



BUILDING PERMIT  
INFORMATION PACKET



# TOWN OF STRAFFORD

INCORPORATED 1820

NEW HAMPSHIRE

OFFICE OF THE BUILDING INSPECTOR

12 Mountain View Drive Strafford, NH 03884

The following items are required for a review of a permit applications. The building inspector may require additional information or details of proposed work. Construction without the proper permit(s) and approval is subject to a fine of up to \$275.00 per day of violation & restitution of costs to the town per (NH-RSA 676:17)

## **NEW SINGLE-FAMILY DWELLING:**

### REQUIRED ITEMS:

COMPLETED BUILDING PERMIT APPLICATION		COPY OF DEED	
DRIVEWAY PERMIT		COMPLETED NH ENERGRY CODE APPLICATION (EC-1)	
TOWN & STATE APPROVED SEPTIC PLAN		COMPLETED E-911 ADDRESS APPLICATION	
STRUCTURAL/FLOOR PLANS (11X17 COPY PREFERRED)		PLOT PLAN OF NEW STRUCTURE ON PROPERTY	
ELECTRICAL & PLUMBING PERMIT		FOUNDATION PLAN	

### ITEMS BELOW MAY BE REQUIRED:

REMOVAL FROM CURRENT USE FEE		PLANNING BOARD AND/OR ZBA APPROVAL	
WETLANDS CROSSING PERMIT		SHORLAND PROTECTION PERMIT	
MECHANICAL/GAS PERMIT			

## **ADDITIONS:**

### REQUIRED ITEMS:

COMPLETED MINOR BUILDING PERMIT APPLICATION		PLOT PLAN OF NEW STRUCTURE ON PROPERTY	
SKETCH OR PLANS OF PROPOSED ADDITION		NH ENERGRY CODE APPLICATION (EC-1)	

### ITEMS BELOW MAY BE REQUIRED:

SEPTIC PLAN TO SUPPORT ADDITIONAL BEDROOM(S)		PLANNING BOARD AND/OR ZBA APPROVAL	
FOUNDATION PLAN		SHORLAND PROTECTION PERMIT	
PLUMBING & ELECTRICAL PERMIT		MECHANICAL/GAS PERMIT	

## **RENOVATION/REMODEL:**

### REQUIRED ITEMS:

COMPLETED MINOR BUILDING PERMIT APPLICATION		SKETCH OR PLANS OF PROPOSED ADDITION	
---	--	--------------------------------------	--

### ITEMS BELOW MAY BE REQUIRED:

NH ENERGRY CODE APPLICATION (EC-1)		SEPTIC PLAN TO SUPPORT ADDITIONAL BEDROOM(S)	
ELECTRICAL & PLUMBING PERMIT		MECHANICAL/GAS PERMIT	



# TOWN OF STRAFFORD

INCORPORATED 1820

NEW HAMPSHIRE

OFFICE OF THE BUILDING INSPECTOR

12 Mountain View Drive Strafford, NH 03884

## **GARAGES/BARN:**

### REQUIRED ITEMS:

COMPLETED BUILDING PERMIT APPLICATION		SKETCH OR PLANS OF PROPOSED STRUCTURE	
PLOT PLAN OF NEW STRUCTURE ON PROPERTY			

### ITEMS BELOW MAY BE REQUIRED:

NH ENERGRY CODE APPLICATION (EC-1)		PLANNING BOARD AND/OR ZBA APPROVAL	
FOUNDATION PLAN		SHORLAND PROTECTION PERMIT	
PLUMBING & ELECTRICAL PERMIT		MECHANICAL/GAS PERMIT	

## **PORCHES, DECKS, & SUNROOMS:**

### REQUIRED ITEMS:

COMPLETED MINOR BUILDING PERMIT APPLICATION		SKETCH OR PLANS OF PROPOSED STRUCTURE	
PLOT PLAN OF NEW STRUCTURE ON PROPERTY		FOUNDATION/SUPPORT PLAN	

