

**TOWN OF LANCASTER**  
**RESIDENTIAL BUILDING PERMIT**  
**APPLICATION**

Paid Date and Initial

Complete all questions below or application cannot be processed. If a question does not apply, write "N/A".

DESCRIPTION OF WORK	FEES								
For a new or existing building, provide a detailed <b>description</b> of work and provide a drawing including setback dimensions for all exterior changes. For work that changes the building footprint, provide a <b>scale drawing</b> showing all buildings, roads, driveways, natural features, R.O.W.'s, property lines, and setbacks. <p style="text-align: center;">*** If Parcel is in <b>CURRENT USE</b>***</p> <p style="text-align: center;">Provide a map showing area of development with dimensions.</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"><b>Residential Building</b></td> <td style="width: 30%; text-align: right;">\$ 25.00</td> </tr> <tr> <td><b>Residential Building</b> Change-under 50%</td> <td style="text-align: right;">\$ 10.00</td> </tr> <tr> <td><b>Mobile Home (In Park)</b></td> <td style="text-align: right;">\$ 10.00</td> </tr> <tr> <td><b>Residential Outbuilding</b></td> <td style="text-align: right;">\$ 10.00</td> </tr> </table>	<b>Residential Building</b>	\$ 25.00	<b>Residential Building</b> Change-under 50%	\$ 10.00	<b>Mobile Home (In Park)</b>	\$ 10.00	<b>Residential Outbuilding</b>	\$ 10.00
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<b>Description:</b>  <input type="checkbox"/> Mobilehome <input type="checkbox"/> Single Family Home <input type="checkbox"/> Modular <input type="checkbox"/> Two Family Home <input type="checkbox"/> Other	<p style="text-align: center;"><b>NOTE:</b></p> All fees <b>MUST</b> be paid upon submitting this application								
<b>INTENDED USE</b> ➔	<b>Other Permits:</b> (yes, no, n/a)--If yes, these applications may be obtained at the Town Office.								
<b>Street Location of Proposed Work:</b>  <b>Tax Map:</b> _____ <b>Lot Number:</b> _____	<b>Resolution</b> _____ (Private or Class VI Road) <b>Driveway Permit</b> _____ *NOTE: Driveway off a State Road requires State permit.								
APPLICANT & OWNER INFORMATION									
<b>Applicant Name:</b> _____ <b>Mailing Address:</b> _____ <b>Phone:</b> _____	<b>911 Application</b> _____ <b>W &amp; S Requisition</b> _____								
If Owner is other than Applicant, list Owner & Address: <b>Owner or Company:</b> _____ <b>Mailing Address:</b> _____ <b>Phone:</b> _____	<b>ZONING DISTRICT</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Agri</td> <td style="width: 25%;">Res</td> <td style="width: 25%;">Comm</td> <td style="width: 25%;">Comm/Ind</td> </tr> </table>	Agri	Res	Comm	Comm/Ind				
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<b>FLOOD INFORMATION</b> <b>Flood Map No.</b> 335277-_____ <b>Flood Map Zone:</b> _____ Is Proposed work in the Flood Plain? Yes _____ No _____ (If yes, please list the following) <b>Flood Elevation:</b> _____ <b>Ground Elevation:</b> _____ <b>1st Floor Elevation</b> _____ <b>Est. Cost of Improvement</b> _____ (Additional permits may be required)	<b>SETBACKS</b> <b>FRONT:</b> _____ <b>LEFT:</b> _____ <b>RIGHT:</b> _____ <b>REAR:</b> _____								
<b>WATER SYSTEM</b> Municipal service requires a Town Permit	<b>BUILDING DIMENSIONS</b> <b>(SKETCH W/DIMENSIONS &amp; ALL ATTACHMENTS REQUIRED)</b> <b># OF STORIES:</b> _____ <b># OF DWELLING UNITS:</b> _____ <b>Sq. ft.</b> _____								
<b>SEWER SYSTEM</b> <input type="checkbox"/> Municipal Service (Requires Town Permit) <input type="checkbox"/> Septic System (Requires Letter of adequacy from a NH Licensed Designer)	<b>BUILDING INFORMATION</b> FOUNDATION: full; crawl; slab; piers finished; unfinished; heated <b># OF BEDROOMS</b> _____								

(Continued on reverse side)

Please be advised: You may be required to obtain additional permits from other state/federal governmental entities. A summary sheet is available at the Town Office.

I/We acknowledge that I/We may be required to obtain other permits from other state or federal entities and I/We understand that issuance of the Town of Lancaster Building Permit does not release me from these requirements.

\_\_\_\_\_  
Owner(s) Signature (required) \_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant(s) Signature \_\_\_\_\_  
Date

By signing this document,

- ❖ I/We certify that the information given is true and correct to the best of my knowledge and belief.
- ❖ I/We understand this permit is valid only for the work noted and expires 12 months from date of issuance.
- ❖ I/We understand that all construction will be done in accordance with town, state, and building regulations and that compliance is the sole responsibility of the applicant.
- ❖ I/We certify that all requirements specified in the Town of Lancaster Zoning Ordinance shall be met and that all structures shall comply with setback requirements as stated therein.
- ❖ I/We understand that the proposed work shall be done in accordance with the plans, sketch and specifications submitted. I/We further understand that no changes to the permit shall be made without written notification to the Town and that changes may result in the need for additional approvals.
- ❖ I/We understand that the building permit shall be posted so as to be visible from the street.
- ❖ I/We understand that violation the terms of Zoning Ordinance, including beginning construction without a building permit, will result in an immediate cease and desist order and I/We may be subject to fines outlined in RSA 676:17.

\_\_\_\_\_  
Owner(s) Signature (required) \_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant(s) Signature \_\_\_\_\_  
Date

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Municipal Use Only  
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\_\_\_\_\_  
Town Manager or Designee Signature \_\_\_\_\_  
Date

## OTHER STATE/FEDERAL PERMITS

- ❖ NHDOT Driveway Permit – Region I (603) 788-4641
- ❖ Shoreline or Wetlands Permit (603) 271-2147
  - Baker Pond
  - Blood Pond
  - Clark Pond
  - Martin Meadow Pond
  - Connecticut River
  - Israel River
- ❖ NH Energy Code (603) 271-6306
- ❖ State of NH Building Code (International Building Code)
- ❖ Licensed Plumber – RSA 329-A
- ❖ Licensed Electrician – RSA 319-C
- ❖ Intent to Cut
- ❖ Scenic Road-Removal of Trees or Disturbance of Stone Walls requires Planning Board Approval
- ❖ Oil Burner Permit (Lancaster Fire Department)