



# City of Portsmouth, NH

1 Junkins Ave, (603) 610-7243

[www.cityofportsmouth.com](http://www.cityofportsmouth.com)

BOA \_\_\_\_  
SPR \_\_\_\_  
HDC \_\_\_\_  
CC \_\_\_\_  
OTHER \_\_\_\_

## Building Permit Application NEW CONSTRUCTION -- Commercial or Residential (where no existing buildings / structures exist)

**Office Use:** Cost of All Construction: \$ \_\_\_\_\_ Fee: \$ \_\_\_\_\_ Chk #: \_\_\_\_\_ Cash: \_\_\_\_\_  
Zoning District: \_\_\_\_\_ HD: \_\_\_\_\_ DOD: \_\_\_\_\_ Map #: \_\_\_\_\_ Lot #: \_\_\_\_\_ Building Permit #: \_\_\_\_\_

**Print in Ink or Type.** Complete all blanks or indicate "N/A" if not applicable.

PROPERTY OWNER		
Name:		
Address:		
City:	State:	Zip:
Phone:	Cell Phone:	
E-mail:		

PERMIT APPLICANT		
Name:		
Address:		
City:	State:	Zip:
Phone:	Cell Phone:	
E-mail:		

Address of Construction: \_\_\_\_\_ Unit #: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Brief Description of Proposed Work: \_\_\_\_\_

*All of the information below shall be shown on site plans submitted with this application.*

Lot Area (sq. feet): \_\_\_\_\_

### Proposed Buildings / Structures

Building Components / Structures	Size* (length / width)	Area of Footprint (sq ft)	Height	Setbacks**		Setbacks from Wetlands	
				Front	ft.	Inland Wetland	ft.
_____	x	_____	_____	Side	ft.	Coastal Wetland	ft.
_____	x	_____	_____	Side	ft.		
_____	x	_____	_____	Rear	ft.		
_____	x	_____	_____				
_____	x	_____	_____				
_____	x	_____	_____				
_____	x	_____	_____				
_____	x	_____	_____				
	<b>SUM</b>	= _____					

\* If structures are irregular in size, write "irregular" and fill the foundation square foot area under "Area".

\*\*For setbacks, measure the distance from closest building / structure to lot line.



**NEW CONSTRUCTION (cont.)**

**National Flood Insurance Program Data:** Flood Insurance Rate Map (FIRM) Community Number: 330139  
Map Panel Number: \_\_\_\_\_ FIRM Zone \*: \_\_\_\_\_ Base Flood Elevation (BFE): 9 feet (NGVD)  
Elevation of lowest floor (including basement): \_\_\_\_\_ feet (NGVD) Elevation Certificate Submitted (Y/N): \_\_\_\_

- \* If construction is NOT located in a Special Flood Hazard Area (SFHA) check here: \_\_\_\_
- \* If addition IS located in a SFHA based on the FIRM, but a land survey shows the property is either outside the floodplain or the actual elevation of the lowest floor level is above the BFE, then a Letter of Map Amendment (LOMA) should be completed by the owner and/or design professional.

**NOTE:** If the building addition is within the SFHA, an *Elevation Certificate* and a *Floodproofing Certificate* are required to be completed by a licensed design professional.

**Cost of All Construction:** \$ \_\_\_\_\_ **Total Occupiable Area:** \_\_\_\_\_ **S.F.**

I certify that the information given is true and correct to the best of my knowledge. ***No change from the information in this application will be made without approval of the Building Inspector.*** Construction activities shall not commence until the Building Permit is issued.

I realize that when all necessary approvals have been acquired, a Building Permit may be granted by the Building Inspector to allow construction in conformance with this application and the plans/specifications submitted in support of said construction only.

I further acknowledge that the proposed structure shall not be occupied or otherwise utilized without the issuance of a Building Certificate of Occupancy and only after all necessary inspections have been requested and completed. I am also aware that the disposal of waste generated from this project is my responsibility and not part of the City's Trash/Recycling Program.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
If Not Owner, State Relationship

Plans Submitted: Site \_\_\_ Floor \_\_\_ Framing \_\_\_ Electrical \_\_\_ Plumbing \_\_\_ Mechanical \_\_\_ *Rolled* \_\_\_ Other \_\_\_\_\_