**TOWN OF CONWAY**

**RESIDENTIAL BUILDING PERMIT APPLICATION**

**MAP & LOT _____-_____**
**PERMIT ISSUED_____**
**NUMBER _____**
**BY_____**
**FEE _____ CASH_____**
**CK# & NAME _____**

**A Building Permit is Required for:**

- Any structural footprint change on the property whether for modifying/expanding an existing structure or constructing/installing a new structure regardless of size or cost

- Any alteration of an existing structure not resulting in a footprint change but costing $1,500 or more in materials and labor based on what a contractor would charge whether or not you do the work yourself

Applications for Building Permits (BP) must be submitted to the Building Inspector at least **30 days** prior to start of the project to allow adequate time for review and issuance of permit(s). Projects shall not start prior to issuance of the permit (s). Starting prior to receiving permits may result in a cease and desist order, removal of materials and fines up to $275 per day.

**Applicants and Contractors should review the Town of Conway's Zoning and Building Permit Ordinances prior to submitting a BP application.** By signing this application, the property owner and/or contractor acknowledges that they understand that state law (RSA 155-A) requires structures to be remodeled or constructed in accordance with the currently adopted International Residential Code. The Assessing Office will visit the construction site and verify all permits. BP applications may also be denied pending Planning Board and Board of Selectmen review, if required. **Building Permits are valid for one (1) year from the date of issuance.**

Depending on the project, additional items may be necessary before a BP may be issued - refer to the Applicant's Checklist on Page Three

Contact the Building Inspector before submitting your BP application to determine whether or not any additional information is required.

**REQUIRED SIGNATURES FOR BUILDING PERMIT**

**FIRE CHIEF** _____ **SUBDIVISION**_____
**BUILDING OFFICIAL** _____ **SITEPLAN** _____
**KEARSARGE LIGHTING** _____ **PRECINCT-H20/SEWER**_____
**DRIVEWAY PERMIT** _____ **SHORELINE APPROVAL #**_____

**DREDGE/FILL/WETLANDS/FLOOD PLAIN PERMITS** _____

**NOTES** _____

_____

**TOWN OF CONWAY**
**RESIDENTIAL BUILDING PERMIT APPLICATION**

# CONSTRUCTION DRAWING REQUIREMENTS

**Drawings are REQUIRED for all new construction projects.**

**For residential projects (1-and-2 family buildings and accessory structures), drawings need not be drafted by an architect or engineer, but they must include, at a minimum:**

## PLOT PLAN

- **The plot plan must make clear the 2-dimensional footprint of the structure TO SCALE. Please make clear the distance to your lot lines and any applicable buffer areas (wetlands, shoreland, etc). If the plot plan does not make clear that all relevant setbacks will be met, then a surveyed plot plan and foundation certificate may be required at the discretion of the Building Inspector**

## FOUNDATION PLAN

- **Examples include: 4ft frost wall over a spread footing, slab-on-grade, monolithic slab, etc**

## FRAMING PLAN

**Framing details must include:**

- **Dimensioned and labeled floor plans**
- **Exterior and interior wall framing plans (ie, 2x6, 2x4)**
- **Ceiling/floor framing plan (joist size, spacing, and spans)**
- **Roof framing plan (rafter size, spacing, spans, and roof pitch. If using manufactured trusses, include spec sheets from the manufacturer).**
- **Drawings must also include one elevation for each side of the structure, indicating building height**

## INSULATION PLAN

- **Insulation details must make clear the R-Values for the ceiling and above-grade walls.**
- **If conditioning a basement or crawlspace, indicate the R-value for the basement/crawlspace walls. If not conditioning the basement or crawlspace, include the R-value of the floor-above the unconditioned space. If conditioning an area over a slab-on-grade foundation, include your slab-edge insulation plan**
- **The EC-1 form may be completed in lieu of including insulation details on the drawings. The EC-1 form is attached to the end of this application and also includes the current insulation codes as required by the NH State Building Code**

**Other details may be required at the discretion of the Building Inspector**

**Please contact the Building Department if you have any questions regarding what drawings are required.**

## RESIDENTIAL BUILDING PERMIT
## APPLICANT'S CHECKLIST

Property Owner(s):_____ Tax Map:_____Lot:_____

**THIS CHECKLIST AND ALL APPLICABLE ITEMS ASSOCIATED WITH YOUR PROJECT MUST BE SUBMITTED BEFORE THE BUILDING PERMIT WILL BE ISSUED**

Is this a renewal? ..... YES - NO - N/A
If yes, has there been any change to your project that was not previously approved? ..... YES - NO - N/A

Will this be used as a rental property? ..... YES - NO - N/A
If yes, was the structure built prior to 1978? .....YES - NO - N/A

Did you review the Town's Zoning Ordinance, Building Permit Ordinance and Building Permit Application Instructions before completing and submitting this application? ..... YES - NO - N/A