### ITEMS BELOW MAY BE REQUIRED

NH ENERGRY CODE APPLICATION (EC-1)		SHORLAND PROTECTION PERMIT	
ELECTRICAL & PLUMBING PERMIT		MECHANICAL/GAS PERMIT	

## **ACCESSORY DWELLING UNIT (ADU)/ACCESSORY APARTMENT:**

### REQUIRED ITEMS:

COMPLETED BUILDING PERMIT APPLICATION		PLOT PLAN OF NEW STRUCTURE ON PROPERTY	
SKETCH OR PLANS OF PROPOSED STRUCTURE		SEPTIC PLAN TO SUPPORT ADDITIONAL BEDROOM(S)	
ELECTRICAL & PLUMBING PERMIT		FOUNDATION PLAN	

### ITEMS BELOW MAY BE REQUIRED:

SHORLAND PROTECTION PERMIT		PLANNING BOARD AND/OR ZBA APPROVAL	
MECHANICAL/GAS PERMIT			

**SOLAR INSTALLATION REQUIRED ITEMS:** ELECTRICAL PERMIT

**GENERATOR INSTALLATION REQUIRED ITEMS:** ELECTRICAL PERMIT, GAS PERMIT IF APPLICABLE

**POOLS REQUIRED ITEMS:** PLOT PLAN OF NEW POOL ON PROPERTY, ELECTRICAL PERMIT

**CHIMNEYS, WOODSTOVES, FIREPLACE REQUIRED:** MINOR BUILDING PERMIT, FIRE DEPT INSPECTION

**DOCK(S) REQUIRED ITEMS:** MINOR BUILDING PERMIT, NHDES SEASONAL DOCK PERMIT



# TOWN OF STRAFFORD

INCORPORATED 1820

## NEW HAMPSHIRE

OFFICE OF THE BUILDING INSPECTOR

12 Mountain View Drive Strafford, NH 03884

### **PERMIT FEE RATES:**

#### RESIDENTIAL CONSTRUCTION:

\$0.20/SF FOR FINISHED AREAS - \$0.10/SF FOR UNFINISHED AREAS, PORCHES & DECKS - \$50 MINIMUM

#### COMMERCIAL CONSTRUCTION:

\$0.40/SF FOR FINISHED AREAS - \$0.20/SF FOR UNFINISHED AREAS - \$50 MINIMUM

#### MECHANICAL, ELECTRICAL, GAS, & PLUMBING:

\$50.00 FOR THE FIRST 1500/SF - \$10.00/500 SF THERE AFTER

GARAGES, PORCHES, BREEZEWAYS: \$0.20/SF \$50 MINIMUM

BARNs, POOLS, SHEDS, DECKS: \$0.10/SF \$50 MINIMUM

DEMOLITION, SEPTIC DESIGN REVIEW, CHIMNEYS, DOCK(S): \$50.00

PERMIT RENEWAL IF PROJECT IS NOT COMPLETED IN (1) YEAR: \$50.00

#### EXAMPLE (SINGLE-FAMILY DWELLING):

(2) FINISHED FLOORS EACH 1344 SQUARE FEET (SF) = 2688 SF x \$.20/SF = \$537.60

(1) UNFINISHED FLOOR (BASEMENT) 1344 SF x \$0.10/SF = \$134.40

(1) DECK 240 SF = MINIMUM \$50.00

MECHANICAL/GAS = \$50 FOR THE FIRST 1500 SF + \$60.00 FOR THE ADDITIONAL 2532 SF = \$110.00

ELECTRICAL = \$50 FOR THE FIRST 1500 SF + \$60.00 FOR THE ADDITIONAL 2532 SF = \$110.00

PLUMBING = \$50 FOR THE FIRST 1500 SF + \$60.00 FOR THE ADDITIONAL 2532 SF = \$110.00

DRIVEWAY PERMIT = \$50.00

**TOTAL PERMIT COST = \$1,102.00**



## TOWN OF STRAFFORD

INCORPORATED 1820

NEW HAMPSHIRE

OFFICE OF THE BUILDING INSPECTOR

12 Mountain View Drive Strafford, NH 03884

### **TOWN OF STRAFFORD BUILDING PERMIT POLICY — Effective 07/01/09**

**DISCLAIMER:** ISSUANCE OF A BUILDING PERMIT DOES NOT GUARANTEE THAT ALL FEDERAL, STATE AND LOCAL REQUIREMENTS HAVE BEEN MET. IT MERELY INDICATES THAT THE APPLICATION HAS BEEN EXAMINED AND NO VIOLATIONS WERE APPARENT.

