

Building Permit Requirements

CODES BEING ENFORCED IN THE TOWN OF GOFFSTOWN

NON-RESIDENTIAL CONSTRUCTION

State Codes apply to all Non-Residential construction and Residential construction over three stories high. State Codes adopted by the Town of Goffstown by reference are from the International Codes Family and include:

- The International Building Code 2018
- The International Plumbing Code 2018
- The International Mechanical Code 2018
- The International Energy Conservation Code 2018
- The Electrical Code is the NFPA National Electrical Code 2020
- The International Existing Building Code 2018

RESIDENTIAL CONSTRUCTION

These codes apply for all detached one and two family dwellings and multiple single family dwellings (town houses) not more than three stories in height with separate means of egress and their accessory structures.

- International Residential Code 2018
- International Plumbing Code 2018
- NFPA National Electrical Code 2018
- NH Residential Energy Code (a State Code)
- Mechanical Code also includes Fire Dept. NFPA, Life Safety

BUILDING PERMIT FOR NEW CONSTRUCTION

****All Forms are Available at Town Hall or On-Line and must be signed by the owner****

BUILDING PERMIT APPLICATIONS SHALL INCLUDE THE FOLLOWING DOCUMENTS:

For All Non-Residential and Residential 3 Stories or more

- Three complete sets of plans stamped by an architect or engineer licensed in the State of New Hampshire. Plans shall include Plumbing, Mechanical and Electrical layouts.
- A Driveway Permit must be issued by the Department of Public Works. Contact DPW for details at (603) 497-3617.
- Property must be posted Map & Lot prior to obtaining Driveway permit.
- A Municipal Sewer connection approval by the Sewer Department on lots where sewer is available OR a Septic System Design approved by the Town of Goffstown and the State Department of Environmental Services, Water Supply and Pollution Control Division where public sewer is not available.
- Approval of Certificate of Energy Compliance - this is a state form which is mandatory by state law and must be completed. It is included with the building permit application packet and comes with instructions provided by the State. Applicant may download the state Energy Code Application, instructions, and NHCHECK Software (a simplified version) from www.puc.state.nh.us.

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Residential

- Two complete sets of plans. Plans shall include the following:
- Plot Plan. The plot plan shall show the lot with dimensions of all lot-lines. The building enveloped (zoning and wetland conservation District Setbacks). Location of the proposed foundation with front, sides and rear setbacks and elevations.
- A Driveway Permit must be issued by the Department of Public Works. Contact DPW for details at (603) 497-3617.
- Property must be posted by Map & Lot prior to obtaining Driveway permit.
- A Municipal Sewer connection approval by the Sewer Department on lots where sewer is available OR a Septic System Design approved by the Town of Goffstown and the State Department of Environmental Services where public sewer is not available.
- Completed NH Residential Energy Code form. This is a state form which is mandatory by state law and must be completed. It is included with the building permit application packet and comes with instructions provided by the State. Applicant may download the state Energy Code Application, instructions, and NHCHECK Software (a simplified version) from www.puc.state.nh.us. or complete the EC-1 Form.

Miscellaneous Building, Plumbing or Electrical Permits

Description of work to take place and include all related information such as: floor plans, dimensions, materials, plot plan, elevations, energy codes etc.

SCHEDULE OF INSPECTIONS

1. FOUNDATION INSPECTION

Non-Residential:

- When rebar is in place within foundation and prior to pouring concrete into the foundation.
- When foundation is ready – forms removed and before backfill.
- **CERTIFIED FOUNDATION CERTIFICATE** must be submitted to the Building Department **prior to continuing work.** **No further inspections will be done without it.**

Residential:

- When rebar is in place and prior to placing concrete in the footing forms. ICC IRC R403.1
- When foundation is coated, foundation drains, stone and fabric are installed and ready to backfill.
- **CERTIFIED FOUNDATION PLAN** must be submitted to the Building Department **prior to continuing work.** **No further inspections will be done without it.**

2. FRAME INSPECTION: When frame is completely done including roof covering.