

# BUILDING PERMIT



City of  
**HILLSBORO**

PO Box 400  
Hillsboro ND 58045  
Phone 701-636-4620  
Fax 701-636-4621

Date Applied for \_\_\_\_ / \_\_\_\_ / \_\_\_\_

PERMIT

Date Issued \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Applicant to supply the following information:

1. Job Address:		Use Zone <input type="checkbox"/> A <input type="checkbox"/> R1 <input type="checkbox"/> R2 <input type="checkbox"/> MH <input type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/> I <input type="checkbox"/> W			
2. Legal Description	Lot No.	Block	Subdivision	Lot Size:	
3. Owner		Mail Address		Phone	
4. Contractor		Mail Address		Phone	License No.
5. Architect or Designer		Mail Address		Phone	License No.
6. Class of Work: <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Remodel <input type="checkbox"/> Repair <input type="checkbox"/> Move <input type="checkbox"/> Demolish					
7. Describe Work & Heating Plans					
8. Type of Construction:		Foundation Type		Dwelling Units	
9. Size of Building	Width: Ft.	Length: Ft.	Height: Ft.	Stories:	
10. Off-Street Parking Spaces:		Covered:	Uncovered:	Accessory Buildings:	
11. Total Building Area on Lot		Sq. Ft.	Lot Size: Sq. Ft.	Percent of Lot Occupied %	
12. Front Yard Depth: Ft.		Side Size: Ft.	Rear Yard	Ft.	
13. Valuation of Work: \$		Permit Fee: \$	plus \$325 for new home only		Fee Paid <input type="checkbox"/> Attach receipt for cash or check

**FEE SCHEDULE:** Building permits shall be required for alterations, additions, remodeling, new construction, demolition, storage sheds, siding, roof repair and changes to electrical service or heating system. Only painting will be considered maintenance, all other work requires a building permit.

The fee schedule shall be as follows: 0-\$500 (No fee); \$501-\$5,000 (\$5.00); \$5,001-\$20,000 (\$10.00); \$20,001 and over (1/10th of 1% of the cost of the project.) Non-profits, maximum fee \$25.

Applicant's Signature \_\_\_\_\_

**SPECIAL REQUIREMENTS (to be completed by City)**

	Required	Received	Not Required
1. A plan showing the location of all buildings proposed or existing on lot and other information as required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. A deposit of \$500 by the property owner to guarantee satisfactory repair of all street cuts due to excavation for sewer or water extensions to the property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Public utility easement required by the city.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Other special requirements (attach to application).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**SPECIAL APPROVALS**

Electric Dept. Commissioner \_\_\_\_\_

Sewer Dept. Commissioner \_\_\_\_\_

Water Dept. Commissioner \_\_\_\_\_

**REQUIRED APPROVALS:**

Planning & Zoning Commission \_\_\_\_\_

Building Inspector \_\_\_\_\_

Date \_\_\_\_\_