

JEFFERSON RESIDENTIAL & COMMERCIAL BUILDING PERMIT  
REQUIREMENTS

You must apply for:

Building Permit when: constructing a new building, house, garage, shed, barn, etc.  
constructing an addition to an existing building

Special Exception when: starting a home-based business, small business, anything other than residential or agriculture use ( this approval is granted by the Board of Adjustments)

Information to be included with your building permit:

1. sketch of your lot
2. show the location of the building and/or addition
3. show the distance from all boundary lines to the work area (50-foot requirement)
4. all new homes using electric or fossil fuel for heating **MUST** obtain the NH Residential Energy Code approval prior to submitting the building permit to the Town, spending more than 50% of current value in alterations, winterizing a seasonal home or part of an existing structure, construct an addition with more than 150 square feet of total floor space. [www.puc.nh.gov](http://www.puc.nh.gov) phone assistance 603-271-2431  
**Exemptions:** mobile homes, modular home certified by the NH Modular Home Program, making no provisions for electric or fossil fuel heat
5. for new construction of a home the distance in feet from the nearest named intersection
6. you must have a copy of your approved septic system whether for black water or gray water system or statement of your intentions as to how you will address these needs

**The property owner and/or contractor is responsible for compliance with all State Building Codes RSA 155-A:2**

**VI. For any municipality which has not adopted an enforcement mechanism under RSA 674:51, the contractor of the building, building component, or structure shall notify the state fire marshal concerning the type of construction before construction begins excluding one- and 2-family dwellings. Any municipality that has adopted an enforcement mechanism under RSA 674:51 may contract with a local enforcement agency or a qualified third party for these services as an alternative to establishing the position of building inspector under RSA 674:51, III(c), and such agency or third party shall have the same authority as a building inspector as provided in that section**

In the event of a denial you would be forwarded to the Board of Adjustments for either a review of the decision or to request a variance.

All requests for approval must be granted or denied in writing. Applications must be submitted to the Selectmen's office with appropriate fees.

Board of Selectmen  
P.O. Box 81  
Jefferson, NH 03583