Do you have a surveyed plot plan? ..... YES - NO - N/A
If yes, are property corners clearly identified and visible? ..... YES - NO - N/A

Does your project comply with all Zoning and Building Permit Ordinance requirements? ..... YES - NO -N/A

Will a driveway be created or improved? ..... YES - NO - N/A
If yes, is a copy of your Driveway Permit from the Town of Conway or State of NH attached? ..... YES - NO - N/A

Will a retaining wall 4' tall or greater be required? ..... YES - NO - N/A
If yes, are retaining wall plans attached? ..... YES - NO - N/A

Will a septic system be installed or upgraded? ..... YES - NO - N/A
If yes, is a copy of the Approval for Construction from NH DES attached? ..... YES - NO - N/A

Is your existing septic system adequate to handle the proposed number of bedrooms? ..... YES - NO - N/A

Will you create a structural footprint change within 250' of a body of water (including the Saco and Swift Rivers) greater than 10 acres in size? ..... YES - NO - N/A
If yes, is a copy of your Shoreland Impact Permit or Permit of Notification from NH DES attached? ..... YES - NO - N/A

Did you submit a copy of the Variance/Special Exception granted to you by the Zoning Board of Adjustment? ..... YES - NO - N/A

# TOWN OF CONWAY
# RESIDENTIAL BUILDING PERMIT APPLICATION

**PROPERTY OWNER(S):** _____ **TAX MAP:** _____ **LOT:** _____

**MAILING ADDRESS:** _____

**CITY:** _____ **STATE:** _____ **PHONE:** _____

**EMAIL:** _____

**TYPE OF PROJECT (circle):**

New Dwelling  Addition  Remodel  Deck/Porch  Renewal (BP#_____)

Accessory Building  Demo  Accessory Dwelling Unit  Other

**BRIEF PROJECT DESCRIPTION:**

_____

_____

_____

**CONTRACTOR:**_____ **PHONE:** _____

**EMAIL:** _____ **TOWN REGISTRATION #:** _____

**ESTIMATED COST OF CONSTRUCTION/INSTALLATION:** _____

**PROJECT LOCATION:** _____

**ADDITIONAL ITEMS INCLUDED** (if required - see Applicant's Checklist)

___ Town or State Driveway Permit - permit # _____

___ Septic System Approval for Construction from NHDES - approval # _____

___ Class VI/Private Road Waiver of Liability Agreement (notarized, signed by Selectmen, recorded at Registry

___ Shoreland Impact Permit or Permit by Notification from NHDES - permit #_____

___ Variance/Special Exception Granted by the Zoning Board of Adjustment

___ Surveyed Plot Plan

___ Rental Property Certificate

___ Approved Storm Water Management Plan

___ One Full Set of Plans/Construction Documents
PDF and Hard Copy

___ Letter of Energy Compliance from Design Professional (Including Rescheck)

**TAXMAP:___ LOT: _____**

## BUILDING & MATERIALS DESCRIPTION:

Please check the appropriate box that best describes the type of structure and **new** materials to be used in construction/installation. There is no need to indicate features that already exist.

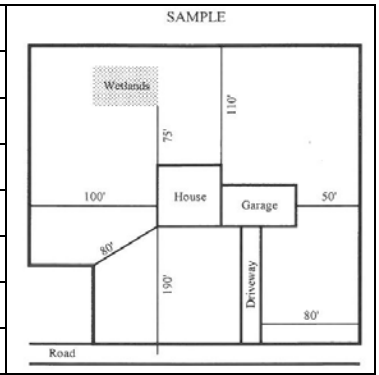
| | | | | | |
|---|---|---|---|---|---|
| **FOUNDATION:** | | **FRAMING:** | | **H£ATING SYSTEM:** | |
| POURED CONCRETE | | EXTERIOR WALLS: | | HOT WATER | |
| CONCRETE BLOCK | | 2x4 | | BASEBOARD | |
| STDNE /BRICK | | 2x6 | | RADIANT | |
| PIERS | | Log | | HOT AIR | |
| OTHER (please list) | | OTHER (please list): | | RESISTANCE (ELEC.) | |
| | | | | STOVE/FIREPLACE | |
| **BASEMENT:** | | **INTERIOR WALLS:** | | HEAT PUMP | |
| FULL BASEMENT | | 2x4 | | GEOTHERMAL | |
| PARTIAL BASEMENT | | 2x6 | | OTHER (please list) | |
| CRAWLSPACE | | OTHER (please list) | | | |
| SLAB | | | | **HEATING FUEL:** | |
| FINISHED | | **RAFTERS:** | | OIL | |
| UNFINISHED | | 2x4 | | PROPANE (LP) | |
| BASEMENT GARAGE | | 2x6 | | ELECTRIC | |
| | | 2x8 | | WOOD | |
| **ROOFING:** | | 2x10 | | NATURAL GAS | |
| ASPHALT SHINGLES | | 2x12 | | OTHER *(please list)* | |
| METAL | | OTHER (please list) | | | |
| OTHER (please list) | | | | ELECTRICAL: | |
| | | **TRUSSES*:** | | ROMEX | |
| **INSULATION:** | | WOOD | | MC CABLE | |
| FIBERGLASS BATT | | STEEL | | OTHER (please list): | |
| INSULATED PANEL | | | | | |
| SPRAYED | | **FLOOR JOISTS:** | | **PLUMBING:** | |
| OTHER (please list): | | 2x6 | | COPPER | |
| | | 2x8 | | PEX | |
| **FLOORING:** | | 2xl0 | | PVC | |
| HARDWOOD | | 2x12 | | CPVC | |
| SOFTWOOD | | OTHER (please list) | | OTHER (please list): | |
| TILE | | | | | |
| Other (please list) | | **CEILING JOISTS:** | | **GAS PIPING:** | |
| | | 2x6 | | STEEL | |
| **EXTERIOR SIDING:** | | 2x8 | | COATED COPPER | |
| CIAPBOARD | | 2x10 | | OTHER (please list) | |
| VINYL | | 2xl2 | | | |
| OTHER (please list) | | **OTHER (please list)** | | | |
| | | | | | |
| **LIST ITEMS NOT APPEARING ON THIS LIST ON THE BACK OF THIS PAGE** | | | | | |

