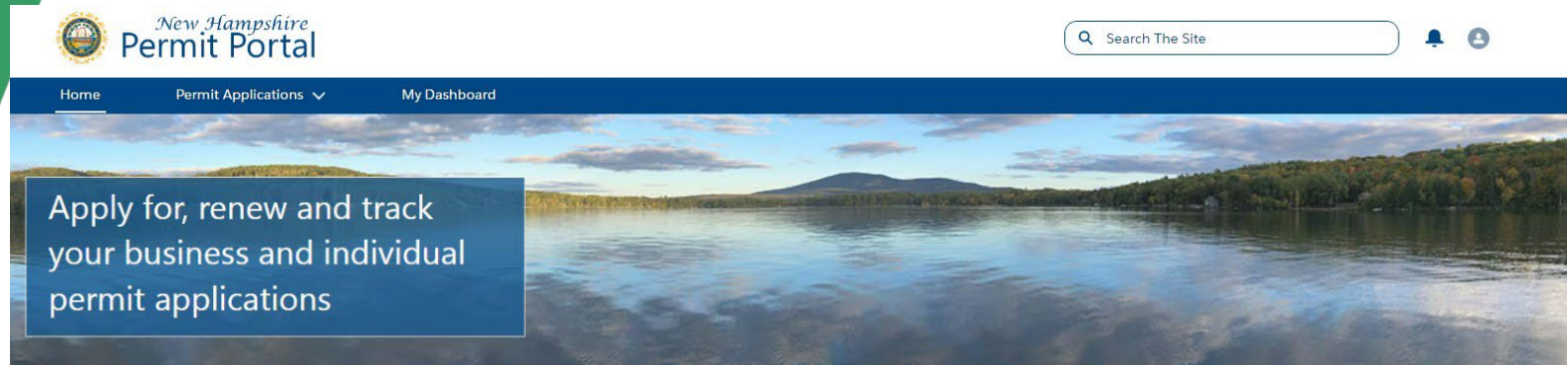


New Hampshire Online Permit Portal

April 16, 2026



Welcome to the State of New Hampshire Permit Portal

New Hampshire is working every day to improve digital government access for everyone living in or doing business in our beautiful state. This portal will help streamline the permit process for both applicants and processing staff. It will continue to grow as more agencies migrate their permits, certifications and other forms online.

Agenda

Online Permit Portal

Types of Permits in the Portal

NH RSA 236:13 and NHDOT Access Policy Revisions

Residential Expedited Process

Access Guidance Documents

Governor Sununu Initiative



July 2023 NH Permit Portal

Statewide Online Permit System

- NH Permit Portal
- NH Access - Goal is a single online user account for All State Permits
- Improved Transparency

NHDOT Footprint

- Driveway Permits
- Right of Way Activities (ROWA) (Previously Excavation Permits)
- Special Events Permits (Previously Parade Permits)
- Sponsor a Highway
- Utility Poles

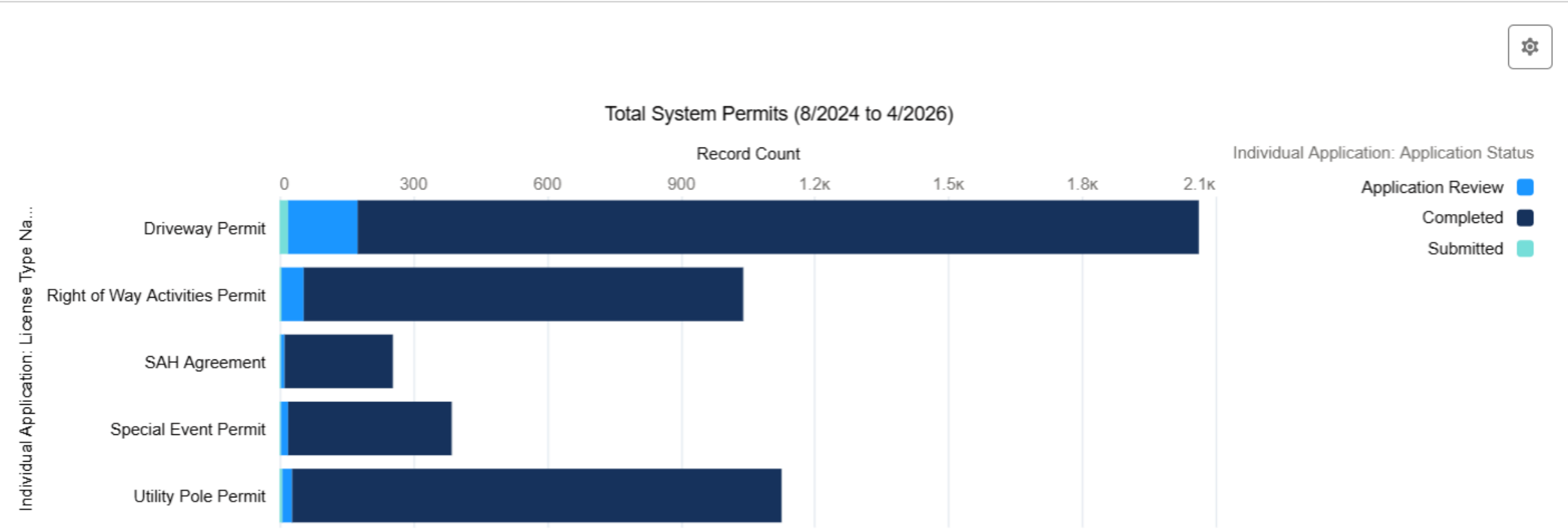
Online Permit Portal



A screenshot of the New Hampshire Permit Portal website. The header features the state seal and the text "New Hampshire Permit Portal" on the left, and a search bar labeled "Search The Site" on the right. Below the header is a navigation menu with "Home" and "Permit Applications" (with a dropdown arrow). The main content area has a scenic background of a lake and mountains, with a blue box containing the text "Apply for, renew and track your business and individual permit applications". Below this, there is a section titled "Welcome to the State of New Hampshire Permit Portal" with a sub-image of a river and buildings, and a paragraph of introductory text. To the right of this section is a "Quick Links" sidebar with four items: "Create Business Account", "Permit Portal Overview", "Personal Account Help", and "Business & Municipality Account Help".

