



TOWN OF HUDSON

FIRE DEPARTMENT - INSPECTIONAL SERVICES DIVISION

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6005 · Fax: 603-594-1142

Some building permit applications must be accompanied with:

- (A) A plot plan to scale showing the proposed structure in relationship to the property lines.
- (B) Construction drawings
- (C) The attached energy forms only apply to heated structures.
- (D) The following supplemental information may be required. Contact the following departments for assistance:

Engineering @ 886-6008

Discharge Application
Dredge & Fill
Driveway
Sewer Permit
Site Specific
Storm water NOI
Water Permit

Inspectional Services @ 886-6005

Electrical Permit
Mechanical Permit
Plumbing Permit
Sign Permit
Site Plan Applications
Special Exceptions
Subdivision
Applications Variance
Applications

Wetland Conservation District:

The applicant is required to take steps to prevent any intrusion into wetlands areas or the surrounding 50-foot buffer. This includes any equipment used in preparation or construction. If such intrusion is likely, the applicant must request a Conditional Use Permit from the Planning Board. If the applicant is not sure whether wetlands are present, they may request an opinion from the Town, or employ a certified wetland expert. If the building plan requires a Conditional Use Permit, the plan must show the locations of the wetland, the buffer and all structures. The wetlands must be staked by a certified wetlands expert. Please be advised it is not always obvious that wetlands are present. In addition to the evidence of water, specific vegetation may be evidence of a wetland. Failure to comply with this requirement will result in a stop work order and may lead to monetary fines being imposed.



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BUILDING PERMIT APPLICATION – PLEASE PRINT

Address: _____ Unit # _____ Site/Sub Plan: _____ HCRD _____		Office use: Map _____ Lot _____ Zone _____ Permit # _____																								
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Will the applicant/owner manufacture, assemble or produce any product, regardless of water use? Yes <input type="checkbox"/> (Need IDA Form) No <input type="checkbox"/> (Need IDA Checklist) *Please consult the Town Engineer at 886-6008 with any questions																										
Total Cost of Project: \$ _____	General Description of Work and Use Include dimensions of building, room, shed, pool, etc. List # of bedrooms and bathrooms if new home or added. If use of existing building is being changed, enter proposed use. _____ _____ _____ _____																									
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Type of Water Supply

☐ Town

☐ Private (well, cistern)

Type of Heat Source

☐ Gas

☐ Oil

☐ Other _____

☐ Electric

	Name	Address	City/State/Zip	Phone
Owner	_____	_____	_____	_____
Lessee	_____	_____	_____	_____
Contractor	_____	_____	_____	_____
Architect	_____	_____	_____	_____
Engineer	_____	_____	_____	_____

I hereby certify the owner of record authorizes the proposed work and I have been authorized by the owner to make this application as his agent and to conform to all applicable laws of the Town of Hudson. I hereby attest all statements made on this application are true to the best of my knowledge. The signature on this building permit authorizes all Code Officials, Building Inspector and Assessor or their Agents to conduct inspections from time to time during and upon completion of the work for which this permit is issued. **If said structure is commercial or industrial I understand that an as-built plan is required prior to occupancy of the structure. Permits that require a foundation or expansion of building footprint will be issued a foundation only permit until a certified foundation plan is submitted and approved. The building/framing permit will be issued after foundation location approval.**

Signature of applicant _____ Date _____

Address _____

Email: _____ Phone: _____

Filing fee \$ _____ Receipt # _____ Date _____

Building permit fee \$ _____ Receipt # _____ Date _____

THIS BUILDING PERMIT IS

_____ **Issued** subject to the following condition(s) _____ **Denied** for the following reason(s)

Plans received	Date _____	Use group: _____
Comments: _____		Construction type _____
		Live loading _____
		Occupancy load _____

Certificate of Occupancy _____ Required _____ Final Inspection(Building & HFD)

