

TOWN OF WOLFEBORO
RESIDENTIAL BUILDING PERMIT APPLICATION

CODE ENFORCEMENT 569-5970

www.codes@wolfeboroh.us

Permit Fee: \$ _____ Permit Number _____ Date Received Stamp: _____

Property Information: Zoning District _____ Tax Map #: _____

Physical Location of project : _____

Street name & number (or description)

Owner Information: Email: _____ @ _____

Name _____ Telephone #: _____

Legal Mailing Address: _____
 Street or PO Box Town/City State Zip

*The undersigned hereby applies for permission to make building improvements as described in this application and attached documentation. All construction to be completed in accordance with the Wolfeboro Planning and Zoning Ordinance, Local & State Building Codes, and all applicable regulations. I understand that I must apply for and receive a **Certificate of Occupancy** prior to occupying or using the building (per IRC R110.1), and that I may not store personal belongings such as furniture until a C.O. has been issued.*

Signature of Owner _____ Date: _____ 20 _____

Owner's Agent (letter of authorization required):

Signature of Owner's Agent _____ Date: _____ 20 _____

Print Name _____ Telephone #: _____

Mailing Address: _____
 Street or PO Box Town/City State Zip

<p><i>Construction not authorized until permit is approved 24 hour notice must be given for inspection appointment Approved under 2018 International Residential Code</i></p>	<p>Office use only: DATE APPLICATION COMPLETED</p>
<p>**** Return the Application Instruction sheet with your application ****</p>	

 Building Official

 Date of Approval

Zoning	Fire/Rescue	Municipal Electric	Public Works	Building Department

Conditions of approval: _____

Board Approvals for this project/parcel: (include copy of decision)

ZBA Date of approval _____
 Planning Board Date of approval _____
 TRC Date of approval _____

Building permit application unissued due to:

Construction type:

- € Single Family Dwelling € Garage or accessory building € Addition € Deck
- € Renovations € Alterations € Shed (less than 200sf) € Fence
- € New Roof (*check one*) € Stripping old shingles *or* € Shingling over **ONE** existing layer

Material: _____

- € Wood/Pellet stove/Gas fireplace: *include documents below*
- € Manufactures Installation Instructions € Gas piping permit for Gas fireplace or unit
- € Diagram (floor plan) of installation area showing clearances to construction or other equipment

❖ Description of project _____

Contractor information:

Print Name _____ Phone (Cell preferred) _____

Complete Mailing Address _____

Property Information:

- Water Supply: € Public *or* € Private
- Sewage Disposal: € Public *or* € State of NH Approval#: _____
- Electric Entrance: € Underground *or* € Overhead
- Driveway Permit: € Submitted *or* € Town or State Approval # _____
- Flood Plain: € Yes € No

Foundation: € Concrete € Piers € Block € Wood € Other

Structural Frame: € Wood € Steel € Concrete/Masonry € Other

Are any structural assemblies fabricated off-site?

- € Yes *If Yes, submit all engineered truss or engineered wood/steel drawings Sealed by NH licensed professional*
- € No

Heating/Fuel: check all that apply

- € Gas (Gas piping permit required from Building Department) € Electric
- € Oil (Oil burner permit required from Fire/Rescue Department) € Other _____
- Addition/renovation heating system: € Will use existing system € New system for this project

Fees

		Estimated Construction Cost \$ _____
Living areas, all conditioned (heated) spaces	Finished Sq Ft _____ X	\$75 = _____ X .004 = \$ _____
Porches, basements, garages, all unconditioned spaces	Unfinished Sq Ft _____ X	\$50 = _____ X .004 \$ _____
	(Minimum fee of \$25.00)	Total Fee Due \$ _____

****** Return the Application Instruction sheet with your application ******

Other permit applications that may be required:

- Oil burner Permit (pick up at Fire Department) Application for Water service (Water department)
- Application for electrical entrance (Elec. Dept.) Driveway entrance permit (Town or State)
- Impact Fee Form Electrical permit Plumbing permit Gas piping permit
- Wolfeboro Shoreland Permit NH Shoreland Program

Check List	TOWN OF WOLFEBORO APPLICATION INSTRUCTIONS- Return this sheet with your application	Office Use
	Zoning District: Can be found at https://www.axisgis.com/wolfeboronh/ for the Online GIS system. Choose "Layers tab" then "Zoning Map" search by Owner's Name, Address or Tax Map & Lot Number.	
	Tax Map & Lot Number: Can be found on the property tax bill, survey/septic plan, online GIS system lookup or through the Assessing records.	
	Physical location of the project (Street name and number, or location if no number has been assigned).	
	Owner Information: Legal mailing address and telephone number where they can be reached. Please supply this contact information even if the application is signed by the agent.	
	Owner's Agent: If a contractor or designer is acting as the owner's agent, please supply a signed letter or email from the owner, and supply the agent's contact information on the application.	
	Construction type: check the box(s) that best describe your proposed project.	
	Description of project: what is being changed, added or built for the assessing card.	
	Contractor's Information: Name, Address and Telephone/Cell number.	
	Property Information: Answer questions for Water, Sewer and Electrical.	
	Driveway Permit Application: submitted or an approval number from the Town or State of NH (Note: For whole house renovations, major addition and tear down/rebuild, existing driveways without an approval on file must be resubmitted to the Public Works Department for approval.	
	Flood Plain Maps: Is your property in the flood plain?	
	Construction cost- excluding land.	
	Fee Due – Make checks payable to Town of Wolfeboro.	
	Impact Fee Form – payment for new structures only.	
	Board Approvals: enter the date of any approvals previously obtained for this project or property. Submit a copy of the Notice of Decision for the approval.	
	REQUIRED SUBMITTALS – Your application will be returned to you unapproved if submittals are not complete within 30 days of application received date.	
	Site Plan Instruction Sheet: Every application should have a site plan attached.	
	Wetlands Assessment letter: Every project requires a letter from a Certified Wetland Scientist with a proposed new footprint area including, sheds, decks and additions.	
	3 Sets of Building Plans: (Floor plans and elevations must be "to scale"). Supply window schedule and manufactures information for egress windows and safety glazed windows.	
	Typical Wall Section Drawings – for new typical exterior construction.	
	NH State Energy Code approval number for all new conditioned space greater than 150 square feet.	
	Septic System Expansion Approval: A Flow chart to identify if your project needs a new septic approval from the State of NH DES.	
	For Shorefront properties: Submit approvals for Wolfeboro Shoreland Permit Application and the NH Shoreland Program prior to a building permit application.	

PLAN REVIEW
For Office Use Only

Routed to departments _____
Date

Property Information:

Tax Map # _____

Owner Name: _____

Physical Location of project: _____

Contact person information:

Name: _____

Email: _____

Telephone # _____

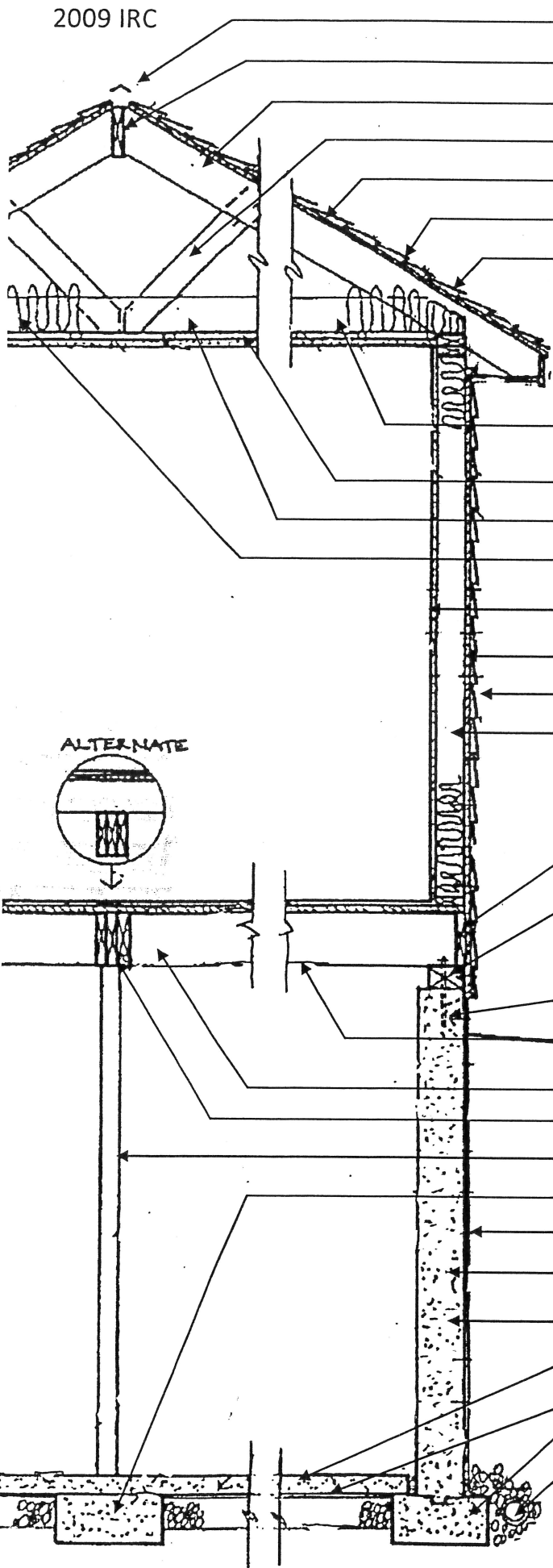
Additional information requested:

