

**TOWN OF FREEDOM  
FREEDOM, NH 03836**

**ZONING-BUILDING  
PACKET**

**BUILDING INSPECTOR: DAVID SENECA  
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**ZONING OFFICER:  
OFFICE HOURS: THURSDAYS 9AM – 2PM  
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Email: [freedomzoning@gmail.com](mailto:freedomzoning@gmail.com)**

## GENERAL INSTRUCTIONS

### PLEASE DETACH AND KEEP INSTRUCTIONS

*Important: Read carefully before filling out and submitting an application.*

It is strongly recommended that, before applying for a zoning and/or building permit, you become familiar with the zoning ordinance. Copies of which are available by downloading from the town's website. [www.townoffreedom.net/resources/regulationsordinances](http://www.townoffreedom.net/resources/regulationsordinances)

All appropriate sections of the attached form must be completely filled out. The form is intended to be self-explanatory, but be sure that you show:

**WHO** owns the property? All owners must be listed and there must be signatures of all owners in any areas applicable. (If the applicant is not the owner, the owner must authorize the application.)

**WHERE** the property is located? (Give tax map, lot number, and zoning district.)

**WHAT** do you propose to do? Attach a sketch showing boundaries, building dimensions and structure setbacks. A survey of your property may be required as part of this application. Include copies of any prior applications concerning the property. Include a Plot Plan

**INCLUDE:** Include a signed or stamped "*Local Approval for construction of an individual sewage disposal system*". If the property is located on a town road, include the two page, approved "*Driveway Permit*" signed by the Road Agent. If there is not an approved driveway permit on file, the applicant must file an application and obtain a current approval. A Zoning Application cannot move forward if these two approvals are not attached to the Zoning Application.

**MAIL OR DELIVER** The completed application to the Zoning Officer at the town of Freedom. You can mail it or leave it in the mail slot in the foyer of the town office. **Please note, it may take up to 30 days to approve or deny a zoning application.**

#### Appendix to Building Permits

- All building permits require a zoning permit prior to the issuance of the permit.
- Roof system must be designed with a ground snow load of 80 lbs.
- Stair geometry in residential homes must have a 10" tread and no more than a 7.75" riser.
- Hard-wired smoke detectors with battery backup are required . One on each level and one in every bedroom chamber. Power to the smoke detector circuit must be taken from a circuit that supplies a bedroom chamber or living room.

- An oil burner permit is required for all oil fired heating systems. This permit is issued by the town Fire Chief.
- It is the responsibility of the applicant to contact the Town Office for a 911 house number once construction has begun.
- Bonding of the water piping system to the electric service grounding is required.
- A bonding conductor connected to the grounding electrode conductor for telephone and cable TV is required at their service entrance locations .
- Unheated basement must have their ceiling insulated and a door is required at the bottom of bulkhead stairways to meet NH energy code.
- Building permits must be posted in conspicuous place.
- No more than two 4/0 conductors are allowed in a 23" LB.
- No SE. cable is allowed in a 2" LB.

**TOWN OF FREEDOM  
PERMIT FEE SCHEDULE**

- 1. NEW CONSTRUCTION - ADDITIONS- RESIDENTIAL DWELLING-  
MODULAR HOMES**

35 cents per square foot of floor space                      MINIMUM \$50.00
- 2. ACCESSORY BUILDINGS, COMMERCIAL, INDUSTRIAL, GARAGES,  
SHEDS, UTILITY BUILDING AND DECKS**

35 cents per square foot of floor space                      MINIMUM \$50.00
- 3. FOR ALTERATIONS OR REPAIRS TO DWELLINGS, SHEDS,  
GARAGES, DECKS, ETC.**

\$5.00 per one thousand dollars of construction              MINIMUM \$50.00
- 4. NEW CONSTRUCTION-AGRICULTURE, SCHOOLS, CHURCHES,  
HOSPITALS**

\$3 .00 per one thousand dollars of construction              MINIMUM \$50.00
- 5. FOR ALTERATIONS, RENOVATIONS, ADDITIONS IN BUILDINGS  
LISTED IN #4**

\$3.00 per one thousand dollars of construction              MINIMUM \$50.00
- 6. MECHANICAL PERMITS - ELECTRICAL, PLUMBING                      \$30.00**
- 7. MISCELLANEOUS**
  - A. Mobile Homes     \$50.00
  - B. Swimming Pools \$50.00
    - Above Ground
    - In Ground

Renewals done in time shall be \$50.00.  
Renewals done after the expiration date shall be done at \$5.00 per thousand of  
remaining construction costs.

