

GENERAL INFORMATION

INVENTORY OF TAXABLE PROPERTY:

This year (2005/2006) the inventory form will not be mailed out to the property owners of Winchester. Generally, as a cost savings, the inventory forms will be sent out every five years instead of yearly. Whenever an inventory form is mailed out, New Hampshire law states that this form must be completed, signed, and returned to the Selectmen's Office on or before April 15th of the year of the mailing. If an inventory form is not filed on time, the property owner loses the right to appeal his or her assessment with the town and with the Board of Tax and Land Appeals or Superior Court. Forms are mailed in late March whenever an inventory is taken, so if you do not receive one contact the assessor's office in early April and one will be sent to you. If the inventory form is returned after the due date a penalty will be assessed on the second issue tax billing. The inventory form due date is April 15th.

VETERAN'S TAX CREDIT:

To be eligible an applicant must meet state residency and military service requirements. If a person receiving this credit changes his or her domicile, or a veteran's spouse becomes a widow or widower during the year, a new permanent application must be filed with this office. The town also offers a tax credit for service connected total and permanent disability. This is the only disability credit/exemption that the town offers and all applications must be validated. The due date for this application is March 1st.

ELDERLY EXEMPTION:

This exemption has three categories: age 65-74, age 75-79, and 80 years of age and older. Besides meeting age requirements there are annual income and asset restrictions for those applying for this exemption. The due date for this application is March 1st.

BLIND EXEMPTION:

Applicants who are declared legally blind are eligible for this exemption. The due date for this application is March 1st.

CURRENT USE:

Applicants must meet minimum lot size and other classification requirements in order to receive the current use credit on their land. Once land is put into current use there is a penalty tax applied for removing the land from this classification. The current use application deadline is April 15th.

INTENT TO CUT TIMBER:

Prior to each cutting operation every owner must file an intent to cut form with the Selectmen's Office. No cutting shall begin until local and state approval is given. Permits received from the state are to be posted at the site.

INTENT TO EXCAVATE:

Every owner who intends to excavate earth shall file a Notice of Intent to Excavate with the assessing officials where such excavating is to take place. This notice must be filed prior to commencing each excavating operation and at the beginning of each tax year (April 1) for

continuing operations. There is a fee of \$100 for each intent filed, made payable to: State of New Hampshire.

BUILDING PERMIT:

Any person, firm, corporation, municipality, public agency, or institution desiring to operate, maintain, offer for rent, lease, or tenancy any site, lot, field, tract of ground for location of any building, trailer or manufactured housing, or similar conveyance, place, or abode for shelter, or any other form of development-as defined in the Town of Winchester Zoning Ordinance-shall obtain a written operating [BUILDING] permit from the Board of Selectmen.

A fee to be set annually by the Board of Selectmen and payable to the Town of Winchester is required with the issuance of each permit. When permits are not used within one year from the date of issuance an application for renewal of permit must be made, and, if granted, will entail the payment of a new fee. Where applicable, it would be necessary to have received and to show proof of having received an "Approval of Construction", granted by the NH Department of Environmental Services, Water Supply and Pollution Control Division for the construction of any septic tank system-or, where applicable-a Certificate of Sewer Availability from the Board of Selectmen-before a building permit or permit to park manufactured housing shall be issued.

No building construction may begin before the permit is issued. The building permit application fee is based on the square footage of the structure. New residential construction is based on \$.12 per square foot; renovations are \$.12 per sq. ft., and commercial construction is \$.15 to \$.20 per sq.ft. The minimum fee is \$20.00. Electrical, mechanical, and plumbing permits have a flat fee of \$35.00 each.

Demolition permits are also \$15.00 to \$35.00 each.

MANUFACTURED HOUSING:

Whenever a person moves manufactured housing into a city or town for the purpose of establishing a residence in said city or town, or whenever a person purchases existing manufactured housing with the intent of residing in the same at the existing location, he shall within fifteen days of the placement of the manufactured housing, or within fifteen days of the purchase of the same, register with the assessors of the city or the selectmen of the town where he or she intends to reside. Anyone who fails to comply with the provisions of this section shall be guilty of a violation. (RSA 72:7-B)

Further, it shall be unlawful for any person to move manufactured housing into, out of, or within the Town of Winchester without first obtaining a permit from the Board of Selectmen. The hauler of such manufactured housing shall have the permit in his possession at the time of the move.

The granting of such permit shall entail a fee, which shall be set by the Board of Selectmen, not to exceed \$100.00. This does not apply to manufactured housing that passes through the town in transit, both from and to another town.

Supplemental information is required, proving that taxes are paid up to date in whichever town it is being moved from, if used, or that the home is brand new from the factory, if new.