Contact date & info: _____

Contact date & info: _____

Contact date & info: _____

Contact date & info: _____



2009 IRC

- IRC 806 Ridge and Soffit Vent ____ or Gable Vent ____
- IRC 802.3 Ridge Board ____ or Structural Ridge ____
- IRC802 Rafters ____ x ____ and ____ On Center
- IRC802.10 Trusses ____ (Provide Manufacturer's Drawing)
- IRC803 Roof Sheathing
- IRC905 Roof underlayment
- IRC905 Roof Shingles or Material

- Name of Property Owner _____
- Address & Tax Map _____

- Insulation: IRC Chapter 11, IRC Chapter 316, and per NH Energy Code
- IRC601.3 Vapor Retarder Material
- IRC802 Ceiling Joists ____ x ____ and ____ On Center
- IRC802.8 Ceiling Joist lateral Support
- IRC 302.9 Interior Finish Material & 702
- IRC703 Exterior Siding
- IRC602.3 Wall Sheathing
- IRC602 Wall Studs ____ x ____ and ____ On Center

- For Slab-on-grade, CMU, ICF, or wood foundations see IRC chapter 4 and provide detail
- IRC502.7 Band or Rim Joist ____ x ____
- IRC 404.3 Sill Plate(s) ____ x ____ (# ____) and PT ____ & 317
- IRC503 Subfloor Material ____ Thickness ____
- IRC403.1.6 Foundation anchorage size ____ spacing ____
- IRC502 Floor Joists ____ x ____ and ____ On Center
- IRC502.7 Floor Joist Lateral Support Provided ____
- IRC502.5 Girder(# ____) -- ____ x ____ or Engineered ____
- IRC407 Columns; Type/size ____ and ____ O.C.
- IRC403 Column footings ____ x ____ x ____
- IRC406 Water/Damp Proofing _____
- IRC404 Concrete Wall ____ High by ____ Wide
- IRC404.1.2 Horizontal Rebar # of bars ____ placed at (1) _____
- IRC506 Concrete Slab Thickness ____ Base Material _____
- IRC506.2.3 Slab Vapor Barrier _____
- IRC403 Concrete Wall Footings ____ x ____ x ____
- IRC405 Foundation Drain Type/Size _____ Stone & Felt _____

TOWN OF WOLFEBORO
SITE PLAN INSTRUCTION SHEET

CODE ENFORCEMENT 569-5970

www.wolfeboronh.us

Instructions for submittal of site plans required for
Building Permits, Raze Permits, Sign Permits and Tent Permits

You may use an existing septic plan, survey, or other site plan as a base for your submittal. Please check this list to verify you have included all needed information.

What to show on completed site plan:

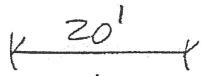
- Map & Lot number
- Property lines with distances along lines
- Distances from property lines to proposed structure
- Show all existing structures including all sheds & barns
- Distances from proposed structure to nearby existing structures
- Roadways adjacent to property lines
- Distances to proposed structure from any shorefront
- Driveway(s), walkways & parking areas Right of Ways, easements, or buffer areas on property
- Indicate wet areas, streams, and natural or build drainage run-off (not necessary for tent & sign permit applications)
- Raze permits ~ indicate on site plan what is being removed

If the property is large, please submit one Site plan showing overall property (Tax Map is fine for this purpose) and one site plan at a small enough scale to show the required information.

Scale: submit site plans “to scale”; acceptable scales are

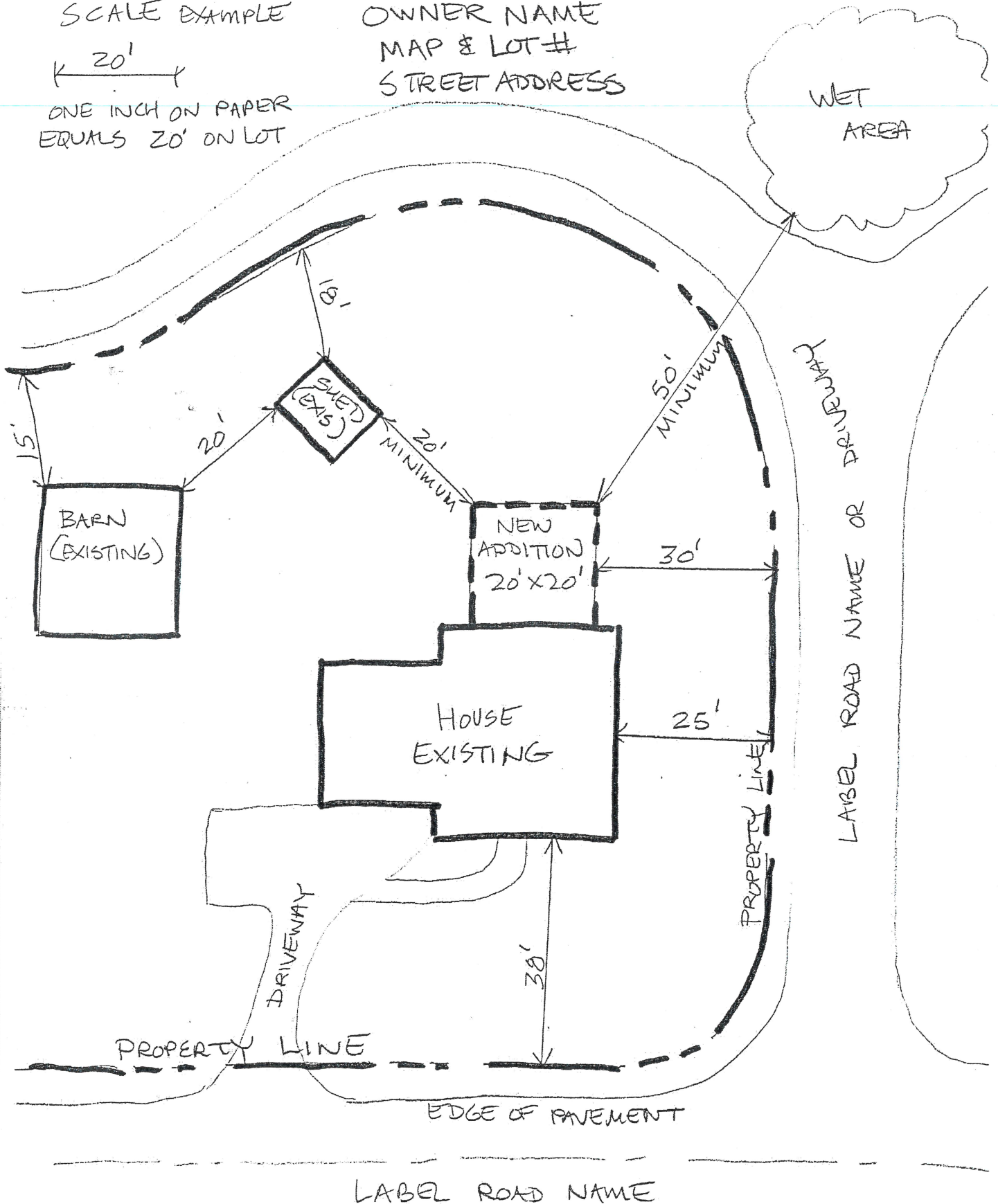
- 1 inch on paper =10 feet on site (1”-10’)
- 1 inch on paper =20 feet on site: most septic plans are drawn at this scale (1”=20’); you can use a copy of your septic plan on which to sketch the proposed building
- 1 inch on paper =50 feet on site: surveys of large parcels might be drawn at this scale (1”=50’); this scale may be too large to show the details of an addition/renovation project
- 1 inch on paper =100 feet on site (1”-100’): Town of Wolfeboro Tax Maps are at this scale, but this scale is too large for most site plans needed. You may use a copy of the tax map if a copy is increased in size by 200%(50’=1”)

