



TOWN OF MARLBOROUGH

Post Office Box 487

Marlborough, New Hampshire 03455-0487

Telephone (603) 876-3751

E-mail: selectmen@marlboroughnh.org

Fax (603) 876-3313

Website: www.marlboroughnh.org

BUILDING PERMIT FEES & INFORMATION

- 1) **New Construction:** \$.35 per square foot for all floor areas including basement and garage floors.
(Example: A new home 28 x 36 feet, two stories high with basement, will have a total of 3,024 square feet. Permit price would be $\$.35 \times 3,024 = \$1,058.40$. With a garage 24 x 20 feet, 480 additional square feet is added at $\$.35$ for an additional \$168.00. Total permit fee is then \$1226.40.)
- 2) **Remodeling:** \$.45 per square foot or \$75.00 whichever is higher.
- 3) **Electrical/Plumbing Permits:** \$75.00 per house, unit or apartment, per permit.
- 4) **Major Requirements for Permits:**
 - a) All Zoning Ordinance requirements must be met.
 - b) Must have state permit for septic systems or file an application for a Town Sewer connection.
 - c) Approved Driveway Permit from Town or State.
 - d) Two copies of building plans and plot plans showing location and setbacks of project, for Inspector.
 - e) Electrical and Plumbing Permits as necessary.
 - f) Must establish drinking water source. (Private well or Town Water.) A copy of the water source plan is required with application.
 - g) Burner Permit application for oil burners.
5. **Inspections:** *It is the responsibility of the owner to insure inspections are completed on time. See attached Building Inspection Schedule and Criteria.*

Permit fees are as follows:

New Construction:	\$.35 per square foot.
Remodeling:	\$.45 per square foot or \$75 whichever is higher.
Driveway Permits:	\$50.00
Electrical/Plumbing:	\$75.00 per house, unit or apartment, per permit.
Sewer Permit:	\$20.00
Oil burner permits:	\$5.00

All permits expire one year from date of issue.

The Board of Selectmen - Revised November 11, 2016

Building Inspector – Revised June 25, 2018



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BUILDING INSPECTION - SCHEDULE AND CRITERIA

1. Applicants applying for permits must obtain a copy of the building permit approved by the Building Inspector prior to starting any work, also permits to install and operate oil-burning equipment signed by the Fire Chief, if applicable, as required. Other permits that **may** be required are electrical, plumbing, water/sewer, driveway, and etc. depending upon the nature of the work being performed.
(All changes to your property; either renovations, additions or new construction begin with the application for a building permit. The usual time period from application to signed building permit is a minimum of 2 weeks.)
2. Driveway construction shall be completed per town specifications prior to beginning new construction.
3. Any new foundation work is to be inspected by the Building Inspector before the pouring of concrete and backfilling of the foundation takes place.
4. All plumbing, electric, and framing work is to be inspected by the respective inspector upon completion of rough-in and **before** any insulation or sheathing is installed on interior surfaces of walls or ceilings.
5. All electrical work is to be inspected by the Electrical Inspector when any or all of the following circumstances apply:
 - A. Temporary Service
 - B. Permanent Service
 - C. Rough in wiring (before covering with insulation or sheathing).
 - D. All underground wiring (before backfilling). All conduits and materials must be suited for electrical use.
 - E. Finish wiring (completed project, or before Eversource hooks up panel on new construction.
6. Before a Certificate of Occupancy may be issued the following must be done.
 - A. The structure must meet the requirements of the most current BOCA Building Codes, and the most current NFPA 101 Life Safety Code.

- B. Plumbing and electrical work must pass final inspection as per the most current BOCA National Plumbing Code and the most current National Electrical Code specifications respectively after all fixtures and devices have been installed and made functional.
- C. All hook-ups to utilities must be completed (i.e., power, water, sewer, and or state inspection of a septic system), etc.
- D. The site has been graded and measures have been taken to minimize erosion.
- E. All obvious hazards resulting from construction have been removed from the site (debris, etc.)
- F. Oil Burner installations must be inspected by the Fire Chief once completed and before normal operation. (contact the fire Chief)

NOTE: It is the responsibility of the owner to schedule inspections with the Building, Plumbing, Electrical Inspectors, and the Fire Chief.

