

TOWN OF WARNER  
 OFFICE OF THE SELECTMEN/BUILDING INSPECTOR  
 PO BOX 265 WARNER NH 03278

**INFORMATION FOR BUILDING PERMIT APPLICANTS:**

- 1) If approved, your building permit is valid for twenty-four (24) months from the date of Selectmen's approval. You must begin construction within six (6) months of permit approval or your permit will be considered invalid.
- 2) Construction inspections, which are required, are checked on the attached construction schedule. It is your responsibility to arrange for inspections.
- 3) Upon satisfactory completion of all inspections, a Certificate of Occupancy (if required) will be issued by the Building Inspector.

**THE APPLICANT MUST:**

- 1) Show Town of Warner tax map identification on ALL permit applications and attachments. Attach Town of Warner tax map to permit (available at the Selectmen's office or call 456-2298 ext. 2 for assistance)
- 2) Complete the application. The application must be signed by the current property owner.
- 3) Application for a permit and payment of the permit fee does not grant approval to proceed.

**APPLICANT CHECKLIST:**

<u>Provide</u>	<u>Not Applicable</u>	
_____	_____	Obtain State approval for construction of a Septic System and provide WSPCC approval number.
_____	_____	Obtain a driveway permit from the Director of Public Works and or State Highway Department. a. 911 Address Application must be completed upon approval of Driveway Permit
_____	_____	Include a reasonable facsimile of the plot, building and driveway with the permit application. This site plan must include the location of all existing and proposed structures and show distances from the abutting lot lines and town road frontage.
_____	_____	Floor plans must be submitted for the proposed work. Rooms must be identified on the plans.
_____	_____	If land is in Current-Use a Current Use/Change of Use must be submitted with the Assessing Clerk.
_____	_____	All applicable State or Federal permits (i.e. Site Specific, Wetlands, Shoreland Protection Act etc.)
_____	_____	Flood Plain determination map - indicate approximate location of your property. Attach Elevation Certificate, if applicable.
_____	_____	PUC approved Energy Permit or Compliance Letter in accordance with RSA 155-D.
_____	_____	Any underground utility with a Public Right-of-Way or dedicated Town Highway shall be buried no less than 36 inches below ground surface and in schedule 80 conduit.
_____	_____	Application for water and or sewer connection (Warner Village Water District)

**TOWN OF WARNER -- APPLICATION FOR A BUILDING PERMIT**

PERMIT # \_\_\_\_\_ PERMIT FEE \_\_\_\_\_

Zone: \_\_\_\_\_ Map \_\_\_\_\_ Lot \_\_\_\_\_ Flood Plain (Y/N) \_\_\_\_\_ Wetland (Y/N) \_\_\_\_\_

Current Use (Y/N) \_\_\_\_\_ Waterfront/Shoreland (Y/N) \_\_\_\_\_

Owners Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-911 Address: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Electrician: \_\_\_\_\_ License# \_\_\_\_\_ Phone # \_\_\_\_\_

Plumber: \_\_\_\_\_ License# \_\_\_\_\_ Phone # \_\_\_\_\_

**Type of Construction**

- New Building
- Addition
- Alteration
- Repair Replacement
- Foundation Only
- Demolition
- Other \_\_\_\_\_

**Proposed Use - New Construction:**

- Single Family
- Duplex
- 3 or more Family
- Garage/Carport
- Addition - Specify \_\_\_\_\_
- Commercial \_\_\_\_\_
- Other \_\_\_\_\_

**Proposed Use - Existing Space:**

- Finish Upstairs
- Finish Basement
- Conversion
- Other - Specify \_\_\_\_\_

**Septic Approval**

WSPCC Approval # \_\_\_\_\_

If adding bedrooms you must provide approved septic design adequate for # of bedrooms.

**Variance or Special Exception**

Yes  No

If Yes, date variance or special exception was granted \_\_\_\_\_

Attach special exception/variance

**Principal Type of Frame**

- Masonry
- Woodframe
- Structural Steel
- Reinforced Concrete
- Other \_\_\_\_\_

**Principal Type of Heating**

- Gas  Oil  Electric
- Forced:  Air  Hot Water
- Coal
- Central Air Conditioning
- Other \_\_\_\_\_

**Fireplaces?Chimneys**

- Fireplace # \_\_\_\_\_
- Chimneys # \_\_\_\_\_
- # of Flues \_\_\_\_\_
- Masonry # \_\_\_\_\_
- Metal # \_\_\_\_\_

**New Construction**

- Square footage of structure \_\_\_\_\_
- Square footage of addition \_\_\_\_\_
- Square footage of garage \_\_\_\_\_
- Square footage of deck/porches \_\_\_\_\_
- Dimensions of footprint \_\_\_\_\_
- Height of structure \_\_\_\_\_
- Total # bedrooms \_\_\_\_\_

