

Londonderry Building Department, 432-1100 ext.115

PERMITS:

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

Homeowners can also obtain these permits online under resident access if they are doing the work. ***Please note***, you can only pull electrical, plumbing and/or gas/mechanical permits as a homeowner if it's a Single Family Dwelling, Owner-Occupied and there is No second living unit.

Building Permits Please visit our website at www.londonderrynh.org ***Click Departments, Click Building & Zoning to download permit applications*** under ***PERMITS*** .

Submitting A Permit You can either email (onlinepermit@londonderrynh.org) the completed permit application along with any required paperwork, plans etc... You can also mail it in ***or*** use one of our drop boxes outside of either of our doors at Town Hall. If using the drop boxes, please put the attention to the Building Dept.

We will review the documents and call you if there are any questions and/or call you when the permit is approved and ready for payment. We will let you know what the total fee will be and again, you can either mail in a check (made payable to the Town of Londonderry) or use the drop boxes outside the Town Hall doors.

Or mailing address is:

Building Dept.
268 Mammoth Road

Londonderry, NH 03053

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 drop box 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 onlinepermits@londonderrynh.org

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 drop box.

INSPECTIONS:

NOTE: If the work is inside and requires inspection, please contact our office at 603-432-1100 ext. 115 or email us at onlinepermits@londonderrynh.org to make alternate arrangements such as video, pictures or live stream. It will be up to the inspector on what will be acceptable.

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.

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