* Roof strength must withstand a minimum ground snow load of 90lbs/square foot and design wind speed of 115 mph
* If using trusses, please include spec sheets

TAX MAP: _____ LOT: _____

**PLOT PLAN WITH BUILDING LOCATION - FOR NEW STRUCTURES AND FOOTPRINT CHANGES TO EXISTING STRUCTURES**

In the space below, draw to scale a plot plan showing the lot lines of the property and the location of the proposed new and/or altered structures and new driveway(s) on the property. Delineate distances from the closest part of the new structure(s) and driveway(s) at 90 degree angles to the lot lines and center of road and from wetlands, water courses and standing bodies of water. In cases where measurements are on a slope, the distance must be measured horizontally. Refer to Conway's Zoning Ordinance for minimum setback requirements.




1 square = _____ feet

Tax Map:_____
Lot: _____

# TOWN OF CONWAY

## BUILDING DEPARTMENT

## MECHANICAL PERMIT APPLICATION

**An application fee of $75 is applied to all mechanical permit applications**

**Estimated Cost of Mechanical Installation:** _____

**Location of Construction** (Address):_____

***Primary Use of Property:*** ☐ Residential ☐ Commercial

**Property Owner**:_____ Phone #:_____

E-mail:_____

**Contractor**:_____ Phone #:_____

Mailing Address:_____

License Holder:_____ NH Gas Fitter License #: _____ Exp: _____

E-mail: _____

**Applicant information:** ☐ Owner ☐ Contractor ☐ Other authorized agent. **IF OTHER** please fill in the info below.

Name: _____ Phone #: _____E-mail: _____

| FIXTURE | TYPE | # | FIXTURE | TYPE | # |
|---|---|---|---|---|---|
| Air Conditioners | | | Propane Tanks | | |
| Dryers | | | Ranges | | |
| Furnaces | | | Unit Heaters | | |
| Gas Generators | | | Water Heaters | | |
| Grilles | | | Other | | |
| Heater Range | | | Other | | |
| Heating Boilers | | | Other | | |
| Ovens | | | Other | | |