**For Additions Only**

Fill in those dimensions that apply:

Foundation size: \_\_\_\_\_

Bedroom sizes: 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_

Bathroom sizes: Full \_\_\_\_\_ 1/2 \_\_\_\_\_ 3/4 \_\_\_\_\_

Kitchen: \_\_\_\_\_

Dining: \_\_\_\_\_

F/R: \_\_\_\_\_

**Description of Project (Required):** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Owner Release:** By signing this application, I understand that the Building Inspector, Code Officer, or other designee of the Board of Selectmen will enter my property as many times as necessary prior to issuance of a Certificate of Occupancy to conduct both announced and unannounced inspections of the property. I also understand that this permit is being issued based on the number of bedrooms stated on this application. I understand that if the number of bedrooms is changed through converted use of a room, I am responsible for obtaining a State approved septic approval (design) for the actual number of bedrooms being used.

Signature \_\_\_\_\_ Print \_\_\_\_\_  
of Owner: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Contractor/Owner Release:** By signing the Building Permit Application , I certify the following:

1. I have read and understand the Town of Warner’s Building Code (and all codes adopted by reference) and Zoning Ordinance.
2. That all construction will be in compliance with the Town of Warner’s Building Code (and all codes adopted by reference) and Zoning Ordinances.
3. That all alterations in construction plans, such as changes to proposed footprint or location of structure shall be approved by the Board of Selectmen, Building Inspector and/or all other necessary parties prior to the start of construction of any changes, and
4. I understand that any violation of the Town of Warner’s Building Code (and all codes adopted by reference) and/or Zoning Ordinance may result in a Stop Work Order, Court Action, or Civil Penalty (or any combination thereof).

Signed: \_\_\_\_\_ (Print) \_\_\_\_\_ (Date) \_\_\_\_\_  
(Owner)

Signed: \_\_\_\_\_ (Print) \_\_\_\_\_ (Date) \_\_\_\_\_  
(Contractor)

Special Conditions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Approved by the Building Inspector: \_\_\_\_\_ Date \_\_\_\_\_

Approved by the Board of Selectmen: \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Certificate of Occupancy:: \_\_\_\_\_ Required \_\_\_\_\_ Not Required

Please return this permit and accompanying sketches with appropriate fees to the Selectmen’s office. Regular hours are Monday - Thursday 8:00 a.m. - 3:00 p.m. and Tuesday’s 8:00 a.m. - 6:00 p.m. For questions you may call 456-2298 ext. 2

## Building Permit Fee Schedule

Commercial buildings or construction of a new business \$200 + \$0.15 per sq. ft.	New residences, barns, garages, modular homes and mobile homes \$100 + \$0.10 per sq. ft.
Additions, breezeways, porches \$75.00 + \$0.10 per sq. ft.	Sheds (wood, tool, storage), decks \$50.00 + \$0.10 per sq. ft.
Alterations, Structural Changes & Changes of Use \$35.00 per inspection	Electrical & Plumbing Permit \$35.00 per inspection
Commercial Wireless Towers \$20.00 per linear foot plus \$500.00 per co-locator Accessory Building (cabinet) \$200.00 + \$0.15 per sq. ft	

**\*Note: Basement square footage is included when calculating fees**

### TOWN OF WARNER - REQUIRED CONSTRUCTION INSPECTION SCHEDULE

<u>DESCRIPTION</u>	<u>WHEN</u>	<u>INSPECTOR</u>
Driveway Permits	Before beginning construction and after installation	Matt Waite 456-3366 Director of Public Works
Proposed boiler/heating system, review of plans by the Fire Chief	Before and after installation	Richard Brown 456-3033 Fire Chief
Foundation: Includes footings slabs, foundation walls, piers, damp proofing, foundation drainage, stoops, porches and terraces	Prior to backfilling	Tom Baye 848-5750 Building Inspector
Rough framing, plumbing, electrical, chimney and fireplaces	Prior to applying insulation nonstructural interior & exterior wall finish	Tom Baye 848-5750 Building Inspector
Insulation	Before closing walls	Tom Baye 848-5750 Building Inspector
Final Inspection	After completion of wiring, plumbing, heating system and receipt of septic use approval	Tom Baye 848-5750 Building Inspector
Occupancy	Occupancy permits will be issued after full compliance with this schedule. Before moving in, you are required to have hardwired smoke detectors installed on each floor and two (2) safe means of egress	Tom Baye 848-5750 Building Inspector

**It is your responsibility to arrange for an inspections. To arrange for an inspection, at least two days in advance call the Building Inspector. Feel free to call the Selectmen's office, 456-2298 ext. 2 if you have questions about your project.**