



P&Z file number: _____

Building or Demolition Permit

☐ Building Permit ☐ Demolition Permit

Date: _____ Permit #: _____ Fee: _____ Check #: _____

Building - Ag, Residential, Rural Residential, Recreational Fee: \$100.00

Building Commercial Fee: \$350.00

Building Industrial Fee: \$500.00

Demolition Fee \$25.00

Applicant's Mailing Address:

Property Owner's Mailing Address:

Applicant's Phone Number & Email (please print legibly):

Property Owner's Phone Number & Email (please print legibly):

Complete the Following for Building Permit:

Type of Construction (please check appropriate box): ☐ Stick Built ☐ Modular ☐ Mobile Home ☐ Pre-Fab Building
☐ Deck ☐ Addition ☐ Other: _____

Intended Use: _____

Year Built: _____

Fence (type of material used): _____ Sign (type of material used): _____

Estimated Size: _____ Estimated Height: _____ Estimated Cost: _____

Legal Land Description (Example: N ½ NW ¼ Section # Township # North Range # West):

Township Name: _____ Parcel ID# _____

-----ATTACH BUILDING PLANS & COMPLETE SITE PLAN BELOW-----

Complete the Following for Demolition Permit:

Anticipated demolition start date: _____ Anticipated completion of demolition: _____

Location for disposal of materials: _____

This permit will be issued on the express condition that all work shall be done in accordance with the regulations of Mountrail County Planning and Zoning.

Please see Mountrail County Land Development Code for all Setbacks and if a conditional use or variance is needed as these must be approved before a building permit is issued.

*****All certificates shall expire one year from date of issue*****

This notice must be posted in a conspicuous place near the construction/demolition site.

Do Not Forget North Dakota Once Call at 811 or 1-800-795-0555 or www.ndonecall.com PRIOR TO DIGGING!

Make checks payable to: Mountrail County.

_____ Applicant Signature	_____ Applicant Printed Name	_____ Date
_____ Property Owner Signature (if different than applicant)	_____ Property Owner Printed Name	_____ Date

-----ATTACH COPY OF SITE PLAN WITH SETBACKS TO PROPERTY LINES AND FLOOR PLAN-----

Action taken by the Planning and Zoning Board:

☐ Approved ☐ Denied ☐ Preapproved by planner

Chairman, Mountrail County Planning and Zoning Board

Date

**Melissa Vachal, Mountrail County Planning & Zoning
Administrator**

Date

Final approval will be determined by the Mountrail County Planning & Zoning Board. In the event this building permit is not approved, the building permit will be void.

Site Plan

Below include a scaled or engineered site plan including the following information (use separate sheet if necessary):

1. Legal dimensions of the tract to be used
2. Structure setbacks from all property lines.
We measure from the edge of the eaves to the property line. See Mountrail County LDC as setbacks are different in each zoning district.
3. Building plans that show height, length, floor plan
4. Include a GIS image from:
Mountrail County GIS with structure drawn into the lot lines showing setbacks.