

## Department of Energy

Permit Type	Underlying Statute and Rule, if any	Cost	Average Approval Time	Reasons for Permit Delay longer than 60 days and Denial
<ul style="list-style-type: none"> <li>• <u>Energy code applications</u> for residential construction in the 97 communities that do not have a local code enforcement officer.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>RSA 155-A:10-a</b>, “For municipalities without an adopted code enforcement mechanism, completed compliance forms shall be submitted to the New Hampshire department of energy, on behalf of the building code review board, for verification that the applicable project meets the code requirements. The department of energy shall then forward the reviewed compliance forms to the municipality for retention in property records.”</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• <b>One to two days</b> to review and approve application.</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Delay</u> - submitted on an outdated form or not filled out correctly.</li> <li>• Department records show a form had not taken longer than 60 days to be processed.</li> <li>• <u>Denial</u> - the project described in the application does not meet the requirements of the state energy code.</li> </ul>

## Department of Labor

Permit Type	Underlying Statute and Rule, if any	Cost	Average Approval Time	Reasons for Permit Delay longer than 60 days and Denial
<ul style="list-style-type: none"> <li>• <u>Elevator certificate</u></li> </ul>	<ul style="list-style-type: none"> <li>• <b>RSA 157-B</b> – Elevators and Accessibility Lifts</li> <li>• <b>RSA 157-B:2</b> – Definitions</li> <li>• <b>RSA 157-B:5</b> – Inspection by Department</li> <li>• <b>RSA 157-B:9</b> – Installation of New Elevators and New Accessibility Lifts; Fees</li> <li>• <b>RSA 157-B:17-b</b> – Elevator or Accessibility Lift in Residential Property                             <ul style="list-style-type: none"> <li>➢ LAB 1300</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>\$50</b> – certificate fee for inspection</li> <li>• <b>\$100 per hour</b> - for a DOL inspector</li> <li>• \$4 per \$1,000 of the valuation of the elevator. A <b>minimum fee of \$200</b> - Fee for the examination of the blueprints for a new or altered elevator.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Within 2 weeks</b> from the certificate fee being paid to the certificate being issued to the owner.</li> <li>• <b>Within 1 week</b> for the blueprints to be reviewed.</li> <li>• <b>Within 30 days</b> for inspection after installation.</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Delay</u>: rare. A new owner inherits a suspended elevator with safety issues that won’t pass inspection until the safety issues are resolved.</li> <li>• <u>Denial</u>: rare. The blueprints do not match what was built and what was built is not up to code.</li> </ul>

## Department of Transportation

Permit Type	Underlying Statute and Rule, if any	Cost	Average Approval Time	Reasons for Permit Delay longer than 60 days and Denial
<ul style="list-style-type: none"> <li>• <u>Driveway permit</u> - new construction that will access a state road.</li> <li>• <u>Pole License</u> - new construction that requires a new utility pole with the state right of way, obtained by the Utility Contractor.</li> <li>• <u>Right of Way Activities permits</u> - new construction that requires excavation within the state right of way to install water, gas, sewer, or any other underground services.</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Driveway permits - RSA 236:13</u> <ul style="list-style-type: none"> <li>➤ NHDOT Driveway Policy: <a href="https://www.dot.nh.gov/services/permits">https://www.dot.nh.gov/services/permits</a></li> </ul> </li> <li>• <u>Pole licenses and Right of Way Activity Permits -</u> <ul style="list-style-type: none"> <li><b>RSA 162-R</b> – Energy Infrastructure Development And Corridors</li> <li><b>RSA 228</b> – Administration of Transportation Laws</li> <li>RSA 228:22 – Cost of Trenching for Relocation of Underground Utilities</li> <li><b>RSA 231</b> – Cities, Towns and Village District Highways</li> <li>RSA 231:159 to 231:182 – Lines of Telegraph and Other Companies in Highways</li> <li>RSA 231:183 to 231:189 – Use of Highways by Aqueduct and Gas Companies</li> <li><b>RSA 236</b> - Highway Regulation, Protection and Control Regulations</li> <li>RSA 236:9 to 236:14 - Excavations and Driveways</li> <li>RSA 236:15 to 236:20 - Obstructions and Encroachments</li> <li>RSA 236:29 to 236:30 - General Provisions</li> <li>RSA 236:32 to 236:37 - Encumbrances on Highways</li> <li>RSA 236:38 to 236:39 - Liability for Obstructions or Injury to Highway</li> <li>RSA 236:55 - Lights Along Highways</li> <li><b>RSA 237</b> - Turnpike System</li> <li>RSA 237:5 – Further Authority</li> <li><b>RSA 374</b> – General Regulations</li> <li>RSA 374:48 to 374:56 - Underground Facility Damage Prevention System</li> <li><b>RSA 9-E</b> – Outdoor Lighting Efficiency</li> </ul> </li> <li>➤ The NHDOT Utility Accommodation Manual: <a href="https://www.dot.nh.gov/sites/g/files/ehbemt811/files/inline-documents/uam-manual-oct-2017-web.pdf">https://www.dot.nh.gov/sites/g/files/ehbemt811/files/inline-documents/uam-manual-oct-2017-web.pdf</a></li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• This depends on the type of permit. A simple driveway permit for a single-family home where an applicant submits a complete application with deed history showing lot of record, sight distance and all necessary information can be a matter of <b>days to a few weeks</b>. A project with a complex mix of housing, commercial and retail that will have a significant impact on the roadway safety and efficiency. Or a complex driveway that requires extensive roadway reconstruction includes traffic signals, turn lanes, through lanes etc. <b>may take 180 + days</b> depending on the back and forth with the applicants.</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Delay</u>: Complexity of the proposed development. Review time for the NHDOT and response time from the applicant.</li> <li>• <u>Denial</u>: Applicant is not entitled to an access point because the lot of record exceeds the number of access points allowed. Safety sight distance is not met at the proposed location of the driveway.</li> </ul>