Types of Permits in Portal

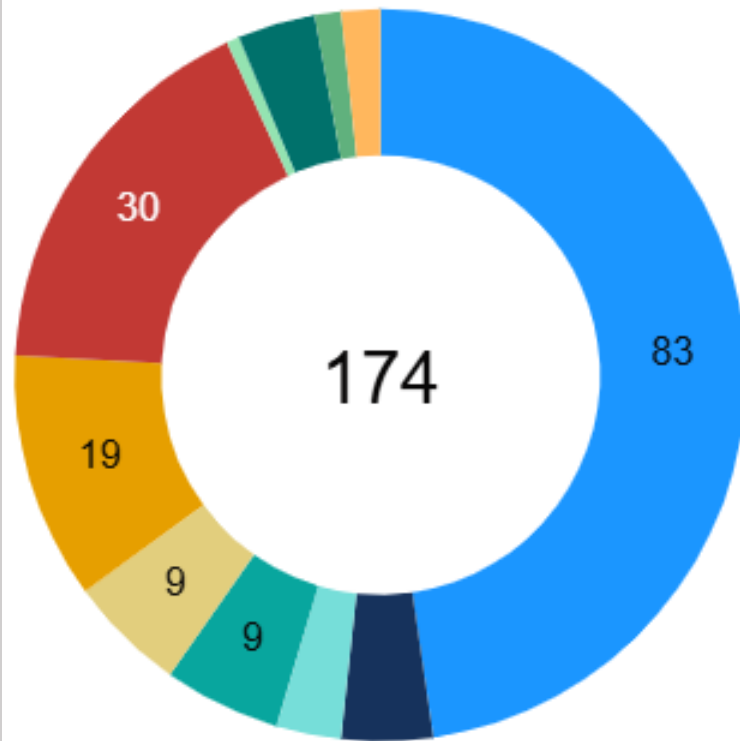
Total Records
4,868



Active Permits in Portal

All Open Drive Tasks on 4/13/2026

Record Count



Review Group

Applicant

District 1

District 2

District 3

District 4

District 5

District 6


Highway Design – Roadway Section

Traffic – Design

Traffic – Research

Turnpikes

Individual Permit Tracking

DOT Task
Tasks for IA-000000XXXX 

12 items • Sorted by DOT Task Number • Filtered by Individual Application • Updated a few seconds ago 🔍 Search this list...

<input type="checkbox"/>	DOT Task ... ↑ ▼	Start Date/Time ▼	Business Days... ▼	Application Phase ▼	Task Name ▼	Record Type ▼	Closed Reason ▼	Rejection Reason ▼
1	<input type="checkbox"/> DOT-Task-1916	10/29/2025, 10:11 AM	13.00	1: Access Review	Access Review	DOT Approval Task	Approved	
2	<input type="checkbox"/> DOT-Task-2268	11/18/2025, 3:55 PM	0.00	2: Traffic Impact Review	Traffic Impact Study Review	DOT Approval Task	Approved	
3	<input type="checkbox"/> DOT-Task-2269	11/18/2025, 3:54 PM	0.00	2: Traffic Impact Review	Develop Traffic Impact Study	DOT Task	Completed	
4	<input type="checkbox"/> DOT-Task-2270	11/18/2025, 3:55 PM	3.00	3: Design Plan	Design Plan Review	DOT Approval Task	Approved	
5	<input type="checkbox"/> DOT-Task-2271	11/18/2025, 3:55 PM	0.00	3: Design Plan	Develop Design Plan	DOT Task	Completed	
6	<input type="checkbox"/> DOT-Task-2341	1/22/2026, 12:54 PM	19.00	4: Construction Review	Construction Plan Review	DOT Approval Task	Rejected	Revise plan & provide draft easement
7	<input type="checkbox"/> DOT-Task-2342	11/21/2025, 2:41 PM	41.00	4: Construction Review	Develop Construction Plan	DOT Task	Completed	
8	<input type="checkbox"/> DOT-Task-2949	3/5/2026, 9:36 AM	0.41	4: Construction Review - Revision 01	Revision: Construction Plan Review	DOT Approval Task	Rejected	Revise easements
9	<input type="checkbox"/> DOT-Task-2950	2/18/2026, 1:25 PM	11.00	4: Construction Review - Revision 01	Revision: Develop Construction Plan	DOT Task	Completed	
10	<input type="checkbox"/> DOT-Task-3052	3/5/2026, 4:17 PM	3.00	4: Construction Review - Revision 02	Revision: Construction Plan Review	DOT Approval Task	Approved	
11	<input type="checkbox"/> DOT-Task-3053	3/5/2026, 12:55 PM	0.42	4: Construction Review - Revision 02	Revision: Develop Construction Plan	DOT Task	Completed	
12	<input type="checkbox"/> DOT-Task-3102	3/10/2026, 2:48 PM	8.00	5: District Review	District Review	DOT Approval Task	Approved	

Governor Ayotte Initiative



Office of the Governor
Kelly Ayotte

Streamlining the Permitting Process for New Housing in our State

The State will consolidate much of the fragmented permit review operations into the Department of Environmental Services, to streamline the process while ensuring it is thorough and accountable.

This necessary move to cut red tape will empower state agencies and departments to deliver permit determinations in 60 days.

Governor Kelly Ayotte's Inaugural Address

As a state, we must model good behavior if we are going to ask the same of our local communities that are making these zoning decisions. That starts with overhauling agency approvals, so they take no more than 60 days from start to finish. We need to make the process as frictionless as possible so projects that are great for our communities are not getting halted by unnecessary red tape.

