



Town of Amherst, New Hampshire

### Office of Community Development

Building · Code Enforcement · Planning · Zoning · Economic Development  
2 Main St · PO Box 960 · Amherst, NH 03031 · 603.673.6041 · www.AmherstNH.gov

### BUILDING PERMIT APPLICATION

To Build, Alter, Repair, Install, or Change Buildings, Land, or Uses

Complete All Sections Entirely

Property Address: \_\_\_\_\_ Map/ Lot \_\_\_\_\_  
Property Owner Name: \_\_\_\_\_ Zone: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

**PERMIT APPLICANTS INFORMATION:**

**Contractor:** \_\_\_\_\_ Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Architect/ Engineer Firm:** \_\_\_\_\_  
Name: \_\_\_\_\_ License #: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Electrical:** \_\_\_\_\_  
Name: \_\_\_\_\_ License #: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Plumbing:** \_\_\_\_\_  
Name: \_\_\_\_\_ License #: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Septic:** \_\_\_\_\_  
Name: \_\_\_\_\_ License #: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

*Office Use Only*

<b>Fees:</b>	Admin Fee _____	Building (Heated) _____	Building (Non-heated) _____
	Electric _____	Plumbing _____	Septic _____
	<b>Total</b> _____		<b>Paid</b> _____

BP #

EP #

PP #

**Detailed Description of Work:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Cost of Improvements: \$ \_\_\_\_\_  
Square Footage of Improvements/ Additions/ Remodel : \_\_\_\_\_

**Please check off applications –**

**1- Type of Building Permit:**

- New Building    Addition    Alteration    Demo - Yr Built \_\_\_\_\_
- Repair/ Replacement    Pool    Shed    Deck    Electrical
- Plumbing    Commercial/ Industrial    Sign
- Home Occupation    OTHER \_\_\_\_\_

\* Residential requires Application Form EC-1 certification from the NH Public Utilities Commission  
(Available at <http://www.puc.state.nh.us/energycodes/Form%20EC-1.pdf>)

**2-Use:**

- One Family    Two Or More Family- # of Units \_\_\_\_\_    Garage (Residential)
- Garage (Commercial)    Barn/ Shed/ Agricultural    Hotel/ Motel/ Dorm- # of Units \_\_\_\_\_
- Office/ Professional    Industrial    Public Utility    Educational    Retail Store
- Restaurant    Medical    Storage    Assembly    OTHER \_\_\_\_\_

**Non Residential-** Describe in detail proposed use of building(s):

\_\_\_\_\_  
\_\_\_\_\_

**3-Characteristics:**

- Wood Frame    Masonry    Structural Steel    Reinforced Concrete
- Other: \_\_\_\_\_
- Sewage-  Private (Septic)    Public   Water Supply-  Private (Well)    Public
- Historic District-  Yes  No   Scenic Road-  Yes  No
- Heating-  Gas  Oil  Electric  Wood   Central Air-  Yes  No
- Elevator-  Yes  No
- Total Parking Spaces: \_\_\_\_\_ # of Bathrooms: (Full) \_\_\_\_\_ (Partial) \_\_\_\_\_
- # of Bedrooms: \_\_\_\_\_ (Residential Only)

**4-Dimensions:**

Number of Stories: \_\_\_\_\_  
Square footage of all floor areas: \_\_\_\_\_ (Base on exterior dimensions)  
Total Land Area: \_\_\_\_\_ (Acres)

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

- I certify I have completed the following Stormwater Management Determination Form
- I certify a Driveway permit and Bond was submitted to Amherst DPW

**This project may be subject to Impact Fees**

By signing above, I certify that the proposed work is authorized by the owner of record and agree to conform to all applicable Codes, Laws and Ordinances for the Town of Amherst, New Hampshire. I further acknowledge that construction activities shall not commence until the Building Permit is approved and issued, and the structure will not be occupied or otherwise utilized without the issuance of a Certificate of Occupancy.



**Town of Amherst, New Hampshire**  
**Office of Community Development**  
Building · Code Enforcement · Planning · Zoning ·  
Historic District Commission · Economic Development

## **Code Update**

On August 2, 2024 Governor Sununu signed into law House Bill 1059, which updated the NH State Building Code (RSA 155-A) to the 2021 editions with NH amendments. Note, the Energy Code remains the 2018 edition. The following code updates, retroactively, went into effect July 1, 2024 however, it will not be fully enforced until January 1, 2025.

The Updated NH State Building and Fire Codes:

2021 International Building Code

2021 International Residential Code

2021 International Plumbing Code

2021 International Mechanical Code

2021 International Existing Building Code

2018 International Energy Conservation Code

2021 International Swimming Pool and Spa Code

2020 National Electrical Code, NFPA 70 2021 Fire Code, NFPA 1 2021 Life Safety Code,  
NFPA 101



# TOWN OF AMHERST FIRE RESCUE

2 Main Street

Amherst, NH 03031

Phone (603) 673-1545 x4 Fax (603) 672-3927

## Life Safety / Mechanical Permit

The undersigned hereby applies for a permit and to complete work in compliance with applicable NH State Fire & Life Safety Codes and NFPA Standards as adopted by the State of NH and the Town of Amherst.

**For All Inspections, Please Contact Deputy Chief Roy Olsen at 603-673-1545 x302**

Permit #:

Address \_\_\_\_\_ Lot # \_\_\_\_\_

Type of Occupancy: \_\_\_\_\_ New Construction:  Yes  No

Owner's Name \_\_\_\_\_ Owner's Telephone: \_\_\_\_\_

Owner's Address \_\_\_\_\_  
Street town state zip

Occupant's Name: \_\_\_\_\_ Occupant's Telephone: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Container Location:  N/A  Above Ground  Below Ground Gallon Capacity: \_\_\_\_\_

SN: \_\_\_\_\_ Year of Manufacture: \_\_\_\_\_  New  Old

Name of Contractor: \_\_\_\_\_ Telephone: \_\_\_\_\_

Contractor Address: \_\_\_\_\_  
Street Town State Zip

License #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Contractor Email Address: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_ Signature of Owner or Installer

Additional Comments: \_\_\_\_\_

**When signed below by the Fire Inspector or their designee, this application may be used as the PERMIT authorizing the work and/or installation based on approved plans.**

**Office Use Only:**

**Inspection Scheduled:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Signature of Inspector:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>Fees:</b> Fuel Piping _____	Fuel Burners _____	Storage Tank _____	Alarms _____	Inspection Svcs _____
<b>Total</b> _____	<b>Paid</b> _____	<b>Pd Date</b> _____	<b>[ Cash Check ]</b>	