

FOR TOWN OFFICE USE:

Date: _____ ZCA#: _____

Fee Paid: Cash Check # _____ CIRCLE FEE AMT PAID (Refer to Current Fee Schedule): **\$25 Demo**
\$50 Relocate/Change Use/Roof/Deck/Patio/Slab/Pool **\$100 Garage/Outbuilding/Shed/Addition/Remodel/Renovation**
\$200 House/Mobile Home/Industrial Bld/Commercial Bld/Accessory Dwelling.

ZONING COMPLIANCE PERMIT APPLICATION FORM

(Permits are issued upon approval of the application by the Board of Selectmen)

Town of Thornton, NH • Office of the Selectmen

16 Merrill Access Road • Thornton NH, 03285 • 603.726.8168

Name and Address of **Property Owners**: _____ Phone Number: _____

Name and Address of **Builder**: _____ Phone Number: _____

Tax Map and Lot #: _____ Property location: _____

Total Acreage of Lot: _____

Is Property receiving Current Use credits: YES NO Acreage in Current Use: _____ Acreage not in Current Use: _____

Dimensions of Lot: Road Frontage _____ ft. Depth _____ ft.

Name of Road or Highway: _____ Class V Road Class VI Road State Road

Scenic Road: YES NO

Is Property in Flood Zone A: YES NO

Will any part of the construction being applied for with this ZCA occur within Flood Zone A? YES NO

If you answered YES to the above question, you must also complete an Application for Floodplain Development Permit

Is any part of this property currently being used for business, commercial or in-home business use? YES NO

Will any part of the construction being applied for with this ZCA be used for business, commercial or in-home business use?

YES NO

If you answered **YES** to either of these questions, please provide Planning Board approval of said use.

Are Fire Suppression or Sprinkler Systems required based on previous subdivision plans, deed covenances or restrictions?

YES NO

ZONE: (check one)

Rural Residence General Residence Recreational West Commercial Industrial Zone I or II

Waterville Estates District (Additional permits are required from the Waterville Estates Assoc. Building Committee)

Proposed Construction: (check all that apply)

Single-Family Home Multi-family Home Industrial Building Commercial Building

Accessory Dwelling (requires additional application) Garage Outbuilding/Shed

Addition, Remodel or Renovation Change of Roofing or Dormer Deck or Porch Patio or Slab

Swimming Pool (in ground or above ground 18ft in diameter or larger)

Mobile Home Size: _____ Make: _____ Year of Manufacture: _____ Number of bedrooms: _____

VIN: _____

Other Construction not listed above (describe) _____

Purpose of application: (check all that apply)

Build New Addition Interior Renovation or Remodel Relocate Change in Use Demolition

Other: _____

Dimensions of Proposed Buildings/Additions: Width: _____ Depth: _____ Height: _____ # of Stories: _____

Number of bedrooms: _____
Total Square footage (including foundation) _____ sq. ft. Road setback: _____ Side setbacks: _____
Percentage of lot covered by proposed and existing buildings: _____ %

Septic System NHWSPC Permit # _____ NH Installer/contact info: _____ NH
License #: _____ Dated: _____

Does this construction change or increase the permitted use and require a new or updated septic system design and approval?
 YES NO

~ATTACHED ADDENDUM FOR CONTRACTOR CERTIFICATION SHALL BE COMPLETED FOR SEPTIC INSTALLER~

Does this property have frontage on the Pemigewasset River, Mad River, or Eastman Brook? YES NO

Name of Water Body: _____

Is this property subject to the Shoreland Water Quality Protection Act? YES NO

Is a copy of the DES SWQPA permit attached? YES NO

Is a copy of the DES SWQPA Post Construction Plan attached? YES NO

Town Driveway Permit #: _____ **State Driveway Permit #:** _____

Energy Code Regulation Compliance Certificate #: _____ (Provide certificate with application)

NH Plumbing Contractor Name/Address/license #: _____

~ATTACHED ADDENDUM FOR CONTRACTOR CERTIFICATION SHALL BE COMPLETED FOR PLUMBING CONTRACTOR~

NH Electrical Contractor Name/Address/license #: _____

~ATTACHED ADDENDUM FOR CONTRACTOR CERTIFICATION SHALL BE COMPLETED FOR ELECTRICAL CONTRACTOR~

Provide description of work to be done and attach building plans: _____

Approximate Start Date: _____ Approximate Completion Date: _____

Estimated Value of addition or construction: \$ _____

I certify that the information given is true and correct to the best of my knowledge. I understand that a permit will be issued subject to the regulations of the Town of Thornton and the State of NH & that no construction shall start prior to approval & receipt of the permit. I certify that the proposed construction will be done in such a manner as to comply with all applicable local, state and federal laws and codes. Any violation may result in an enforcement action by the Town of Thornton, seeking compliance, civil penalties and attorneys' fees. **DISCLAIMER:** "By approval of a ZCA Permit the Town of Thornton neither guarantees nor represents that the information contained on this form is accurate, reliable, or complete, or that the construction permitted will be or has been completed in a proper, workmanlike manner or in compliance with any applicable local or state code or regulations. No person or entity shall have the right to rely on the approval of this form as a basis to assert any claims against the Town, its officials, employees or agents for personal injury, bodily injury, or property damage including without limitation any claim for economic or other consequential loss."

