



BUILDING PERMIT GUIDELINES

Applying for a Building Permit:

Below you will find the guide for obtaining a building permit. Building permits are required before you begin construction, alterations, certain repairs or relocation of any structure (including sheds, barns, garages, portable garages, decks, docks, signs, and in ground swimming pools).

Building permits are *not* required for any cosmetic maintenance (painting, siding, shingling a roof, etc.).

Application Filing Requirements:

Submit a complete Building Permit Application accompanied by:

1. All building permit applications must include a site plan to scale indicating the following:
 - The dimensions of the lot.
 - Lot line setbacks as per the Zoning District.
 - The location of the proposed construction.
 - The location of existing buildings with proposed additions and their dimensions. Certain circumstances may require more information and/or a survey.
 - The location of proposed and/or existing driveways for New Single Family Dwelling.
2. Two complete sets of building plans (foundation, structural & Architectural) must be submitted with the application. The second set shall be submitted in a PDF to smaltais@meredithnh.org
3. For new houses/development, you must submit driveway approval with your application. Driveway permits are granted by the Dept. of Public Works (603-279-6352) for town roads and by the NH Department of Transportation District #3 office (603-521-6667) for state roads. Class VI roads will require Planning Board & Select Board approval for building.
4. Where on-site septic systems are needed, obtaining the required state approval is the responsibility of the applicant. No building permit can be issued until State of New Hampshire approval has been received.
5. For projects involving development of waterfront or within 250 feet of lakes, ponds or permanent streams, a state approved Shoreland Permit and Stormwater Management Plan will be required and submitted with the Building Permit Application.

- Shoreline development requiring stormwater management controls shall provide the town with stamped drawings from an engineering firm.
- At completion of project the town and homeowner shall be provided with a post const. maintenance plan of site improvements. (Ref: Zoning Ordinance Article XIV: Section IV, E, Type 3. Section V, E, Section F, line 15)

Permission to build shall not be in effect until the application has been approved and a permit is issued. The Building Inspector shall issue all building permits in accordance with RSA 676:17. The applicant is responsible to assure that all information in the application is correct and accurately represents the proposed project. Permits shall be posted and protected in a visible location on premises.

All construction shall be completed in accordance with the Town of Meredith Zoning Ordinance, locally adopted building codes, State of New Hampshire Building and Fire Codes, and all applicable regulations. The contractor shall be responsible for meeting the minimum requirements of the state building code and state fire code (RSA 155-A: 2 VII).