NH RSA 236:13 and Policy

TITLE XX TRANSPORTATION

CHAPTER 236 HIGHWAY REGULATION, PROTECTION AND CONTROL REGULATIONS

Excavations and Driveways

Section 236:13

DEPARTMENT OF TRANSPORTATION
OFFICE OF THE COMMISSIONER


DECLARATORY RULING NO. 2025-01 DRIVEWAY PERMITS

I, William J. Cass, Commissioner of the Department of Transportation, do hereby issue this document as a declaratory ruling in order to provide guidance as to the specific applicability and implementation of RSA 236:13. Following the adoption of the Administrative Procedures Act, RSA 541-A, the department adopted administrative rules, Part Tra 302, which were in force between January 1, 1994 and January 1, 1999. By subsequent legislative enactment, the authority of the department to enact rules for administration of this statutory provision was exempted from the requirements of the administrative procedures act in accordance with RSA 541-A: 21 (g).

By ruling dated January 21, 1999, the text of former administrative rule Tra 302, entitled "Driveway Permits" was adopted by the department as a Declaratory Ruling 99-01. Subsequently, on March 10, 2000, the department issued Declaratory Ruling No. 2000-01, which has been used since that date by the staff of this department in the processing and issuance of driveway permits and other decisions regarding access control on the state highways.

This ruling modifies and updates the text of Declaratory Ruling No. 2000-01, and the attached provisions shall hereafter be used by the staff of the department in the processing and issuance of driveway permits and other decisions regarding access control on the state highways until further modified by subsequent action of the commissioner of the department of transportation.

Dated: October 3, 2025


William J. Cass
Commissioner of Transportation

NH RSA 236:13 Oct 2024 Amendment

October 2024 NH RSA 236:13 was modified to include:

IV-a. For any existing or proposed residential use of land, including multifamily development that is not classified as a major driveway under the department's policy relating to driveways and access to the state highway system, the department shall issue or deny the permit described in paragraph II within 60 days of receiving a completed application.

NH RSA 236:13 Oct 2025 Amendment (via SB 153)

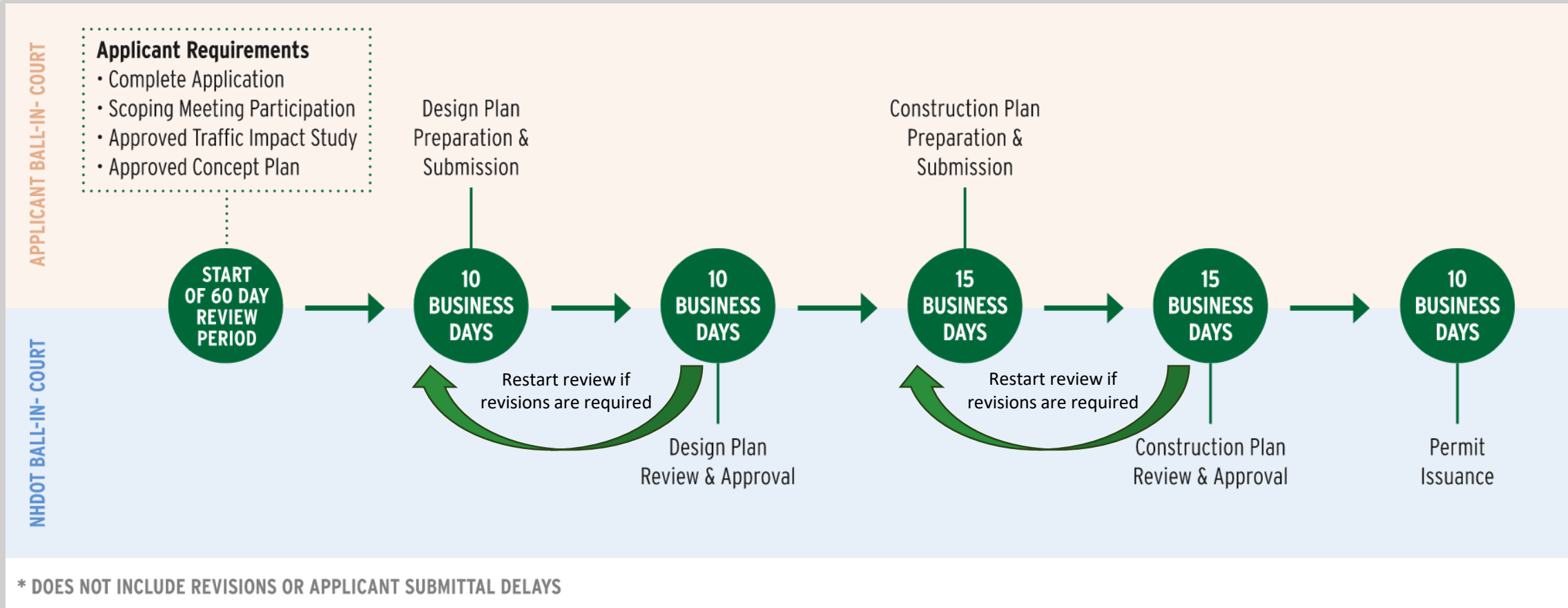
- IV-b. For expedited permitting of major entrances for residential use of 20 units or greater:
- (a) The commissioner of the department of transportation shall revise the department's policy for the permitting of driveways and other access to the state highway system to implement an optional program for the expedited permitting of major entrances for residential use of 20 units or greater, within 60 business days of approval of the traffic impact study.
 - (b) An applicant electing to use the expedited permitting process under this paragraph shall pay a \$120 per unit non-refundable permit fee, which shall be credited to the highway fund.
 - (c) The commissioner of the department of transportation, with approval of the governor and council, may adjust the fee in subparagraph (b).
 - (d) In addition to the permit fee in subparagraph (b), the applicant shall pay a retainer as formulated in the department's policy relating to the permitting of driveways and other access to the state highway system, for reasonable expenses incurred by the department for third-party professional engineer review and consultation during the expedited permitting process. All third-party review fees shall be tracked and a copy provided to the applicant. All unused retainages shall be refunded to the applicant within 120 days of the issuance of the permit.

