

City of Somersworth  
City Hall  
1 Government Way  
Somersworth, NH 03878  
(603) 692-9522 Fax: 692-9575

Residential  
Application for

Map # \_\_\_\_\_ Lot # \_\_\_\_\_  
Zoning: \_\_\_\_\_

**Certificate of Occupancy**

Principle Use: (Check One)    One Unit     Two-Unit     Multi-Unit     Manufactured Housing

Site Location: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Leased / Rental Property:

Owner Occupied Property:

*Is this an existing building? If so please fill out section "A" and section "B":*

*For all applications, please fill out section "B".*

**Section "A" Existing Conditions:**

**Section "B" Proposed Use:**

Existing / Previous Use: \_\_\_\_\_

Description of Proposed Use: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Existing # of Units: \_\_\_\_\_

Proposed # of Units: \_\_\_\_\_

Square Feet of Existing Use: \_\_\_\_\_

Square Feet of Proposed Use: \_\_\_\_\_

Parking on site: (# of spaces) \_\_\_\_\_

Parking on site: (# of spaces) \_\_\_\_\_

Building Permit # \_\_\_\_\_ Electrical Permit # \_\_\_\_\_

Plumbing Permit # \_\_\_\_\_ Mechanical Permit # \_\_\_\_\_

Department of Development Services  
Code Enforcement Office

Please Obtain the following Approval Signatures

Fire Department: (692-3457) \_\_\_\_\_ date: \_\_\_\_\_

Planning: (692-9519) \_\_\_\_\_ date: \_\_\_\_\_

Building Inspector: (692-9520) \_\_\_\_\_ date: \_\_\_\_\_

Electrical Inspector: (692-9520) \_\_\_\_\_ date: \_\_\_\_\_

Public Works Director: (692-4266) \_\_\_\_\_ date: \_\_\_\_\_

Water Department Inspection: (692-9523) \_\_\_\_\_ date: \_\_\_\_\_

Water/Sewer Billing Department: (692-9523) \_\_\_\_\_ date: \_\_\_\_\_

Account # \_\_\_\_\_ Outstanding Balance \_\_\_\_\_ Sewer Connection Fee Paid \_\_\_\_\_ Water Connection Fee Paid \_\_\_\_\_

-----Below this line - For Code Office Use Only-----

Conditions of CO: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Permanent \_\_\_\_\_  Temporary, Date Expired: \_\_\_\_\_

Building Department Comments: \_\_\_\_\_

\_\_\_\_\_

.....  
Edition of Code Used: \_\_\_\_\_

Type of Construction: \_\_\_\_\_

- R-1 Residential Use Group R-1: Primarily transient- Boarding Houses, Hotels, Motels, etc.
- R-2 Residential Use Group R-2: Primarily permanent – Apartments, Boarding Houses, Convents, etc.
- R-3 Residential Use Group R-3: Primarily permanent – Single Family Dwellings, Two Family Dwellings
- R-4 Residential Use Group R-4: Residential Care/Assisted Living Facilities – More than 5 but less than 16 occupants