Comments: _____

_____ **Approved** _____

_____ **Denied** _____ Inspectional Services Official or Designee _____ Date _____

*** Electrical Permit, Plumbing Permit, Mechanical Permit, Certificate of Occupancy, Water, Sewer and Driveway are to be applied for separately, when applicable.**



TOWN OF HUDSON

Inspectional Services Division



12 School Street, Hudson, New Hampshire 03051

Inspectional Services Division Phone: 603-886-6005 Fax: 603-594-1142

BUILDING PERMIT APPLICATION DOCUMENT SUBMITTALS:

CONSTRUCTION SHALL CONFORM TO THE STATE ADOPTED BUILDING AND FIRE CODE

New Residential Dwelling: Submit the building permit application, one set of construction drawings, energy code form filled out, egress window specifications from the manufacturer, a proposed plot plan from a licensed land surveyor, beam calculations if using manufactured beams, roof or floor truss specifications from the manufacturer if using trusses.

New Residential Additions: Submit the building permit application, one set of construction drawing, a proposed plot plan from a licensed land surveyor, window egress specifications, energy code form filled out, beam calculations if using manufactured beams, roof or floor truss specifications from the manufacturer if using trusses.

New Residential Garages: Submit the building permit application, one set of construction drawing, a proposed plot plan from a licensed land surveyor, beam calculations if using manufactured beams, roof or floor truss specifications from the manufacturer if using trusses.

New Carports: Submit the building permit application, one set of construction drawing, a proposed GIS location plan or a plot plan.

Residential Remodel: Submit the building permit application, one set of construction drawings, energy code form filled out, window egress specifications from the manufacturer if creating new living area or new bedrooms.

Decks: Submit the building permit application, one set of construction drawings and a location plan. GIS map or a plot plan showing the proposed location of the deck on the land parcel.

Storage Shed's larger Than 200 Square Feet: Submit the building permit application and a location plan. GIS map or a plot plan showing the proposed location of the shed on the land parcel.

Above Ground Swimming Pools: Submit the building permit application and a location plan. GIS map of the land parcel or a plot plan showing the proposed location of the pool on the land parcel.

In-Ground Swimming Pools: Submit the building permit application, the manufacturer specifications of the pool construction, and a proposed plot plan from a licensed land surveyor showing the proposed location of the pool on the land parcel.



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Roof Solar Array: Submit the building permit application, structural analysis of the existing roof from a licensed professional engineer, one set of construction drawings showing the placement of the solar array on the roof, specifications for all electrical equipment, solar modules, mounting brackets, electrical wiring diagram, and all required labeling per the national electrical code.

Ground Mounted Solar Array: Submit the building permit application, one set of construction drawings, specifications for all electrical equipment, solar modules, mounting frame, electrical wiring diagram, all required labeling per the national electrical code, GIS map or plot plan showing the proposed placement of the solar array on the land parcel.

