Town of Surry, NH
Building Permit Application & Checklist

Property Owner: _____ **Date:** _____
(Print Name) (Application Submitted)

Tax Map Description	Map #	Lot #	Sub Lot #

DOCUMENTS REQUIRED & ATTACHED		
	YES	N/A
• Site Plan – detailed and to scale		
• Poof of State Approval for Septic System Construction		
• Floor Plan of Structure to be Built		
• NH Residential Energy Code Application (EC-1)		
• Competed Surry Building Permit Checklist		
• Building Permit Fee		

APPLICATION CHECKLIST			
	YES	NO	N/A
Does the lot acreage meet the minimum required by the zone?			
Does the lot width meet the minimum required by the zone?			
Does the lot depth meet the minimum required by the zone?			
Does the front setback meet the minimum required by the zone?			
Does the side setbacks meet the minimum required by the zone?			
Does the rear setback meet the minimum required by the zone?			
Does the frontage meet the minimum required by the zone?			
Is the required frontage on a class V or better roadway?			
Has the driveway been approved?			
Has the state approved the septic system permit?			
Will new construction include heating or cooling?			
Will construction include an oil-burning furnace?			
Are there any wetlands, creeks, brooks, rivers, etc. on the property?			
Are there any special exceptions that require review and approval?			

IMPORTANT: The application review process cannot begin until the Select Board and Building Inspector have confirmed that the application is complete and all required information has been received, including the Checklist and all necessary documents.

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PROPERTY INFORMATION			
Location of Property:			
Tax Map Description:	Map	Lot	Sub Lot
District	Village Residential ( ) Rural Residential ( ) Commercial/Industrial ( ) General ( )		
Lot Size:		Road Frontage:	
Wetlands Yes ( ) No ( )		Flood Plan Zone Yes ( ) No ( )	
In Current Use Yes ( ) No ( )		Change of Current Use Filed Yes ( ) No ( ) N/A ( )	
Acres of timber to be cut:		Intent to Cut Required Yes ( ) No ( )	

OWNER INFORMATION	
Name:	Phone:
Address:	Email:

APPLICANT INFORMATION (if different from above)	
Name:	Phone:
Address:	Email:

PROJECT & PERMIT REQUEST (check all that apply)	
New Residential ( ) New Commercial ( ) Garage ( ) Addition ( ) New Bedroom ( ) Renovation ( ) Shed/Outbuilding ( ) ADU Attached ( ) ADU Detached ( ) Deck ( ) Heating ( ) Electric ( ) Plumbing ( ) Re-roofing/siding ( )Solar ( ) Pool ( ) Demolition ( ) Fence >7ft ( ) Retaining Wall >4ft ( ) Other:	
Project Description:	
Estimated Cost of Construction (fair market value of labor & material):	
Estimated State Date:	Estimated Completion Date:

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BUILDING INFORMATION			
Single Family ( ) Modular Home ( ) Manufactured Home ( ) Duplex ( ) Multi-Family ( ) Other ( )			
Length:	Width:	# of Stories:	Total Sq Feet:
Living (finished & unfinished) Space Sq Feet:		Ancillary (non-living) Space Sq Ft:	
Foundation: Concrete ( ) Block ( ) Wood ( ) Other ( )			
Full Basement ( ) Partial Basement ( ) Walk Out Basement ( ) Slab or Grade ( ) Crawl Space ( )			
Structural Framing: Wood ( ) Steel ( ) Concrete/Masonry ( ) Other ( )			
Heating: Oil ( ) Propane ( ) Gas ( ) Wood ( ) Electric ( )			

SETBACK INFORMATION			
Front::	Rear	Left Side	Right Side

PRIOR APPROVAL DATES	
Driveway:	State Septic Plan
Planning Board:	Zoning Board of Adjustments:

GENERAL/PRIMARY CONTRACTOR INFORMATION	
Name:	Phone:
Address:	Email:

CERTIFIED ELECTRICTION INFORMATION	
Name:	Phone:
License Number:	Email:

CERTIFIED PLUMBER INFORMATION	
Name:	Phone:
License Number:	Email:

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The undersigned requests a Building/Zoning Permit for the project described in this application and the attached documents. Permits are voided in the event of misrepresentation or failure to undertake construction within one year of the date of approval.

All construction is to be completed in accordance with the permit issued, the Surry Zoning Ordinance, New Hampshire State Building Codes, and all other applicable regulations. The owner authorizes the Building Inspector to enter the property as needed. Per N.H. RSA 676:11 construction is not authorized until a permit is issued. The owner understands that a Certificate of Occupancy is required to be issued before occupying or using a structure unless specifically exempted (IRC R110.1)

SIGNATURE OF OWNER or AUTHORIZED AGENT	
Print Name:	Date:
Signature	Owner ( ) Authorized Agent ( )

BUILDING PERMIT FEE (minimum fee $60)	
Residential Construction - **$0.20 per Total square foot** (including finished, unfinished, and ancillary space)	
Commercial Construction - **$0.30 per Total square foot** (including finished, unfinished, and ancillary space)	

ZONING ORDINANCE APPROVAL – Select Board			
Approved ( )		Declined ( )	Date:
Comments: _____ _____ _____			
Selectmen Signatures			

BUILDING INSPECTOR APPROVAL		
Approved ( )	Declined ( )	Date:
Inspector's Signature		