

TOWN OF SPRINGFIELD  
2750 MAIN STREET-PO BOX 22  
SPRINGFIELD, NH 03284  
PHONE 603-763-4805  
FAX 603-763-3336

**APPLICATION FOR BUILDING PERMIT**

\*Please allow 7 to 14 days for processing

Name of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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

\_\_\_\_\_ Phone \_\_\_\_\_

Fees: Primary Building \$50 \_\_\_\_\_ Accessory Buildings & Additions: \$25 \_\_\_\_\_

After the Fact: \$100 \_\_\_\_\_ \$50 \_\_\_\_\_

Permit renewal (no changes to site plan or dimensions) \$10 \_\_\_\_\_

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Location of Property \_\_\_\_\_

\*\* Lot number, street number or owner's name must be displayed at roadside for accurate property identification at the time of inspection. Failure to adequately identify building site could result in a processing delay.

Map \_\_\_\_\_ Lot \_\_\_\_\_ - \_\_\_\_\_ House # \_\_\_\_\_

Does the property have a Current Use Assessment? \_\_\_\_\_

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Proposed use of Construction: Year-round residence \_\_\_\_\_ or Seasonal \_\_\_\_\_

Business \_\_\_\_\_ \* If Yes, please ask Town Office Staff for assistance. You  
May be referred to the Planning Board

Proposed Construction:

For new residences: Number of Bedrooms \_\_\_\_\_ Number of Bathrooms \_\_\_\_\_

One Family Residence \_\_\_\_\_ Multi-Family Residence \_\_\_\_\_ Garage \_\_\_\_\_

Shed \_\_\_\_\_ Deck \_\_\_\_\_ Alteration \_\_\_\_\_ Addition \_\_\_\_\_

Other \_\_\_\_\_

Building Dimensions: Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_

If Manufactured/Mobile Home: Make \_\_\_\_\_

Year \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_

Estimated Value of Structure (fair market value after construction) \_\_\_\_\_

**SEPTIC REGULATIONS APPLY TO ALL NEW AND EXISTING STRUCTURES: STATE SEPTIC APPROVAL REQUIRED FOR ALL RESIDENTIAL CONSTRUCTION: DES SUBSURFACE SYSTEMS REGULATIONS CAN BE FOUND AT: [WWW.nh.gov/organization/divisions/water/ssb/index.htm](http://WWW.nh.gov/organization/divisions/water/ssb/index.htm)**

**Residential Structures:**

State Septic Approval (if applicable) \_\_\_\_\_ No. of Bedrooms \_\_\_\_\_

An approval from the NH Water Supply and Pollution Control Commission for a waste disposal system servicing the proposed new structure or addition to an existing structure must be obtained and a copy filed with this office before this application will be approved.

NH Wetland Approval # (if applicable) \_\_\_\_\_

Driveway Approval Attached (for new construction) \_\_\_\_\_

Class VI Road Release Attached (if applicable) \_\_\_\_\_

Type of Water System \_\_\_\_\_

Type of Heating System \_\_\_\_\_

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**SETBACKS**

**PLEASE REVIEW THE SPRINGFIELD ZONING ORDINANCE FOR SET BACK REQUIREMENTS FOR THE FOLLOWING:**

**Buildings:**

Distance in feet from any public or private highway, street, or road right-of-way \_\_\_\_\_

Distance in feet from all lot boundaries \_\_\_\_\_

Distance in feet from any surface water/wetlands \_\_\_\_\_

**Well and/or septic system (if applicable.)**

Distance in feet from any boundary of the lot on which it is located \_\_\_\_\_

If a septic system, distance in feet to any surface water/wetlands \_\_\_\_\_

## SETBACKS & LOCATION SKETCH

This page **MUST** be completed before this building permit application will be reviewed.

1. PLEASE PROVIDE A SKETCH (to scale recommended) OF THE PROPOSED BUILDING OR ADDITION. INCLUDE ALL DIMENSIONS AND THE LOCATION ON THE PROPERTY.
2. BE SURE TO INCLUDE **ALL** SETBACKS
3. THE BUILDING LOCATION MUST BE ADEQUATELY STAKED ON THE GROUND. PLEASE BE SURE TO STAKE EACH CORNER FOR PROPER IDENTIFICATION.

**SKETCH BELOW**

(attach a separate sheet if necessary)

**Failure to adequately provide required information may result in a delay of the application process.**

**NEW CONSTRUCTION – PLEASE SUBMIT A SET OF PLANS**

In accepting this Building Permit (and signing below), the owner of this property agrees that the proposed construction, erection, or alteration described will conform with the Zoning Ordinance adopted by the Town of Springfield on August 5, 1987, or as amended, and with all other requirements by law of the Town of Springfield and the State of New Hampshire pertaining to buildings, wiring, plumbing, water, and sanitary systems.

Further, the signer certifies that all information provided in support of the application is true and authorizes inspection of the property by Town Officials for purposes of this building permit.

The applicant is aware that the construction of driveways entering onto a town road or other work within the right-of-way of a town road, requires additional approvals by the Town before commencing.

During the months of March and April, no concrete trucks, heavy equipment, or transport of mobile homes will be allowed on Class V and Class VI roads.

Applicant

\_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Agent (if applicable)

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**ACTION ON BUILDING PERMIT APPLICATION**

**(RECEIPT OF THIS APPROVED APPLICATION CONSTITUTES PERMISSION TO BUILD)**

Approved \_\_\_\_\_ Denied \_\_\_\_\_

Reason for Denial \_\_\_\_\_

Referred to Zoning Board of Adjustment for Variance Decision due to \_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_  
ZONING COMPLIANCE OFFICER Date: \_\_\_\_\_

\_\_\_\_\_  
SELECTMEN Date: \_\_\_\_\_

**PERMITS VALID FOR ONE YEAR FROM DATE OF ISSUE.  
THIS APPLICATION IS NOT TRANSFERRABLE**