# TOWN OF FREEDOM ZONING PERMIT APPLICATION

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

Map# \_\_\_\_\_ Lot# \_\_\_\_\_ Lot Size \_\_\_\_\_ Zoning District \_\_\_\_\_

Local Address: \_\_\_\_\_ Phone # \_\_\_\_\_

Permanent Address: \_\_\_\_\_ Phone # \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Cell# \_\_\_\_\_

What is the present use of the property? \_\_\_\_\_

Will the proposed project change the use of the property? \_\_\_\_\_ If so, how? \_\_\_\_\_

Proposed Project: \_\_\_\_\_

Proposed Project Start Date: \_\_\_\_\_

Is the property 10 acres or more? Yes / No

Is a driveway in place? Yes / No

Is a driveway permit on file? \*Approved driveway permit must be on file for all projects Yes / No

Is the property within the floodplain? Yes / No

Is tree removal anticipated? Yes / No

Will the height of any structures be altered? Yes / No

What class or kind of road are you on? \_\_\_\_\_

Do you have town or private water? \_\_\_\_\_

Do you have state & town septic approval? Yes / No

Is there any wet area on this plot? Yes / No

Boundary distances: (frontage at bottom of a diagram)

Lot frontage: \_\_\_\_\_ Right boundary: \_\_\_\_\_

Left boundary: \_\_\_\_\_ Rear boundary: \_\_\_\_\_

Use attached grid to show lot boundaries, building dimensions and structure setbacks.  
A survey of your property may be required as part of this application.

What are the setbacks for building(s) **presently** on your property?

Building	Front	Right Side	Left Side	Rear

Are any of these structures nonconforming? Yes / No

If so, which? \_\_\_\_\_ How do they nonconform? \_\_\_\_\_

What are the setbacks for the **proposed** structure(s)?

Building	Front	Right Side	Left Side	Rear

Does the total area of the foot print of all structures, including decks & outbuildings equal less than 15% of the area of the lot? Yes / No

Will you allow access to your property for inspection regarding this proposed work? Yes / No

**THE UNDERSIGNED OWNER HEREBY REQUESTS A ZONING PERMIT FOR THE ABOVE USE, TO BE ISSUED ON THE BASIS OF THE REPRESENTATIONS CONTAINED HEREIN. PERMIT IS VOID IN THE EVENT OF MISREPRESENTATION AND/OR NOT BEING IN COMPLIANCE WITH THE ZONING ORDINANCE, SITE PLAN REVIEW, SUBDIVISION REGULATIONS (IF APPLICABLE) AND OTHER APPLICABLE STATE AND TOWN LAWS AND REGULATIONS. CONSTRUCTION IS NOT AUTHORIZED UNTIL A BUILDING PERMIT IS ISSUED.**

**THIS APPLICATION MUST BE SUBMITTED BY, AND SIGNED BY ALL OWNERS OF THE PROPERTY LISTED ON THIS APPLICATION.**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Property Owner

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Property Owner

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Property Owner

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Property Owner

**DESIGNATION OF AGENT**

**I DESIGNATE THE PERSON LISTED BELOW AS MY AGENT FOR THE PURPOSE OF PROCURING THE NECESSARY LOCAL PERMITS FOR THE PROPOSED WORK AS DESCRIBED HEREIN. REPRESENTATIONS MADE BY MY AGENT MAY BE ACCEPTED AS THOUGH MADE BY ME PERSONALLY, AND I UNDERSTAND THAT I AM BOUND BY ANY OFFICIAL DECISION MADE ON THE BASIS OF SUCH REPRESENTATIONS.**

