

Frequently Asked Questions

Q: When do I need a permit?

A: A permit is required for anyone who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by Adopted Codes shall first obtain a permit for said work.

Q: What codes have Seabrook adopted?

A: The Town of Seabrook has adopted the same codes as the State of NH which include, 2015 International Building Code (IBC) with NH Amendments, 2015 International Residential Building Code (IRC) with NH Amendments, 2015 International Energy Conservation Code (IEC) with NH Amendments, 2015 International Existing Building Codes (IEBC) with NH Amendments, 2015 International Mechanical Code (IMC) with NH Amendments, 2015 International Plumbing Code (IPC) with NH Amendments, 2015 NFPA 1, Fire Code as amended by Saf-C 6000, 2015 NFPA 101, Life Safety Code as amended by Saf-C 6000 and applicable referenced publications in Chapter 2. 2015 NFPA 54, National Fuel Gas Code as amended by Saf-C 6000, 2014 NFPA 58, Liquefied Petroleum Gas Code as amended by Saf-C 6000, 2017 NFPA 70, National Electrical Code (NEC) with NH Amendments, 2009 Property Maintenance Code (IPMC).

Q: Can I do my own work?

A: In NH, Homeowners may do their own construction. They also may be able to do their own electrical, plumbing and mechanical/gas. Electrical, Plumbing, and gas fitting can be performed by the homeowner of a single family detached residence who intends to or currently resides in said home. See [Homeowners Self-Performing Electrical, Plumbing, and Gas Fitting Installations](#) sign off sheet for more information.

Q: Are you open?

A: Yes the Town Hall is currently open to the public with COvid-19 restrictions in place. For everyone's safety and convenience, we have recently provided an online permitting portal located on Links.

Q: I want to open a business. Where do I start?

A: The best place to start is within our zoning. Section 6 lists Permitted Uses in Town. If your proposed use is not on the list, a variance may be required from the Zoning Board. If your use is on this list, check with the Planning Board in regards to change of use or site plan approval. After Zoning and Planning have been satisfied, a commercial building permit must be applied for with the building department. A certificate of occupancy is required and a new business license will need to be applied for. Other permits may be required. For more specific questions, contact the Building Department directly.

Q: How do I start a Home Business?

A: Check the items in our **Home Office Checklist**. If your home business meets these requirements, apply for a Home Office Business exemption. If it does not, you may meet the Home Occupation requirements. Planning Board approval is required for Home Occupations. A new business license is also required.

Q: I want to build an apartment for my in-laws? What do I need?

A: First, check the Town of Seabrook's requirements for an **Accessory Dwelling Unit**, most commonly known as ADU's. If your proposal meets the criteria, apply for a residential building permit application. Electrical, Plumbing, and Gas permits are also required to be pulled by a NH Master in that field. Contact the water and sewer department in regards to the utility connections and paperwork. A floor plan is required with measurements listed as well as two sets of building plans.

Q: How do I know if my property is in a floodplain?

A: The most convenient way to check if your property is located in a floodplain is <https://msc.fema.gov/portal/search#searchresultsanchor>. Enter your address in the search bar. This map will show if you are in fact in a flood zone and which one. If you are in a floodplain, certain permits and approvals are required prior to building permit approval.

Q: What are the setbacks in my neighborhood?

A: Please see The Town of Seabrook's Zoning Map. Find your property and which zone you are located in. Check the table in Section 7-Dimensional Requirements of our zoning. It shows the required setbacks for your zone.

Q: What Inspections do I need? When do I call for them?

A: The types of inspections required depend on the permit and description of work. The required inspections will be listed on your permit. In the **Schedule of Required Inspections** it explains each inspection and the requirements pertaining to that particular inspection. If you are unsure, please call the office and ask.

Q: What is the permit turn-around time?

A: Electrical, Plumbing, and gas permit applications usually take 1-2 business days. Residential & one/two family dwelling permits take 1-2 weeks. Commercial can take up to 4 weeks. Please be advised that the office does have the right to take as long as 30 days for a residential building permit and 60 days for commercial. If required information is missing it can delay the permitting process. Also, all Zoning & Planning Board approvals must be received by the building office prior to permit approval. Water & Sewer Service applications must be approved prior to permit approval.

Q: Can I have a swimming pool?

A: Yes. Swimming Pools need to abide by your property's setbacks. A residential building permit and electrical permit are required. Fences are required for pools 48" or less in height. Please see our local Swimming Pool guidelines for more information.

Q: Can I build a fence on my property?

A: Yes. However per State Law residential fences cannot be more than 6ft above grade. Fences are not to be construed as "structures" for purposes of side line and setback requirements, however for safety reasons; opaque fences shall be set back a minimum of 15 feet from street pavement. Please See Local Fence Requirements for more information.

Q: Where do I file a complaint?

A: You can fill out an Action Request Form found under Forms.