



City of Rochester, New Hampshire

Building & Licensing Services

Major Building Permit Application

Location of Construction (Address): _____

Primary Use of Property: Residential Commercial Municipal Other _____

Property Owner: _____ Phone #: _____

E-mail: _____

Contractor: _____ Phone #: _____

Mailing Address: _____

E-mail: _____

Applicant information: Owner Contractor Other authorized agent. **IF OTHER** please fill in the info below.

Name: _____ Phone #: _____ E-mail: _____

Proposed Construction is for: (Please check all that apply)

New Single-Family	Footing/Foundation Only	Increase # of Dwelling Units
New Two-Family	New Multi-Family	New Units will be
Replacement/ New Mobile Home	On it's own land	In a Park
Commercial Structure	Commercial Addition Repair/Replace Commercial	Commercial Alteration

Property is located in:	Historic District	Yes	No	Approved Site Plan	Yes	No
(Respond to all)	Major or Minor Subdivision	Yes	No	Shore land Protection Zone	Yes	No
	Flood Hazard Area- per the Flood Insurance Rate Map	Yes	No			
	Is proposed work located within 50 feet of a jurisdictional Wetland Area	Yes	No - if so please document.			

Land Information:	City Water	Yes	No	City Sewer	Yes	No	Corner Lot	Yes	No
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Per City of Rochester's Board of Health - Effective November 1, 2023 we will be requiring all new construction homes, not on City water, to include Arsenic and Radon along with the already required E. Coli and Coliform Bacteria in their well testing (Manufactured homes in a Mobile Home Park are excluded)

Primary use of Property is:	Residential	Commercial	Mixed Use (Both Res & Com)	Municipal
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Construction Type:	IA	IIA	IIIA	IV	VB	Occupancy:	Use and Occupancy: _____
	IB	IIB	IIIB	VA			Occupant Load: _____

Description of work to be performed: _____

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EXISTING (or PREVIOUS) CONDITIONS

Existing Use: (land only ☐ - if so skip to "B")

Residential Commercial Mixed Use (both) Municipal

Existing Structures: (Existing Conditions)

Existing # of Buildings on site: _____

Total Sq Ft of existing building(s): _____

Garage Parking: _____ Exterior Parking: _____

Electrical Service: _____

Type of Heat: _____ Fuel Type: _____

of Fireplaces: _____ # of Kitchens: _____

Foundation Type: _____ Building Height: _____

of Full Baths: _____ # of Partial Baths: _____

For Residential Units: (Existing Conditions)

of Units: _____

of Bathrooms: _____

of Bedrooms: _____

For Commercial Units: (Existing Conditions)

of Units: _____

Office Area (sq ft): _____

Office Area (sq ft): _____

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PROPOSED CONDITIONS

Proposed Use:

Residential Commercial Mixed Use (both) Municipal

Sprinkler System: _____ Yes _____ Not Required

Setbacks:

Front Setback: _____ Left Setbacks: _____

Rear Setback _____ Right Setbacks: _____

Proposed Structures: (Total of existing + proposed)

Proposed # of Buildings on site: _____

Total Sq Ft of proposed building(s): _____

Garage Parking: _____ Exterior Parking: _____

Electrical Service: _____

Type of Heat: _____ Fuel Type: _____

of Fireplaces: _____ # of Kitchens: _____

of Full Baths: _____ # of Partial Baths: _____

Foundation Type: _____ Building Height: _____

of Stories: _____

For Residential Units: (Total of existing + proposed)

Proposed # of units: _____

Proposed # of Bathrooms: _____

Proposed # of Bedrooms: _____

For Commercial Units: (Total of existing + proposed)

