



City of Dickinson & Stark County

99 2nd Street East • Dickinson, ND 58601

Phone 701-456-7815, 701-456-7000

www.dickinsongov.com

RESIDENTIAL BUILDING PERMIT APPLICATION

PERMIT APPLICANT IS: Owner Designer Contractor Other _____
 TYPE OF CONSTRUCTION: Wood Metal Masonry Other _____
 TYPE OF Work: New Addition Alteration* Other _____
LOCATION OF WORK: **CITY** **ETZ** **COUNTY**

Explanation of Work	Description of Project:		

Site	Project Site Address and Legal Description:		
	<i>all applications must have address verification from Stark County Emergency Management (Contact Jolyn Bliss @ 456-7607)</i>		
Owner	Owner	Contact Person	
	Owner Address	Phone Number	
	City, State, Zip	Email Address	
Contractor	Contractor	Contact Person	
	Contractor Address	Phone Number	
	City, State, Zip	Email Address	License Number (if Applicable)
Design Firm	Designer	Contact Person	
	Firm Address	Phone Number	
	City, State, Zip	Email Address	License Number (if Applicable)
	Structural Engineer (if Applicable)	Mechanical Engineer (if Applicable)	

Project	Desired Start Date: _____
	Sub-Contractors: (if applicable)
	Plumbing: _____
	Mechanical: _____
	Electrical: _____
	Concrete: _____
	Excavation: _____

Zoning	Zoning District (<i>See Zoning Map @ www.dickinsongov.com</i>)	Land Use For Property	
	Proposed Landscaping Width (<i>See Section 39.08 for standards</i>)	Describe Landscaping (<i>Submit Landscape Plan</i>)	
	Existing Zoning Approvals (<i>SUP, Variance, Etc.</i>)	New or Expansion of Existing Use	Other Information

Site Plan	Actual Setbacks (North, South, East, West)	Height of Building(s)	
	Total Square Footage of Building	Number of Paved Parking Spaces	
	Driveway Width	Easements Shown on Plans	Building Coverage % and Impervious Surface %

I hereby certify that I have read and examined this application and know the same to be true and correct. I hereby certify that I have been authorized by the owner to act as his agent in applying for and obtaining this permit. All provisions of laws and ordinances governing this type of work will be complied with, whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. I further apply for a Building Permit and acknowledge that the information above is complete and accurate and this application is not a permit and all work will be performed in accordance with the conditions of the permit, the approved plans and specifications, and the North Dakota State Building Code. I will also allow work to remain accessible and exposed for inspection purposes. Furthermore, I grant City Staff access onto the subject property.

*Applicant Signature: _____ Date: _____

Printed name: _____ Telephone: _____

Email: _____

Once the application has been reviewed and processed we will contact you (or the contact person).
Building Permits must be picked up within 14 days of notification.

***Applications must have ALL listed items at the time of submittal. Failure to pick up permit(s) will result in cancelation of the permit(s). Cancelation or failure to pay may result in the property being charged or assessed all applicable fees.**

Required Items:

Building plans must be 1/4 inch scale:
 (Building plans that are not 1/4 inch scale will be not reviewed)

Site Plan **Footing & Foundation Details** **Floor Plans (all levels)** **Elevations** **Wall Sections** **Landscape Plan**

***Pictures of Site (prior to NEW construction – colored & labeled)** **\$80.00 Plan Review** **Flood Plain (all levels)**
 * from street towards lot (from prosed entrance of site), and from lot (all directions)

*Estimated cost of project:

\$ _____

Partial plans and or applications will not be accepted.