ALL APPLICATIONS FOR BUILDING PERMITS **MUST BE COMPLETE AT THE TIME OF SUBMISSION.** ALL REQUIRED INFORMATION AND SUPPORTING DOCUMENTATION MUST BE INCLUDED.

**ALL NEW CONSTRUCTION MUST MEET THE CURRENT SETBACK REQUIREMENTS FOR THE TOWN.** ALTHOUGH AN EXISTING LOT MAY BE “GRANDFATHERED” AS TO THE SIZE, IT IS NOT EXEMPT FROM MEETING SETBACK REQUIREMENTS FOR BUILDING PURPOSES.

**A BUILDING PERMIT IS REQUIRED FOR:** ALL NEW CONSTRUCTION, REMODELING, ADDITIONS, DECKS, DOCKS, POOLS, SHEDS (OVER 100 SQUARE FT.), REPAIRS TO SEPTIC SYSTEMS AND DEMOLITION OF EXISTING STRUCTURES. **THE ONLY WORK NOT REQUIRING A PERMIT IS GENERAL REPAIRS OR MAINTENANCE OF YOUR EXISTING STRUCTURES.**

**REGARDING SEPTIC SYSTEMS: STATE APPROVAL IS REQUIRED** (plan must be pre-approved by building inspector before submission to the state - \$50. review fee is applicable). ALL SYSTEMS MUST BE DESIGNED TO HANDLE THE POTENTIAL BEDROOM CAPACITY OF THE BUILDING. A STATE APPROVED DESIGN IS REQUIRED FOR ANY INCREASE IN USAGE OR FOR A CHANGE FROM SEASONAL TO YEAR-ROUND USAGE, BEFORE A PERMIT CAN BE CONSIDERED. **PLEASE NOTE:** SYSTEMS MUST BE IN COMPLIANCE WITH WETLAND BUFFER AREAS RESTRICTED USE.

**VALIDITY OF BUILDING PERMITS:** ALL PERMITS ISSUED ARE GOOD FOR **ONE (1) YEAR FROM THE DATE OF ISSUE.** THESE PERMITS ARE RENEWABLE FOR A FEE OF \$50.00 FOR ONE (1) ADDITIONAL YEAR. WORK MUST BE STARTED DURING THE YEAR OF ISSUANCE IN ORDER TO APPLY FOR A RENEWAL. **IF YOU HAVE NOT COMPLETED YOUR CONSTRUCTION WITHIN THE FIRST YEAR OF ISSUANCE YOU MUST APPLY FOR A RENEWAL OF THE PERMIT TO CONTINUE CONSTRUCTION.**

**CURRENT USE TAXATION:** IF YOUR LAND IS UNDER CURRENT USE TAXATION YOU WILL BE REQUIRED TO PROVIDE THE TOWN WITH A DETAILED SKETCH OR PLOT PLAN (INCLUDING DIMENSIONS) OF THE LAND YOU WILL BE REMOVING FROM CURRENT USE TAXATION TO ACCOMMODATE YOUR STRUCTURE, DRIVEWAY, WELL, ENTIRE SEPTIC SYSTEM, OUTBUILDINGS, RIDING RINGS, ETC. FOR MORE INFORMATION, PLEASE CONTACT THE TOWN OFFICE.



## TOWN OF STRAFFORD

INCORPORATED 1820

NEW HAMPSHIRE

OFFICE OF THE BUILDING INSPECTOR

12 Mountain View Drive Strafford, NH 03884

**PLEASE NOTE: IT IS THE RESPONSIBILITY OF THE PROPERTY OWNER AND/OR APPLICANT TO SEE THAT ALL FEES ARE PAID; ALL APPLICATIONS AND REQUIRED APPROVALS ARE OBTAINED (both Local and/or State) AND THAT THE BUILDING INSPECTOR IS NOTIFIED UPON COMPLETION OF THE FOLLOWING TO SCHEDULE AN INSPECTION**

1. All foundations require a Certified Plot Plan stamped by a licensed surveyor.
2. Rough Framing, Electrical and Plumbing (before insulation) when applicable.
3. Insulation (walls, ceilings, floors, etc., before sheetrock) when applicable.
4. Installation of Furnace, gas, oil, or any other combustible based heating system (Note: This must be approved by Fire Chief) when applicable.
5. Final Inspection for certificate of Occupancy when applicable. (911 numbers must be in place).