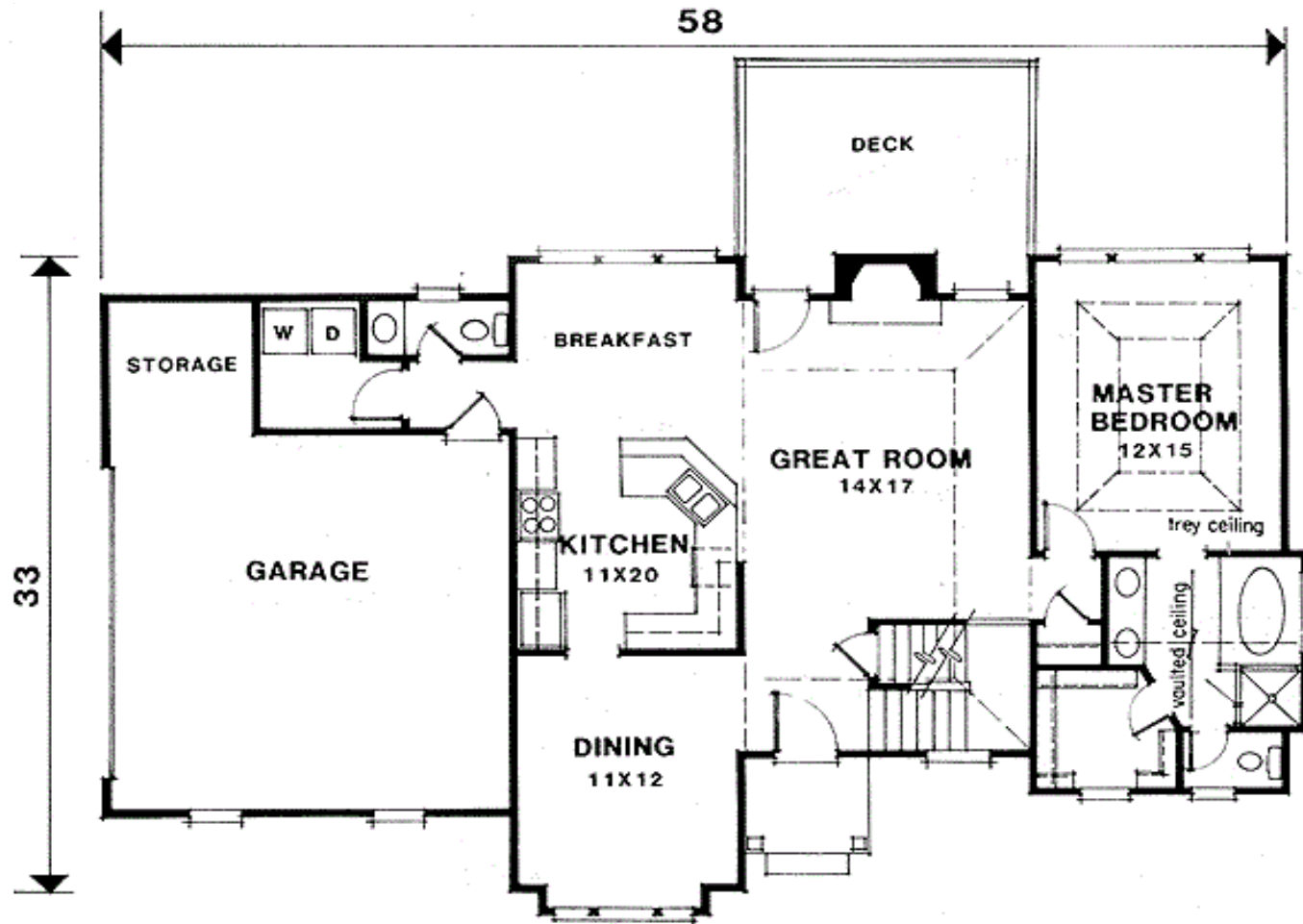
New Commercial / Industrial Buildings: Submit the building permit application, one set of architectural and engineered stamped construction drawings, one set of engineered stamped MEP drawings, a proposed plot plan from a licensed land surveyor showing the proposed location on the land parcel, one set of ADA accessibility drawings, one set of fire alarm drawings with specifications, one set of sprinkler drawings with specifications.

Commercial / Industrial Additions: Submit the building permit application, one set of architectural and engineered stamped construction drawings, one set of engineered stamped MEP drawings, a proposed plot plan from a licensed land surveyor showing the proposed location on the land parcel, one set of ADA accessibility drawings, one set of fire alarm drawings with specifications, one set of sprinkler drawings with specifications.

Commercial / Industrial Renovations: Submit one set of architectural and engineered stamped drawings, one set of engineered stamped MEP drawings, one set of ADA accessibility drawings, one set of fire alarm drawings with specifications, one set of sprinkler drawings with specifications.