To contact inspectors, please call the following:

Building Inspector:	Michael Wilber	603-400-0303
Electrical Inspector:	Hamilton Richardson	603-876-3470
Plumbing Inspector:	Kent Breen	603-313-9529
Fire Chief:	John Manning	603-876-3904

All Inspectors have private jobs and do inspections as an added service to support the Town, plan to give them advance notice!

Revised September 11, 2001
Updated May 29, 2007
Updated June 8, 2018
Updated May 29, 2020
Updated April 13, 2023



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PROJECT & INSPECTION SCHEDULE

- Have application and drawings approved (submit 2 copies of drawings).
- Call Dig Safe
- Inspections as follows:

1st Inspection: (Before you Back Fill)

Footings and walls prior to pouring

Waterproofing, insulation and drainage (if installed according to submitted plans)

NOTE: You must contact this office before any alterations are made to the approved submitted plans. (footings relocated, building construction, etc.)

2nd Inspection:

Rough framing

Rough Electrical and Plumbing (bathroom exhaust vents shall be installed)

Life Safety Codes (bedroom window sizes, egresses, etc.)

Deck & porches:

Footings

Framing

Stairs & railings

3rd Inspection:

Final Inspections:

Electrical & Plumbing

Handrails & balusters

Exterior grade

Exterior flashing

Fire Protection Equipment and Smoke Detectors (inspection required by Fire Chief if residence is for the purpose of rentals or foster care)

Heating System, Boiler inspection and permit approval – FIRE CHIEF

Final Chimney

ADDITIONAL INSPECTIONS REQUIRED:

Electrical Temporary Service

Electrical Permanent Service

Accessory Permits (Decks, Garages, Sheds, etc.)

IMPORTANT: It is the responsibility of the owner to schedule inspections with the Building, Plumbing, Electrical Inspectors and the Fire Chief. All Inspectors have private jobs and do inspections as an added service to support the Town, plan to give them at least 24-48 hours advance notice!