ANY CHANGE IN STRUCTURE FROM THE ORIGINAL PERMIT DOES REQUIRE APPROVAL FROM THE **BUILDING INSPECTOR** AND WHEN WARRANTED, THE **PLANNING BOARD** OR BOARD OF ADJUSTMENT, OTHERWISE THE PERMIT IS CONSIDERED "NULL AND VOID".

**COMMONLY FOUND CODE VIOLATIONS REQUIRING CORRECTIONS AND/OR SUBJECT TO FINES.**

1. SETBACKS - 40' FROM FRONT BOUNDARY AND/OR STREETS OR RIGHT-OF- WAYS, 25' FROM SIDE AND REAR BOUNDARIES; 50' FROM ANY ABUTTER'S STRUCTURE AND OR WETLANDS (FOR BUILDINGS) NOTE. SEPTIC SYSTEMS MUST BE IN COMPLIANCE WITH THE WETLAND BUFFERS/RESTRICTIONS.
2. WINDOWS — ALL HABITABLE ROOMS MUST HAVE EGRESS. SECOND FLOOR BEDROOMS MUST HAVE AT LEAST ONE EGRESS WINDOW THAT MEETS THE LIFE SAFETY CODE.
3. STAIRS - ALL STAIRS MUST HAVE CONTINUOUS HANDRAILS AND/OR GUARDS, MINIMUM HEIGHT OF RISE IS 5", MAXIMUM HEIGHT OF RISE IS 8", MINIMUM TREAD DEPTH IS 10", MINIMUM HEADROOM IS 6'8".
4. SMOKE DETECTORS — A SMOKE DETECTOR IS REQUIRED ON EVERY FLOOR AND IN EVERY BEDROOM; ALL SMOKE DETECTORS ARE TO BE HARDWIRED IN SERIES. THIS INCLUDES REMODELING.
5. MASONRY - MASONRY MUST CLEAR FRAMING BY AT LEAST 2" AND HAVE FIRE STOPS AT EACH FLOOR PENETRATION. ALSO, A 2" LIP OR A SLOPED FLOOR MUST BE IN ANY STRUCTURE WITH A GARAGE UNDER, TO SEPARATE LIVING AREA FROM VEHICLE STORAGE AREA.
6. HEAT SYSTEMS - HEAT SYSTEMS MUST BE APPROVED BY THE TOWN FIRE DEPARTMENT.



## TOWN OF STRAFFORD

INCORPORATED 1820

NEW HAMPSHIRE

OFFICE OF THE BUILDING INSPECTOR

12 Mountain View Drive Strafford, NH 03884

**NEW HOMES** - THE FOLLOWING LIST OF STEPS MUST BE COMPLETED **BEFORE** SUBMITTING YOUR APPLICATION FORM TO THE BUILDING INSPECTOR FOR CONSIDERATION. ALL DOCUMENTATION MUST ACCOMPANY YOUR COMPLETED APPLICATION FORM WHEN SUBMITTED.

1. DRIVEWAY PERMIT APPROVED BY ROAD AGENT (OR STATE OF NH IF STATE ROAD).  
NOTE: AN APPROVED DRIVEWAY LOCATION IS REQUIRED BEFORE YOU CAN PROCEED TO STEP 2.  
NOTE: IF YOU ARE LOCATED ON A CLASS VI ROAD OR A PRIVATE DRIVE YOU MUST MEET THE OF RSA 674:41 (INFO AVAILABLE AT TOWN OFFICE).
2. "E-911" NUMBER (CONTACT TOWN OFFICE WHEN DRIVEWAY LOCATION IS ESTABLISHED TO PROVIDE INFORMATION. THE TOWN WILL THEN MAKE APPLICATION FOR YOUR "E-911" NUMBER.)
3. COPY OF TOWN & STATE APPROVED SEPTIC SYSTEM
4. PLOT PLAN DRAWN TO SCALE SHOWING DIMENSIONS AND LOCATION OF PROPOSED STRUCTURE (NOTING: THE DISTANCES TO ALL BOUNDARIES, EXISTING STRUCTURES, SEPTIC SYSTEM, WELL, DRAINAGE OR WET AREAS AND ABUTTING ROADS/STREETS/RIGHTS-OF-WAY) TO VERIFY COMPLIANCE WITH SET BACK REQUIREMENTS.
5. CONSTRUCTION PLANS (INCLUDE ALL ELEVATIONS, FLOOR PLANS, PROPOSED FINISHED AREAS, PROPOSED UNFINISHED AREAS AND STRUCTURAL DETAILS.
6. CERTIFICATE OF COMPLIANCE FOR THE NH ENERGY CODE (EC-1 FORM.)
7. A COPY OF YOUR DEED
8. FINALLY - A COMPLETED APPLICATION FORM ACCOMPANIED BY ALL OF THE INFORMATION REQUESTED ABOVE IN ITEMS #1 THROUGH #7, MAY NOW BE FILED WITH THE BUILDING **INSPECTOR** FOR CONSIDERATION.