3 Effective Date October 5, 2025

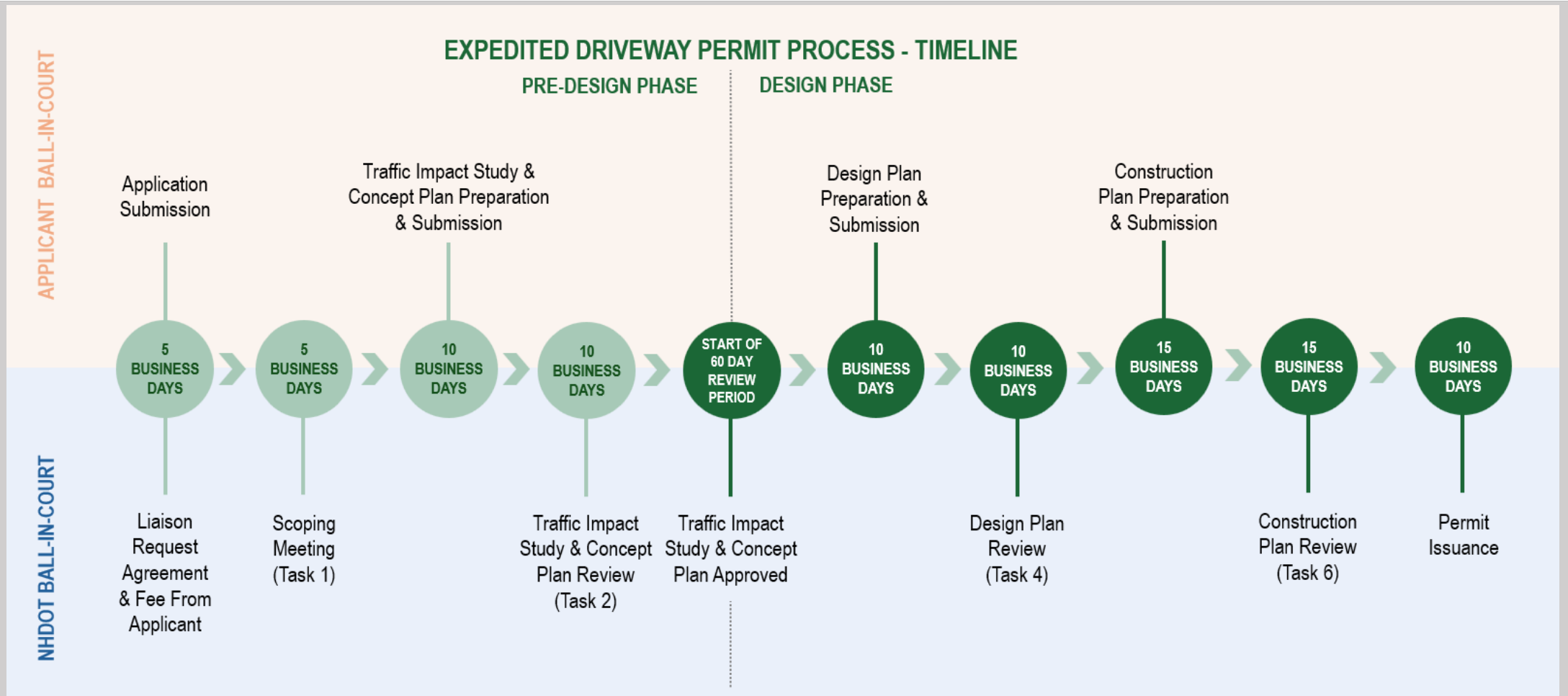
NH RSA 236:13 changes

- **Expedited Voluntary Program:** Projects ≥ 20 residential units
- **Expedited Timeline:** 60 days to permit or deny
- **Fixed Non-Refundable Fee:** \$120/unit
- **Third-Party Permit Review** - pass through cost based on scope of impact
 - Balance to be Returned to Applicant

Expedited Application Review Timeline




Expedited Review Timeline



* DOES NOT INCLUDE REVISIONS OR APPLICANT SUBMITTAL DELAYS

Example

 **200 Units**

Due prior to scoping meeting	→	Fixed Fee: \$120/house	→	\$24,000
	↘	3rd Party Review cost for traffic scoping meeting*: \$ TBD based on size and complexity of development (Any remaining funds returned to Applicant.)	→	\$\$
Due Prior to Approved Traffic Study	→	3rd Party Review cost for plan review*: \$ TBD based on size and complexity of development (Any remaining funds returned to Applicant.)	→	\$\$

***3rd Party Review Costs Will Be Formalized, Still In Progress**

Milestone Task Payment Amounts

TRAFFIC IMPACT STUDY PHASE (not additive)

TASK	Front Door Only	Unsignalized Intersection	1-2 Signalized Intersection(s)	3+ Signalized Intersections	
1. Scoping Meeting	\$ 1,700.00	\$ 1,900.00	\$ 2,200.00	\$ 2,400.00	Payment #2
2. TIS and Concept Plan Review	\$ 4,000.00	\$ 6,000.00	\$ 10,000.00	\$ 14,000.00	Payment #3
3. Revised TIS Review	\$ 1,600.00	\$ 2,400.00	\$ 4,000.00	\$ 5,600.00	

PLAN REVIEW PHASE (additive)

TASK	On-Site Plans	Off-Site Plans		
	Per Applicant's Driveway (reviewing on-site access)	Per Unsignalized Intersection or Applicant's Driveway with off-site mitigation	Per Signal with offsite mitigation (i.e. change to lanes or phasing)	
4. Design Plan Review (60%)	\$ 2,400.00	\$ 4,000.00	\$ 5,000.00	Payment #3
5. Revision - Design Plan Review	\$ 1,000.00	\$ 1,600.00	\$ 2,000.00	
6. Construction Plan Review (100%)	\$ 3,000.00	\$ 4,400.00	\$ 5,400.00	
7. Revision - Construction Plan Review	\$ 1,200.00	\$ 1,800.00	\$ 2,200.00	

Milestone Task Payments

Payment #1: Non-refundable fixed Permit Fee of \$120/unit is due at signing of the Letter of Agreement and prior to the Scoping Meeting.

