

ACCESSORY APARTMENTS – APPLICATION INFORMATION

**The following must be submitted in addition to a completed building permit application
Attach to/See Building Permit Application for additional information**

1. Will the apartment be created:
___ within the existing dwelling structure; or
___ through the construction of an addition to the existing dwelling structure; or
___ by the construction of a new dwelling structure (on a vacant lot) which will combine
both a primary dwelling and an accessory apartment.

Dimensions, number of stories and square footage of **proposed apartment**: _____

Dimensions, number of stories and square footage of existing **primary dwelling unit**: _____

2. Total number of dwelling units currently existing on site: _____

3. Total number of bedrooms that will be in the **primary dwelling unit**: _____
Total number of bedrooms that will be in the **accessory apartment unit**: _____

4. Which unit will be occupied by the property owner: _____

5. Will the construction and occupancy of the proposed accessory apartment be detrimental to the neighborhood in which the lot is located by virtue of overcrowding or traffic congestion? _____.
Explain answer: _____

6. Means of egress for both the principal single-family residence and the accessory apartment shall meet all applicable codes. Describe: _____

7. Proposed surface for parking area: _____

8. Will exterior changes conform to the character of the neighborhood? _____.
Explain answer: _____

9. Any application filed under this section shall include the following:
a. Scaled plot plan showing location of existing structure.
b. Detailed floor plan.

- c. Parking layout and yard area.
- d. Sketch any proposed expansion or change to structure showing overall dimensions.
- e. Square footage of construction or alteration.
- f. Location and number of exits.
- g. Completed building permit application.
- h. Submit a copy of a NH DES Construction Approval for the proposed number of dwelling units
- i. Any additional information that will adequately describe the proposed work.

ZONING ARTICLE 5 – TABLE 2 – ZONES FOR ACCESSORY APARTMENTS

(as of 3/11/2008)

Table of Permitted Uses

Note: P=Permitted Use; E=Special Exception Necessary; N=Not Permitted.

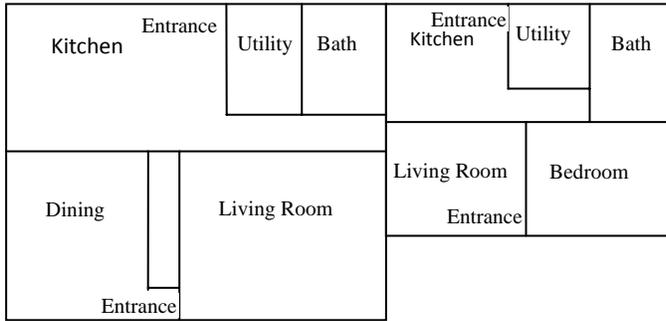
	Commercial	Industrial	Residential Multi-Family	Residential Single Family	Rural	Village
Residential Uses:						
Accessory Apartment	N	N	P	E	P	P

ZONING ARTICLE 7G - ACCESSORY APARTMENTS - MINIMUM ZONING STANDARDS

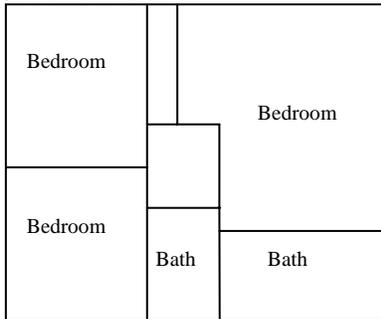
1. The accessory apartment shall have a minimum of 300 square feet of net floor area and shall not exceed twenty-five percent (25%) of the sum of the net floor area of both the finished primary dwelling unit and the finished accessory apartment.
2. An Accessory apartment does not require a separate Minimum Lot size (Article 5, Table 2).
3. Only one Accessory apartment per lot is allowed.
4. The Accessory apartment shall be located within the primary single-family dwelling unit and is not permitted in detached or accessory structures.
5. Accessory apartments shall include no more than two (2) bedrooms.
6. Accessory apartments may be created either through the internal conversion of an existing housing unit or through the creation of a new principal dwelling unit/accessory apartment structure.
7. Either the principal dwelling unit or the accessory apartment shall be occupied by the owner of the property.
8. The construction and occupancy of accessory apartments shall not be detrimental to the neighborhood in which the lot is located by virtue of overcrowding or traffic congestion.
9. Means of egress for both the principal single-family residence and the accessory apartment shall meet all applicable codes.
10. A building permit is required prior to creation/construction of the Accessory Apartment and a Certificate of Occupancy is required prior to occupancy of the unit.
11. Off-street parking shall be provided as follows:
 - a. 2 spaces - principal residence, 1 space - accessory apartment;
 - b. Parking spaces must be surfaced in a manner consistent with the neighborhood;
 - c. Parking spaces required pursuant to this section shall not impede traffic, road maintenance or future road improvements.

- 12.** All applications under this section shall demonstrate adequate provision for sewage disposal, water, waste and drainage generated by the future occupancy of an accessory apartment.
- 13.** No exterior changes shall be made which do not conform to the character of the neighborhood.
- 14.** Any application filed under this section shall include the following:
 - a. Scaled plot plan showing location of existing structure.
 - b. Detailed floor plan.
 - c. Parking layout and yard area.
 - d. Sketch any proposed expansion or change to structure showing overall dimensions.
 - e. Square footage of construction or alteration.
 - f. Location and number of exits.
 - g. Any additional information that will adequately describe the proposed work.

First Floor



Second Floor



Example Only - See Instructions

