As of March 17, 2020, the Town Hall will be closed to the public. Please see the PRESS RELEASE on the HOME page at <u>https://www.londonderrynh.org/</u>

The Building Department is currently suspending all inspections requiring entrance into any occupied homes.

Residential inspections that do not require access through the home (exterior only) will continue as usual.

Commercial construction projects will continue to be inspected on a regular basis as our schedule will allow.

To use our online permitting portal for *Electrical, plumbing, Mechanical/Gas, Septic, Well, Wood Stove/Pellet Stove, Signs or Temporary Sign PERMITS ONLY*, please contact us at 432-1100 ext. 115 if you would like to setup an account. Everything is done online including payment by credit card only.

<u>ALL OTHER</u> permits shall be accepted by scanning the permit document(s) via email to <u>onlinepermits@londonderrynh.org</u>

Please visit our website at <u>www.londonderrynh.org</u> Click <u>Departments</u>, Click **Building & Zoning** to **download permit applications** under **PERMITS** on the left side of the page.

FEES: Once your permit is submitted and reviewed, we will contact you with the fee. We will only be accepting checks at this time, made payable to the Town of Londonderry either by mail or our dropbox.

As a very last resort, we will have a "**dropbox**"** outside of the Town Hall entrances. For any building permit submission, we will "skip" the application/review fee up front and collect it when the permit is ready to be paid and issued.

****Please note:** The dropbox can only fit regular envelope size documents or folded in half 8 ½ X 11 size documents. For anything larger, please leave a message to arrange an appointment time to collect your paperwork submission or email us at <u>onlinepermits@londonderrynh.org</u>

We appreciate your patience and cooperation while we work as best we can to keep everyone safe and still provide much needed town services.