Payment #2: Retainer Fee to cover third-party review costs for the Scoping Meeting Task is due prior to the Scoping Meeting.

Payment #3: Retainer Fee to cover third-party review cost for study and plan review tasks is due prior to submission of the Traffic Impact Study (TIS) and Concept Plan Submittal. Third-party review cost for study and plan review assumes the following tasks:

1. one (1) TIS and Concept Plan review,
2. one (1) TIS and Concept Plan Revision review,
3. one (1) Design Plan review,
4. one (1) Design Plan Revision reviews,
5. one (1) Construction Plan review, and
6. one (1) Construction Plan Revision reviews.

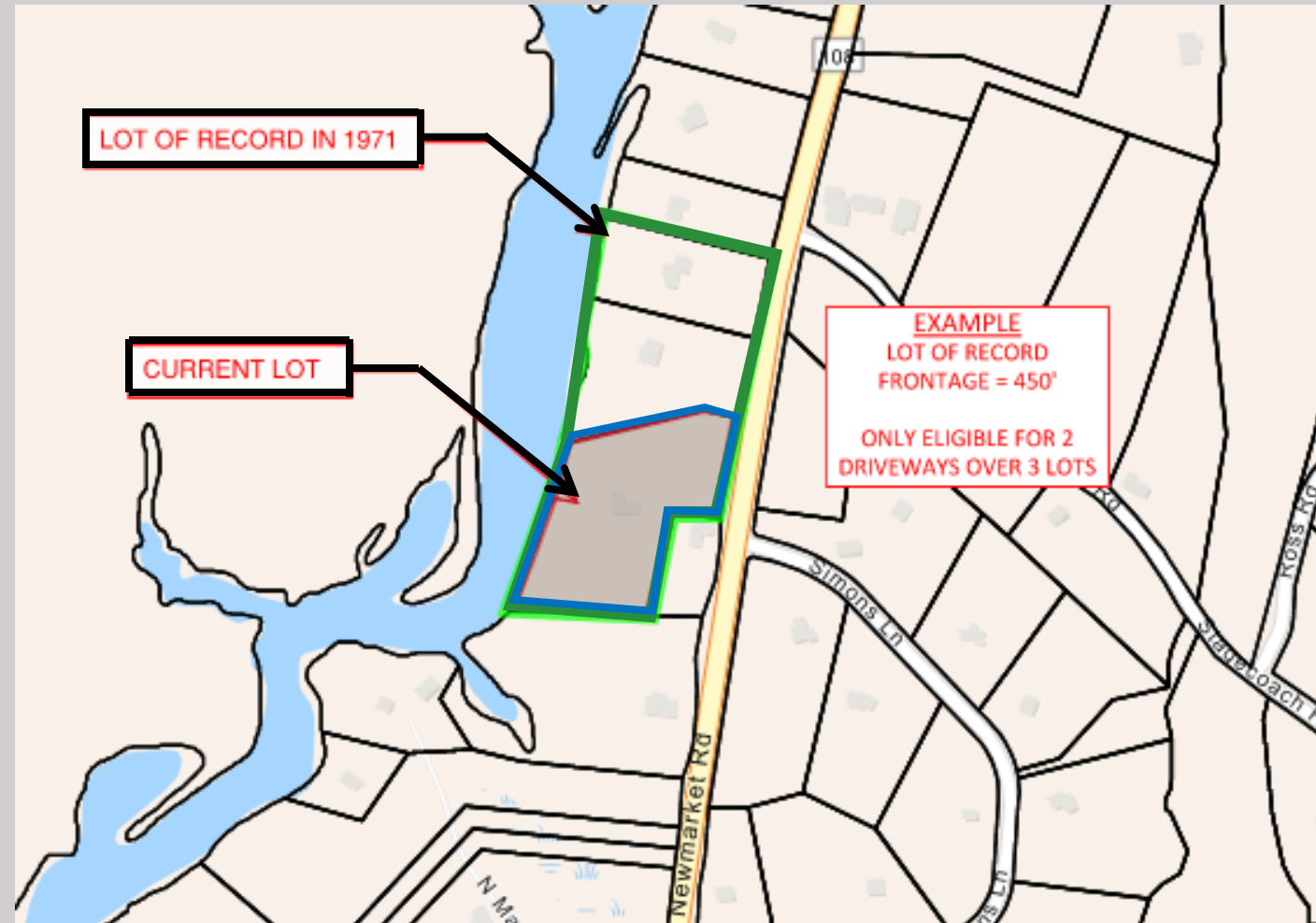
If additional reviews are required, additional retainer funds will be required to cover additional costs prior to reviews commencing.

Fee schedule amounts are current through October 29, 2028.

Policy – Lot of Record

What did the parcel look like on July 1, 1971 (effective date of NH RSA 236:13) prior to any subsequent subdivisions and sales of portions?

That is Lot of Record.



Policy – The Three-Driveway Rule



*Exceptions may be granted on unique circumstances, safest drive location to be determined by District Engineer

Driveway Resource Center

Driveways

Right of Way Activities

A permit is necessary for the alteration of existing driveways and proposed driveways to or from a state maintained highway.