Description of work to be performed: _____

_____

_____

_____

_____

Mechanical Contractor's Signature: _____ Date:_____



23 Main St * Conway, NH 03818 * Telephone: (603) 447-3811 * Fax: (603) 447-1348
Website: conwaynh.org

# TOWN OF CONWAY

## BUILDING DEPARTMENT

Tax Map:_____
Lot: _____

## ELECTRICAL PERMIT APPLICATION

**An application fee of $75 is applied to all electrical permit applications**

**Estimated Cost of Electrical Installation:** _____

**Location of Construction** (Address):_____

***Primary Use of Property:*** ☐ Residential ☐ Commercial

**Property Owner**:_____ Phone #:_____

E-mail:_____

**Contractor**:_____ Phone #:_____

Mailing Address:_____

Master Elec:_____ NH Master Electrician #: _____ Exp: _____

E-mail: _____

**Applicant information:** ☐ Owner ☐ Contractor ☐ Other authorized agent. **IF OTHER** please fill in the info below.

Name_____ Phone #: _____E-mail: _____

| Services, Panels, Disconnects | Quantity | Devices | Quantity | Luminaries | Quantity |
|---|---|---|---|---|---|
| 60 | | Receptacles | | Incandescent | |
| 100 | | Switches | | Fluorescent | |
| 200 | | Motion Sensor | | Neon | |
| 400 | | Carbon Monoxide | | L.E.D. | |
| 600 | | Smoke Detectors | | Exit/Emergency Lts | |
| 800 | | Other | | Exh/Paddle Fan | |
| 1000 | | | | | |
| 1200 | | **Equipment** | | | |
| 1600 | | Range | | Washer | |
| 2000 | | Oven | | Dryer | |
| Other _____ Amps | | Microwave | | Boiler Gas☐ Oil☐ | |
| Meters | | Dishwasher | | Furnace Gas☐ Oil☐ | |
| Motors | | Disposal | | A/C Unit | |
| Air Comp/Cond. | | HW Heater | | Door openers | |
| Electric Heat | | Refrigerator/Freezer | | Sump Pump | |
| Heat Pump | | Other | | | |
| Manufactured Structure | | **Transformers** | | | |
| Modular Structure | | Up to 25 KVA | | | |
| Fire Pump | | 25 KVA & over | | | |
| Standard Temp Service | | | | | |
| Illuminated Sign | | **Generators and Transfer Switches** | | | |
| Above ground pool | | Up to 10 KVA | | Over 75 KVA | |
| In Ground pool | | 10KVA- 75 KVA | | Transfer Switches | |

Description of work to be performed: _____

_____

Electrical Contractor's Signature: _____ Date:_____



23 Main St * Conway, NH 03818 * Telephone: (603) 447-3811 * Fax: (603) 447-1348
Website: conwaynh.org

Tax Map:_____
Lot: _____

# TOWN OF CONWAY

## BUILDING DEPARTMENT

## PLUMBING PERMIT APPLICATION

**An application fee of $75 is applied to all plumbing permit applications**

**Estimated Cost of Plumbing Installation:** _____

**Location of Construction** (Address):_____

***Primary Use of Property:*** ☐ Residential ☐ Commercial

**Property Owner**:_____ Phone #:_____

E-mail:_____

**Contractor**:_____ Phone #:_____

Mailing Address:_____

Master Plumber:_____ NH Master Plumber #: _____ Exp: _____

E-mail: _____

**Applicant information:** ☐ Owner ☐ Contractor ☐ Other authorized agent. **IF OTHER** please fill in the info below.

Name: _____ Phone #: _____E-mail: _____

| FIXTURE | # | FIXTURE | # | FIXTURE | # |
|---|---|---|---|---|---|
| Water Distr. Syst. | | Dishwasher - Res | | Stacks | |
| Waste System | | Garbage Disposal | | Sinks | |
| Water Tank/Heater | | Laundry Tray/ Wash Sink | | W C / Toilet | |
| Floor Drains | | Washing Machine | | Lavatory | |
| Sewage Ejector | | Special Wastes | | Showers | |
| Drinking Fountain | | Rainwater Leaders | | Urinal | |
| Pump | | Bath Tub | | Other | |
| Sill Cocks | | | | | |

Description of work to be performed: _____

_____

_____

_____

_____

Plumbing Contractor's Signature: _____ Date:_____



23 Main St * Conway, NH 03818 * Telephone: (603) 447-3811 * Fax: (603) 447-1348
Website: conwaynh.org

TAX MAP:_____LOT: _____

**PERMIT FEES:**

The following fees are levied to cover expenses related to time in reviewing and issuing applications and for project inspections to ensure compliance with state code and municipal ordinances. Part of these fees are also used to offset the costs of E911, assessing and tax map updates. **DRIVEWAY PERMIT AND PAVING SURETY FEES MUST BE ON A SEPARATE CHECK FROM THE REST OF THE BUILDING PERMIT APPLICATION FEE**

APPLICATION FEE:

Demolition, New Construction & Additions

| | | |
|---|---|---|
| Dwellings and Additions: | First Floor Sq Ft | x.45=_____ |
| | Second Floor Sq Ft | x.45=_____ |
| | Finished Basement Sq Ft | x.45=_____ |
| Third floor, Attic, Loft: | Sq Ft | x.45=_____ |
| Porches, Decks, ln ground Pool: | Sq Ft | x.45=_____ |
| Garages, Barns, Sheds: | First Floor Sq Ft | x.45=_____ |
| | Second Floor Sq Ft | x.45=_____ |

| | |
|---|---|
| **Base Fee $75:** | $__$75.00___ |
| Driveway Permit (for access on to Town Roads) $100.00 | $_____ |
| Paving Surety $2,000.00 | $_____ |
| Electrical Permit $75.00 | $_____ |
| Plumbing Permit $75.00 | $_____ |
| Mechanical Permit $75.00 | $_____ |
| Permit renewal for ALL construction projects: | $_____ |

$75.00 if renewed on or before the expiration date

$150 if renewed after the expiration date

**BUILDING PERMIT FEES:** $_____

**DRIVEWAY PERMIT AND SURETY FEE:** $_____

FEES ARE NON-REFUNDABLE AND CHECKS MUST BE MADE OUT TO THE *TOWN OF CONWAY*

**TAXMAP:____** LOT:_____

**STATEMENT OF COMPLIANCE & INFORMATION REVIEW:**

I/we, the property owner(s), certify that the information supplied in this building permit application *is* true and accurate and is to be relied upon by the Building Inspector and the Assessors for the Town. I/we reviewed the current Town of Conway's Zoning and Building Permit Ordinances and certify that the construction project described in this application will comply with all state and local codes, rules and regulations.

