



Consultation with a Building Committee Member is required prior to issuance of this permit. Please contact one of the members below.

Waterville Estates Building Permit

Building Committee Email:
buildingcommittee@watervilleestates.org

[Revised 5-23.24](#)

WEA Building Permit



Property Owner:		Building Permit #:	
Street Address:		Email Address:	
Applicant:		Phone Number:	

Parcel Number	Map:	Lot:
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Type of Work	✓	Description
House*	<input type="checkbox"/>	
Addition	<input type="checkbox"/>	
Alteration	<input type="checkbox"/>	
Repair/replace	<input type="checkbox"/>	

*Modular/prefab homes require Waterville Estates Board of Directors approval, signed contract, and a deposit of \$25,000 in escrow with WEA.

Square footage

1st floor	Baths	Number of baths
2nd floor	Garage	Sqft/Dimensions
basement	Out-building/shed	Dimensions

Check List	✓	Sign off by BC/Permit number/Details
Septic Design w/ plot plan*	<input type="checkbox"/>	
Building plans*	<input type="checkbox"/>	
Water Dept Approval	<input type="checkbox"/>	
Town Permit	<input type="checkbox"/>	
Driveway permit	<input type="checkbox"/>	

*PDF required/Hard copy - optional

Details

Contractor	
Address	
Phone Number	
Email	

Hours of Construction:

- Monday – Friday 7:30AM-8:00PM & Weekends/holidays 8:00AM-6:00PM

Copies of the following MUST be submitted with this application before permit will be issued:

- NH DEP Septic Approval w/ plot plan needed for all new homes and installation of new septic.
- Town building Permit Approval (Campton or Thornton)
- Description and samples needed of all alterations, new homes, additions, painting, and remodeling.
 - Siding including Color Samples
 - Trim including Color Samples
 - Roofing Type including Color Samples
 - Deck and rail samples and Color Samples
- Plans are required for new homes & additions.
 - Site Plan
 - Including: tree cutting proposal, driveway, and utility access.
 - Floor Plans
 - Four elevation drawings with the view from the road clearly marked.
- Waterville Estates Village District Water Connection Approval – new homes
- **New road installation or change of lot designation/usage require town (planning board), district, and association approval.**
- Road agent sign-off on new driveways
 - Town Driveway permit for roads owned by Campton or Thornton
 - Village District Approval for roads owned by WEVD.

Fee Schedule:

- a. New Living Unit \$1,350**
- b. Additions to Existing buildings and Garages..... \$250
- c. Exterior Changes to Existing Building (ex. Roof shingle, siding, decks, color changes) \$25
- d. Sheds, garages, new patio's, new decks, paving..... \$25
- e. Tree cutting..... \$25

**Two separate payments: \$350 for Building Application and \$1000 payment for the Capital Improvement Fund (CIF). Made out to Waterville Estates Association.

*Exterior will be completed within 9 months of permit date.

*Applicant must apply for extension with Building Committee.

*WEA Dues will be charged at 12 months. (Unless other arrangements are made with the Building Committee.)

The builder and/or property owner is responsible for all changes to the hydrology of the property along with any incidental damage or effect it may have on other surrounding properties.

All property corners must be clearly marked and professionally staked and/or property pins located by surveyor.

The approval of this application has been issued based on the plans and specifications submitted by the property owner, builder and/or his designee. The Waterville Estates Association & Building Committee do not render any professional opinion regarding the engineering design of this project and therefore approves the application based upon specifications in your building application and specification requirements of the Waterville Estates Restrictions, Easements and Covenants.

Owner Signature: _____ **Date:** _____

Builder Signature: _____ **Date:** _____

Building Committee Representatives (2 members for approval)

Name: _____ **Date:** _____

Name: _____ **Date:** _____