SCALE EXAMPLE

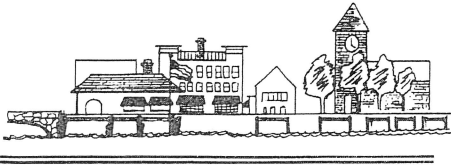


ONE INCH ON PAPER
EQUALS 20' ON LOT

OWNER NAME
MAP & LOT #
STREET ADDRESS



EXAMPLE SITE PLAN



*Town of
Wolfeboro*

Building & Code Enforcement

Current Codes for Town of Wolfeboro

**State of New Hampshire Building Code (RSA 155A): 2015
Editions below effective January 15, 2023**

*International Building Code 2018
International Energy Conservation Codes 2018
International Existing Building Code 2018
International Mechanical Code 2018
International Plumbing Code 2018
International Residential Code 2018
International Swimming Pool and Spa Code 2018
National Electrical Code 2020
State of NH Fire Code Saf-C 6000*

State of New Hampshire Amendments can be found online at the State of New Hampshire Building Code Review Board website.

*9 Union Street Post Office Box 629 Wolfeboro, New Hampshire 03894
(603) 569-5970*



Date adopted	Building Code	Residential Code	Fire Code	Life Safety Code	Electric Code	Plumbing Code	Mechanical Code	Energy Code
3/5/1974 ATM Article 17	NBC 1967 and Concord Sections (see warrant)				NEC 1971	BOCA 1970 Basic Plumbing Code		
4/8/1997 ATM Article 2	1996 BOCA		1996 BOCA NFPC	1994 NFPA101	1993 NEC ANSI/ NFPA70	1996 BOCA IPC	1996 BOCA IMC	
4/8/1997 ATM Article 3								
4/5/2000 Amended by BOS	1999 BOCA	1998 International One & Two Family Dwelling	1999 BOCA NFPC	1997 NFPA101	1999 NEC ANSI/ NFPA70	1997 BOCA IPC	1998 BOCA IMC	
3/9/2004 ATM Article 6								
3/8/2005 ATM Article 5	2003 International Building Code	2003 International Residential Code	Eliminated	2003 NFPA101	2002 NEC ANSI/ NFPA70	2003 IPC	2003 IMC	2003 IECC



Planning and Development

*Town of
Wolfeboro*

Attention Builders and Homeowners

Egress windows; Window sill heights

Recent Code changes and amendments that may affect your project
This notice is not meant to be a complete list of code requirements, but is made available for your convenience. Code compliance remains the responsibility of the Property Owner.

- State and locally adopted code (LSC 2003) require egress windows in all new sleeping and living areas unless other secondary means of escape requirements are met. The minimum dimensions for an egress window opening under LSC 2003 are 20" wide by 24" tall, with a clear opening of 5.7 square feet.
- NH State Adopted IRC 2006
Section 613.2 Window Sills.
In dwelling units, where the opening of an operable window is located more than 72 inches Above finished grade or surface below, the lowest part of the clear opening of the window shall be a minimum of 24 inches above the finished floor of the room in which the window is located.
(See code for complete language)

Code books are available for your review at the Wolfeboro Building Offices, please feel welcome to come in and use the code books.

9 Union Street Post Office Box 629 Wolfeboro, New Hampshire 03894

(603) 569-5970



THE Revised NEW HAMPSHIRE ENERGY CODES

ONLINE COMPLIANCE

You may submit your application on-line. If you are using the New Hampshire Residential Energy Code Application (EC-1 Form) you may fill it out and e-mail it to energycodes@puc.nh.gov. **Your typed name will be considered your signature.**

If you are using REScheck you will need the following:

- **REScheck Software** completed for the project and saved as an '.rck' file. To download this software go to www.puc.nh.gov and click on energy codes.
- **Area Calc Module '.acx' file.** To use this module, access it through REScheck software tools and save it as a separate '.acx file'.
- **An electronic copy of your plan.** This may be a scanned plan saved with a standard format such as .jpg, .tif, or .gif.
- E-mail your '.rck' '.acx' and your scanned plans to energycodes@puc.nh.gov

The former Online submittal process has been eliminated.

Mail any remaining materials to the NH Public Utilities Commission, 21 South Fruit Street Ste 10, Concord NH 03301-2429.

Please send code related questions and requests for technical support for the REScheck software to energycodes@puc.nh.gov or by calling 603-271-6306.

New Hampshire Residential Energy Code Application
 for Certification of Compliance for New Construction, Additions and/or Renovations of
 Detached One- and Two-family dwellings and multi-family dwellings (townhouses) not over 3 stories
EC-1 Form

Minimum Provisions from 2018 IRC Chapter 11

Effective Date: July 1, 2022

Owner/Owner Builder: Company Name: (if applicable)			General Contractor: Company Name:		
Name:			Name:		
Mail Address:			Mail Address:		
Town/City:	State:	Zip:	Town/City:	State:	Zip:
Phone:	Cell:		Phone:	Cell:	
E-Mail:			E-Mail:		
Location of Proposed Structure:			Type of Construction:		
Tax Map #:		Lot #:	<input type="radio"/> Residential <input type="radio"/> Small Commercial		
Street:			<input type="radio"/> New Building <input type="radio"/> Renovation <input type="radio"/> Addition		
Town/City:		County:	<input type="radio"/> Thermally Isolated Sunroom		
<input type="radio"/> Zone 5 <input type="radio"/> Cheshire, Hillsborough, Rockingham Strafford <input type="radio"/> Zone 6 <input type="radio"/> All other NH counties and town of Durham			<input type="radio"/> Modular Home: the site contractor must submit this form detailing supplementary rooms and Floor and/or Basement insulation unless the floor insulation is installed or provided by the manufacturer and no heated space is added.		
			Total New Conditioned* Floor Area:		
			_____ ft ²		
			Basement or Crawl Space type: (*a conditioned space is one being heated/cooled, containing uninsulated ducts or w/ a fixed opening into conditioned space. Walls must be insulated)		
			Conditioned? <input type="radio"/> Yes (Walls must be insulated) <input type="radio"/> No		
			<input type="checkbox"/> Full Basement <input type="checkbox"/> Walk Out Basement		
			<input type="checkbox"/> Slab on Grade <input type="checkbox"/> Other _____		
Structure is EXEMPT because:			Form Submitted by:		
<input type="checkbox"/> Mobile Home <input type="checkbox"/> On an historic register			<input type="checkbox"/> Owner <input type="checkbox"/> Builder <input type="checkbox"/> Other _____		

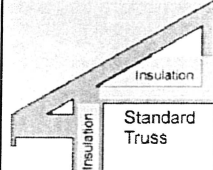
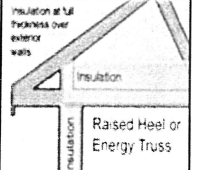
I hereby certify that all the information contained in this application is true and correct, and construction shall comply in all respects with the terms and specifications of the approval given by the local municipal code official or New Hampshire Department of Energy.

Signature _____ Print Name _____ Date _____

Official Use Only		
Date Complete Application Received:	Approved by:	Date:
Approval Number:	Stamp:	

Directions: Complete the "Your Proposed Structure" columns. No measurements or calculations are needed. Copies of plans are NOT needed. If you at least meet the Energy Code requirements, your project will be approved. Write N/A in any section that does not apply to your project. If your planned structure does meet these requirements, consider downloading REScheck <http://www.energycodes.gov/rescheck> to explore energy modelling options. Please submit pages 1,2 and 3 only.