I/we are responsible for the following actions:

- submit written notice to the Building Inspector for review and approval of any changes to the project prior to making those changes
- grant the Building Inspector permission to enter onto my/our property for timely inspections
- **schedule applicable inspections** with the Building Inspector as the project progresses including: Foundation, Framing, Electrical, Plumbing, Gas, Insulation, and Final
- All footing and concrete wall forms must be inspected **prior** to pouring concrete
- schedule a **Final Inspection*** with the Building Inspector and receive an approved Certificate of Occupancy for all permitted projects prior to use or occupancy

My/our signature(s) below indicate that I/we have reviewed each page of this application and all supporting documentation and understand and agree with the information provided. I/we further understand that false information shall be subject to fines and penalties for perjury, and failure to comply with this section constitutes reason for revocation of the issued building permit and removal of materials constructed or installed.

* I/we further understand that ALL PROJECTS require a Final Inspection and issuance of a Certificate of Occupancy (CO) before occupancy and/or use of any new structure or change to an existing structure. Occupancy and/or use prior to a final inspection and receiving the CO may result in a cease and desist order; **an order to remove materials constructed or Installed; and fines up to $275 per day.**

Property Owner's Name (print): _____

Property Owner's Signature: _____

Date: _____

Contractor's Name (print): _____

Contractor's Signature: _____

Date: _____

# TOWN OF CONWAY
# CONTACT INFORMATION

**Building Inspector**
Jeremy Gibbs
603-447-3811 Ext. 220

**Zoning Officer**
Nicholas DeVito
603-447-3811 Ext. 231

**Assistant Building Inspector**
James Hounsell
603-447-3811 Ext. 227

Fire Chief signature is required from all Districts or Precincts for commercial/industrial development. A Precinct map is available to review at Town Hall.

**North Conway Fire District**
Chad McCarthy, Fire Chief
603-356-5327

**Conway Village Fire District**
Philip Remington, Fire Chief
603-447-2681

**Center Conway Fire Department**
Glenn Merrill, Fire Chief
603-447-5671

**East Conway Fire Department**
Richard Marr, Fire Chief
603-344-5192

If precinct water or sewage is required, a signature of the person in charge of those precincts will be required. A Precinct map is available to review at Town Hall.

**North Conway Water Precinct**
Jason Gagnon, Superintendent
603-356-5382

**Conway Village Fire District**
Bruno Vallieres, Superintendent
603-447-5470

Signature from the **Kearsarge Lighting Precinct Commissioners** (603-387-5595 or 603-986-8787) if the structure is being built in the lighting precinct.

Please be sure to include a condominium association approval letter if required.

# New Hampshire Residential Energy Code Application

**for Certification of Compliance for New Construction, Additions and/or Renovations of Detached One- and Two-family dwellings and multi-family dwellings (townhouses) not over 3 stories**

## EC-1 Form

Minimum Provisions from 2018 IRC Chapter 11 Effective Date: July 1, 2022

| **Owner/Owner Builder:** Company Name: (if applicable) | | | **General Contractor:** Company Name: | | |
|---|---|---|---|---|---|
| Name: | | | Name: | | |
| Mail Address: | | | Mail Address: | | |
| Town/City: | State: | Zip: | Town/City: | State: | Zip: |
| Phone: | Cell: | | Phone: | Cell: | |
| E-Mail: | | | E-Mail: | | |
| **Location of Proposed Structure:**<br>Tax Map #: Lot #:<br>Street:<br>Town/City: County: | | | **Type of Construction:**<br>○ **Residential** ○ **Small Commercial**<br>○ New Building ○ Renovation ○ Addition<br>○ Thermally Isolated Sunroom<br>○ Modular Home: the site contractor must submit this form detailing supplementary rooms and Floor and/or Basement insulation unless the floor insulation is installed or provided by the manufacturer and no heated space is added. | | |
| **Zone 5** ○ Cheshire, Hillsborough, Rockingham Strafford<br>**Zone 6** ○ All other NH counties **and town of Durham** | | | **Total New Conditioned* Floor Area:**<br>_____ft² | | |
| | | | **Basement or Crawl Space type**: (*a conditioned space is one being heated/cooled, containing uninsulated ducts or w/ a fixed opening into conditioned space. Walls must be insulated)<br>**Conditioned?** ○ Yes (Walls must be insulated) ○ No<br>☐ Full Basement ☐ Walk Out Basement<br>☐ Slab on Grade ☐ Other _____ | | |
| **Structure is EXEMPT because:**<br>☐ Mobile Home ☐ On an historic register | | | **Form Submitted by:**<br>☐ Owner ☐ Builder ☐ Other _____ | | |