Signature of Owner(s): _____ **Date:** _____

_____ ****All owners shall sign****

Board of Selectmen Review: Approved Approved with Conditions Denied **Date:** _____

Reason for Denial / Conditions of Approval: _____

Board of Selectmen Signatures: 1. _____ 2. _____

3. _____ 4. _____ 5. _____

Approved Zoning Compliance Permits are valid for 2 years from the date of approval & shall be posted in a conspicuous place on the property during the construction of the project. An extension for 2 years may be requested by the applicant prior to the expiration of the original permit. See Rules below.

ZONING COMPLIANCE PERMIT APPLICATION RULES, REGULATIONS & INSTRUCTIONS

The Town of Thornton requires a Zoning Compliance Permit Application (ZCPA) form and approved permit for assessing purposes and does not require Town building inspections. The purpose of a zoning compliance permit is to help ensure zoning compliance as directed in the Zoning Ordinance, ensure construction complies with applicable local, state and federal laws and codes, helps protect property values town-wide and ensures that assessments represent “fair and equitable taxation.

A zoning compliance permit is required for any construction, demolition, relocation or change of use and shall be reviewed and approved by the Thornton Board of Selectmen. Fees for applications are based on the Current Fee Schedule. No construction shall start prior to approval & receipt of the permit. The property & construction process are subject to inspection by the Town’s Zoning Enforcement Representative. Applications for Commercial Development, Multi-family Dwellings and Home Occupations shall be reviewed and approved by the Thornton Planning Board prior to an application for construction being submitted to the Board of Selectmen, as required by Regulations and the Zoning Ordinance. Approved zoning compliance permits are valid for 2 years from the date of approval & shall be posted in a conspicuous place on the property during the construction of the project. Permit Extensions may be applied for an additional 2 years beyond the expiration of the original permit, provided the extension is applied for before the original permit expires. Any extension necessary beyond the 4-year date shall require a new Zoning Compliance Permit Application, including submission of all documentation and fees normally required for a new application.

An **Application for Floodplain Development Permit** is required in addition to a ZCPA Form for all development located in a flood zone. This permit is acquired from the Thornton Planning Board.

An **Application for an Accessory Dwelling** is required in addition to a ZCPA for proposed construction/alterations that include an accessory apartment.

Fire Suppression or Sprinkler systems may have been required based on previous subdivision plans, deeded covenances or restrictions on the property.

A **Driveway Permit** must be issued by the Town of Thornton Road Agent prior to driveway construction for any property located on a Town Road. Please contact the Road Agent for applications. Any driveway on a State road or highway must have a permit from the State of NH prior to driveway construction. Other work adjacent to a road shall not interfere with or alter the course of roadway drainage and shall not cause runoff to be diverted onto a traveled way.

INSTRUCTIONS

Complete owner(s) name, address and telephone number, (including out of town address and phone number(s) if applicable). If an agent of the owner (contractor, builder, etc.) submits the application, their name, address and telephone number must be provided. Application must be filled out in its entirety including tax map number, location and proper zone. If an item is not applicable, please indicate with “N/A.”

All owners shall sign the application in all areas required.

All required Federal, State and Town approvals must be presented with the application before application will be considered for approval by the Board of Selectmen. **The following items are required to be included with this application when applicable.**

_____ Septic plans and construction permit copy from the NH Department of Environmental Services, Subsurface Systems Bureau (www.des.nh.gov/organization/divisions/water/ssb)

_____ Signed ADDENDUM for NH Septic Installer, NH Electrician and NH Plumber if applicable

_____ Driveway Permit from Town or State (Thornton Road Agent or www.nh.gov/dot/org/operations/highwaymaintenance)

_____ State Energy Code Regulations compliance certificate for dwellings (www.puc.state.nh.us/EnergyCodes)

_____ A set of building plans or sketch that show overall dimensions, elevations, number of stories, square footage & floor plans

_____ Home Occupation, Multi-family dwellings, Commercial Development approval or other Planning Board approval/permit

_____ Accessory Dwelling Application or Permit from the Board of Selectmen

_____ Fire Suppression or Sprinkler plans if applicable

_____ Floodplain Development Permit from the Planning Board

_____ Shoreland Protection Permit from NH Dept. of Environmental Services (www.des.nh.gov/organization/divisions/water/wetlands)

_____ US Environmental Protection Agency National Pollutant Discharge Elimination involving Stormwater (NPDES) permit is required for the disruption of one (1) acre or more. (www.epa.gov@NPDES/stormwater)

_____ Plot plan or sketch shall be neatly drawn and include the following information:

- Boundaries of lot with dimensions in feet and lot area in acres
- Setback distances to property lines
- Current tax map location
- Names & locations of roads adjacent to lot
- Existing structures on lot: include well/water source, septic system/leach field, drainage/culverts/ditches, parking facilities, structures, and utilities
- Any additional information that will adequately describe the proposed work

I have read, understand and will comply with the above stated Rules & Regulations.

Signature of Owners: _____ Date: _____

_____ ****All owners shall sign****

~ADDENDUM~
CONTRACTOR CERTIFICATION

NH SEPTIC INSTALLER

I confirm that I have agreed to the contract for the owner of the property and project identified in this application.

Company Name: _____

Installer Name: _____

Address: _____

NH License #: _____

Signature: _____

Date: _____

NH PLUMBING CONTRACTOR

I confirm that I have agreed to the contract for the owner of the property and project identified in this application.

Company Name: _____

Installer Name: _____

Address: _____

NH License #: _____

Signature: _____

Date: _____

NH ELECTRICAL CONTRACTOR

I confirm that I have agreed to the contract for the owner of the property and project identified in this application.

Company Name: _____

Installer Name: _____

Address: _____

NH License #: _____

Signature: _____

Date: _____