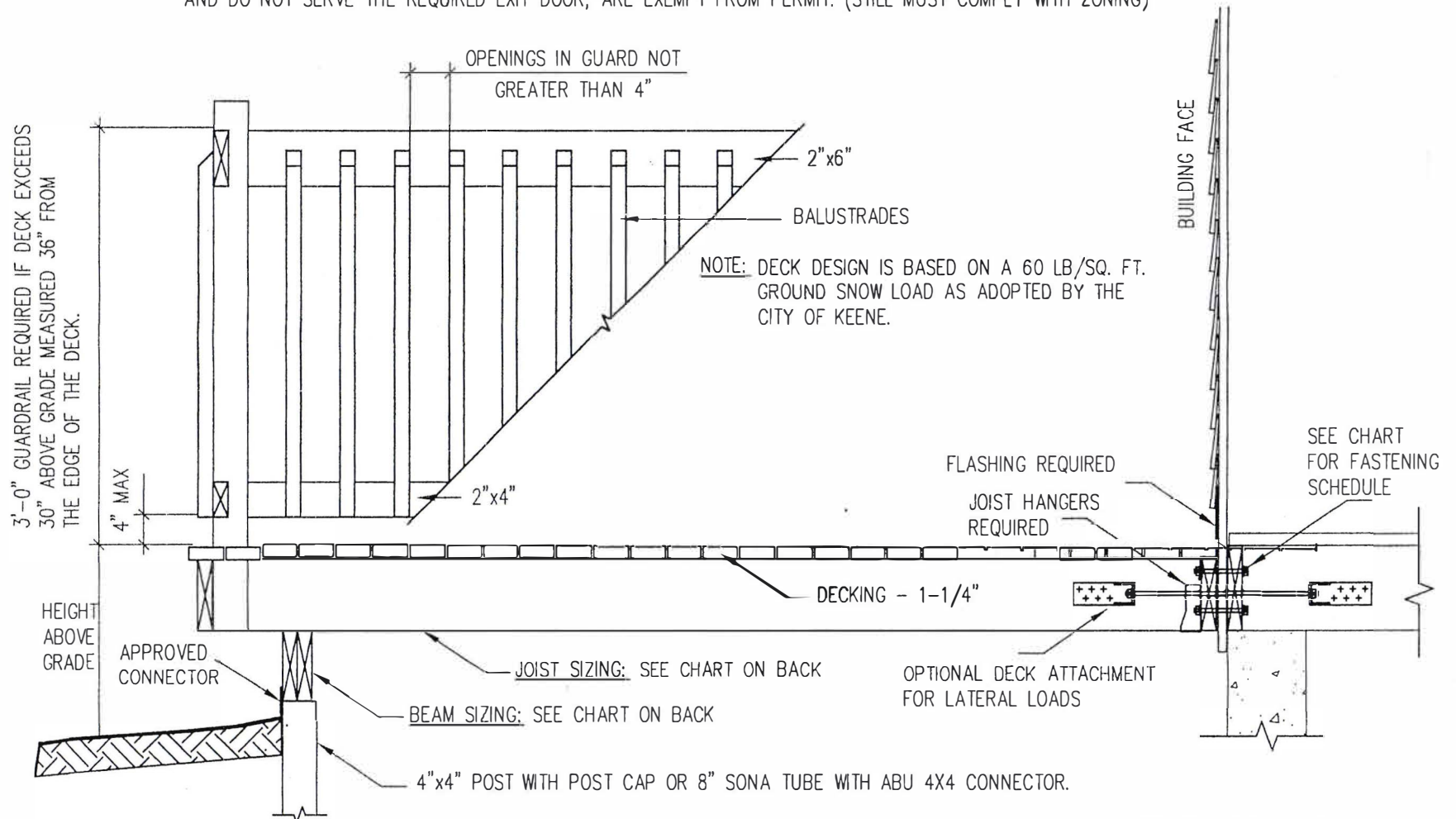
Revised June 16, 2005

Updated June 8, 2018

STANDARD RESIDENTIAL DECK DETAIL

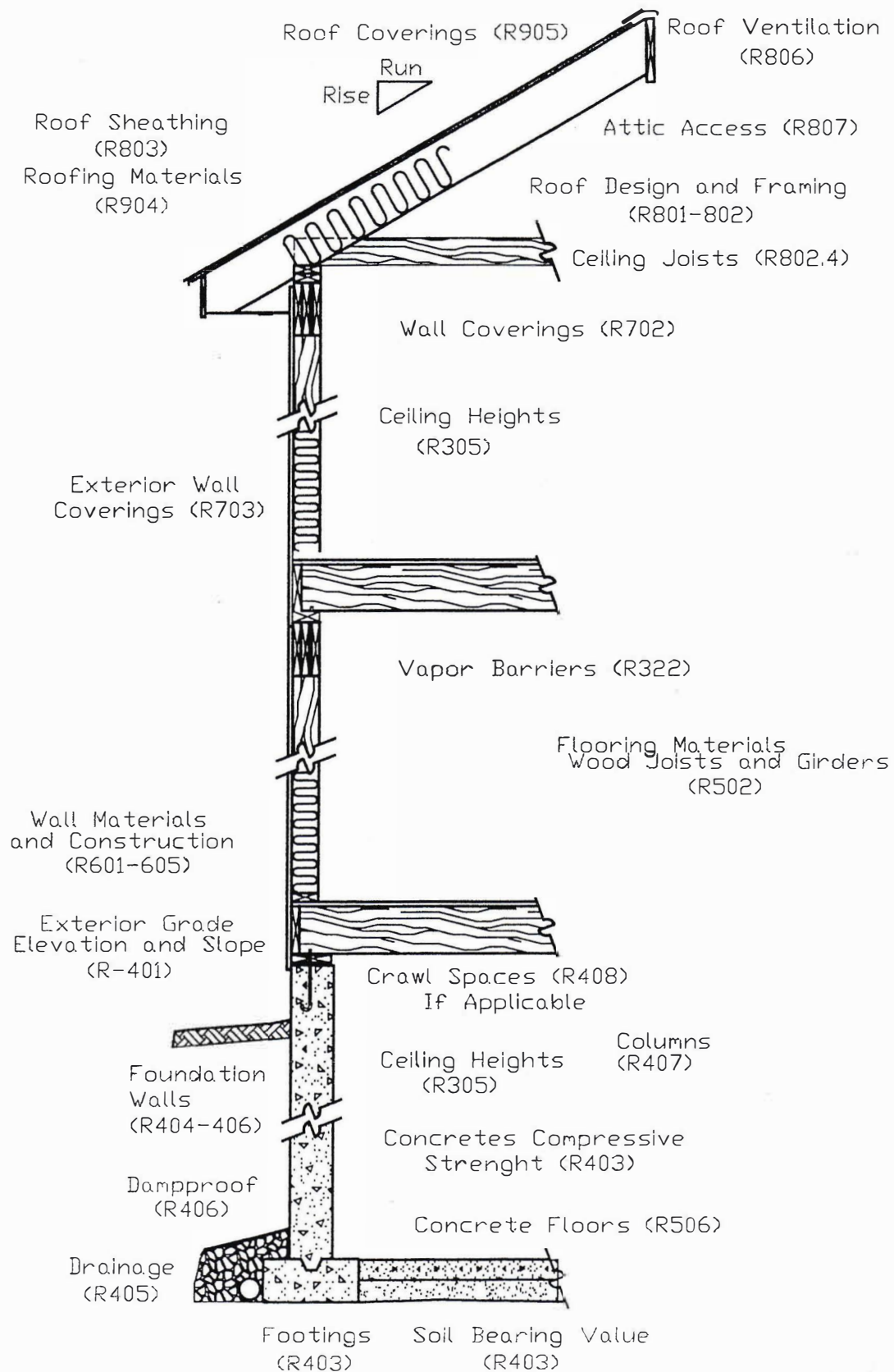
SCALE: 3/4" = 1'-0" NOTE: ALL WOOD USED IN THE CONSTRUCTION OF ALL DECKS SHALL BE DECAY RESISTANT.

NOTE: DECKS NOT EXCEEDING 200 SQUARE FEET IN AREA, LESS THAN 30" ABOVE GRADE, SELF SUPPORTING, AND DO NOT SERVE THE REQUIRED EXIT DOOR, ARE EXEMPT FROM PERMIT. (STILL MUST COMPLY WITH ZONING)



PROVIDE PRECAST BASE FOR COLUMN OR 16" DIA. BIG FOOT OR EQUIV FOOTING. 4' BELOW GRADE MINIMUM

JOIST SPACING	8'	8'-10'	10'+-12'
CONNECTION DETAILS	ON-CENTER SPACING OF FASTENERS (D,E)		
1/2 INCH DIAMETER LAG SCREW WITH 15/32 INCH MAXIMUM SHEATHING (a)	18"	15"	13"
1/2 INCH DIAMETER BOLTS WITH 15/32 INCH MAXIMUM SHEATHING	34"	29"	24"
1/2" DIAMETER BOLTS WITH 15/32" MAX SHEATHING AND 1/2 WASHERS (b,h)	29"	24"	21"



