

# Checklist for Commercial / Industrial Building Application

McKenzie County Building Department  
1300 12th Street SE, Suite 214, Watford City ND 58854  
(701) 444-2420, [building@co.mckenzie.nd.us](mailto:building@co.mckenzie.nd.us)



**All items listed below need to be submitted to the McKenzie County Building Department in 1 packet in order to begin the application process.**

**Incomplete applications will not be accepted. Please allow 10-15 business days for processing from date of receipt of complete application packet.**

1.  Completed Application (attached)
2.  Completed GIS Address form (attached) [gisdept@co.mckenzie.nd.us](mailto:gisdept@co.mckenzie.nd.us)
3.  Proof of Ownership
4.  One copy of dimensioned site plan – **must include the following**
  - Direction of North
  - Lot lines, adjacent streets, roads, and right-of-way
  - Distance from lot lines to **all** structures, existing and new
  - Location of existing wells and septic tanks
  - Location of proposed construction and improvements
  - Motor vehicle access [permits@co.mckenzie.nd.us](mailto:permits@co.mckenzie.nd.us)
5.  One set of hard copies of complete construction plans and one set of calculations (if applicable) – **must include the following**
  - Hard copies must be a minimum of 11x17 – Please provide an electronic copy for larger size or more than 30 sheets
  - Roof Plans
  - Framing Plans
  - Foundation Plans
  - Architectural Plans
  - Mechanical Plans
  - Electrical & Plumbing Plans
  - Structural Plans, Specification and Engineering detail
6.  Verification of Zoning approval from either McKenzie County and your township <https://county.mckenziecounty.net/Department/Townships>
7.  ADAAG Conformance Statement (American with Disabilities Act) (attached)
8.  Sewage Treatment System Permit (attached) [danab@umdh.org](mailto:danab@umdh.org)

## **ADDITIONAL CONTACT INFO**

### **Water and Sewer:**

- McKenzie County Rural Water: <https://county.mckenziecounty.net/Department/Water> (701) 842-2821
- ND Dept. of Health (Water, Sewer for 15 or more (subdivision): Karl Rockeman [krockema@nd.gov](mailto:krockema@nd.gov) (701) 328-5225
- Upper Missouri District Health: Dana Brekhus [danab@umdh.u.org](mailto:danab@umdh.u.org) (701) 774-6407 or (701) 774-6400
- State Water Commission (private wells): (701) 328-2750
- Watford City Water: (701) 444-2533

**Township:** - <https://county.mckenziecounty.net/Department/Townships> **choose your district**

**ND DOT:** - (Highway Road Approach Permit) <https://www.dot.nd.gov/>

- **Dickinson:** 1700 3rd Ave W Ste. 101 Dickinson, ND 58601 (701) 227-6500
- **Williston:** 605 Dakota Pkwy W. PO Box 698 Williston, ND 58802 (701) 774-2700

**School Districts:** - <https://econdev.mckenziecounty.net/why-mckenzie-county/education/> **choose your district**

- McKenzie County #1: PO Box 589 Watford City, ND 58854 (701) 444-3626
- Alexander: PO Box 66 Alexander, ND 58831 (701) 828-3334
- Yellowstone: 301 2nd St S. Fairview, MT 59270 (406) 844-5649
- Earl: 995 E Bennie Pier Rd Sidney, MT 59270 (406) 565-2249
- Horse Creek: 1812 Horse Creek Road Cartwright, ND 58838 (701) 828-3080

**Fire Districts:** - <https://county.mckenziecounty.net/Department/Emergency/Emergency-Management/Local-Area-Fire-District-Information> **choose your district**

### **Other Resources:**

- Tax Director: (701) 444-3616 Ext 4 [kpaulson@co.mckenzie.nd.us](mailto:kpaulson@co.mckenzie.nd.us)
- McKenzie County Treasurer: (701) 444-3616 Ext 3 [ejohnsrud@co.mckenzie.nd.us](mailto:ejohnsrud@co.mckenzie.nd.us)
- Recorder: (701) 444-3616 Ext 4 [kpaulson@co.mckenzie.nd.us](mailto:kpaulson@co.mckenzie.nd.us)
- Montana Dakota Utilities: (800) 638-3278
- McKenzie Electric: (701) 444-9288
- Reservation Telephone Company (RTC): (701) 862-3115
- Auditor: (701) 444-3616 Ext 3 [ejohnsrud@co.mckenzie.nd.us](mailto:ejohnsrud@co.mckenzie.nd.us)
- US Post Office: June Pemberton (406) 450-5480 (**Suggested if assigned a new address**)
- Army Corps of Engineers: 204 1st St Riverdale, ND 58565 (701) 654-7414
- City of Alexander: 701-828-3461-Brandi Gillespie [cityofalexander@ruggedwest.com](mailto:cityofalexander@ruggedwest.com)
- City of Arnegard: (701) 586-3500
- City of Watford: (701) 444-2533
- ND Department of Health: 600 E Boulevard Ave Bismarck, ND 58505 (701) 328-2368

**McKenzie County Website:** <https://county.mckenziecounty.net/>

**McKenzie County GIS:** <https://mckenziecounty.maps.arcgis.com/home/index.html>

**McKenzie County Address Request:** <https://county.mckenziecounty.net/usfiles/AddressRequestForm.pdf>

# Commercial Building Permit Application



Building Permit #: \_\_\_\_\_ (office use only)

