



CITY OF KEENE
NEW HAMPSHIRE

Existing Building Code Checklist
IEBC w/NH Amendments

To be submitted with Building Permit Application unless utilizing IRC Appendix J

Address: _____, Keene, NH
(Street number, name)

Unit / Suite: *(location within building)* _____

Occupancy: *(Check one)* Not Previously Occupied Previously Occupied

Work proposed: _____

Architect NOT required per NH RSA 310-A:52

NOTE: Chapter 3 Provisions for all Compliance Methods apply to all work in existing buildings!

Repairs or Relocated/Moved Structures: *(Check one if applicable)*

Repairs (Chapter 4)

Relocated or Moved Buildings (Chapter 14)

Compliance Method: [Only one method to be used]

(Check all boxes that apply in same method)

Prescriptive Method

(Chapter 5)

Alteration

Addition

Change of Occupancy

Historic Buildings

Work area Method

(Chapters 6 – 12)

Alterations *(check only one box)*

Level 1: Chapter 7

Level 2: Chapter 8 & 7

Level 3: Chapter 9, 8, & 7

Change of Occupancy: Chapter 10

Additions: Chapter 11

Historic Buildings: Chapter 12

Performance Method

(Chapter 13)

Alterations

Addition

Change of Occupancy

Applicant's Name: *(print)* _____

Signature: _____

Date: _____

International Existing Building Code

Definitions

REPAIR. The reconstruction, replacement or renewal of any part of an *existing building* for the purpose of its maintenance or to correct damage.

ADDITION. An extension or increase in floor area, number of stories, or height of a building or structure.

ALTERATION. Any construction or renovation to an *existing structure* other than a *repair* or *addition*.

LEVEL 1 alterations include the removal and replacement or the covering of existing materials, elements, equipment, or fixtures using new materials, elements, equipment, or fixtures that serve the same purpose.

LEVEL 2 alterations include the reconfiguration of space, the addition or elimination of any door or window, the reconfiguration or extension of any system, or the installation of any additional equipment.

LEVEL 3 alterations apply where the *work area* exceeds 50 percent of the *building area*.

CHANGE OF OCCUPANCY. A change in the use of a building or a portion of a building that results in any of the following:

1. A change of occupancy classification.
2. A change from one group to another group within an occupancy classification.
3. Any change in use within a group for which there is a change in application of the requirements of this code.

HISTORIC BUILDING. Any building or structure that is one or more of the following:

1. Listed, or certified as eligible for listing, by the State Historic Preservation Officer or the Keeper of the National Register of Historic Places, in the National Register of Historic Places.
2. Designated as historic under an applicable state or local law.
3. Certified as a contributing resource within a National Register, state designated or locally designated historic district.

WORK AREA. That portion or portions of a building consisting of all reconfigured spaces as indicated on the construction documents. Work area excludes other portions of the building where incidental work entailed by the intended work must be performed and portions of the building where work not initially intended by the owner is specifically required by this code.