- C. New signs or newly lit signs may be illuminated only by continuous indirect external white light. External lighting on signs shall be shielded and aimed downward so as to prevent glare to neighbors, pedestrians, or drivers.

**III. Exemptions:**

- A. Non-conforming light fixtures. In addition to other exemptions provided in this article, downward-pointing outdoor light fixtures not meeting the provisions of this article shall be allowed provided such fixtures are extinguished between the hours of midnight and sunrise by an automatic shutoff device and their illumination is limited to the minimum levels recommended by the U.S. Standards Organization, the IESNA (Illuminating Engineering Society of North America). Essential security lighting should operate on motion-sensors between the hours of midnight and sunrise.
- B. Temporary lighting required for road construction; hazard warning lighting required by police, fire, or other emergency services or state or federal agencies; or as specifically permitted by the Planning Board.
- C. Seasonal/decorative lighting displays; illumination of the American flag, providing the minimum necessary illumination is used. (effective 3-13-2012)

**1.4 Agricultural-Residential District:**

A building may be erected, altered or used, and a lot may be used or occupied for the following purposes, and in accordance with the following provisions:

**1.4.1 Land Requirements.**

- A. **Frontage**--Every building lot shall have a minimum frontage of two hundred (200) feet on a road, except where specifically waived by these ordinances. On the exterior curve of a cul-de-sac, a shorter front dimension shall be permitted; on a cul-de-sac or hammerhead the average width of the lot shall be at least 200 feet and not less than 100 feet shall be permitted. (amended 3-14-2006)

**(2) Supplementary Lots.** Any lot greater than 20 acres in area with at least 250 feet of frontage and not more than 400 feet of frontage may be subdivided to allow one back lot, notwithstanding the frontage requirements specified in Article 1.4.1 A. The back lot must have at least fifty (50) feet of frontage on an existing Class V or better road. The area of the back lot which is less than 150 feet in width cannot be used in any way to calculate minimum lot size. Driveways must be centered in the neck as much as possible and the neck kept clear and maintained for safety. Back lots can only be created from lots of record in existence prior to January 1, 2015. The lot must meet all other zoning requirements. (effective 3-1-2015)

- B. **Front Yard**--Between the boundary of the nearest highway or street right-of-way and the extreme front of any building there shall be a distance of not less than forty (40) feet. A building on a corner lot is considered to have two front yards. (amended 3-8-1988)