AGENT \_\_\_\_\_ TELEPHONE # \_\_\_\_\_

ADDRESS \_\_\_\_\_

OWNER'S SIGNATURE \_\_\_\_\_

OWNER'S SIGNATURE \_\_\_\_\_

OWNER'S SIGNATURE \_\_\_\_\_

OWNER'S SIGNATURE \_\_\_\_\_

**THIS APPLICATION MUST MEET THE TERMS OF ARTICLE 21, SECTION 2101. THROUGH SECTION 2102.3.2 OF THE FREEDOM ZONING ORDINANCE**

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_ ZONING OFFICIAL \_\_\_\_\_

DENIED \_\_\_\_\_ DATE \_\_\_\_\_ ZONING OFFICIAL \_\_\_\_\_

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

**\*\* IT IS THE RESPONSIBILITY OF THE APPLICANT TO REVIEW AND FULLY UNDERSTAND THE DENIAL(S) AND APPLY ONLY FOR WHAT THE ZONING OFFICER INDICATES. IF THERE IS A QUESTION ABOUT THE DENIAL, IT IS THE APPLICANT'S RESPONSIBILITY TO CLARIFY AND RESOLVE WITH THE ZONING OFFICER BEFORE APPLYING TO THE ZBA.**

**APPROVAL BELOW SIGNIFIES THAT THE APPLICANT HAS SUBMITTED TANGIBLE PROOF THAT THEY HAVE MET ALL CONDITIONS LISTED BY THE ZONING BOARD OF ADJUSTMENT.**

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_ ZONING ADMINISTRATOR \_\_\_\_\_

