

City of HILLSBORO

19 South Main Street • P.O. Box 400 • Hillsboro, North Dakota 58045

701-636-4620 • fax 701-636-4621

Blighted Building Demolition Grant Program

Purpose: The intention of this program is to help Hillsboro residents clean up properties that have structures beyond repair, are a health or safety concern and in appearance are a deterrent to neighboring properties.

Rules and Regulations.

1. Completed applications are to be turned into the City Auditor's office one week prior to the regular monthly City Commission meeting. The Commission meetings are held on the first and third Mondays each month.
2. Applications must be received and approved before demolition has begun.
3. Applications must be accompanied by three bids for complete removal and cleanup of all buildings on the property. If any buildings are to remain on the property, the applicant must provide the city in writing, which buildings are to remain and plans for repair and fix up of those buildings.
4. Property must be owned outright. Properties under contract for deed or rental agreements do not qualify.
5. Taxes and specials must be paid up to date.
6. A demolition permit must accompany the application.
7. All adjacent property owners must be notified and sign off on the application.
8. Grant money will be distributed within 30 days of completion of the project. Completion of the project is defined as demolition, clean up, and remaining building repair.

Demolition Grant Application

Name _____

Mailing Address _____

Property Address _____

Phone Number _____

Grant Request _____

Date of Purchase _____

Previous Years Property Tax _____

Current Tax Valuation _____

Intended use of Property:

Adjacent property owners: (print name and obtain signature)

1. _____

2. _____

3. _____

4. _____

Applicant Signature: _____ Date _____

Fire Chief: _____ Date _____

City Superintendent: _____ Date _____

City Auditor: _____ Date _____

Commission President: _____ Date _____

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

This permit shall become null and void if work does not begin within one year of issuance.