

For Office Use Only  
Permit # \_\_\_\_\_  
Fee \$ \_\_\_\_\_

Map # \_\_\_\_\_ Lot # \_\_\_\_\_

**TOWN OF LISBON, N.H.**  
**ZONING AND BUILDING PERMIT APPLICATION**  
**RESIDENTIAL (Single or Two Family)**

**INSTRUCTIONS**

Please complete and mail or deliver to Lisbon Town Office, 46 School Street, Lisbon, NH 03585.

**TYPE OF PROJECT**

Please check all that apply:

- ☐ Construct a new home
- ☐ Construct a new accessory structure
- ☐ Addition to a home or accessory structure
- ☐ Conduct interior renovations, alteration or repair on an existing home or accessory structure
- ☐ Relocating existing structure
- ☐ Add a second dwelling unit to a single family home
- ☐ Place a manufactured or pre-site built home on the lot
- ☐ Convert rooms or a dwelling unit from residential use to Short Term Rental
- ☐ Begin a Home shop, office, occupation or industry involving on-site customers, paying guests or employees

**APPLICANT INFORMATION**

Owner Name \_\_\_\_\_ Phone \_\_\_\_\_  
Mailing address \_\_\_\_\_ Email \_\_\_\_\_  
\_\_\_\_\_

Agent Contact if not owner:

Name \_\_\_\_\_ Phone \_\_\_\_\_  
\_\_\_\_\_ Email \_\_\_\_\_

**PROPERTY INFORMATION**

Physical address \_\_\_\_\_ Tax map # \_\_\_\_\_ lot # \_\_\_\_\_

Driveway permit: State \_\_\_\_\_ Town \_\_\_\_\_ # \_\_\_\_\_ Date \_\_\_\_\_

Zoning District A \_\_\_\_\_ B \_\_\_\_\_ C \_\_\_\_\_ D \_\_\_\_\_ I \_\_\_\_\_

Is the property in any of the following Overlay Districts (see Zoning Ordinance for details):

_____ Pearl Lake Conservation District	_____ Shoreland Protection Area
_____ Flood Hazard Area	_____ Wetlands Conservation Overlay District
_____ Fluvial Erosion Hazard Area	

Please contact NHDES for information on any additional permits that may be required from the state such as for activity affecting wetlands or shorelands.

Lot size: \_\_\_\_\_ acres \_\_\_\_\_ sq.ft. Lot Frontage (length of front lot line) \_\_\_\_\_ ft.

Distance between lot line and closest point of new building or addition:

Front \_\_\_\_\_ ft. Rear \_\_\_\_\_ ft. Facing property from road, Left side \_\_\_\_\_ ft. Right side \_\_\_\_\_ ft.

Is the portion of the lot to be developed in Current Use? Yes \_\_\_\_\_ No \_\_\_\_\_

**PLEASE DESCRIBE PROPOSED PROJECT**

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**CONSTRUCTION DETAILS**

Dimensions of New structure or addition:

Height \_\_\_\_\_ # Stories \_\_\_\_\_ Total # Rooms \_\_\_\_\_ # Bedrooms \_\_\_\_\_ # Bathrooms \_\_\_\_\_

Basement Yes \_\_\_\_\_ No \_\_\_\_\_

Type of Heating: Oil\* \_\_\_\_\_ Wood \_\_\_\_\_ Electric \_\_\_\_\_ Gas \_\_\_\_\_ Solar \_\_\_\_\_ Other \_\_\_\_\_

\* A state permit is required for the installation of a new oil burner

Fuel storage: Size \_\_\_\_\_ Inside or Outside \_\_\_\_\_ Above ground or buried \_\_\_\_\_

Size of Electric Service \_\_\_\_\_

Snow Load \_\_\_\_\_ Wind Load \_\_\_\_\_ Frost Level \_\_\_\_\_

Required: Snow load 105 at 1800' elevation; Wind load 100 mph; Frost level 60 inches

Foundation: Concrete \_\_\_\_\_ Piers \_\_\_\_\_ Slab \_\_\_\_\_ Other \_\_\_\_\_

Garage: Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, Attached \_\_\_\_\_ Detached \_\_\_\_\_ Size \_\_\_\_\_

Barn \_\_\_\_\_ Shed \_\_\_\_\_ Deck \_\_\_\_\_ Patio \_\_\_\_\_ Swimming Pool \_\_\_\_\_

Please describe any other buildings on the property: \_\_\_\_\_

Estimated value of new construction \$ \_\_\_\_\_ Completion date: \_\_\_\_\_

**CONTRACTOR** \_\_\_\_\_  
Mailing address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_  
Email \_\_\_\_\_  
License # \_\_\_\_\_