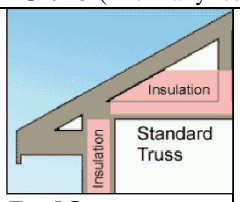
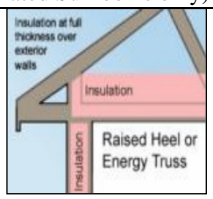
I hereby certify that all the information contained in this application is true and correct, and construction shall comply in all respects with the terms and specifications of the approval given by the local municipal code official or New Hampshire Department of Energy.

**Signature**_____ **Print Name**_____ **Date**_____

| **Official Use Only** | | |
|---|---|---|
| **Date Complete Application Received:** | **Approved by:** | **Date:** |
| **Approval Number:** | **Stamp:** | |

Directions: Complete the "Your Proposed Structure" columns. No measurements or calculations are needed. Copies of plans are NOT needed. If you at least meet the Energy Code requirements, your project will be approved. Write N/A in any section that does not apply to your project. If your planned structure does meet these requirements, consider downloading REScheck http://www.energycodes.gov/rescheck to explore energy modelling options. **Please submit pages 1,2 and 3 only.**

## YOUR PROPOSED STRUCTURE

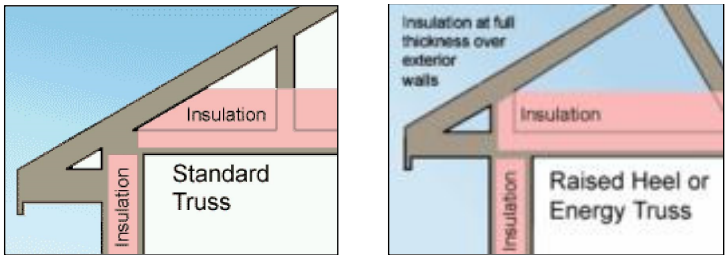
| Building Section | Required R or U Values | Write Planned R and U Values | Brands / Models / insulation type and thickness (if known) |
|---|---|---|---|
| **Window U Factor** (lower U is better) | **U .30** (maximum)<br>**U-.32** (if log walls in Zone 5)<br>**U-.30** (if log walls in Zone 6)<br>**U .45** (Thermally Isolated Sunrooms only) | Write in U-Value | Check if ☐ **Sunroom** ☐ **Log Walls** |
| **Skylights** | **U .55 (or less)**<br>**U .70** (Thermally Isolated Sunrooms only) | | |
| **Flat Ceiling**[i] *or* **Flat Ceiling with Raised or Energy Trusses R-value** |  **R-49** (Zone 5 or 6) if using the above construction technique<br>**R-49** if log walls<br>  **R-38** (Zone 5 or 6) if maintaining the full R value over the plates<br>**R-49** if log walls | Write in R-Value<br>→<br>If using only R-38 in Zone 5 or 6 you must check this box | NOTE: R-38 will satisfy the requirement for R-49 if the full R-38 insulation value is maintained over the outside plates. **If using only R-38 (Zone 5 or 6), you must certify that you will maintain R-38 over the plates by checking the box below.**<br>☐ ***By checking this box, I certify that this structure is being built with a raised energy truss or that the full R-value of the ceiling insulation will be maintained over the outside plates.*** |
| **Sloped or Cathedral Ceiling** | **R-30** (Zone 5 & 6) if less than 500 ft sq or 20% of total ceiling area or as above<br>**R-24** (Thermally Isolated Sunrooms only) | Write in R-Value | Check if ☐ **Sunroom** |
| **Above Grade Wall**[ii] **R-value** | **Zone 5:** **R-20** Cavity Insulation only *or* **R-13** *plus* **R-5** Cavity *plus* Continuous Insulation **R-13** (Thermally Isolated Sunrooms only)<br>**Zone 6:** **R-20** plus R-5 Cavity *plus* Continuous Insulation *or* **R-13** *plus* **R-10** Cavity *plus* Continuous Insulation **R-13** (Thermally Isolated Sunrooms only) | Write in R-Value | Log homes must comply with ICC400-2012, have an average minimum wall thickness of 5" or greater with specific gravity of ≤0.5 or 7" with specific gravity >0.5.<br>Check if ☐ **Sunroom** ☐ **Log Walls** |
| **Door U-Value** | **U .30** (maximum) | Write in U-Value | One opaque door in the thermal envelope is exempt from the U-factor requirement. |
| **Floor R Value** (e.g., floor over Basement or garage) | **R-30**<br>*or* Insulation sufficient to fill joist cavity minimum R-19 | Write in R-Value | If conditioning the basement you must insulate **Basement Walls.** If not, you may insulate either **Floor** or **Basement Walls** and **Slab Edge (if ≤ 1' of grade)** |
| **Basement or Crawl Space Wall R Value** | For *both* Zone 5 and Zone 6<br>**R-19** Cavity Insulation or<br>**R-15** Continuous Insulation | Write in R-Value | |
| | | | |