Questions about your application? **Contact the NHDOT office you applied to**

- [Application](#)
- [Driveway Application Decision Tree](#) pdf
- [Driveway Policy](#) pdf
- [Sample Letter of Authorization - Driveways](#) pdf
- [Timeline Non-Expedited Driveway Permit Process](#) pdf

Expedited Review Information

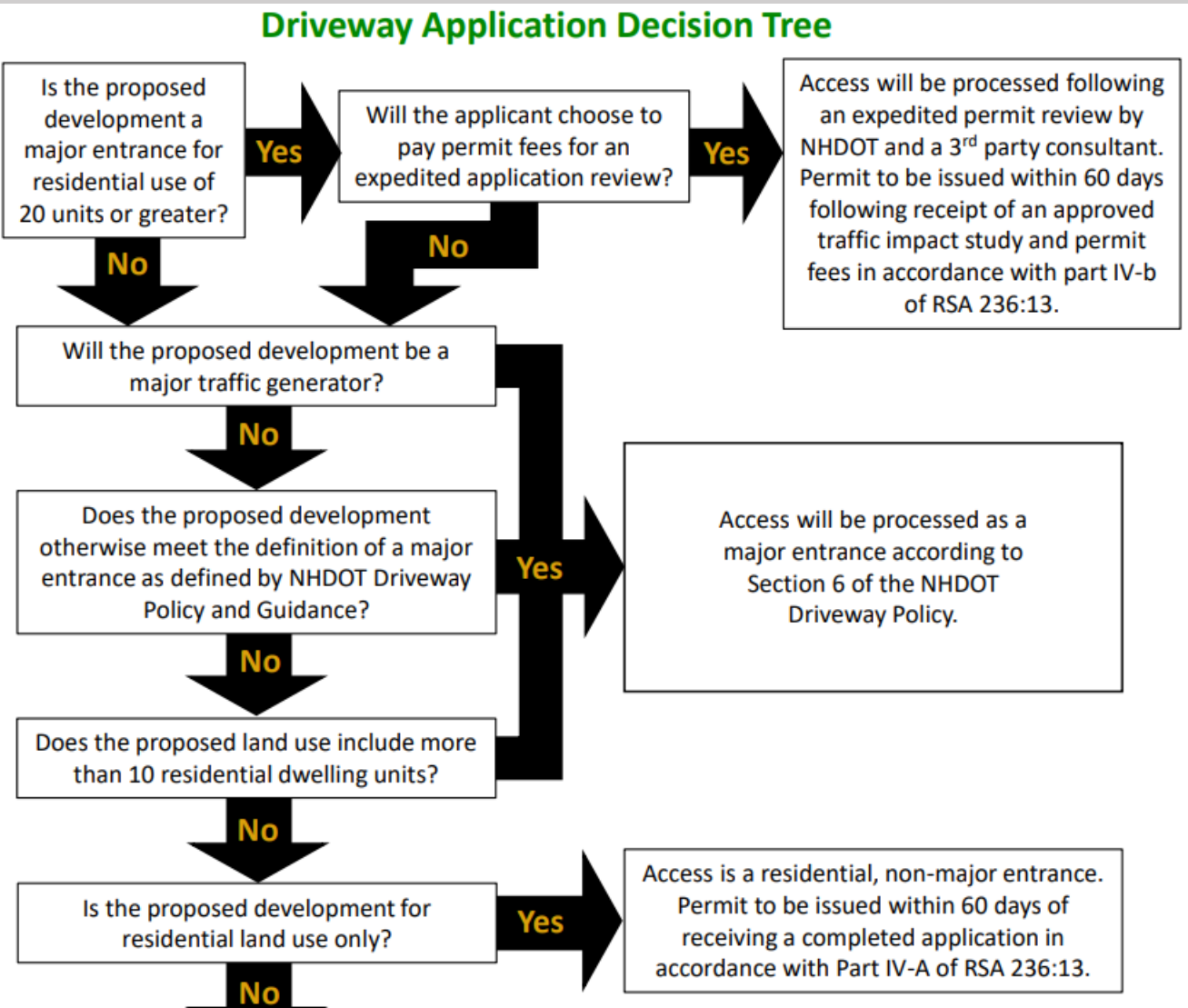
- [Letter of Agreement – Expedited Driveway Permit Review](#) pdf
- [Expedited Residential Application Review Fee Schedule](#) pdf
- [Timeline Expedited Driveway Permit Process](#) pdf

Design Guides & Checklists

- [Driveway Application Document Checklist](#) pdf
- [Traffic Impact Documentation Guidance](#) pdf
- [NHDOT Driveway Application Scoping Meeting Agenda](#) doc
- [NHDOT Traffic Impact Study Checklist](#) pdf
- [NHDOT Concept Plan Checklist](#) pdf
- [NHDOT Design Plan Checklist](#) pdf
- [NHDOT Construction Plan Checklist](#) pdf
- [Environmental Checklist](#) pdf
- [Environmental Checklist Policy/Guide](#) pdf