**ELECTRICIAN** \_\_\_\_\_  
Mailing address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_  
Email \_\_\_\_\_  
License # \_\_\_\_\_

**PLUMBER** \_\_\_\_\_  
Mailing address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_  
Email \_\_\_\_\_  
License # \_\_\_\_\_

**WATER AND SEWER**

Water Supply: Town Water \_\_\_\_\_ Private Well \_\_\_\_\_ Other \_\_\_\_\_

Protective well radius: Size \_\_\_\_\_ ft. Entirely on the property? Yes \_\_\_\_\_ No \_\_\_\_\_

Wastewater: Town \_\_\_\_\_ On-site \_\_\_\_\_

NHDES Approval for Septic System Construction # \_\_\_\_\_ Date \_\_\_\_\_ # Bedrooms \_\_\_\_\_

## **SITE SKETCH**

Please attach sketch (or survey if you have one) to provide the details of the proposed improvements/change. Include as applicable:

1. Approximate scale, north arrow, name of road providing access
2. Lot lines and dimensions of lot
3. Existing and proposed buildings or other structures, drives and parking with dimensions (width, length, height)
4. Distance between building and property lines and and other structures. A survey may be required if needed to confirm compliance with setbacks
5. Wetlands, riverbanks, streams, drainage ditches, culverts, seasonal runoff areas
6. Septic system, both proposed and/or existing, with distance to nearest water
7. Well location and protective well radius
8. For home businesses, sq.ft. of home and any accessory structures and sq.ft. to be utilized for the home business

## **PLANS**

For new construction or addition, please provide:

1. Dimensioned floor plans for all floor levels specifying each room with intended use.
2. Dimensioned exterior elevation plans.

## **DURING CONSTRUCTION**

Fire Safety Heating Permit: This permit shall be filed with the Selectboard upon completion. Please contact the Fire Department for this report.

Occupancy Permit: Town of Lisbon Inspections are required at the appropriate point in the construction process, and, at the completion of construction, a physical inspection by the Building Official and Fire Chief is required before an occupancy permit is issued.

A building permit will be void if:

1. Construction has not begun within twelve (12) months from the date of issuance of the permit.
2. At the termination of two (2) years from the date of the permit, if the exterior of the building remains in an uncompleted condition, the Building Official shall order completion or removal at the expense of the owner of such uncompleted buildings, unless an extension of the permit is granted by the Building Official.

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I understand and accept that approval granted by the Town of Lisbon bases upon information supplied herein does not relieve me from having to comply with any Local Ordinances, State or Federal Laws.

I hereby certify that the information herein is true and the above project will be accomplished in accordance with the information submitted. I have read and understand the Town of Lisbon Zoning Ordinance as it applies to this project and I understand the Board of Selectmen will act to enforce both the Zoning Ordinance and the State of New Hampshire Building Code.

Signature of property owner \_\_\_\_\_ Date \_\_\_\_\_

**THIS PAGE FOR OFFICIAL USE ONLY**

**Needed prior to approval**

- ☐ Special Exception from Zoning Board of Adjustment Received \_\_\_\_\_
- ☐ Conditional Use Permit from Planning Board Received \_\_\_\_\_

**Needed prior to commencement of construction or activity**

- ☐ Driveway Permit: NHDOT \_\_\_\_\_ Town \_\_\_\_\_
- ☐ Septic Permit from NHDES or Approval for connection to Town sewer
- ☐ Approval for connection to Town water
- ☐ Certificate of Compliance with Energy Code
- ☐ Flood elevation
- ☐ Dig Safe

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- ☐ Approved

Notes/Conditions \_\_\_\_\_

- ☐ Denied

Reasons \_\_\_\_\_

Building Official

Signature \_\_\_\_\_ Date \_\_\_\_\_

Floodplain Administrator

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Any person aggrieved by this decision may appeal to the Zoning Board of Adjustment within 30 days of this decision.*

*\*\*Revised Application Approved 07/11/2022 by the Board of Selectmen*

## Town of Lisbon, NH

### 2018 Residential Building Permit Fee Schedule

New Construction:	\$250.00 plus @0.18 per square foot. Applicable to all new construction.
Out Building:	\$25.00 No Foundation and \$150.00 with Foundation. Applicable to all Sheds, Garages, Barns Ancillary to primary residence. <b>A foundation is classified as: a stone or concrete structure that supports a building underneath.</b>
Mobile Home:	\$225.00 plus \$0.18 per square foot.
Driveway Permit:	\$30.00 Flat Rate. <b>Prior Written Approval</b> from Town Highway or DOT required.
Demolition Permit:	\$30.00 Flat Rate
Gas Fitter Permit:	\$50.00
Residential Solar Panels: Building Mounted	\$100.00 Structural Report Required
Residential Solar Panels: Ground Installation	\$100.00