| | | | | |
|---|---|---|---|---|
| **Slab Edge[iii] R Value** | **R-10** **2′** (Zone 5) **4′** (Zone 6) (see drawing pg 3) ***add*** **R-5** if the Slab is heated or **R-15** under entire heated slab if a log home. | | Write in R-Value | Check if ☐ **Heated Slab** |
| | | | | |
| **Air Sealing** | A blower door test is **required**. The test must demonstrate an air exchange rate of ***three*** Air Changes per Hour (ACH) or less @ 50 Pa. | | Blower Door | If required by the code official, an approved third party may be required to conduct the blower door test. |

Submit pages 1,2 and 3 to local municipal code official or NH Department of Energy at energycodes@energy.nh.gov
Phone: 603.271.3670 Fax: 603.271.3878

## Footnotes to Residential Energy Code Application for Certification of Compliance

[i] Ceilings with attic spaces: R-38 in Zone 5 or 6 will be deemed to satisfy the requirement for R-49 wherever the full height of uncompressed R-38 insulation extends over the wall top plate at the eaves or the full R-value is maintained. This is often accomplished by using a raised heel or energy truss as shown in the diagram below or by using higher R-value insulation over the plates.

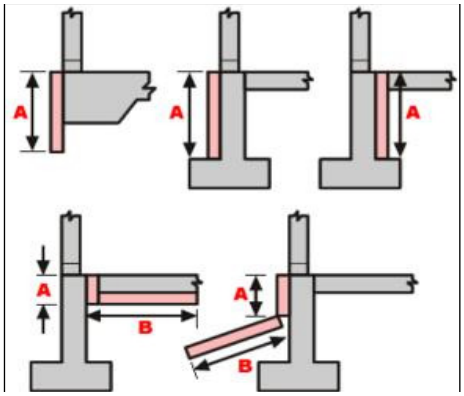



[ii] R-20 + R-5 means R-20 cavity insulation plus R-5 continuous insulation. If structural sheathing covers 25 percent or less of the exterior, R-5 sheathing is not required where the structural sheathing is placed. If structural sheathing covers more than 25 percent of exterior, the structural sheathing must be supplemented with insulated sheathing of at least R-2.

[iii] Slab edge insulation must start at the top of the slab edge and extend a total of two (Zone 5) or four feet (Zone 6). Insulation may go straight down, out at an angle away from the building, or along the slab edge and then under the slab. A slab is a concrete floor within 1' of grade level. See diagram below.

The top edge of insulation installed between the exterior wall and the interior slab may be mitered at a 45 degree angle away from the exterior wall.

Allowable Slab Insulation Configurations




A or A+ B must equal two feet in Zone 5 or four feet in Zone 6

MODULAR HOMES must be certified by the NH Department of Safety. Unless the floor insulation is provided by the manufacturer this form may be submitted. This form may also be submitted if the basement is to be insulated or supplementary heated space is added to the home upon or after it is set.

**2018 International Residential Code (IRC) effective July 1, 2022**
**Residential Energy Code Requirements IRC Chapter 11**
**The following list is intended as a general summary of energy related requirements.**
**Please consult the 2018 IRC Chapter 11 for complete requirements.**