- C. **Side and Back Yards**--A building shall not be located nearer than twenty-five (25) feet of the property lines of any abutter and not nearer than fifty feet from any structure on an abutter's property. (amended 3-14-2006)
- D. **Minimum Land Area**--A lot shall contain not less than 2 acres of land which is suitable for development (87, 120 square feet) with an additional 20, 000 square feet of land which is suitable for development for each additional family unit under a common roof, except as set forth in parts (2) and (3) of this subsection. (amended 3-9-1999)
1. There shall be no more than one residential structure per lot. (amended 3-14-2006)
  2. A lawful building may be constructed and used on a lot having less than the prescribed basic minimum area or frontage (provided that all other provisions of this Ordinance are complied with) if said lot, prior to the date of adoption and at the time of any subsequent amendment, conformed to the then existing area and frontage requirements of this Ordinance and met either of the following conditions:
    - a. Was a lot of record by deed duly recorded at the Strafford County Registry of Deeds or
    - b. Was lawfully laid out and shown on a plat of a subdivision approved by the Planning Board and duly recorded at the Strafford County Registry of Deeds pursuant to the Subdivision Regulations of the Town of Strafford.
  3. The minimum lot size for any building lot, any part of which will be located over 800 feet above sea level, shall be 5 acres. (effective 3-13-79, amended 3-8-2005)
- E. No portion of a wetland shall be used in calculating minimum lot size. (effective 3-13-1979, amended 3-9-92)
- F. No portion of an area of exposed ledge, or an area with a soil depth of less than twelve (12) inches to seasonal high water table shall be used in calculating minimum lot size. (effective 3-14-1989)
- G. No portion of an area with a natural slope of greater than 25% shall be used in calculating minimum lot size. (effective 3-14-1989)
- H. There shall be no structures located in an area of greater than 25% slope that extends for more than 40 horizontal feet. (effective 3-14-2006)
- I. No portion of the area of a utility easement shall be used in calculating minimum lot size. (effective 3-14-2006)
- J. **Shoreline Protection.** In order to protect surface waters in the Town of Strafford, the provisions of RSA 483-B:9, incorporated herein by reference, shall be adopted as a local ordinance to govern water bodies not included within the State of NH Shoreland Protection Act. Strafford Shoreline Protection shall include all land within 250 feet of the Isinglass River, Mohawk River, Berry's River, Big River, Little River, Big Willey Pond, Little Willey Pond, Adams Pond, and Wild Goose Pond. Measurements shall be taken

from the "reference line" as defined in RSA 483-B:4,XVII. All land already covered by the State of NH Shoreland Protection Act (RSA 483-B) shall be regulated by the Act unless otherwise modified by this Section and/or if the area is exempted from the Act per application under RSA 483-B:12. (effective 3-11-2003)

**K. Accessory Dwelling Unit (ADU) Ordinance**

I. Authority: This section is enacted in accordance with the provisions of RSA 674:71 – 73.

II.Purpose: The purposes of the accessory dwelling unit ordinance are to:

- (a) Increase the supply of affordable housing without the need for more infrastructure or further land development.
- (b) Provide flexible housing options for residents and their families.
- (c) Integrate affordable housing into the community with minimal negative impact.
- (d) Provide elderly citizens with the opportunity to retain their homes and age in place.
- (e) Every accessory dwelling unit shall be deemed a unit of workforce housing for purposes of satisfying the municipality's obligation under RSA 674:59.

III. Definitions

- 1) An "accessory dwelling unit" means a residential living unit that is within or attached to a single-family dwelling or is located in a detached structure and that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking, and sanitation on the same parcel of land as the principal dwelling unit it accompanies.
- 2) "Attached": An attached accessory dwelling unit shall be connected to the principal dwelling unit by a shared roof and wall or roofed and enclosed structure with doors to both units.
- 3) "Detached" : A detached accessory dwelling unit shall be located on a lot that meets or exceeds current zoning requirements for the minimum lot size for single family residential use, and shall conform to all restrictions and requirements of this section, except V (b) below.

IV. Special Exception Required

The Zoning Board of Adjustment is hereby authorized to grant a Special Exception to allow for accessory dwelling units in accordance with the restrictions and requirements of this section.

V. Criteria for Approval of a Special Exception

Upon submission of a site plan and building plan, the Zoning Board of Adjustment may grant a special exception and the Building Inspector may approve the construction of an accessory dwelling unit, provided that all of the following criteria are met:

- (a) A maximum of one (1) accessory dwelling unit may be permitted and must be located within or attached to the principal single family dwelling unit or located in a detached structure on the property.
- (b) An interior door shall be provided between the principal dwelling unit and an attached accessory dwelling unit.
- (c) All municipal regulations applicable to single-family dwellings shall also apply to the combination of a principal dwelling unit and an accessory dwelling unit including, but not limited to, lot and building dimensional requirements. Adequate off-street parking shall be provided for the accessory dwelling unit.
- (d) The applicant for a special exception under this article shall demonstrate adequate provisions for water supply and sewage disposal for the accessory and primary dwelling units in accordance with RSA 485A:38. Water and wastewater systems for the principal and accessory dwelling units may be combined or separate.
- (e) Applicants shall upgrade and install the existing septic system if it is not adequate to serve the combined bedrooms in the principal unit and the accessory unit.
- (f) Accessory dwelling units shall maintain an aesthetic continuity with the principal dwelling unit as a single-family dwelling.
- (g) Either the principal dwelling unit or the accessory dwelling unit must be owner occupied. The owner must demonstrate that one of the units is their principal place of residence. Both the primary dwelling unit and the accessory dwelling unit must remain in common ownership. Neither dwelling unit shall be transferred into condominium ownership or a cooperative.
- (h) Accessory dwelling units may not be greater than 750 square feet in area.
- (i) The accessory dwelling unit shall have no more than 2 bedrooms.