## Department of Environmental Services

Permit Type	Underlying Statute and Rule, if any	Cost	Average Approval Time	Reasons for Permit Delay longer than 60 days and Denial
<ul style="list-style-type: none"> <li>• <u>Subsurface Systems</u>: approval of an Individual Sewage Disposal System for new construction, and the same for modifications to existing housing that will increase the load on an existing septic system.</li> <li>• <u>Wetlands</u>: proposal to undertake any dredge, fill, excavation, removal, or construction activities.</li> <li>• <u>Shoreland</u>: excavation, construction or filling activities take place within 250 feet of a jurisdictional waterbody.</li> <li>• <u>Alteration of Terrain</u>: very large "earth-moving" operations, such as gravel pits, industrial, commercial and residential construction.</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Subsurface Systems</u>: <b>RSA 485-A:29-44</b> Part Sewage Disposal Systems <ul style="list-style-type: none"> <li>➢ Env-Wq 1000.</li> </ul> </li> <li>• <u>Wetlands</u>: <b>RSA 482-A:3, I (a)</b> Excavating and Dredging Permit; Certain Exemptions <ul style="list-style-type: none"> <li>➢ Env-Wt 100-1000.</li> </ul> </li> <li>• <u>Shoreland</u>: <b>RSA 483-B:5-b, I, (a)</b> Permit Required; Exemption <ul style="list-style-type: none"> <li>➢ Env-Wq 1400.</li> </ul> </li> <li>• <u>Alteration of Terrain</u>: <b>RSA 485-A:17, I</b> Terrain Alteration <ul style="list-style-type: none"> <li>➢ Env-Wq 1500.</li> </ul> </li> </ul> <p>NHDES Administrative Rules are available at: <a href="https://www.des.nh.gov/rules-and-regulatory/administrative-rules">https://www.des.nh.gov/rules-and-regulatory/administrative-rules</a></p>	<ul style="list-style-type: none"> <li>• <u>Subsurface Systems</u>: <b>\$300</b></li> <li>• <u>Wetlands</u>: based on the size and scope of the project. <b>\$400 plus</b> additional factors.</li> <li>• <u>Shoreland</u>: <b>\$400 plus</b> impact fee</li> <li>• <u>Alteration of Terrain</u>: varies based on the amount of disturbed area: <ul style="list-style-type: none"> <li>○ area of at least 100,000 square feet but less than 200,000 square feet <b>\$3,125</b>.</li> <li>○ property subject to the Shoreland Water Quality Protection Act, area of at least 50,000 square feet but less than 200,000 square feet <b>\$3,125</b>.</li> <li>○ additional fee of <b>\$1,250</b> is assessed for each additional area of up to 100,000 square feet to be disturbed.</li> <li>○ For all other projects, the fee shall be <b>\$500 plus</b> \$0.005 per square foot of disturbance.</li> </ul> </li> </ul>	<p>[set by statute]</p> <p><u>Subsurface Systems</u>:</p> <ul style="list-style-type: none"> <li>• subdivisions <b>30 days</b> FY24 average time – 36 days</li> <li>• septic systems <b>15 days</b> FY24 average time - construction approval was 6 days, wait time for field inspection of an installed septic system was 2 days.</li> </ul> <p><u>Wetlands</u>:</p> <ul style="list-style-type: none"> <li>• applications reviewed and missing information requested within <b>50 days (75 days for large applications)</b>. FY24 average time was 108 days</li> <li>• NHDES has <b>30 days</b> to make a decision upon receipt of all information. For larger files that require a public hearing, this time frame will be longer to accommodate a public hearing notice, comment period, with 45 days beyond the close of the record. FY24 average time was 65 days</li> </ul> <p><u>Shoreland</u>:</p> <ul style="list-style-type: none"> <li>• applications reviewed and missing information requested within <b>30 days</b>.</li> <li>• NHDES has <b>30 days</b> to make a decision upon receipt of all information. FY24 average time was 49 days from start to finish for a decision. FY24 average time for NHDES to review of the application and issue a decision was 37 days.</li> </ul> <p><u>Alteration of Terrain</u>:</p> <ul style="list-style-type: none"> <li>• applications reviewed and missing information requested within <b>50 days</b>.</li> <li>• NHDES has <b>30 days</b> to make a decision upon receipt of all information. FY24 average time was 143 days from start to finish for a decision. FY24 average time for NHDES to review application and issue a decision was 56 days. The remainder of the time was for the applicant to submit missing information and/or time extensions by mutual agreement.</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Delay</u>: application does not have all the required information such as: <ul style="list-style-type: none"> <li>○ Request For More Information (RFMI) letter</li> <li>○ wildlife consultation from the NH Fish and Game Department</li> <li>○ uses an expired Natural Heritage Bureau DataCheck report.</li> </ul> </li> <li>• <u>Wetlands</u> application fails to include an approvable plan for mitigation.</li> <li>• For projects that impact one acre or greater of wetlands, NHDES is required to provide public notice and a public hearing to receive public comments. For these larger projects, a federal wetlands permit from the U.S. Army Corps of Engineers may also be required.</li> <li>• For <u>Alteration of Terrain</u> applications, the drainage analysis and construction plans do not meet standard engineering practice or the requirements of the rules.</li> <li>• Applications with errors and omissions.</li> <li>• <u>Denial</u>: applicant does not provide the required information or proposed project does not meet the approval criteria.</li> </ul>