



# TOWN OF CAMPTON

## *Board of Selectmen's Office*

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### **INSTRUCTIONS FOR APPLYING FOR INTENT TO BUILD**

The owner is required to fill out the application, which should be filled out completely and accurately. If you need assistance with the Map and Lot number, the Selectmen's Office can help you.

All required Federal, State, and Town approvals must be in the hands of the Selectmen before the application will be considered.

Required:

1. A set of DES stamped, approved septic plans submitted along with a copy of the permit.
2. The applicant must obtain a Town or State driveway permit.
3. Plot Plan shall be neatly drawn and include the following information:
  - Boundaries of the lot with dimensions in feet and lot area
  - Setback distance to property lines
  - Current tax map location
  - Names and locations of roads adjacent to lot
  - Existing structures on lot, including well/water source, septic system, leach field drainage, culverts, ditches, structures and utilities
  - Sketch any proposed structures showing overall dimension
  - Number of stories and height in feet of proposed structures (not to exceed 35 feet)
  - Any additional information that will adequately describe the proposed work
  - Square footage of construction or alteration must be shown

Once all this is completed, the application should be submitted to the Selectmen's Office with appropriate fees.

Thank you for your cooperation in this matter.



## Zoning Compliance Application Fees

(Effective Date 1/1/2024)

### New Construction (Outside Dimensions)

Single Family Dwelling: \$100.00 plus \$.15 per square foot

Multi-Family Dwelling: \$150.00 plus \$.15 per square foot

Building Addition: \$80.00 plus \$.15 per square foot

Garage: \$80.00 plus \$.15 per square foot

Accessory Structure (Decks, Sheds, Porches, Storage Container, Cement Slab, Carport, etc.):  
\$70.00 plus \$.15 per square foot

Attached ADU: \$80.00 plus \$.15 per square foot

Detached ADU: \$100.00 plus \$.15 per square foot

Commercial Building: \$250.00 plus \$.15 per square foot

Industrial Building: \$250.00 plus \$.15 per square foot

Additional Visit by Code Compliance Officer: \$30.00

Demolition Permit (Any Structure): \$30.00

ZCA Extension (One time only, Six-month extension): \$50.00

In-Ground Swimming Pool: \$100.00

Sign Permit: \$50.00

Driveway Permit: \$100.00

Penalty for proceeding without an approved ZCA: Double the amount of the cost.

The process will start after the ZCA is filled out to its entirety with payment. The typical turnaround time can take up to a month. If the Code Compliance Officer visits the property, which is not staked out, it will incur a \$30.00 fee.

\*Note: Square footage on each floor, including the basement, will be included in calculating the square footage fee.



# ZONING COMPLIANCE APPLICATION

Town of Campton, NH  
12 Gearty Way, Campton NH 03223  
603-726-3223  
[www.camptonnh.org](http://www.camptonnh.org)

Office Use Only
Amount
Paid: _____
Date: _____
_____

PROPERTY OWNER'S NAME: \_\_\_\_\_  
 MAILING ADDRESS: \_\_\_\_\_  
 PROPERTY ADDRESS: \_\_\_\_\_  
 TELEPHONE(HOME OR CELL): \_\_\_\_\_ EMAIL: \_\_\_\_\_  
 MAP & LOT #: \_\_\_\_\_ ACREAGE: \_\_\_\_\_  
 TYPE OF CONSTRUCTION: \_\_\_\_\_ BUILDING SIZE(SQ FOOTAGE) \_\_\_\_\_  
 INTENDED BUILDING USE (Circle one) :      **COMMERCIAL**      **RESIDENTIAL**  
 ZONING DISTRICT \_\_\_\_\_

Attach copy of floor plan or building design . If a Mobile Home, attach copy of Deed.

DATE CONSTRUCTION TO START: \_\_\_\_\_ ESTIMATED COMPLETION DATE: \_\_\_\_\_

ESTIMATED COST: \_\_\_\_\_

NH SEPTIC APPROVAL #: \_\_\_\_\_ SEPTIC DESIGN ATTACHED: YES N/A

NH INSTALLER NAME & #: \_\_\_\_\_

TYPE OF WATER SUPPLY: \_\_\_\_\_ IS PROPERTY IN A FLOODPLAIN?: YES NO

IS THE PROPERTY IN THE CURRENT USE PROGRAM?: YES NO *If YES, Please provide map of area being removed*

IS THE PROPERTY LOCATED ON (CIRCLE ONE):      A CLASS VI ROAD      A PRIVATE ROAD      NEITHER  
**SETBACKS WILL BE DEPENDENT UPON WHICH ZONING DISTRICT THE PROPERTY IS IN AND CAN BE FOUND  
 IN THE CAMPTON ZONING ORDINANCE. PROPERTY OWNER IS RESPONSIBLE FOR KNOWING THE  
 LOCATION OF THEIR BOUNDARY LINES.**

We (I) hereby certify that all information provided by us (me) is accurate, and that construction/improvements will be built in compliance with the State Regulations and Town Zoning Ordinance and acknowledge that we are in receipt of the Ordinance (to download Zoning Ordinance, go to [www.camptonnh.org](http://www.camptonnh.org)).

DATE: \_\_\_\_\_

APPLICANT (Property Owner's Signatures)

COMPLIANCE OFFICER'S COMMENTS:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PERMIT APPROVED: \_\_\_\_\_ PERMIT DENIED: \_\_\_\_\_

REASON FOR DENIAL: \_\_\_\_\_

COMPLIANCE OFFICER'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

PERMIT EXPIRES: \_\_\_\_\_ COMPLIANCE FOLLOW UP: \_\_\_\_\_

**CAMPTON BOARD OF SELECTMEN**

_____	_____
_____	_____
_____	Date: _____

TOWN OF CAMPTON  
CODE COMPLIANCE CERTIFICATION

I, the undersigned, hereby certify that all construction, including electrical, mechanical, plumbing and carpentry will be carried out, installed, and constructed in accordance with all Federal, State and Local codes, including, but not limited to the New Hampshire State Building Code, National Electrical Code, Life Safety Code, Fire Safety Code, State Plumbing Code and State Energy Efficiency Code.

Date: \_\_\_\_\_ Property Owner \_\_\_\_\_

I further certify that the following are the tradesmen who will be performing the work and each of the, by signing below hereby certifies that all work performed by him/she/they will be in accordance and compliance with all Federal, State and Local Codes applicable to their work and their trade.

Date: \_\_\_\_\_ Property Owner \_\_\_\_\_

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GENERAL CONTRACTOR

Name/Business \_\_\_\_\_

Address \_\_\_\_\_

ELECTRICIAN

License # \_\_\_\_\_ Name \_\_\_\_\_

Date: \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_

PLUMBER

License # \_\_\_\_\_ Name \_\_\_\_\_

Date: \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_

OTHER (SPECIFY)

License # \_\_\_\_\_ Name \_\_\_\_\_

Date: \_\_\_\_\_ Address \_\_\_\_\_