



Town of Weare

Selectmen's Office
15 Flanders Memorial Road
Weare, NH 03281
(603) 529-7535

Selectmen:

Frederick W. Hippler, Chairman
Jonathan H. Osborne, Vice Chair
Sherry M. Burdick
John Van Loendersloot
Kevin J. Cahill

Naomi L. Bolton
Town Administrator

www.weare.nh.gov

HOW TO NAVIGATE THE PROCESS FOR BUILDING PERMITS

1. A building permit must be applied for:
Has a building permit been applied for: YES or NO (circle **one** and continue)
2. Does the permit being applied for have frontage on a Class V or better road?
YES = you now start the process with the building department for review and issuance.
Please NOTE: the Town has up to 30 days from time completed building permit application is received, to review and issue actual permit.

NO = Building Inspector denies permit, returns paperwork to applicant and continue to #3

3. Owner must obtain a variance from the Zoning Board of Adjustment (ZBA) from Article 17, Section 17.1.1 of the Weare Zoning Ordinance which states:
17.1.1 No Building permits for new homes shall be issued on any Class VI or Private Road.

Date of ZBA Hearing: _____

Approved or Denied (circle **one**)

_____ Attach Notice of Decision and/or ZBA Minutes (check line, attach info, & continue to #4)
Please NOTE: there is a 30 day wait if approved for appeal window

AND

Does the lot have frontage on a road shown on a plan approved by the Planning Board?

_____ YES = provide recording date _____ and recorded plan # _____

(No further administrative appeal necessary under RSA 674:41) (attached)

_____ NO = (check line and continue to #4)

4. Owner must obtain approval from the Selectmen “**after**” review and comment by the Planning Board AND Conservation Commission (per RSA 674:41, I) (attached)

Date of Planning Board (PB) Meeting: _____

_____ Attached PB minutes showing recommendations (check line, attach info & continue)

Date of Conservation Commission (CC) Meeting: _____

_____ Attach CC minutes showing recommendations (check, attach info & continue)

Date of Board of Selectmen (BOS) Meeting: _____

_____ Attach BOS minutes showing decision (check, attach info & continue)

5. Return to Building Department to proceed with building permit