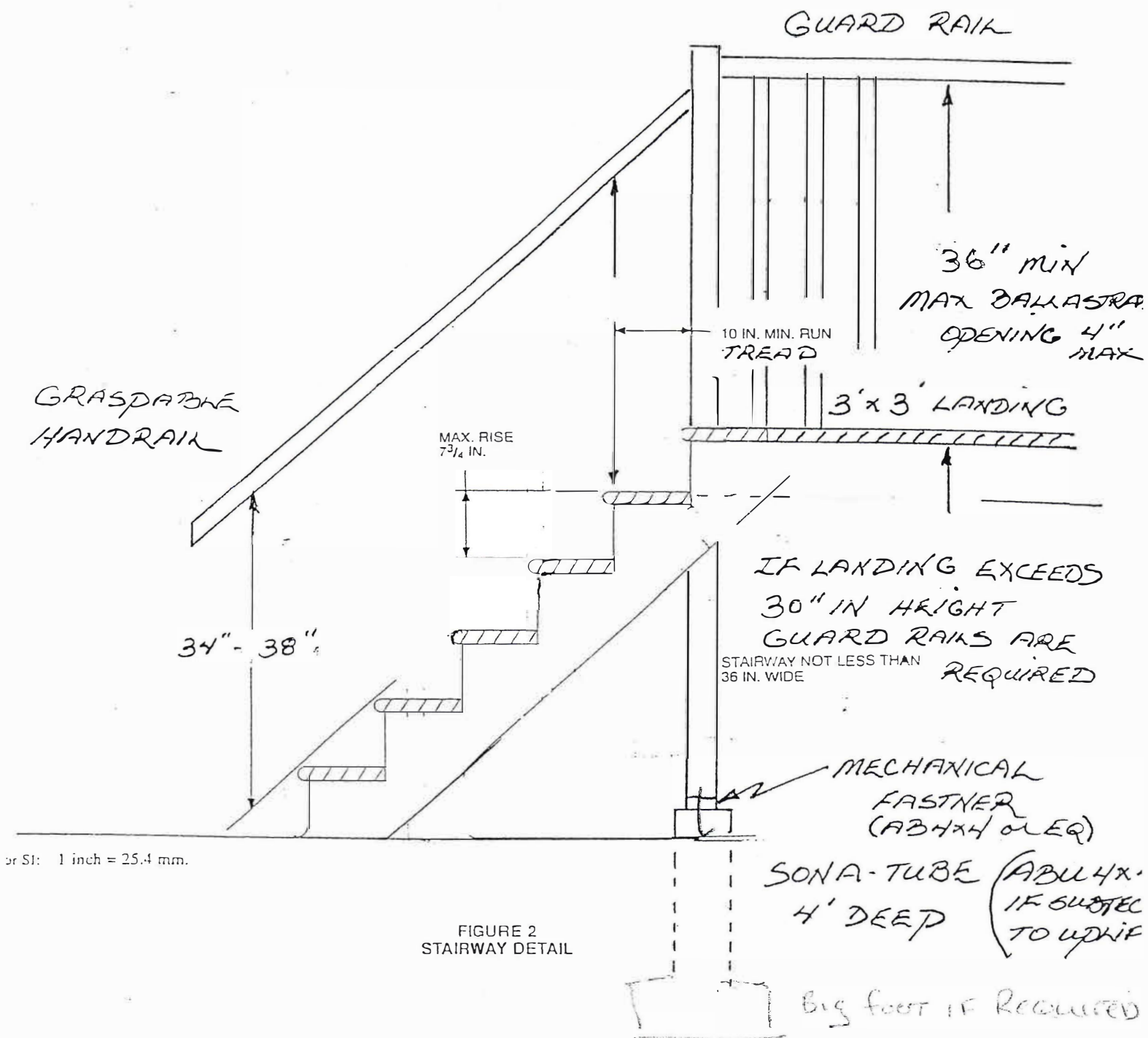


FIGURE 2
STAIRWAY DETAIL