



**Town of Greenland**  
**Building Department**  
 11 Town Square · PO Box 100 · Greenland, NH  
 03840 Phone: 603.431.3070 · Fax: 603.430.3761  
 Website: greenland-nh.com

## PERMIT APPLICATION

**Select One: Major (Over \$50,000) \_\_\_\_\_ Minor (Under \$50,000) \_\_\_\_\_**

Job Address		Map/Lot	
Property Owner/Tenant/Lessee			
Phone		Email	
<b>CONTRACTOR INFORMATION</b>			
Name			
Company			
Address			
City/State/Zip		Phone	
Email Address			
<b>DESCRIPTION OF WORK (Include Dimensions/Materials/Scope of Work)</b>			
<b>**THIS SECTION MUST BE COMPLETED**</b>			
<p style="color: red; margin: 0;">Mailbox installations are at the risk of the property owner. The Town will not assume responsibility for mailbox damage.</p> <p>A plot plan, drawn to scale, must accompany residential and/or commercial permits for new construction, additions, remodels, or renovations, and shall include property boundaries, locations of existing buildings and structures, paved areas, driveways, wetlands, and proposed buildings and/or structures.</p>			
Generator KW		Generator Load (Per NEC 220)	
Solar Array KW		Electrical Service Amps	

**OFFICE ONLY** DO NOT COMPLETE THIS SECTION **OFFICE ONLY**			
Office Only	Office Only	Office Only	Office Only
Total Job Cost: \$	Permit Fee: \$	Processing Fee: \$	Total Permit Fee: \$
Office Only	Office Only	Office Only	Office Only
Permit #:	After-the-Fact Permit Fee (Fees are Double): \$	Receipt/Ck #:	
			V <input type="checkbox"/> M <input type="checkbox"/>

**JOB/PROJECT COST**

Construction/Remodel/Renovations: \$	*Generator (See Below): \$
Solar: \$	Electrical: \$
Mechanical/HVAC: \$	Plumbing: \$
LP Gas/Natural Gas: \$	Shed/Garage/Barn Square Feet _____: \$
Deck Square Feet _____: \$	Roof Square Feet _____: \$
Fence: \$	Pool Size/Square Feet _____: \$
Siding Square Feet _____: \$	Septic Review/Install: \$
Doors/Windows: \$	Sprinkler/Fire Alarm: \$
Other: Specify – Including Size/Square Feet _____: \$	

**Total Cost of Job/Project: \$**

**\*GENERATOR INFORMATION: TYPE OF SYSTEM**

_____ Portable Generator Grounding (NEC 702.11 (A), 2020) - Separately Derived System: Where a portable optional standby source is used as a separately derived system, it shall be grounded to a grounding electrode in accordance with 250.30.	_____ Portable Generator Grounding (NEC 702.11 (B), 2020) - Non-Separately Derived System: Where a portable optional standby source is used as a non-separately derived system, the equipment grounding conductor shall be bonded to the system grounding electrode.
Transfer Switch: _____ Automatic _____ Manual	Interlock Kit Installed: _____ Yes _____ No
Generator Location (include site plan) _____ Permanent _____ Portable	

**ADDITIONAL REQUIREMENTS**

<b>Electrical, Plumbing &amp; Gas:</b> Your license (not Driver’s License) must be available when this permit application is submitted and will be checked by the Building Department.
All plot plans, floor plans, septic permits and data required by the Building Inspector <b>must</b> accompany this application.
Plot plan with setbacks showing proposed structures
1 Large set of Engineer stamped construction plans
11x17 File Set of Construction Plans, Engineer Stamped
Electronic Set of Construction Plans, Engineer Stamped
Septic Approval and Design
Copy of Planning Board or Zoning Decision (if applicable)
The placard received as part of the approved permit <b>must be</b> displayed in a window and visible to the Building Inspector and accessible during inspections. A <b>\$50 fine</b> will be imposed if not displayed.
<b>All work must conform with the State of New Hampshire Building and Fire Codes, ICC – 2018 Edition, NEC - 2020, and current Town of Greenland building and zoning regulations.</b>

- **Residential:** \$7 per thousand, based on the cost of the job; minimum \$50; PLUS: \$50 application fee per application (example: solar and electrical would be 2 applications @ \$50 each, for a total of \$100)
- **Commercial:** \$10 per thousand, based on the cost of the job; minimum \$100; PLUS: \$100 application fee per application (example: solar and electrical would be 2 applications @ \$100 each, for a total of \$200)

**PLEASE CALL WITH ANY QUESTIONS: 603.380.7372**

PROJECT INFORMATION (Check all that apply)		
New Single-Family Dwelling /Sq. Ft.	New Multi-Family Dwelling /Sq. Ft.	
Accessory Dwelling Unit /Sq. Ft.	Addition /Sq. Ft.	
Total Bedrooms: Existing	Total Bedrooms: Proposed	
Total Bathrooms: Existing	Total Bathrooms: Proposed	
Gross Living Area: Existing Sq. Ft.	Gross Living Area: Proposed Sq. Ft.	
State Septic Approval No.	Date	No. State Approved Bedrooms
Internal Renovation/Sq. Ft.	Other – Specify (Include Size/Sq. Ft.)	
<input type="checkbox"/> Occupancy: Residential	<input type="checkbox"/> Certificate of Completion: Residential	

**SIGNATURES**

**BY SIGNING BELOW**, I hereby certify that I am the owner of record of the named property, or that the proposed work is by the owner of record, or that I have been authorized by the owner to make this application as his authorized agent and agree to conform to all applicable laws of this jurisdiction. If a permit for work described in this application is issued, the Building Inspector/Code Enforcement Officer or authorized representative shall have the authority to enter areas covered by such permit at a reasonable hour to enforce the provisions of the code(s) applicable to such permit. I certify that the information given is true and correct to the best of my knowledge. No changes from the above information will be made without approval of the Building Inspector. Construction activities shall not begin until the permit is issued; **work without a permit is subject to a double fee.** All construction will be done in accordance with the Town of Greenland and State ordinances and building regulations; compliance is the sole responsibility of the applicant. When all necessary approvals have been acquired, a permit may be granted by the Building Inspector to allow construction or change in land use conformance with this application and those plans/specifications submitted in support thereof. The proposed structure or improvements shall not be occupied or otherwise utilized without the issuance of a Certificate of Occupancy or Certificate of Completion by the Building Inspector. **All work will be in compliance with ICC-2018, adopted July 01, 2022, and NFPA and NEC Codes per the State of New Hampshire.**

**SIGNATURES**

Homeowner, Applicant, or Contractor	Date
Building Inspector	Date