| | | |
|---|---|---|
| | **Air Leakage**<br>Code Section N1102.4 | The building thermal envelope shall be constructed to limit air leakage in accordance with the requirements of IRC Sections R1102.4.1 through R1102.4.4. The building thermal envelope must be durably sealed to limit infiltration. See Table N1102.4.1.1 for a list of thermal envelope elements and installation criteria.<br><br>Building envelope air tightness shall be verified to comply by Blower Door testing to not exceed air leakage of 3 Air Changes per Hour (ACH) at 50 Pascals pressure. The local Building Official may require an independent 3rd party to conduct the test. |
| | **Testing**<br><br>Code Section N1102.4.1.2 | The Blower Door Test is the required method to demonstrate code compliance with the air leakage requirement.<br><br>Blower Door Test conducted by: _____<br><br>Result (at 50 Pa): _____CFM Interior Volume_____ CF _____ACH |
| | **Fireplaces**<br>Code Section N1102.4.2 | New wood-burning fireplaces shall have tight-fitting flue dampers or doors and outdoor combustion air. |
| | **Recessed Lighting**<br>Code Section N1102.4.5 | Recessed lights in the thermal envelope must be type IC rated and labeled as meeting ASTM E 283 and sealed with a gasket or caulk between the housing and the interior wall or ceiling covering. |
| | **High-Efficacy Lighting**<br>Code Section N1104.1 | Not less than 90 percent of the lamps in permanently installing lighting fixtures shall be high-efficacy lamps or not less than 75 percent of the permanently installed lighting fixtures shall contain only high-efficacy lamps. |
| | **Materials and Insulation Identification**<br>Code Section N1101.5 and N1101.10 | Materials, systems and equipment shall be identified in a manner that will allow a determination of code compliance. Manufacturer manuals for all installed heating, cooling and service water heating equipment must be provided. Insulation R-values, glazing and door U-values and heating and cooling equipment efficiency must be clearly marked on the building plans, drawings or specifications. |
| | **Pull-Down Attic Stairs, Attic Hatch, and Knee Wall Doors**<br><br>Code Section N1102.2.4 | Should be insulated to a level equal to the surrounding surfaces and tightly sealed and weather-stripped at the opening. |
| | **Full size Attic or Basement Entry Doors**<br>Code Section N1102.3.4 | All doors leading from a conditioned space into an unconditioned attic or enclosed attic or basement stairwell should be insulated and weather-stripped exterior rated door units meeting the U-factor requirement. One door is exempt. |
| | **Duct Insulation**<br>Code Section N1103.3.1 | **Supply and return** ducts in attics must be insulated to at least R-8 where 3 in. diameter or greater and not less than R-6 for ducts smaller than 3 in. diameter.. Supply and return ducts in other portions of the building must be insulated to at least R-6 where 3 in. diameter or greater and not less than R-4.2 for ducts smaller than 3 in. diameter. Exception: Ducts or portions thereof located completely inside the building thermal envelope. |

| | | |
|---|---|---|
| | **Duct Construction**<br>Code Sections N1103.3.2 and N1103.3.5 | Ducts, air handlers and filter boxes shall be sealed. Joints and seams must comply with the *Int. Mech. Code* or Section M1601.4.1 of the *International Residential Code*. Building framing cavities **shall not** be used as ducts or plenums (neither supply nor return). |
| | **Duct Testing**<br>Code Sections 1103.3.3 | Ducts shall be pressure tested to determine air leakage by either 1) rough-in test or 2) post-construction test. Rough in Test: Ducts must be no leakier than 6 CFM per 100 sqft of conditioned floor area with air handler installed or 4 CFM per 100sqft without the air handler installed. Post Construction: Ducts must be no leakier than 8 CFM per 100 sqft of conditioned floor area. See Code for further requirement details.<br><br>Test conducted by: _____<br><br>Duct test result at 25 Pa:_____Post construction or _____Rough-in test |
| | **Temperature Controls**<br>Code Section N1103.1&1.1 | At least one thermostat must be provided for each separate heating and cooling system. The thermostat controlling the primary system must be equipped with a programmable thermostat.<br><br>Heat pumps having supplementary electric-resistance heat must have controls that, except during defrost, prevent supplemental heat operation when the heat pump compressor can meet the heating load |
| | **Mechanical System Piping Insulation**<br>Code Section 1103.4 | Mechanical system piping capable of conveying fluids at temperatures above 105°F or below 55°F must be insulated to R-3. |
| | **Circulating Hot Water Systems**<br>Code Section N1103.5 | Controls for circulating hot water system pumps shall start based on the identification of a demand for hot water within the occupancy. The controls shall automatically turn off the pump when the water in the circulation loop is at the desired temperature and when there is no demand for hot water.<br><br>Circulating domestic hot water system piping shall be insulated to R-3. |
| | **Mechanical Ventilation Code** Section N1103.6 | The building shall be provided with ventilation that meets the requirements of Section M1507 of this code or the International Mechanical Code, as applicable, or with other approved means of ventilation. Outdoor air intakes and exhausts must have automatic or gravity dampers that close when the ventilation system is not operating. |
| | **Equipment Sizing**<br>Code Section N1103.7 | Heating and cooling equipment shall be sized in accordance with ACCA Manual J or other approved heating and cooling calculation methodologies. Equipment shall have an efficiency rating equal to or greater than applicable federal standards. |
| | **Certificate**<br>Code Section N1101.14 | A permanent certificate, completed by the builder or registered design professional, must be posted on a wall in the space where the furnace is located, in a utility room or on the electrical distribution panel. It must list the R-values of insulation installed in or on the ceiling, walls, foundation, slab and ducts outside the conditioned spaces; U-factors and SHGC for fenestration; results from any required duct system test and building envelope air leakage testing performed on the building. The certificate must also list the type and efficiency of heating, cooling and service water heating equipment. |
| | **Existing Buildings and Structures**<br><br>See **Appendix J** of IRC | The purpose of these provisions is to encourage continued use of existing buildings and structures. Work in existing buildings shall be classified into categories of repair, renovation, alteration and reconstruction. Consult this Appendix for specific requirements related to work in existing buildings. |