YOUR PROPOSED STRUCTURE

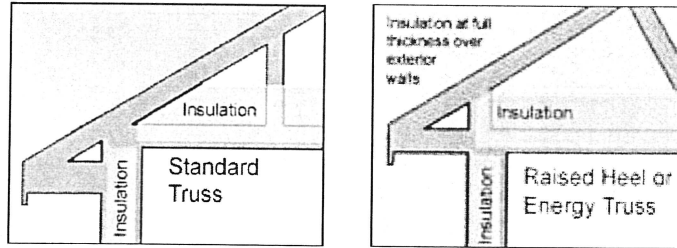
Building Section	Required R or U Values	Write Planned R and U Values	Brands / Models / insulation type and thickness (if known)
Window U Factor (lower U is better)	U .30 (maximum) U-.32 (if log walls in Zone 5) U-.30 (if log walls in Zone 6) U .45 (Thermally Isolated Sunrooms only)	Write in U-Value	Check if <input type="checkbox"/> Sunroom <input type="checkbox"/> Log Walls
Skylights	U .55 (or less) U .70 (Thermally Isolated Sunrooms only)		
Flat Ceilingⁱ <i>or</i> Flat Ceiling with Raised or Energy Trusses R-value	 R-49 (Zone 5 or 6) if using the above construction technique R-49 if log walls	 R-38 (Zone 5 or 6) if maintaining the full R value over the plates R-49 if log walls	Write in R-Value → If using only R-38 in Zone 5 or 6 you must check this box <input type="checkbox"/> <i>By checking this box, I certify that this structure is being built with a raised energy truss or that the full R-value of the ceiling insulation will be maintained over the outside plates.</i>
Sloped or Cathedral Ceiling	R-30 (Zone 5 & 6) if less than 500 ft sq or 20% of total ceiling area or as above R-24 (Thermally Isolated Sunrooms only)	Write in R-Value	Check if <input type="checkbox"/> Sunroom
Above Grade Wallⁱⁱ R-value	Zone 5: R-20 Cavity Insulation only <i>or</i> R-13 plus R-5 Cavity plus Continuous Insulation R-13 (Thermally Isolated Sunrooms only)	Zone 6: R-20 plus R-5 Cavity plus Continuous Insulation <i>or</i> R-13 plus R-10 Cavity plus Continuous Insulation R-13 (Thermally Isolated Sunrooms only)	Write in R-Value Log homes must comply with ICC400-2012, have an average minimum wall thickness of 5" or greater with specific gravity of ≤0.5 or 7" with specific gravity >0.5. Check if <input type="checkbox"/> Sunroom <input type="checkbox"/> Log Walls
Door U-Value	U .30 (maximum)	Write in U-Value	One opaque door in the thermal envelope is exempt from the U-factor requirement.
Floor R Value (e.g., floor over Basement or garage)	R-30 <i>or</i> Insulation sufficient to fill joist cavity minimum R-19	Write in R-Value	If conditioning the basement you must insulate Basement Walls . If not, you may insulate either Floor or Basement Walls and Slab Edge (if ≤ 1' of grade)
Basement or Crawl Space Wall R Value	For both Zone 5 and Zone 6 R-19 Cavity Insulation or R-15 Continuous Insulation	Write in R-Value	

Slab Edgeⁱⁱⁱ R Value	R-10 2' (Zone 5) 4' (Zone 6) (see drawing pg 3) <i>add R-5</i> if the Slab is heated or R-15 under entire heated slab if a log home.	Write in R-Value	Check if <input type="checkbox"/> Heated Slab
Air Sealing	A blower door test is required . The test must demonstrate an air exchange rate of <i>three</i> Air Changes per Hour (ACH) or less @ 50 Pa.	Blower Door	If required by the code official, an approved third party may be required to conduct the blower door test.

Submit pages 1,2 and 3 to local municipal code official or NH Department of Energy at energycodes@energy.nh.gov
Phone: 603.271.3670 Fax: 603.271.3878

Footnotes to Residential Energy Code Application for Certification of Compliance

ⁱ Ceilings with attic spaces: R-38 in Zone 5 or 6 will be deemed to satisfy the requirement for R-49 wherever the full height of uncompressed R-38 insulation extends over the wall top plate at the eaves or the full R-value is maintained. This is often accomplished by using a raised heel or energy truss as shown in the diagram below or by using higher R-value insulation over the plates.

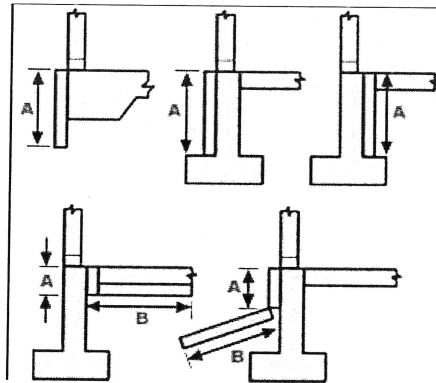


ⁱⁱ R-20 + R-5 means R-20 cavity insulation plus R-5 continuous insulation. If structural sheathing covers 25 percent or less of the exterior, R-5 sheathing is not required where the structural sheathing is placed. If structural sheathing covers more than 25 percent of exterior, the structural sheathing must be supplemented with insulated sheathing of at least R-2.

ⁱⁱⁱ Slab edge insulation must start at the top of the slab edge and extend a total of two (Zone 5) or four feet (Zone 6). Insulation may go straight down, out at an angle away from the building, or along the slab edge and then under the slab. A slab is a concrete floor within 1' of grade level. See diagram below.

The top edge of insulation installed between the exterior wall and the interior slab may be mitered at a 45 degree angle away from the exterior wall.

Allowable Slab Insulation Configurations



A or A+ B must equal two feet in Zone 5 or four feet in Zone 6

MODULAR HOMES must be certified by the NH Department of Safety. Unless the floor insulation is provided by the manufacturer this form may be submitted. This form may also be submitted if the basement is to be insulated or supplementary heated space is added to the home upon or after it is set.

2018 International Residential Code (IRC) effective July 1, 2022

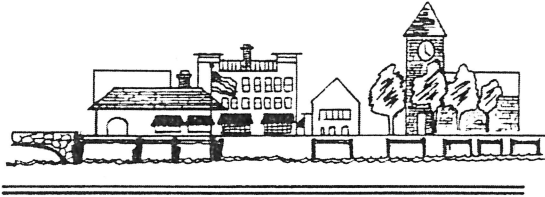
Residential Energy Code Requirements IRC Chapter 11

The following list is intended as a general summary of energy related requirements.

Please consult the 2018 IRC Chapter 11 for complete requirements.

<p>Air Leakage Code Section N1102.4</p>	<p>The building thermal envelope shall be constructed to limit air leakage in accordance with the requirements of IRC Sections R1102.4.1 through R1102.4.4. The building thermal envelope must be durably sealed to limit infiltration. See Table N1102.4.1.1 for a list of thermal envelope elements and installation criteria.</p> <p>Building envelope air tightness shall be verified to comply by Blower Door testing to not exceed air leakage of 3 Air Changes per Hour (ACH) at 50 Pascals pressure. The local Building Official may require an independent 3rd party to conduct the test.</p>
<p>Testing Code Section N1102.4.1.2</p>	<p>The Blower Door Test is the required method to demonstrate code compliance with the air leakage requirement.</p> <p>Blower Door Test conducted by: _____</p> <p>Result (at 50 Pa): _____ CFM Interior Volume _____ CF _____ ACH</p>
<p>Fireplaces Code Section N1102.4.2</p>	<p>New wood-burning fireplaces shall have tight-fitting flue dampers or doors and outdoor combustion air.</p>
<p>Recessed Lighting Code Section N1102.4.5</p>	<p>Recessed lights in the thermal envelope must be type IC rated and labeled as meeting ASTM E 283 and sealed with a gasket or caulk between the housing and the interior wall or ceiling covering.</p>
<p>High-Efficacy Lighting Code Section N1104.1</p>	<p>Not less than 90 percent of the lamps in permanently installing lighting fixtures shall be high-efficacy lamps or not less than 75 percent of the permanently installed lighting fixtures shall contain only high-efficacy lamps.</p>
<p>Materials and Insulation Identification Code Section N1101.5 and N1101.10</p>	<p>Materials, systems and equipment shall be identified in a manner that will allow a determination of code compliance. Manufacturer manuals for all installed heating, cooling and service water heating equipment must be provided. Insulation R-values, glazing and door U-values and heating and cooling equipment efficiency must be clearly marked on the building plans, drawings or specifications.</p>
<p>Pull-Down Attic Stairs, Attic Hatch, and Knee Wall Doors Code Section N1102.2.4</p>	<p>Should be insulated to a level equal to the surrounding surfaces and tightly sealed and weather-stripped at the opening.</p>
<p>Full size Attic or Basement Entry Doors Code Section N1102.3.4</p>	<p>All doors leading from a conditioned space into an unconditioned attic or enclosed attic or basement stairwell should be insulated and weather-stripped exterior rated door units meeting the U-factor requirement. One door is exempt.</p>
<p>Duct Insulation Code Section N1103.3.1</p>	<p>Supply and return ducts in attics must be insulated to at least R-8 where 3 in. diameter or greater and not less than R-6 for ducts smaller than 3 in. diameter.. Supply and return ducts in other portions of the building must be insulated to at least R-6 where 3 in. diameter or greater and not less than R-4.2 for ducts smaller than 3 in. diameter. Exception: Ducts or portions thereof located completely inside the building thermal envelope.</p>