#### **VI. Occupancy Permit Required**

Prior to occupancy of the accessory dwelling unit, the homeowner shall obtain an occupancy permit from the Building Inspector.

#### **VII. Requirements for completed applications**

An ADU Application Checklist must be completed and filed with the Zoning Board of Adjustment. Site plans and building plans shall be submitted. The applicant shall provide three copies of the plans and accompanying materials and shall file an electronic copy of the plan set and any other submission items. (effective 3-14-2017)

#### **1.4.2 Land Uses Allowed:**

- A. The buying, selling and exposing for sale of home produce and products.
- B. The office of a professional person.
- C. Taking of boarders or the leasing or renting of rooms or buildings.

## **Section 3.0 Restricted Uses within the Wetland Conservation District:**

### **Wetland Buffer Areas**

- A. Within twenty-five (25) feet of vernal pools, perennial streams, or wetlands over 3000 square feet in area, there shall be no land disturbance or activities that may impact a wetland, unless a Conditional Use Permit has been granted by the Planning Board in accordance with Section 5.0 of this article, or unless exempt as stated in Section 6.0 of this article. These activities include, but are not limited to, construction, filling, dredging, re-grading, application of pesticides or fertilizer (other than limestone), and storage of hazardous chemicals or materials.
- B. The following restricted use wetland buffers shall be observed in order to protect the integrity and functionality of the wetland resource. The Planning Board, in consultation with the Conservation Commission, may require larger buffers around a wetland if an assessment of its functions indicates that such an increase is warranted.

### **Restricted Use Wetland Buffers<sup>1</sup>**

<b>Resource</b>	<b>Septic System Leachfield<sup>2,3</sup></b>	<b>All Buildings or Structures and Non-Residential Parking Areas<sup>2</sup></b>
<b>Wetlands (Poorly Drained Soils)</b>	75 feet	50 feet
<b>Wetlands (Very Poorly Drained Soils)</b>	100 feet	50 feet
<b>Surface Waters or Wetlands Abutting Surface Waters(Abutting open surface water<sup>4</sup> (i.e., a lake, pond, river or perennial stream))</b>	100 feet	50 feet
<b>Vernal Pools</b>	100 feet	75 feet
<b>Designated Rivers<sup>5</sup>(Buffer from ordinary high water mark as defined in the NH Comprehensive Shoreland Protection Act.)</b>	100 feet	75 feet

<sup>1</sup> Buffers derived from current New Hampshire town ordinances and scientific documents that identify the correlative health of wetlands with protective setbacks. Reference: Buffers for Wetland & Surface Water: A Guidebook for New Hampshire Municipalities, revised May 1997, Wetland Buffers: Use and Effectiveness, Washington State Department of Ecology, February 1992.

