

## Tips for completing the Auburn Building Permit Application:

- **Submit a complete building permit application.** Application form may require supplemental information, such as lumber dimensions, spans, spacing, and other design criteria to insure proper review for code compliance.
- Property Plot Plan - To verify compliance with town regulations and conditions of subdivision approval, a plot plan of the property showing location of new improvement (addition, new detached structure) shall be submitted with permit application. Be sure to show distances to property line, any wetland or cluster subdivision buffers, and easements on property. Contact the Auburn Building Department to see if a plot plan of your property is on file.
- District regulations for permitted uses and property line setback requirements are contained within the Auburn Zoning Ordinance under Article 4.
- Electrical, plumbing and mechanical permits shall be obtained separately. Licensed professionals are required when performing this work. Exemption for homeowner installation is possible under certain conditions.
- Permit fees for new buildings, and renovations are calculated by square footage. Most other permits are assessed a flat fee of \$25.00 for residential and \$50.00 for commercial. Please contact Auburn Building Department for permit calculation.
- Auburn Building Department can be reached by email: [bldginsp@townofauburnnh.com](mailto:bldginsp@townofauburnnh.com) or by calling 483-5052, ext # 3.