TOWN OF HUDSON
12 School Street
Hudson, NH 03051



FLOOR PLAN EXAMPLE

Rev. Feb 2025

Sample Plot Plan

[8 1/2 X 11]



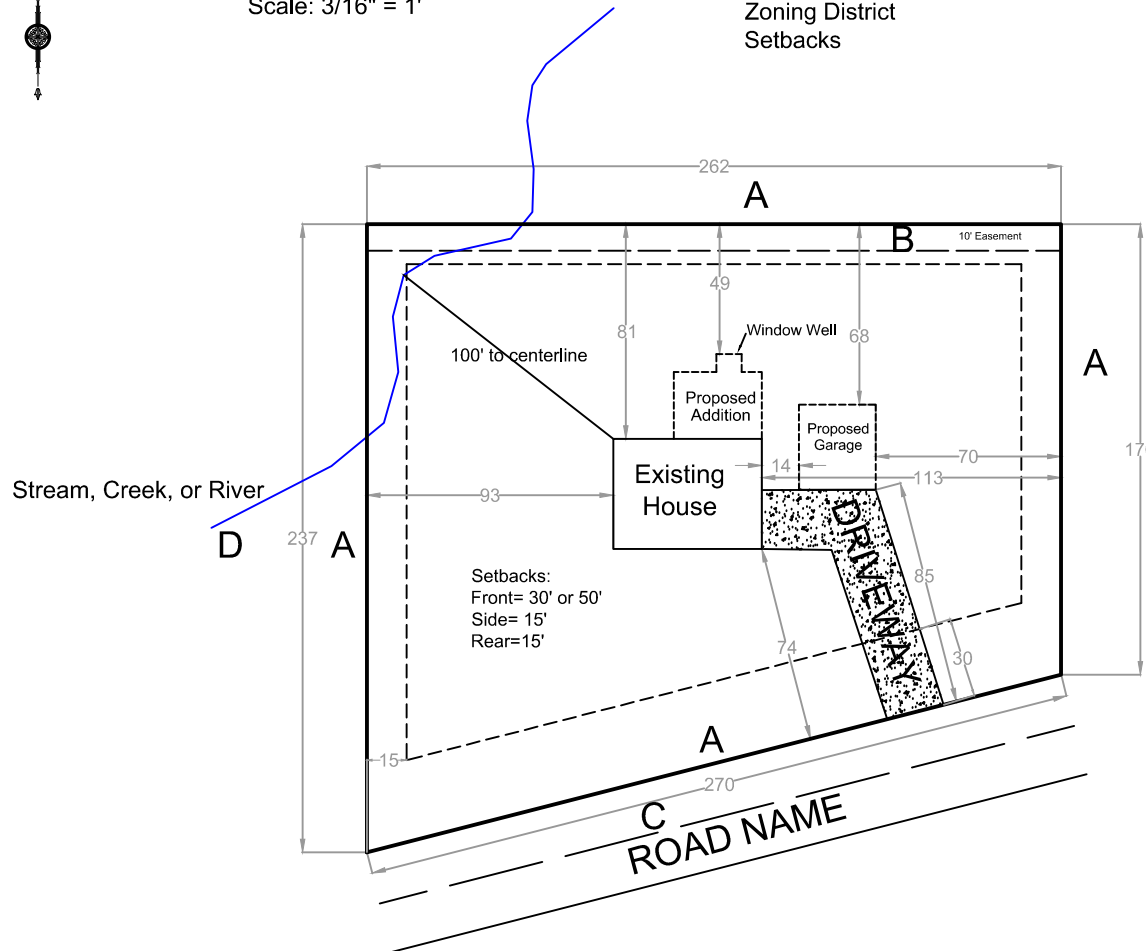
Scale: 3/16" = 1'

Job Site Address
Property Owner
Owner's Phone

Parcel No.
Zoning District
Setbacks



TOWN OF HUDSON
12 SCHOOL STREET
HUDSON, NH 03051



Checklist:

- North Arrow
- Plot Plan Scale
- Property Owner Info
- Parcel No. & Zoning
- A** Property Dimensions
- B** Easements
- C** Roads and Streets
- D** Stream, Creek, or River