PER ZBA DECISION DATED: \_\_\_\_\_

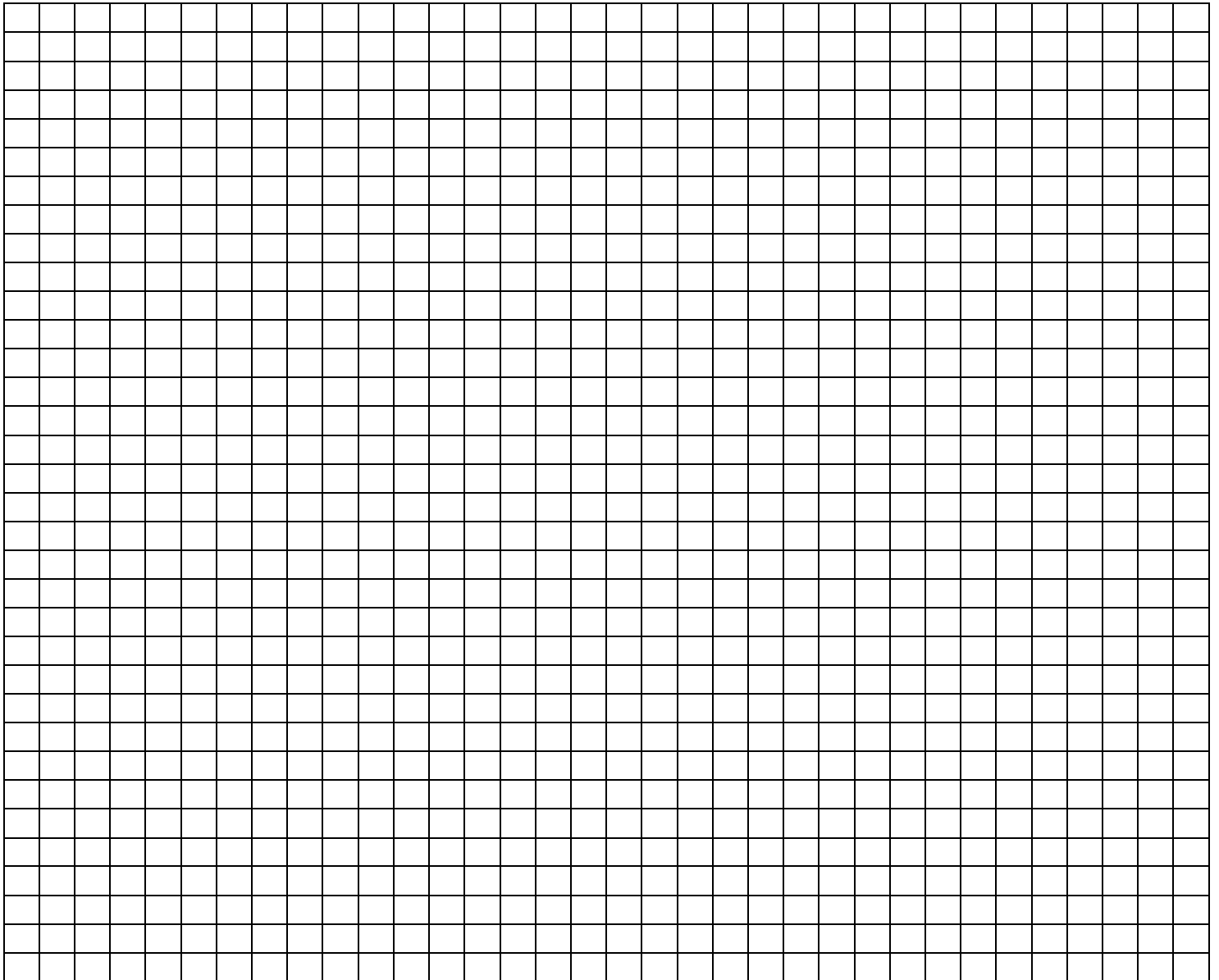
**PLOT PLAN**

**Date:** \_\_\_\_\_

**Map** \_\_\_\_\_ **Lot** \_\_\_\_\_ **Property Address:** \_\_\_\_\_

**Owner Name(s):** \_\_\_\_\_ **Phone:** \_\_\_\_\_

In the space below draw (to scale) the shape of your lot and mark the boundary distances, next show all present and proposed buildings in their correct location on the lot and mark the size on same.





# ZONING PERMIT CHECKLIST

Name: \_\_\_\_\_ Map & Lot # \_\_\_\_\_ Date: \_\_\_\_\_

**Please complete checklist completely.**

## Y N

- Do all structures meet setbacks including overhangs? Article 3, Table 304.1-304.6
- Do boundaries border on more than one road? Article 6, Section 603
- Is the 15% rule being met? Article 3, Section 310.1.6
- Is the lot less than 0.5 acres? Article 3, Section 310.1.7
- Is the building a manufactured home? Article 9, Section 907
- Is the driveway in place?
- Is the project located on a Town Road?
- If so, Is there an approved driveway permit attached? (If you don't have one, please obtain one)
- Are there any easements or rights-of-way on the property?
- Is the property in current use?
- Is there a current septic approval? Article 4, Section 406, Article 6, Section 607
- Is any of the property a wetland? Article 4
- Is the building being applied for an expansion of a nonconforming structure? Article 7, Section 706
- Is there a height increase? Article 7, Section 706.3
- Is the property in the shorefront district? If yes, please continue below.
- Any proposed structures within 300' of reference line? Article 3, Table 304.5
- Is there any earth work being done? Article 3, Section 304.6.1
- Is there a need for erosion control? Article 3, Section 304.6.4
- Is there any slope away from the lake?
- Is there any tree cutting within 75'? Article 3, Section 304.6.6.2
- Is there any tree cutting beyond 75' with a grade of 12.5% or greater? Article 3, Section 304.6.6.4
- Do the impervious surfaces on the lot exceed 25%? Article 3, Section 304.6.7.4
- Is the property in the floodplain? OEP 271-1762
- Is any State approval needed? NHDES 271-3503

Zoning Officer: Thursdays 9am to 2pm 539-6323 Email [freedomzoning@gmail.com](mailto:freedomzoning@gmail.com)