

For Office Use Only

Permit # _____

Fee \$ _____

Map # _____ Lot # _____

TOWN OF BETHLEHEM PERMIT APPLICATION

New Accessory Dwelling Unit

Please complete ALL sections of this application. If you feel something is not applicable to your project, please note N/A. Incomplete applications **WILL** hold up your approval.

OWNER: _____ Email: _____

Address: _____

Phone: _____ Cell Phone: _____

Preferred Method of Communication: (Circle One) Home Phone Cell Email

LOCATION OF PROPERTY: Town Tax Map # _____ Lot # _____

(Please reference the GIS Maps located in the Government section of the Town's website for this information if you don't have it. www.bethlehemnh.org.)

Physical Address: _____

Size of Lot: _____ Is the lot in Current Use? Yes _____ No _____

Is your new accessory dwelling unit attached or detached from your main dwelling? _____

*Attached: A dwelling unit that is within or attached to a single family dwelling or attached garage, and that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking, and sanitation, on the same parcel of land as the principal dwelling unit it accompanies; and contains an interior door between the principal dwelling unit and the accessory dwelling unit.

*Detached: A dwelling unit in a detached accessory structure such as guest cottage, barn or garage, on the same lot with a single-family dwelling, that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking, and sanitation, **containing no more than two bedrooms and no more than 1,000 sq. ft. of gross floor area.**

Will you be? Occupying _____ Renting Long Term _____ Renting Short Term _____

DISTANCES FOR PROPOSED NEW CONSTRUCTION:

From center of road _____ From Sidelines* _____ & _____ From Back Line _____

Zoning District: _____ Lot Coverage %: _____

BUILDING DIMENSIONS OF NEW CONSTRUCTION: _____

Height _____ # Stories _____ Total # Rooms _____ # Bedrooms _____ # Bathrooms _____

Basement: Yes _____ No _____

At least one Egress window is required in each bedroom with a minimum clear opening of 5.7 sq ft

Type of Heating: Oil** _____ Wood _____ Electric _____ Gas _____ Solar _____ Other _____

**A State permit for the installation of a new oil burner is required

January 2025

Size of Electric Service _____

Snow Load: _____ Wind Load: _____ Frost Level: _____

Required: Snow load 105 at 1800' elevation; Wind load 100 mph; Frost level 60 inches

Foundation: Concrete _____ Piers _____ Slab _____ Other _____

Existing buildings on Property (Describe) _____

Estimated Value of new Construction: \$ _____ Estimated Completion date: _____

Contractor: _____ Phone: _____

Address: _____ Cell: _____

Contractor Email _____

Licenses: All electrical and plumbing work must be done by those licensed in NH unless done by the owner. Per state law, an owner is not qualified to do the work for a rental property. An owner is qualified to do their own work if they reside in the home, but it must meet current code.

ELECTRICIAN: _____ License # _____

Address: _____ Phone: _____

Email: _____

PLUMBER: _____ License # _____

Address: _____ Phone: _____

Email: _____

Water Supply: Town Water _____ Private Well _____ Other _____

Town Sewer: Yes _____ No _____ (If no please complete the information below.)

NHWSPCC Septic Approval for Construction: # _____

Approval Date _____ # Bedrooms Approved _____

NH DOT Access Permit #: _____ Date: _____

Necessary if accessing from a state maintained roadway. Please attach a copy of the approved permit

Town Driveway Permit Approval Date: _____

Necessary if accessing from a town maintained roadway.

Is property in a **FLOOD HAZARD AREA** as shown on Town's Insurance Flood Maps? Yes _____ No _____

Are there any streams, drainage ditches, or wetland areas impacted by this construction? Yes _____ No _____

If **YES** was checked above, please submit your approval from the New Hampshire Wetlands Board.

Plans & Maps: All of the following MUST accompany this application:

1. Map with scale, North arrow and the Name(s) of bordering road(s).
2. Lot lines and clear dimensions of lot.
3. Location of new building and all existing buildings and amenities.
4. Distances of new construction to center of roadway, lot lines and existing buildings.
5. Driveways, parking facilities and drainage control areas.
6. Wetlands, rivers, streams, drainage ditches, culverts, and seasonal runoff areas.
7. Septic systems, both proposed and/or existing, with dimensions to nearest water.
8. Dimensioned floor plans for all floor levels specifying each room with its intended use.

- 9. Dimensioned exterior elevation plans for new construction. *See the Zoning Ordinance for height requirements.*
- 10. New Hampshire Residential Energy Code Application (EC-1 Form)

Are you within 250 feet of the Ammonoosuc River or any water bodies protected under the shoreland water quality protection act? Yes _____ No _____

Culverts: Any culverts and/or other erosion runoff controls are to be installed at owner’s expense if deemed necessary by the Selectmen.

Timeframe: A building permit will be void if:

- 1. Operations are not begun within twelve (12) months from the date of issuance of the permit.
- 2. At the termination of two (2) years from the date of the permit, the exterior of the building remains in an uncompleted condition. The Building Official shall order completion or removal at the expense of the owner of such uncompleted buildings, unless an extension of the permit is granted by the Building Official.

Please Note: RSA 676:7 provides that any individual failing to secure an approved building permit shall be subject to a civil penalty of \$255 to \$550 per day and may be guilty of misdemeanor or a felony.

I understand and accept that approval granted by the Town of Bethlehem, bases upon information supplied herein does not relieve me from having to comply with any Local Ordinances, State or Federal Laws.

I hereby certify that the information herein is true, and the above project will be accomplished in accordance with the information submitted. I have read and understand the Town of Bethlehem Zoning Ordinance as it applies to this project and I understand the Board of Selectmen will act to enforce both the Zoning Ordinance and the State of New Hampshire Building Code.

ALL OWNERS OF RECORD MUST SIGN THE APPLICATION

Signature of Property Owner _____ Date: _____

Signature of Property Owner _____ Date: _____

Approval Conditions: _____

Approval Date: _____ Current Use? Yes ___ No ___ Paid? Yes ___ No ___

Planning Clerk

Building Official

Required Inspections:

- Plumbing
- Electrical
- Foundation
- Frame
- Final
- Health Inspection
- Fire Inspection