- Existing buildings
- Proposed buildings + dimensions

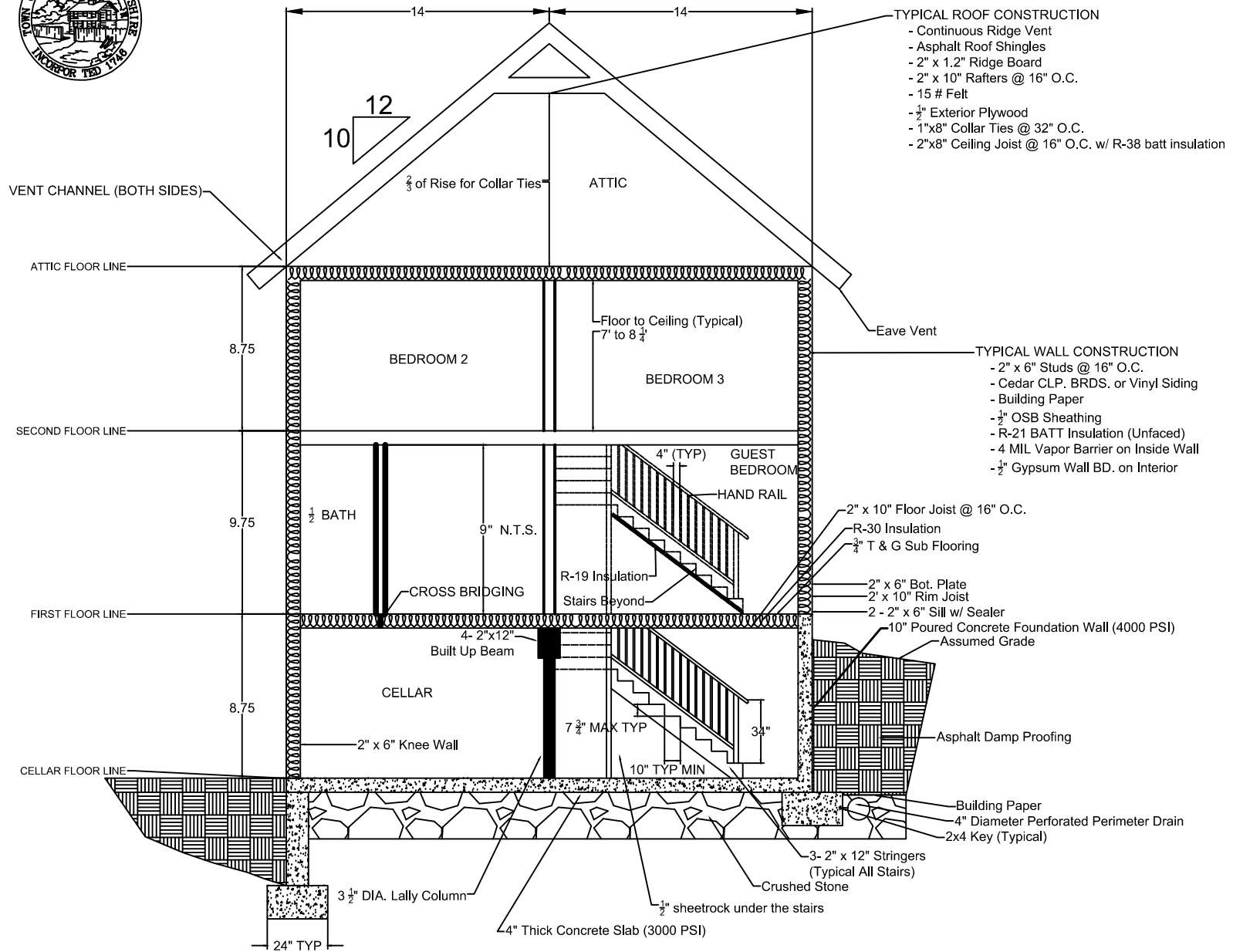
Use Arrows to show distances from buildings to setbacks.
Use solid lines to indicate existing structures.
Use dotted lines to indicate proposed structures.

NOTE:

All Dimensions in Feet.

Rev. Jan. 2012

Sample House Cross Section



Rev. Jan. 2012