<p>Duct Construction Code Sections N1103.3.2 and N1103.3.5</p>	<p>Ducts, air handlers and filter boxes shall be sealed. Joints and seams must comply with the <i>Int. Mech. Code</i> or Section M1601.4.1 of the <i>International Residential Code</i>. Building framing cavities shall not be used as ducts or plenums (neither supply nor return).</p>
<p>Duct Testing Code Sections 1103.3.3</p>	<p>Ducts shall be pressure tested to determine air leakage by either 1) rough-in test or 2) post-construction test. Rough in Test: Ducts must be no leakier than 6 CFM per 100 sqft of conditioned floor area with air handler installed or 4 CFM per 100sqft without the air handler installed. Post Construction: Ducts must be no leakier than 8 CFM per 100 sqft of conditioned floor area. See Code for further requirement details.</p> <p>Test conducted by: _____</p> <p>Duct test result at 25 Pa: _____ Post construction or _____ Rough-in test</p>
<p>Temperature Controls Code Section N1103.1&1.1</p>	<p>At least one thermostat must be provided for each separate heating and cooling system. The thermostat controlling the primary system must be equipped with a programmable thermostat.</p> <p>Heat pumps having supplementary electric-resistance heat must have controls that, except during defrost, prevent supplemental heat operation when the heat pump compressor can meet the heating load</p>
<p>Mechanical System Piping Insulation Code Section 1103.4</p>	<p>Mechanical system piping capable of conveying fluids at temperatures above 105°F or below 55°F must be insulated to R-3.</p>
<p>Circulating Hot Water Systems Code Section N1103.5</p>	<p>Controls for circulating hot water system pumps shall start based on the identification of a demand for hot water within the occupancy. The controls shall automatically turn off the pump when the water in the circulation loop is at the desired temperature and when there is no demand for hot water.</p> <p>Circulating domestic hot water system piping shall be insulated to R-3.</p>
<p>Mechanical Ventilation Code Section N1103.6</p>	<p>The building shall be provided with ventilation that meets the requirements of Section M1507 of this code or the International Mechanical Code, as applicable, or with other approved means of ventilation. Outdoor air intakes and exhausts must have automatic or gravity dampers that close when the ventilation system is not operating.</p>
<p>Equipment Sizing Code Section N1103.7</p>	<p>Heating and cooling equipment shall be sized in accordance with ACCA Manual J or other approved heating and cooling calculation methodologies. Equipment shall have an efficiency rating equal to or greater than applicable federal standards.</p>
<p>Certificate Code Section N1101.14</p>	<p>A permanent certificate, completed by the builder or registered design professional, must be posted on a wall in the space where the furnace is located, in a utility room or on the electrical distribution panel. It must list the R-values of insulation installed in or on the ceiling, walls, foundation, slab and ducts outside the conditioned spaces; U-factors and SHGC for fenestration; results from any required duct system test and building envelope air leakage testing performed on the building. The certificate must also list the type and efficiency of heating, cooling and service water heating equipment.</p>
<p>Existing Buildings and Structures See Appendix J of IRC</p>	<p>The purpose of these provisions is to encourage continued use of existing buildings and structures. Work in existing buildings shall be classified into categories of repair, renovation, alteration and reconstruction. Consult this Appendix for specific requirements related to work in existing buildings.</p>



Planning & Development Department

*Town of
Wolfeboro*

Wolfeboro's Wetlands Buffer Compliance

Wetlands and wetland buffers are protected under NH State laws (RSA 674:16-17) and the Wolfeboro Planning and Zoning Ordinance (ARTICLE II, Wetlands Conservation Overlay District Sections 175-3 through 175-10).

All applications for Building Permits which propose new or expanded footprint area, including those for sheds, decks and detached garages, must show compliance with wetland buffer by means of a certified site assessment letter from a State of New Hampshire Certified Wetland Scientist. A list of certified Wetland Scientists can be found at <http://www.nh.gov/jtboard/wslis.htm>

Wetlands identified adjacent to and within a construction area shall be delineated by a State of New Hampshire Certified Wetlands Scientist and permanently marked as per Conservation Commission requirements. Please see booklet titled *Requirements For Construction And Installation Of Markers 'Wetland Boundary'* available from the Wolfeboro Conservation Commission.

Projects meeting the threshold criteria proposed within the wetland buffer zone must apply for and receive a Special Use Permit from the Planning Board before a building permit may be issued. The wetlands markers and setbacks from the buffer setback line and lot lines may be required to be shown on a site survey to verify compliance with the Wetlands Buffer Zone and Wolfeboro setbacks.

9 Union Street Post Office Box 629 Wolfeboro, New Hampshire 03894

(603) 569-5970



Does my project require that I build a septic system?

WDSSB5 2013

Clarification of Regulation Requirements for New Construction & Expansion of Existing Buildings

EnvWq 1004.15 Expansion, Relocation, Remodeling or Replacement of Existing Structures

No construction or operational approval from the department shall be required prior to the expansion, relocation, remodeling, or replacement of any structure that does not increase the load on a sewage disposal system as long as the following conditions are met (RSA 485A:38, IIa):

- (1) The ISDS (individual sewage disposal system) serving the **structure received construction and operational approval** from the department **within 20 years** of the date of the issuance of a building permit for the proposed expansion, relocation, or replacement; Or the lot is either **5 acres or more** in size.
- (2) If the property is nonresidential, no waivers were granted in the construction or operational approval of any requirements for total wastewater lot loading, depth to groundwater, or horizontal distances to surface water, water supply systems, or very poorly drained soils; and
- (3) The proposed expansion, relocation, or replacement complies with the requirements of the Shoreland Water Quality Protection Act, RSA 483B, if applicable. Except as provided below, any expansion, relocation, remodeling, or replacement of a structure that does not meet the above exemption requirements shall be considered new construction, and a new application for an ISDS to serve the structure is required:

The ISDS serving the structure received construction and operational approval from the department **more than 20 years** before the date of the issuance of a building permit but otherwise meets the criteria in #3 above **and the footprint will not change**. (EnvWq 1004.15 (c)).

Once approval for the sewage disposal system is received from the department, work may commence on expanding, relocating, or replacing the structure. Prior to expanding any structure or converting the structure from seasonal to fulltime occupancy, the owner of such structure shall submit an application for approval of the sewage disposal system to the department.

For Further Information

If you have any questions concerning septic systems, contact DES Subsurface at (603) 2713501, or 29 Hazen Drive, PO Box 95, Concord, NH 033020095; Fax: (603) 2716683; <http://des.nh.gov/organization/divisions/water/ssb/index.htm>.

**TOWN OF WOLFEBORO, NEW HAMPSHIRE
IMPACT FEE CALCULATION FORM**

SECTION 1:

Owner	Contractor
Permit Reference Number	Permit Type
Tax Map & Lot Number	Street Address

The impact fees calculated herein have been determined in accordance with § 175-173.6. Standards and Basis of Assessment of ARTICLE XXVIA, Impact Fees [Added 3-13-2007 ATM by Art. 3] of the Wolfeboro Zoning Ordinance, and the Basis of Assessment for Public School Impact Fee, Town of Wolfeboro, dated December 1, 2009, effective August 17, 2010. This form is only for those building projects expressly identified above. Changes or modifications to the building project or amendments to the fee schedule contained in the Town of Wolfeboro Zoning Ordinance or Basis of assessment for Public School Impact Fee (aka Methodology Report) may render this calculation null and void. Any claim for credit or exemption must be made no later than the time of application for a building permit or permit for mobile home installation. Any claim not so made shall be deemed waived.

Signature: _____	Date: _____
------------------	-------------

Land Use Category

- Single Detached
- Attached and 2+ Family
- Manufactured Home-All

Single Detached	\$ 4,184/dwelling unit	_____
Attached and 2+ Family	\$2,024/dwelling unit	_____
Manufactured Housing-All	\$ 3,412/dwelling unit	_____

Total Impact Fee _____

TOWN OF WOLFEBORO, NEW HAMPSHIRE
IMPACT FEE CALCULATION FORM
School Impact Fees (Residential Uses Only)

SECTION 2.

Impact Fees Assessment Tax Map _____ Lot _____

To be filled out by Town Treasurer

The total impact fees calculated in Section 1 of this form and shown here in Section 2 have been paid in full.