Proposed # of units: _____

Proposed Office Area: _____

Proposed Other Area: _____

ATTACHMENTS AND SUBMITTALS REQUIRED AT THE TIME OF APPLICATION	
For Residential 1 and 2 Family	For Commercial or Multi-unit Residential
Site Plan <input type="checkbox"/>	Site Plan – Approved Site Plans Must be Certified Prior to Issuance of Building Permits. <input type="checkbox"/>
Driveway Permit [Contact DPW (603) 332-4096] <input type="checkbox"/>	Driveway Permit [If Required] [Contact DPW (603) 332-4096] <input type="checkbox"/>
N.H. Approved Septic Design [If Required] <input type="checkbox"/>	N.H. Approved Septic Design <input type="checkbox"/>
Approved Storm Water Management Plan [Contact DPW (603) 332-4096] <input type="checkbox"/>	Approved Storm Water Management Plan [Contact DPW (603) 332-4096] <input type="checkbox"/>
One full set of building plans and PDF's <input type="checkbox"/>	One full set of plans and PDF's [Stamped When Required by RSA 310 -A] <input type="checkbox"/>
P.U. C. Prescriptive Compliance Application, Res Check Compliance Application, or <input type="checkbox"/>	Letter of Energy Compliance From Design Prof. [May Use Residential Compliance Options to a Maximum building size of 4000 Square Feet] <input type="checkbox"/>
Have you filled out page two Section A and B completely? <input type="checkbox"/>	Have you filled out page two Section A and B completely? <input type="checkbox"/>
Footing Certification – This is Due Prior to Foundation Inspection or Issuance of Building Permit. <input type="checkbox"/>	Footing Certification – This Is Due Prior to Foundation Inspection or Issuance of Building Permit. <input type="checkbox"/>
All Precedent Conditions of the Notice of Decision that was Approved by the Planning Board are met. <input type="checkbox"/>	Statement of Special Inspection [IBC Section 1705] [If Applicable] <input type="checkbox"/>
Fire Department – Fire Protection Plans and Review Fee Submitted In Addition to Building Permit/Fee [If Applicable] <input type="checkbox"/>	Fire Department – Fire Protection Plans and Review Fee Submitted In Addition to Building Permit/Fee. <input type="checkbox"/>

Please be advised, the order of inspections, for the BUILDING INSPECTOR ONLY, are as follows:

1. Reinforcing steel prior to placement of concrete
2. Foundation/ Pier Depth
3. Rough-In: Framing with all other trades roughed in and fire blocking/draft stopping in place; before final sheathing (vinyl, cedar, etc) is applied.
4. Insulation
5. Drywall Installation (Prior to mud & tape)
6. Penetration Firestop
7. Final Inspection

Note: Not all inspections may apply to every situation and additional inspections may be required as needed. Electrical, plumbing, and mechanical work all require additional inspections. Check with Fire Department for their required inspections.

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 City Rochester Ordinance, Chapter 275 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 department of Building and Licensing Services, Assessing Office and any other required City Staff. Any work that is covered prior to the inspection may be required to be removed for inspection.

Certificate of Occupancy (C/O): A C/O must be issued PRIOR to any occupancy of residential and/or commercial structures. A Certificate of Occupancy shall be clearly displayed in all structures of non-residential uses. For Commercial Projects: As-Built Drawings must be submitted prior to issuance of C/O.

Permits are non- transferable. If this is an "After the Fact" permit, it will be subject to a fee two times the normal permit fee.

Applicants are advised that the making of a false statement on this form is a criminal offense.

40.15 Permits. (a) (4) Fees for building permits shall be waived for honorably discharged veteran of an active duty, National Guard or reserve member of the United States Armed Forces, who plans to construct or have constructed for himself/herself a home or appurtenance to a home already owned by him/her for exclusive occupancy by himself/herself and his/her immediate family.

IF THIS APPLIES, PLEASE CHECK THE BOX. (VERIFICATION MAY BE REQUIRED) ☐

****Guest Approval on Permit for:** Owner Contractor Other Email(s) _____

Cost of Construction: _____ **Permit Fee:** _____

Permit fee is based on \$9.00 per \$1,000.00 of Construction Cost (Rounded Up Nearest \$1,000.00) plus a \$10.00 application fee.
Minimum Permit Fee is \$20.00

Applicant Signature

Date