

BUILDING PERMIT REQUIREMENTS CHECKLIST
PLEASE SUBMIT THE FOLLOWING AS APPLICABLE

- ❑ Application form completed.
- ❑ Application fee.
- ❑ One (1) set of complete plans and specifications of the proposed work and/or buildings to be constructed, including at least two elevations, floor plans, framing plan, section drawings and any detail drawings needed to indicate conformance with all applicable codes. Include mechanical, electrical, plumbing and energy drawings.
- ❑ One (1) copy of the State's "Approved for Construction" certificate for private septic system construction and one (1) copy of the septic designer's drawings of the septic system; or plans indicating how sewer and/or storm drainage are to be connected to Town Services.
- ❑ A Certification of Energy Code Compliance, if applicable, based on 2012 IECC, Zone 6.
- ❑ "Energy Considerations Checklist" for Durham (strongly encouraged, although not required).
- ❑ If new bedrooms, bathrooms or kitchens are being added, Department of Public Works approval is required.
- ❑ If the structure is to be sprinkled, Department of Public Works and Durham Fire Department approval is required.
- ❑ Approved driveway permit, either State or Town as applicable. Town Driveway Permits can be obtained from the Department of Public Works.
- ❑ Electrical & plumbing permits to be taken out by NH Masters licensed contractors or by the owner if the owner is doing the work.**
- ❑ Evidence of road bond or road construction approval (in the case of newly created roads).
- ❑ Evidence of bonding if commercial.
- ❑ Copy of approved site plan if applicable (commercial only).

**Gas and Oil permits and inspections must be obtained through the Durham Fire Department.