\$ _____ _____
(Amount) (Date) Town Treasurer's Signature

Check Number _____

§ 175-173.5. Authority to assess impact fees.

The Planning Board is hereby authorized to assess impact fees, as herein defined, and in accordance with the standards herein set forth. The Planning Board shall have the authority to adopt regulations to implement the provisions of this article and to delegate the administrative functions of impact fee assessment, collection and disbursement.

§ 175-173.6. Standards and basis of assessment.

- A. The amount of any impact fee shall be a proportional share of public facility improvement costs which are reasonably related to the capital needs created by the new development, and to the benefits accruing to the new development from the capital improvements financed by the fee.
- B. The Planning Board may prepare, adopt, or amend studies, reports, or cost allocation procedures that are consistent with the above standards, and which define a basis for impact fee assessment for public capital facilities, and the impact fee assessment schedules therefor.
- C. No methodology, cost allocation procedure, or other basis of assessment, nor related impact fee schedules, or changes in the basis of assessment or the fee schedules, shall become effective until it shall have been the subject of a public hearing before the Planning Board.
- D. In the case of new development created by conversion or modification of an existing use, the impact fee shall be based upon the net positive increase in the impact fee assessed for the new use as compared to the highest impact fee that was or would have been assessed for the previous use in existence on or after that effective date of this article.
- E. Upgrading of existing Town facilities and infrastructure, the need for which is not created by new development, shall not be paid for by impact fees.
- F. New development, once assessed an impact fee, shall not be eligible for a reduction as a result in the change in the basis of assessment.

§ 175-173.7. Review and change in assessment schedules.

The impact fee assessment schedules shall be reviewed annually by the Planning Board, along with the foundation documents that provide the basis for the assessment schedules. Such review may result in recommended adjustments in one or more of the fees based on the most recent data as they affect the variables in the fee calculations. Changes in the impact fee assessment schedules shall be effective when adopted by the Planning Board following a public hearing.

§ 175-173.8. Assessment and collection of impact fees.

- A. Where subdivision or site plan approval is required for new development, impact fees shall be assessed at the time of Planning Board approval of a subdivision plat or site plan.
- B. When no Planning Board approval is required, or has been made prior to the adoption or amendment of the impact fee article, impact fees shall be assessed prior

to, or as a condition for, the issuance of a building permit, based upon the impact fee assessment schedule in effect at that time.

- C. Impact fees shall be collected at the time a certificate of occupancy is issued. If no certificate of occupancy is required, impact fees shall be collected at the time new development has been inspected by the Town and determined to be complete.
- D. The Planning Board and the fee payer may establish an alternate, mutually acceptable schedule of payment of impact fees. If an alternate schedule of payment is established, the Planning Board shall require the applicant to post surety, in the form of a cash bond, letter of credit, or performance bond so as to guarantee future payment of assessed impact fees.

§ 175-173.9. Waivers.

The Planning Board may grant full or partial waivers of impact fees where the Board finds that one or more of the following criteria are met with respect to the particular public capital facilities for which impact fees are normally assessed:

- A. A fee payer may request a full or partial waiver of public school impact fees for those residential units that are lawfully restricted to occupancy only by senior citizens age 55 or over in a development that is also maintained in compliance with the provisions of RSA 354-A:15, Housing for Older Persons. The Planning Board may waive school impact fee assessments on restricted-occupancy units where it finds that the property will be bound by lawful deeded restrictions on occupancy by senior citizens age 55 or over in perpetuity. A dwelling unit with said restriction found to be in violation of the deed restriction shall be assessed a one-time school impact fee. Collection of an impact fee shall not constitute acceptance/approval of the violation for the purpose of compliance with any other Town ordinance.
- B. A fee payer may request from the Planning Board a full or partial waiver of impact fee assessments imposed by this article in the amount not to exceed the value of land, facilities construction, or other contributions made by that fee payer toward public capital facilities. The value of such contributions or improvements shall be credited only toward facilities of like kind, and may not be credited to other categories of capital improvements for which impact fees are assessed. All costs incurred by the Town for the review of a proposed waiver, including consultant and counsel fees, shall be paid by the person or entity requesting the waiver.
- C. The value of exactions for off-site improvements which are required by the Planning Board pursuant to RSA 674:21, V(j), as a result of subdivision or site plan review are not eligible for waiver.

TOWN OF WOLFEBORO

BUILDING PERMIT FEES

VALUE OF FINISHED SPACE BASED ON \$75.00 PER SQUARE FOOT
VALUE OF UNFINISHED SPACE BASED ON \$50.00 PER SQUARE FOOT

RESIDENTIAL BUILDING PERMITS **\$25.00 Minimum**

FINISHED – Total Sq. Ft. x \$75 = Cost of Construction X .004 = Fee

UNFINISHED – Total Sq. Ft. X \$50 = Cost of Construction X .004 = Fee

COMMERCIAL BUILDING PERMITS **\$25.00 Minimum**

FINISHED - Total Sq. Ft. x \$75 = Cost of Construction X .004 = Fee

UNFINISHED – Total Sq. Ft. X \$50 = Cost Construction X .004 = Fee

ELECTRICAL PERMITS	\$50.00
GAS PIPING PERMITS	\$50.00
PLUMBING PERMITS	\$50.00
RAZE PERMITS	\$25.00
SIGN PERMITS – PERMANENT	\$25.00
ALTERNATE ENERGY/SOLAR	\$25.00
SWIMMING POOLS (ABOVE GROUND)	\$50.00
SWIMMING POOLS (INGROUND)	\$100.00
FENCES	\$25.00
WOOD STOVE	\$25.00
REINSPECTION FEE	\$25.00
CERTIFICATE OF OCCUPANCY	NO FEE
CHANGE OF OCCPANCY	NO FEE
TENT PERMITS	NO FEE
TEMPORARY SIGNS	NO FEE

**PENALTY FOR PROCEEDING WITHOUT PERMIT:
DOUBLE THE AMOUNT OF THE COST OF THE PERMIT**

**Town of Wolfeboro, NH
PO Box 772
Wolfeboro, NH 03894-0772**

**Business Office: 84 South Main Street
Office Hours: Monday – Friday 8 a.m. – 4 p.m.
Telephone: (603) 569-8150, 8183, 8158, Fax: (603) 569-8167**

Water and Sewer Rate Schedule

Effective Date: March 1, 2019

Billing Date: April 1, 2019

<u>Water</u>	<u>Unit Charge*</u> <u>Per Month</u>	<u>Per 1,000</u> <u>Gallon Charge</u>
0 – 1,500 gallons	\$21.01	\$.00
Over 1,500 gallons		\$11.05
<u>Sewer</u>		
0 – 1,500 gallons	\$20.50	\$.00
Over 1,500 gallons		\$16.55
<u>Septic</u>		
Effective 1/1/98	\$.10 per gallon	

*Based on 5/8" meter. Refer to chart below for appropriate unit charge.

Monthly Unit Charge by Meter Size

<u>Meter Size</u>	<u>Water</u>	<u>Sewer</u>
5/8"	\$ 21.01	\$ 20.50
3/4"	\$ 21.01	\$ 20.50
1"	\$ 29.42	\$ 28.70
1 ½"	\$ 37.82	\$ 36.90
2"	\$ 60.93	\$ 59.45
3"	\$ 231.13	\$ 225.50
4"	\$ 294.17	\$ 287.00
Seasonal	\$ 199.61	\$ 194.75

Monthly water/sewer billing approved by Board of Selectmen August 7, 2013
Rates approved by Board of Selectmen February 20, 2019.

OTHER CHARGES

Manual Reading Charge – Approved by Board of Selectmen 08/07/13

A charge of \$25.00 per month will be billed for each manual reading.

Deduct Meter Charge – Approved by Board of Selectmen 09/04/13

Effective with the April, 2014 bill, a charge of \$5.00 per month will be billed for each deduct meter.

Disconnect/Reconnect Charges – Effective 01/01/99

A charge of \$50.00 will be billed for each disconnection or reconnection of service. A forty-eight (48) hour notice by the customer is required for this service.

Hydrant Rental Charges – Approved by Board of Selectmen 10/17/07

20% of gross appropriations of Water Budget

Connection Charge Schedule
Approved by Board of Selectmen October 19, 2007
Effective Date: October 19, 2007

Connection charges include installation of service within 30 feet from main line.

