

## **List of information trustees will need to process building permits**

1. Provide the name and phone number of the person contracted to complete the work.
2. Submit a drawing of the existing cottage and the proposed work in relation to the deeded house lot and road.
3. Know and disclose the whereabouts of your septic system if possible.
4. Verify where Hedding water lines are located in the drawing.
5. Ask the Hedding Recorder for a copy of the lot. The recorder is Chuck Anderson.
6. List names, addresses and telephone numbers of neighbors on all sides and check with them to make sure they are in agreement with the project.
7. Submit all information to a Trustee and ask if it could be reviewed at the next scheduled meeting.

Keep in mind that the board's approvals for such projects are valid for only one year. Once the project has been started, it is expected to be completed in a timely manner.

It is the **homeowner's responsibility** to obtain a building permit from the Epping town hall.

The above regulations do not apply to interior work or normal exterior maintenance such as painting or replacing existing structures within the same or less than the original dimensions.

Receiving permission may take some time. The board will grant or defer permission within two weeks of its next scheduled meeting.

Thank you in advance for your cooperation.  
The Board of trustees