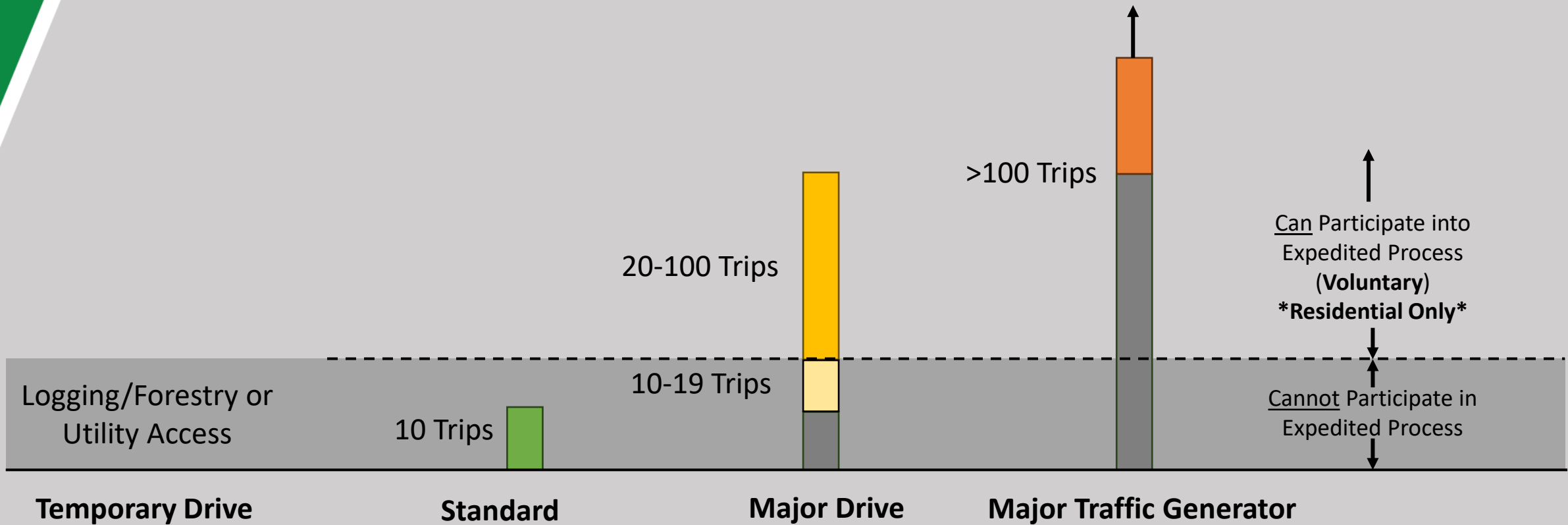


Decision Tree



Driveway Application Checklist

Driveway Types



housing units = trips to determine eligibility

Draft As of April 10, 2025

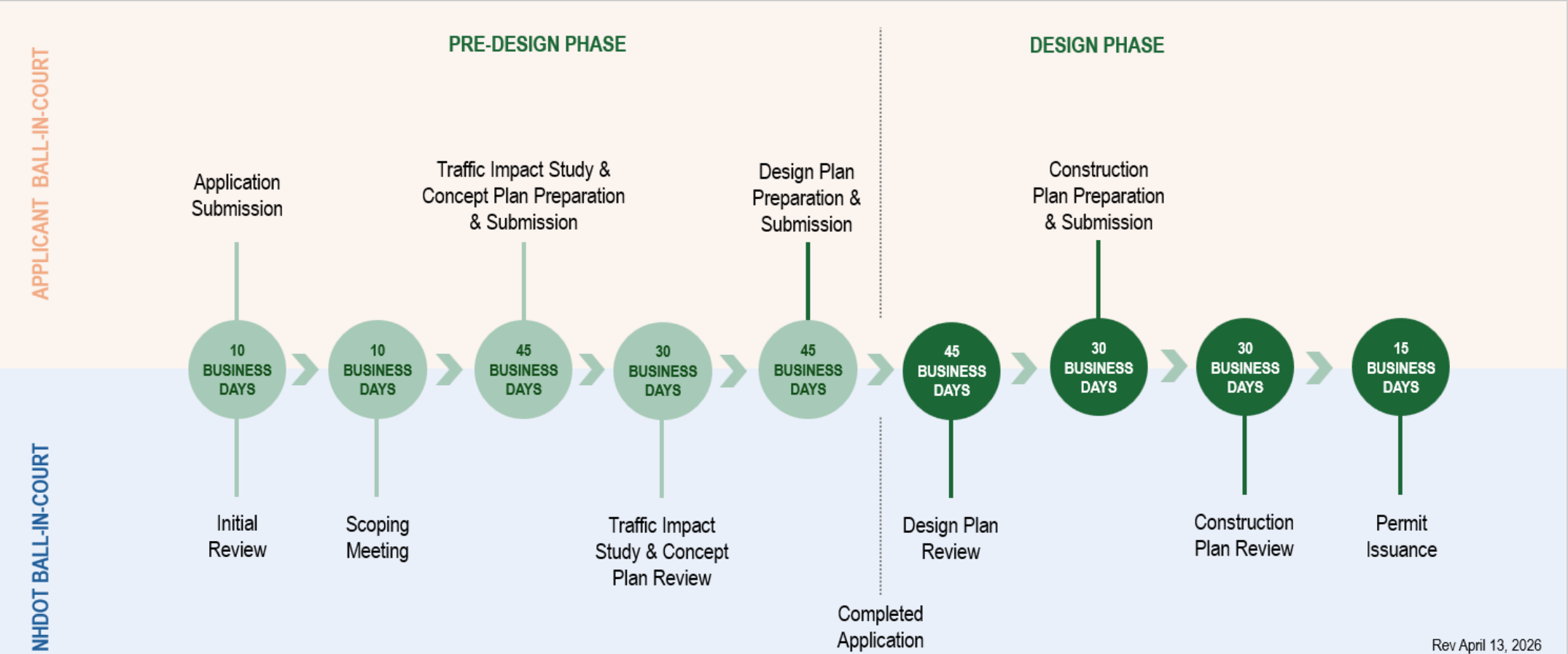
Driveway Application Checklist

Requirements for Complete Application

Phase	Application Requirement	Driveway Type				
		Temporary Driveway	Standard Driveway (Residential (Res) ≤3 Units)	Standard Driveway (Res.: 4-10 Units / All Other Uses)	Major Driveway	Major Traffic Generator
Initial Application Phase	Contact information of the applicant and the landowner (if different)	Y	Y	Y	Y	Y
	Description of project and driveway location, including NHDOT District, town and route number or road name.	Y	Y	Y	Y	Y
	Number of driveways requested, and the type of work proposed with its anticipated use	Y	Y	Y	Y	Y
	Town tax map and lot number	Y	Y	Y	Y	Y
	Landowner certification (If Applicant isn't Landowner)	Y	Y	Y	Y	Y
	Note if the property is under consideration by a local land use board for a subdivision, site review, variance or special exception approval	Y	Y	Y	Y	Y
	A sketch or plan with driveway location and nearby features	Y	Y	Y	Y	Y
	Plans (Engineer/Surveyor)	-	-	-	-	-
	Subdivision Plan (If Applicable)	-	Y	Y	Y	Y
	Preliminary Traffic Impact Study (TIS)	-	-	DE	Y	Y
	Development Concept Plan (On-Site)	-	-	-	Y	Y
	Existing Conditions	-	PA	Y	-	-
	Site Plans	-	PA	Y	-	-
	Grading and Drainage Plan	-	PA	Y	-	-
	Utility Plans	-	PA	Y	-	-
	Lighting Plans	-	PA	Y	-	-
	Landscaping Plans	-	PA	Y	-	-
	Detail Sheets	-	PA	Y	-	-
	Driveway Profile	-	PA	Y	-	-