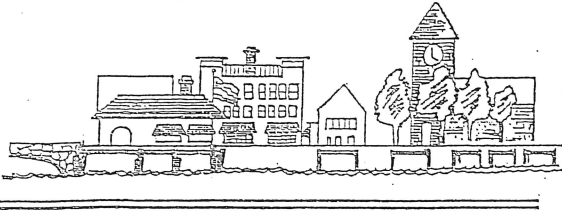
Water (including seasonal)

1. Residential up to 3 bedrooms	\$6,000.00
2. Residential 4 bedrooms	\$8,000.00
3. Residential over 4 bedrooms (per bedroom)	\$2,000.00
4. Commercial, Industrial, all other Non-residential (per gallon, \$6,000.00 minimum)	\$ 13.00

Sewer

1. Residential up to 3 bedrooms	\$6,000.00
2. Residential 4 bedrooms	\$8,000.00
3. Residential over 4 bedrooms (per bedroom)	\$2,000.00
4. Commercial, Industrial, all other Non-residential (per gallon, \$6,000.00 minimum)	\$ 13.33

Note: Connection charge for commercial, industrial, and all other non-residential water and sewer users will be calculated on the basis of the daily flow volume assigned to the proposed type of use in the New Hampshire Department of Environmental Services' Subdivision and Individual Sewage Disposal System Design Rules, Chapter Env-Ws 1008.03.



Town of
Wolfeboro

APPLICATION AND APPROVAL PROCESS

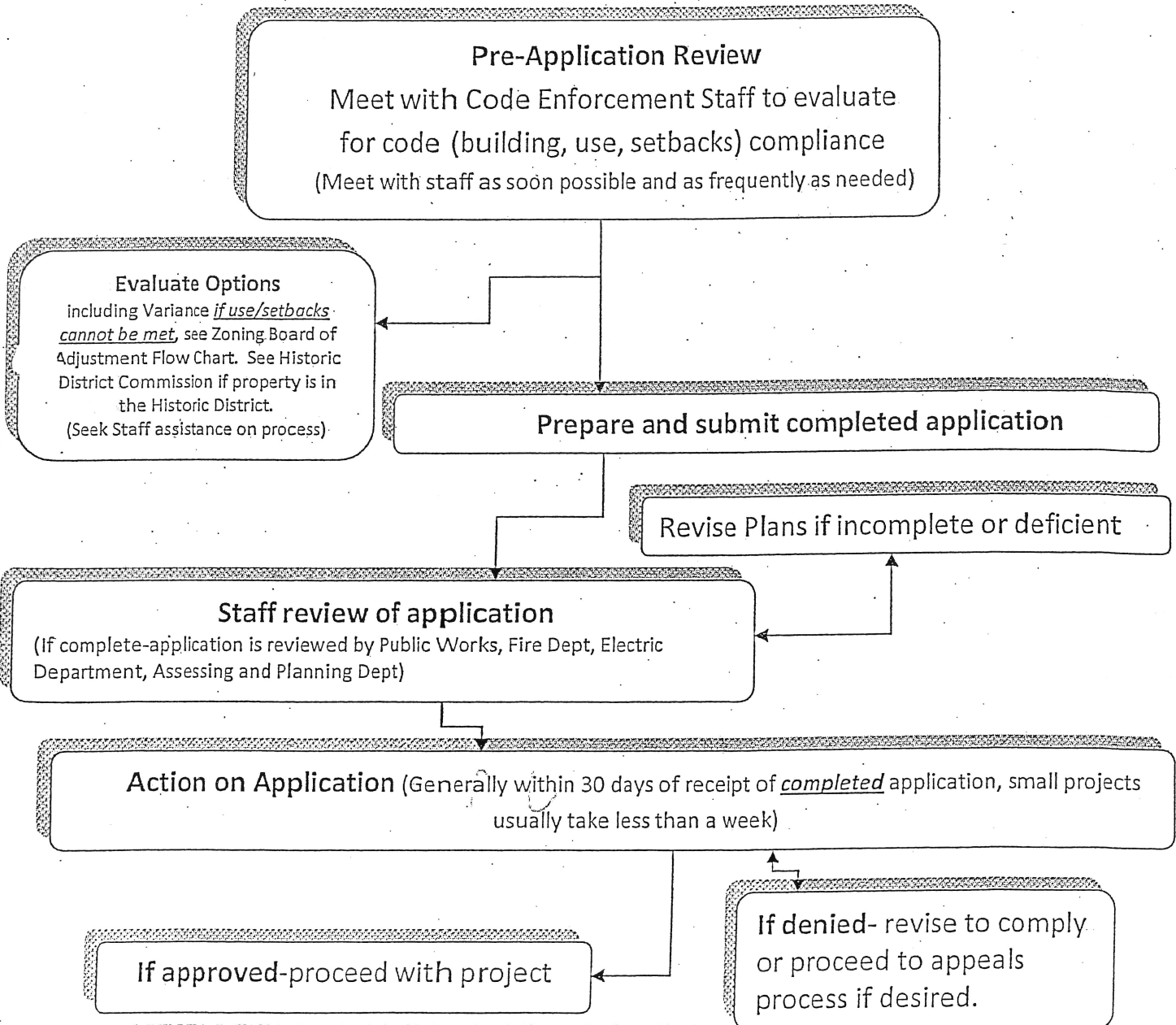
Building Permit

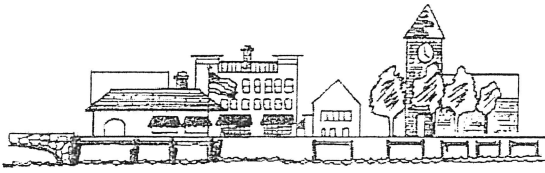
Contact: Code Enforcement Officer

Applications Include:

- Repairs and Renovations
- New Construction and Additions
- Electrical, Plumbing, Gas, Wood Stoves
- Change of Use
- Sign Permit, Temporary and Permanent

Overview Only





ENFORCEMENT OF CODE VIOLATIONS

Code Enforcement Office: 569-5970

Town of
Wolfeboro

Allegation of violation from citizen complaint or as identified by staff

Alleged violations could include:

- ~ Encroachment into setbacks such as property lines or Wetlands Buffer Zone.
- ~ Site preparation or building activity prior to obtaining a permit.
- ~ Exceeding scope of building permit.
- ~ Non-compliance with permit approval conditions (ZBA, HDC, PB, DES).
- ~ Use of property in a manner not permitted by zone or ordinances.

Violation verified and documented by staff through research of the record files, personal interview, and investigation.

Alleged violation unfounded

File closed

Scope and impact of violation assessed and case integrated into departmental work flow for enforcement decision/action

Contact (telephone or in-person) made with violator and violation immediately abated, or abatement agreement made. *Zoning Violation Log Card* or letter completed and added to record file.

Letter written to property owner and responsible party. Letter will identify zoning provision being violated, a method of abatement, and a timeline for action.

No response/no abatement effort from addressee

Certified *Notice of Violation* letter sent reiterating violation and warning of court action and fine if violation is not abated, or an abatement agreement made, within 10 days of receipt of notification (§175-181). A deadline for ZBA application for Appeal of Administrative Decision (§ 175-187) will be set (30 days from receipt of notification).

Voluntary compliance

Responsible party contacts the Code Enforcement Officer and makes abatement agreement, or takes steps to abate the violation.

No response/no abatement effort from addressee

ZBA appeal deadline has passed without application presented for an appeal. Second certified *Notice of Violation* letter sent with warning of impending court action and final date to comply.

Violation forwarded to Town Attorney for action or pursued by Code Enforcement Officer in Court pursuant to New Hampshire Statutes CHAPTER 676: ADMINISTRATIVE AND ENFORCEMENT PROCEDURES

CODE OF THE TOWN OF WOLFEBORO NEW HAMPSHIRE, v6 Updated 02-15-2008
PART II LAND USE LEGISLATION Chapter 175, ZONING
Part 1, Planning and Zoning [Adopted 3-13-1939 ATM by Art. 9, as amended through 3-2000 ATM]

ARTICLE XXVIII, Administration and Enforcement

§ 175-181. Violations and penalties; methods of correction.

A. Any person, partnership, association, company, corporation or individual who violates, disobeys, omits, neglects or refuses to comply with the provisions of this chapter shall be deemed guilty of a misdemeanor offense and, upon conviction thereof by a court of competent jurisdiction, shall be punished by a civil fine of \$100 per day per violation of this Code for each day such violation continues. A violation or suspected violation may be brought to the attention of the Code Enforcement Officer by any individual who suspects that such violation has or may be occurring.

