

## DO I NEED A PERMIT?

### Answers to Frequently Asked Questions

#### What's the difference between a Zoning and a Building Permit?

1. Zoning Permit - Issued by the Land Use Administrator (LAU) when use meets Town ordinance requirements (setbacks, road frontage, etc.)
2. Building Permit – Issued by the Building Inspector to construct, remodel, or demo something in compliance with building codes and standards. Required prior to installation of power.

#### What are Zones and Setbacks?

1. Zones – The Town has 5 Zones (Commercial Industrial, Medium Density, Rural Residential, Forestry, and Village District) Each zone has different permitted uses. Find your zone on your property tax card located on the Town website under the “land” tab. Permitted uses for each zone can be found in the Town Ordinances Tables 502-506.
2. Setbacks – All structures must be 50 feet from front/roadside, 20 feet from property line on either side and 20 feet from rear property line with the exception of Commercial Industrial which requires 30 feet from front/roadside and 20 feet from all other property lines.

#### When do I need a Zoning Permit?

1. To build, alter, move or demolish any structure
2. Change use of a building or property (add a dwelling, add a business, change a business, etc.)
3. Subdivide land or change a property lot line
4. Permits cannot be issued if lot is in violation of any ordinance

#### Are there restrictions for campers?

1. Campers **CANNOT** be used as a residence or be hooked up to any utilities for more than 30 days in any 12-month period. Campers in violation of Town ordinances are subject to penalties.
2. Campers can be stored in the rear or side yard of your property no closer than 6' to any lot line.

#### How do I apply for a permit?

1. Zoning Permit - Land Use Administrator – Laurie Burt 603-399-7022
2. Building Permit - Building Inspector – Larry Muchmore 603-260-0215
3. Selectmen's Office – 603-399-4471
4. Driveway Permit – Road Agent – Dave Poklemba 603-399-4802 or NHDOT 603-352-2302
5. Applications available on Town website - [westmorelandnh.com](http://westmorelandnh.com) (Document Tab)

#### What if I didn't obtain permits?

1. If alteration of the lot, change in use on the lot, or alteration, restoration, moving or demolition of a building or structure has already occurred, without required permits, please call the Land Use Administrator to begin process of obtaining “after-the-fact” permits to avoid penalties.
2. According to NH Law - RSA 671:17; a civil penalty of \$275, first offense, \$550 subsequent offense, **per day**, can be assessed for those who remain in violation. The Selectboard is tasked with enforcing Zoning Ordinances following the Westmoreland Zoning Enforcement Policy which outlines a penalty phase that aligns with this RSA.