Phase	Application Requirement	Driveway Type				
		Temporary Driveway	Standard Driveway (Residential (Res) < 3 Units)	Standard Driveway (Res.: 4-10 Units / All Other Uses)	Major Driveway	Major Traffic Generator
Initial Application Phase	Sight Distance Plan and Profile	-	PA	Y	-	-
	Vehicle Turning Templates	-	PA	Y	-	-
	Traffic Control Plan	DE	-	-	-	-
	Right-Of-Way Plans/Boundary Plans	-	DE	DE	PA	PA
	For New Driveways	-	-	-	-	-
	Copy of the current deed and, if not the same, previous deed(s) for the parcel dating back to at least July 1, 1971.	-	Y	Y	Y	Y
	Provide complete subdivision plans and deed history dating back to at least July 1, 1971.	-	Y	Y	Y	Y
	Copy of the municipal tax map, indicating the tax map property reference and abutting properties	-	Y	Y	Y	Y
	Size of the property	-	Y	Y	Y	Y
	Traffic Impact Study (TIS)	-	-	DE	Y	Y
Driveway Concept Plans	-	-	-	-	-	
Site Plan	-	-	-	Y	Y	
Sight Distance Plan and Profile	-	-	-	Y	Y	
Vehicle Turning Templates	-	-	-	Y	Y	
Subdivision Plan (If Applicable)	-	-	-	Y	Y	
Off-Site Mitigation Concept Plans (If Required)	-	-	-	-	-	
General Plans	-	-	-	Y	Y	
Typical Sections	-	-	-	Y	Y	
Profiles	-	-	-	Y	Y	

Timeline Non-Expedited



Rev April 13, 2026

* THIS TABLE IS AN ATTEMPT TO SUMMARIZE AVERAGE TIMELINES FOR MAJOR TRAFFIC GENERATOR PROJECTS, DOES NOT REPRESENT DEADLINES. SOME APPLICATION REVIEW TIMES MAY EXCEED THE ABOVE DUE TO COMPLEXITY.

Traffic Impact Guidance

- Provides general guidance on information required for Traffic Impact Study based project Type
- **Standard Driveway:** None required for residential <10
 - Provide Trip estimate for non-residential
- **Major Driveway:** Scoping meeting not required, may be requested
 - TIS scope generally limited to driveway, may include nearby intersections if requested by DOT
- **Major Traffic Generator:** Scoping meeting required
 - TIS scope determined at scoping meeting

Design Checklists

TIS CHECKLIST

Version Date: October 3, 2025

PROJECT: _____

ITEM	DONE	BY	DATE	CHECKED BY	DATE	REMARKS
REQUIRED DESIGN CHECKS						
Quick Checks						
Check signature and seal of licensed NH P.E. on front cover						
Reconcile the agreed-upon content from the Scoping Meeting						
A conceptual plan for the development has been provided (Concept Site Plan)						
A conceptual plan for mitigation has been provided, if necessary (Concept Off-Site Plan(s)).						
Synchro files included to expedite review						
Turning Movement Counts (TMC)						
Check dates and times of counts to confirm avoidance of holidays, bad weather, or other events/incidents which may erroneously affect calculating the average traffic counts or cause an anomalous redistribution of traffic patterns.						
Analysis periods typically include AM and PM on weekdays, and occasionally Saturdays, as agreed upon in the Scoping Meeting.						
Check TMC/ATR volumes against available information						
Nearby count on Transportation Data Management System (TDMS)						Transportation Data Management System
(https://nhdot.public.ms2soft.com/tcds/tsearch.asp?loc=Nhdot&mod=TCDS)						
Verify appropriate K factor applied to Average Daily Traffic (ADT)						
Consider other appropriate adjustments if applicable, such as, NHDOT projects, vacancy adjustments, and other available						
Verify seasonal adjustment to peak month						
Seasonal Adjust Group from TDMS						
Current Seasonal Adjustment Spreadsheet from the NHDOT Traffic Data and Information website						NHDOT Traffic Data
(https://www.dot.nh.gov/about-nh-dot/divisions-bureaus-districts/traffic/traffic-data-and-information)						
Growth						
Traffic volume growth should not be less than 1% unless agreed upon in the scoping meeting. Backup calculations will be necessary for alternative growth rate if applicable.						
Grow the volumes to future years: Build Year and Future Year (Build Year + 10 years or as determined at scoping meeting).						
Existing network volumes shall be provided for each study analysis period						
No Build network volumes shall be provided for each study analysis period in the Build and Future Years						

Environmental Checklist

- **Checklist:** Provides a summary of the environmental evaluation required to be undertaken by the third-party applicant/design engineer.
- **Permits:** Applicant/design engineer is responsible for securing all necessary environmental permits.
 - NHDES AOT
 - NHDES Wetland
 - NHDES Shoreland
 - MS4 General Permit

NHDOT and NH Permit Portal



The State of New Hampshire
Department of Transportation



For all permit applications

Scan the QR code or visit
www.dot.nh.gov/services/permits



Contacts

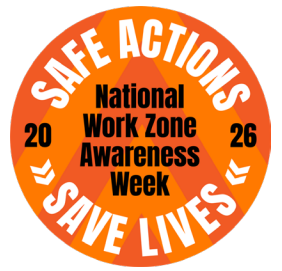
Susan Klasen, PE Director of Operations

Susan.m.Klasen@dot.nh.gov

Roger Appleton, PE District Engineer

Roger.l.appleton@dot.nh.gov

National Work Zone Awareness Week



SAFE ACTIONS SAVE LIVES

Monday April 20	Tuesday April 21	Wednesday April 22	Thursday April 23	Friday April 24
Work Zone Safety Training	National Kickoff Event, host Connecticut DOT	Go Orange Day	Social Media Storm	Moment of Silence 10AM

