



## **Town of Boscawen**

### **Select Board Building Permit Renewal Policy**

**Adopted 3/09/23**

#### **Purpose**

The purpose of this policy is to outline the general procedure for the Building Permit Renewal Process including fees & deadlines. This gives the applicant a year to act on the building permit.

#### **Background**

The Select Board is tasked with conducting business in the Town and policies.

#### **Procedure**

Requests from the public to renew a building permit shall be submitted to the Planning & Community Development Office. Requests shall include homeowner's name, contact information (address, telephone, and email), fees if required and any supporting documents they would like to present.

Building permit renewals are allowed, one time, for up to six months. The fee is \$100.00.

Once the time has lapsed, the applicant shall apply for a new building permit, including all fees and shall meet all current building codes.

#### **Contact Information**

Requests from the public can be made to:

**Kellee Jo Easler, Director**

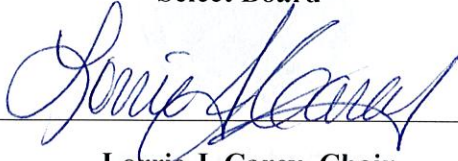
**Planning & Community Development**

**603-753-9188 Ext. 2309**

**keasler@boscawennh.gov**

This policy was reviewed and adopted at a regular meeting of the Select Board on March 9, 2023.

**Town of Boscawen  
Select Board**



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**Lorrie J. Carey, Chair**



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**Matthew T. Burdick, Member**

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**OPEN**