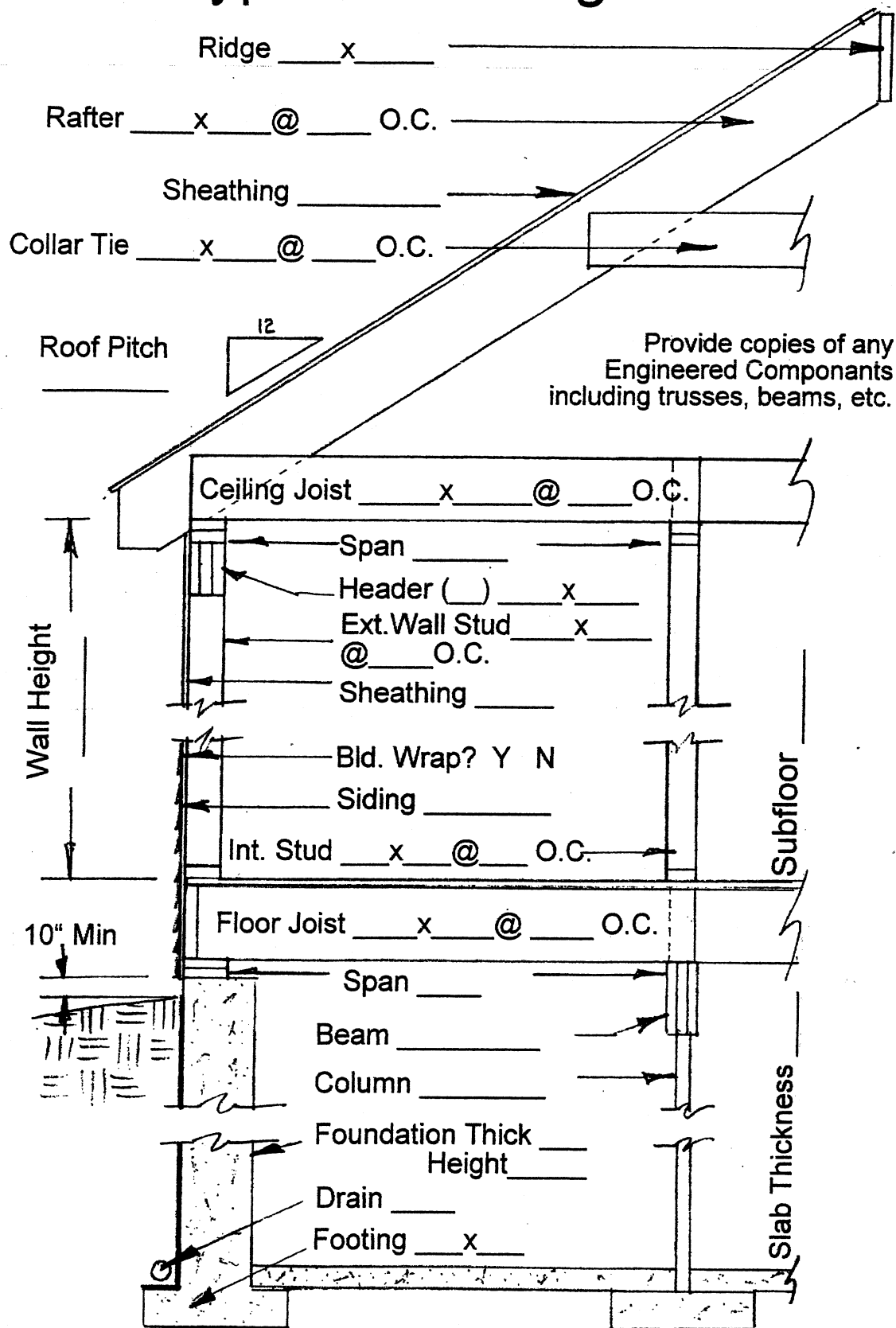
Buffers shall be measured on the horizontal plane.

<sup>2</sup> See Section 5.0 for Specific Exemptions.

<sup>3</sup> Proposed septic systems with a design capacity in excess of 1,200 gallons per day shall either provide a water quality impact report prepared by a qualified New Hampshire licensed Professional Engineer or Certified Wetland Scientist, or increase the buffer to 150 feet from the edge of the wetland. The Planning Board reserves the right to increase the buffer size for such system designs in order to ensure the wetland or surface water quality is protected.

# Typical Framing Section

No Scale



Owners Name \_\_\_\_\_, Map \_\_\_\_\_ / Lot \_\_\_\_\_



## New Address Assignment Form

Town/City Name: (required)	STRAFFORD ▼
Address Assignment By: (required)	<input type="radio"/> Town/City <input type="radio"/> E9-1-1
Town/City Assigned Address Number:	<input type="text"/>
Town/City Address Suffix: ?	<input type="text"/>
Subaddress: ?	<input type="text"/>
Street Name: (required)	<input type="text"/>
Street Type: (required)	<input type="radio"/> Existing <input type="radio"/> New
Closest Street Name:	<input type="text"/>
Numbering Parity: (required)	<input type="radio"/> Odd <input type="radio"/> Even <input type="radio"/> Unknown
Address is between:	<input type="text"/> and <input type="text"/>
Type of Structure:	Residence ▼
Property Owner:	<input type="text"/>
Map and Lot or Permit #:	<input type="text"/>
Permit Type: (required)	<input type="text"/> ▼
Submitted By: (required)	<input type="text"/>
Title:	<input type="text"/>
Structure and Location Description:	<input type="text"/>