

Checklist for Building Permit Waiver Application



Welcome to McKenzie County

Instructions for submitting a Building Permit Waiver Application

On March 20, 2018 the McKenzie County Board of Commissioners approved an amendment to the Building Code pursuant to NDCC 54-21.3 subsection 6 allowing amendments to the Building Code to conform to local needs. The amendment allows for certain oil and gas processing and storage facilities to apply for a permit waiver. It is recognized that certain facilities are designed and constructed according to standards outlined by multiple codes and jurisdictions including federal, state, and local governments and agencies. There are overlapping codes and jurisdictions regulating the safe construction and operation of these facilities. Each waiver is specific to the structure described therein and does not apply to replacements, expansions, changes in use, or major alterations to the structure.

This application must be filled out completely and all supporting documents submitted at time of submittal.
Incomplete applications will not be accepted.

Any questions, contact the following:
 Building Questions 701-444-7425
 Zoning Questions 701-444-7423

	All areas of application must be completed
	Applications must include the legal description of the site, location of all structures on site, and description of the use of the structure.
	GIS Address request form must be completed.
	One copy of a dimensioned site plan. Site Plan must show: <ul style="list-style-type: none"> * North Arrow and scale * Lot lines, adjacent streets, roads, rights-of-way * Location of all existing structures, wells, and septic tanks on the site * Location of proposed construction and improvements * Road Access and Utility permit from County Road Dept.
	Verification of Zoning approval
	One complete set of floor plans of each building. Hard Copies need to be large enough that the fonts are easily readable. Building plans should include the following: <ul style="list-style-type: none"> * Floor Plans * Location of any offices or control rooms. (These cannot be waived)

Prior to Commencement of Operations

1. A fire and safety inspection is required prior to commencement of operations within the structure and thereafter on an annual basis or as requested by the County Fire Inspector or Planning Director.
2. The facility operator shall certify in writing that American Petroleum Institute construction, safety and operational standards and procedures have and shall be maintained.