B. The Code Enforcement Officer shall conduct an investigation, under the supervision of the Zoning Administrator, into the alleged violation. If the investigation appears to uphold the allegation, the Code Enforcement Officer shall first notify the offending party, who shall have a maximum of 10 days in which to correct the violation or in which to come to an agreement on a time frame in which the violation may be abated. Such an agreement shall be binding. In the event that these efforts fail to result in an abatement of the violation, the Zoning Administrator shall file a complaint with the Town Attorney, and the matter shall come before a court of competent jurisdiction for resolution.

C. Every violation of these regulations shall be a separate and distinct offense, and in the case of a continuing violation, each day's continuance shall be deemed a separate and distinct offense.

§ 175-187. Appeals.

Appeals to the Board of Adjustment may be taken by any person aggrieved or by an officer, department, board, or bureau of the municipality affected by any decision of the permit officer, in the manner prescribed by RSA 676:5, as amended, within the time limit set forth by the Board of Adjustment according to said statute.

New Hampshire Statutes

CHAPTER 676: ADMINISTRATIVE AND ENFORCEMENT PROCEDURES

Penalties and Remedies

676:15 Injunctive Relief.

676:17 Fines and Penalties; Second Offense.

676:17-a Cease and Desist Orders.

676:17-b Local Land Use Citations; Pleas by Mail.

Full text of the statutes can be found at:

<http://www.gencourt.state.nh.us/rsa/html/NHTOC/NHTOC-LXIV.htm>

Zoning Enforcement Policy

General Policy

Enforcement shall be prioritized to protect the public health, safety, welfare, environment and property values of the community, in a fair and equitable manner. Zoning enforcement is not to be used as a means of furthering neighbor and/or civil disputes.

General Procedures

These procedures are not inflexible and adjustments may be made depending upon the nature and severity of the violation.

All complaints received shall be documented in writing and include the complainant's name and contact information. Said complaint shall be evaluated for priority, and pertinent town records researched.

Site investigation conducted. If violation found, site inspection notes compiled and photographs taken, when possible. Violation file created and violator contacted. Contact may be either written or oral. Nature of violation explained and remedy provided.

Re-inspection conducted. If violation remains, a formal Notice of Violation/Request for Voluntary Compliance may be issued, citing the regulation being violated and the remedy and timeframe for compliance.

If the violation remains upon the expiration of the voluntary compliance date, a Cease and Desist Order may be issued, citing the violation, the required remedy and the right to appeal.

If the violation remains and the right to appeal has expired, a Citation or other legal remedies may be issued/taken.

Enforcement Priorities

The following are general policies relating to prioritizing enforcement of the Wolfeboro Planning and Zoning Regulations:

Violations that pose immediate danger to the public health, safety, environment and general welfare of the community.

Violations related to development projects that are in the construction phase.

Complaint based enforcement which are in writing include the complainant's name and contact information.

Anonymous complaints posing an immediate threat to the public health, safety, environment and welfare of the community.

Complaints associated with neighbor and/or civil disputes shall receive the lowest priority.

Code Enforcement (Building and Fire Codes)

Unlike Zoning, which is adopted by the town, building and fire code are adopted by the State of NH. In addition, both the building and fire code have established standards for enforcement and, therefore, the Zoning Enforcement Policy shall not pertain to the building and fire code.

Adopted by the Board of Selectmen on September 15, 2010



Got Permits?

for Land Resources Management Projects

Your construction project may require one or more permits from the New Hampshire Department of Environmental Services in addition to local permits that may be required. For projects that do not require a permit, there may be guidelines that you must follow during construction. This chart is intended to include the most common building project types. It is the responsibility of the property owner and contractor to understand all local, state, and federal laws for any given project.

Prior to	When working here	You need this approval
Installing / repairing a dock, boat lift, or any other type of shoreline structure	Any lake, pond, river, or stream	<u>Wetlands Permit</u>
Impacting the bank of any waterbody (i.e. bank stabilization or constructing or repairing retaining walls)	On or within the bank of any lake, pond, river, or stream	
Constructing a new beach or replenishing beach sand	Adjacent to any waterbody	
Dredging, filling, or constructing new structures	Within any <u>jurisdictional wetland</u> , including: the bed of a swamp, bog, marsh, forested wetland, tidal buffer zone, or sand dune	
Timber harvesting	Crossing any stream or wetland	
Tree cutting or vegetation maintenance / removal	Within 150 feet of <u>waterbodies protected</u> under the Shoreland Water Quality Protection Act	No permit required but must retain vegetation within limits described within the <u>Vegetation Maintenance fact sheet</u>
Applying fertilizer	Within 250 feet of <u>waterbodies protected</u> under the Shoreland Water Quality Protection Act	No permit required but the phosphorous component must be no greater than two percent
Constructing new structures such as residential dwellings, sheds, or driveways		<u>Shoreland Impact Permit</u>
Earth moving or excavation with a total impact greater than 50,000 square feet		<u>Shoreland Impact Permit</u> & <u>Alteration of Terrain Permit</u>
Earth moving or excavation with an impact greater than 100,000 square feet	Anywhere	<u>Alteration of Terrain Permit</u>
Executing a purchase and sales agreement on waterfront property	Contiguous to or within 200 feet of <u>waterbodies protected</u> under the Shoreland Water Quality Protection Act	<u>Site Assessment Study</u>
Building a residential dwelling, converting to year-round use, adding bedrooms, or expanding living space	Anywhere not serviced by municipal sewer	<u>Septic System Construction Approval</u> & <u>Septic System Operational Approval</u>
Subdividing land for single-family, condominium, apartment, or campground		<u>Subdivision Approval</u>
Subdividing for non-domestic septic, higher loads, or setback issues		<u>Groundwater Discharge Permit</u>
Installing a well closer than 75 feet to a septic system	Anywhere	Must file a Recorded Well Release
Supplying water for 25 or more people 60 or more days a year	Anywhere not serviced by municipal water	<u>Community Well Siting</u> & <u>Engineering Design Approval</u>
Withdrawing greater than 57,600 gallons per day of groundwater from one or more wells	Anywhere	<u>Large Groundwater Withdrawal Permit</u>



Scan QR Code to download poster and web links!

New Hampshire Department of Environmental Services

29 Hazen Drive / PO Box 95

Concord, NH 03301

(603) 271-2147

www.des.nh.gov

Revised February, 2014



WOLFEBORO WATER AND SEWER DEPARTMENT
APPLICATION FOR NEW WATER SERVICE
(Subject to approval by the Town Manager or Board of Selectmen)

Date of Application _____ Building Permit # _____

Location _____ Map ____ Lot ____ Unit ____

Property Owner _____

Mailing Address _____

Description of Service Requested

Size of Pipe _____ Underground _____ Surface _____

Type and Size of Pipe, Curb to House _____

Curb stop will be located at a point agreed upon by property owner and the Wolfeboro Water and Sewer Department. Under no circumstances will the curb stop be obstructed or the department refused access to it in the performance of duty. This valve is to be operated by department personnel only. Should the curb box need to be relocated, raised, or lowered after completion of installation, the cost will be borne by the customer.

All services will have a stop and waste valve installed just inside the foundation.

Meters shall be installed in a suitable location where easily accessible to department personnel and remote meters hooked up before the water will be turned on.

Payment for the service must be made upon approval of this application and before service is installed. Any additional charges due to increased pipe size or services extending beyond a distance of thirty (30) feet from the Main, will be billed and must be paid before the water is turned on.

Installation fee: See Water and Sewer Rate Schedule

I hereby agree to all terms and regulations set forth by this application and to all Rules and Regulations set forth by the Wolfeboro Water and Sewer Department.

Owner's Signature _____

Approved by _____ Date _____

Installation Fee _____ Date Received _____

Adopted by: Wolfeboro Board of Selectmen, December 26, 1987

Effective Date: December 17, 1987

Revised: June 21, 1995
June 17, 1999

WOLFEBORO WATER AND SEWER DEPARTMENT
APPLICATION FOR NEW SEWER SERVICE
(Subject to approval by the Town Manager or Board of Selectmen)

Date of Application _____ Building Permit # _____

Location _____ Map ____ Lot ____ Unit ____

Property Owner _____

Mailing Address _____

Description of Service Requested

Size of Pipe _____ Underground _____ Surface _____

Type and Size of Pipe, Curb to House _____

Curb stop will be located at a point agreed upon by property owner and the Wolfeboro Water and Sewer Department. Under no circumstances will the curb stop be obstructed or the department refused access to it in the performance of duty. This valve is to be operated by department personnel only. Should the curb box need to be relocated, raised, or lowered after completion of installation, the cost will be borne by the customer.

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