready for issuance and the actual permit fee amount.

Ordinary repairs do not require a permit

Ordinary repairs are nonstructural repairs and DO NOT include addition to, alteration of, or replacement or relocation of water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electrical wiring, or mechanical or other work for which a permit is required by the building official.

FEE SCHEDULE

Use group (new construction, additions, alterations)

Minimum for any below	Min \$35.00
A Assembly	.20 sq. ft
B Business	.20 sq. ft
F Factory	.20 sq. ft
H High Hazard	.20 sq. ft
I Institutional	.20 sq. ft
M Mercantile	.20 sq. ft
S Storage	.20 sq. ft
R-1 Residential Hotels	.20 sq. ft
R-2 Residential Multi-family	.20 sq. ft
R-3 One & Two Family Dwellings	.18 sq. ft
R-3 Manufactured Homes	.12 sq. ft

Residential

Minimum for any below	Min \$35.00
Decks	.10 sq. ft
Garages (attached or detached)	.10 sq. ft
Porches, Breezeways, Carports (Enclosed or covered)	.10 sq. ft
Sheds, Pool Cabanas, (incidental projects requiring a permit)	.10 sq. ft
Three Season Rooms, Sun Rooms additions, alterations	.12 sq. ft
Agricultural Buildings	.10 sq. ft
• Fences	Min \$25.00

INSPECTION POLICY

NO WORK IS TO BE CONCEALED UNTIL INSPECTED AND PERMISSION GIVEN TO PROCEED

1. Call for inspections before 12:00pm on the day you want the inspection. All requests should be made during the Building Department's business hours on Tuesdays and Thursdays (these vary with summer or winter hours).
2. Inspections are scheduled according to location in order to allow the inspector to establish the most efficient route each day. However, we will attempt to meet requests for specific inspection times, as schedules allow.
3. All work for which an inspection is being requested should be complete and ready for inspection during normal inspection hours on the date of the requested inspection. If at the time the inspector arrives, the work is not ready for inspection there may be up to a 48 hour delay before another inspection can be scheduled. Any inspection may be canceled prior to 9:30am on the day of the inspection.

NORMAL INSPECTION HOURS:

9:30AM – 3:30PM

TUESDAYS AND THURSDAYS

Re-Inspections

Failure of an initial inspection will result in a re-inspection fee for each inspection required to insure compliance if the inspection cannot be performed at the next required inspection. \$35.00

NOTE: The inspections listed below shall not limit the type or frequencies of inspections that this department may deem to be prudent to ensure complete code compliance.

Calculation Fees

Fees are based on square footage, total of all floors. Calculated square area upon which fee is based shall be the sum of all the gross horizontal areas of all floors of the building and including cellars, basements and useable parts of attics; except that in dwelling house, attic floors shall not be included in the calculation unless they are used for habitable rooms. Building permit fee includes fees for electrical and plumbing permits.

All horizontal dimensions shall be taken from the exterior face of walls.

Foundation Only Permits

This fee is over and above the regular building permit fee if a full building permit is not secured within 30 days from the date the foundation permit is issued.

Residential (R-3)	\$35.00/unit
All other Use Groups	\$100.00/building

Building Permit Renewal

This would become effective only if work is not being actively pursued or no inspections are requested for a period of 6 months or more.

1 st Renewal	NO Charge
2 nd and subsequent Renewals	50% of original fee

Demolition

Residential (R-3)	\$35.00
All other use groups	\$100.00

Electrical Wiring

if not included in building permit fee
(installation, replacement, alteration) Min \$35.00

Plumbing

if not included in building permit fee
(installation, replacement, alteration) Min \$35.00

Residential Sprinkler Systems

Plan review & inspection fee \$105.00

Signs

Illuminated \$35.00

Non-illuminated \$35.00

Swimming Pools (includes electrical permit)

IN-Ground \$50.00

Above Ground \$35.00

Fireplace/Chimney \$35.00

Mechanical \$35.00

(LPG tanks, heat and appliances, water heaters)

Fines **Starting work without a permit**

Residential (R-3) 25% of Building permit
Min \$25 – Max \$200

All other use groups 25% of Building permit
Min \$25 – Max \$1,500

•

SCHEDULE OF REQUIRED INSPECTIONS

Foundation

- Certified Plot Plan, original stamped, required prior to framing (includes dimensions of foundation, wetland locations, setback locations required by Zoning/Planning regulations, distances to a setbacks) CPP may be waved by approval of BI.
- Inspection prior to backfilling (includes footings, frost walls, piers, damp-proofing and foundation drains).
- Lot number must be posted and readily visible from street.

Frame, Rough Plumbing and Rough Electric

- Must be roof tight with all exterior doors and windows installed.
- April 1 through October 31 – Water Test Drain/Vent system.
- November 1 through March 31 – Air Test Drain/Vent System

Insulation

- Must be weather-tight.

Permanent Electric Service

- Panel interior must be exposed, ground rods visible, and a GFCI service outlet at the panel.

Fireplace

- At throat with first flue tile set.

Gas Lines

- Interior lines with air pressure at time of inspection with all stops and caps in place.
- Buried lines before backfill (backfill material must be on-site).
- Gas tank in place with fill material on sites (no fill around tank)

Burner

- Must be operational with all safety devices in

place and inspected by the Fire Department-phone # 487-5532.

Highway Department Sign-Off of Driveway Curb Cut One Week Prior to Request for CO Inspection. Highway Dept. phone #487-2279

Certificate of Occupancy

- Septic System Approval for Operation
- Planning and Zoning Acceptance if applicable.
- Current Water Test
- Fire Department Acceptance
- Building Inspectors Acceptance
- All job signs removed from site

REQUIRED DOCUMENTATION BY PERMIT

NEW-R-3 STRUCTURE

- One complete set of drawings
- Approved septic design
- Approved driveway permit
- Approved building lot
- Completed energy compliance form
- Site plan with location of proposed structure
- Residential Sprinkler Plan if applicable

NEW-ALL OTHER USE GROUPS

- One complete set of drawings with location of all required life safety devices
- Approved septic design
- Timber cut form
- Site plan approved and signed by the Planning Board
- Completed energy compliance form
- Complete fire alarm submission for approval if applicable
- Complete sprinkler submission for approval if applicable