Application Date: \_\_\_\_\_ Date Received: \_\_\_\_\_

Project Title: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Property Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

ND Contractor License Number: \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_ Phone# \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Township: \_\_\_\_\_

<https://county.mckenziecounty.net/Department/Townships>

Parcel Number(s): \_\_\_\_\_

Legal Description of property:

Quarter Section \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

\_\_\_\_\_

# Commercial Building Permit Application

**Project Description** – Describe in **DETAIL** the work that is being done, including electrical, plumbing and mechanical:

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**Total Cost:** \_\_\_\_\_

**Property Use** – please select **ALL** that apply:

- |   |   |                                      |  |
|---|---|--------------------------------------|--|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Addition/Remodel | <input type="checkbox"/> Modular     | <input type="checkbox"/> Single Family |
| <input type="checkbox"/> Multi Family     | <input type="checkbox"/> Alteration       | <input type="checkbox"/> Demolition  | <input type="checkbox"/> Miscellaneous |
| <input type="checkbox"/> Commercial       | <input type="checkbox"/> Industrial       | <input type="checkbox"/> Residential | <input type="checkbox"/> Other         |

**Building Information:**

Total Square Footage of Building: \_\_\_\_\_ Main Floor sq. ft: \_\_\_\_\_  
Upper Level sq. ft: \_\_\_\_\_ Basement sq. ft: \_\_\_\_\_  
Rough Basement sq. ft: \_\_\_\_\_ Finished Basement sq. ft: \_\_\_\_\_  
Deck sq. ft: \_\_\_\_\_ Patio sq. ft: \_\_\_\_\_ Number of Bedrooms: \_\_\_\_\_  
Number of Stories: \_\_\_\_\_ Number of Dwelling Units: \_\_\_\_\_ Fire Sprinklers:  Yes  No

**Federal Law may require this construction project to conform to the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities.**

I hereby declare and affirm that all matters and facts set forth in this application are true and correct to the best of my knowledge, information and beliefs.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Zoning Approval Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Commercial Building Permit Application

**This section to be completed by Staff**

**Fees:** Fees will be assessed by staff after application is approved.

Plan Review: \_\_\_\_\_

Fire Plan Review: \_\_\_\_\_

Building Permit: \_\_\_\_\_

Additional Fees: \_\_\_\_\_

Total Permit Fee: \_\_\_\_\_

Paid by:  Credit Card       Cash       Check # \_\_\_\_\_

Payments may be made under Planning and Zoning online at  
<https://trx.npspos.com/payapp/public/ECSale.html?siteId=17084&urlKey=4c57128363a5ebeae709d7f5b29387c4807d9da6>

Please use permit # \_\_\_\_\_ as a reference when making your payment.

## Minimum Setback Requirements:

Zoning: \_\_\_\_\_ Front: \_\_\_\_\_ Side: \_\_\_\_\_ Rear: \_\_\_\_\_

## COMMERCIAL BUILDING PERMITS

Commercial Buildings Valuations <sup>1</sup>	Base Permit Fee
\$1.00 to \$500	\$25.00
\$501 to \$2,000	\$25.00 for the first \$500 plus \$3.00 for each additional \$100, or fraction thereof, to and including \$2,000.
\$2,001 to \$25,000	\$65.00 for the first \$2,000 plus \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000.
\$25,001 to \$50,000	\$390.00 for the first \$25,000 plus \$10.00 for each additional \$1,000, or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$640.00 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$990.00 for the first \$100,000 plus \$5.50 for each additional \$1,000, or fraction thereof, to and including \$500,000.
\$500,001 to \$1,000,000	\$3200.00 for the first \$500,000 plus \$4.50 for each additional \$1,000, or fraction thereof, to and including \$1,000,000.
\$1,000,000 and up	\$5500.00 for the first \$1,000,000 plus \$3.00 for each additional \$1,000, or fraction thereof.
	<b>Plan Review Fee<sup>2</sup></b>
Commercial	50% of Base Permit Fee
Temporary Construction Trailers	\$400 per trailer
<b>Other Inspections, Fees Outside Jurisdiction, and Penalties</b>	
1. Inspections outside of normal business hours .....	\$100.00 per hour <sup>3</sup> (minimum charge – two hours)
2. Re-inspection fees .....	\$100.00 per hour
3. Additional plan review required by changes, additions or revisions to plans .....	\$100.00 per hour (minimum charge – one-half hour)
4. For use of outside consultants for plan checking and inspections, or both .....	\$100.00 per hour
5. Penalty for commencing construction before obtaining Building Permit .....	Additional Full Base Permit Fee

<sup>1</sup> Building valuations are derived from the BVD table located in the International Building Code

<sup>2</sup> Plan review fees are in addition to base permit fees

<sup>3</sup> Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

November 1, 2017

## **McKenzie County Statement of Clarification**

Re: ND State Code regarding Exemption of Building Permit Requirement

### **NDCC 54\_21.3-04. NDCC 54-21.3-04. Exemptions.**

*1. Except as specifically provided in this chapter, the following statewide codes are exempt from this chapter:*

- a. The Standards for Electrical Wiring and Equipment, as contained in North Dakota Administrative Code article 24-02.*
- b. The State Plumbing Code, as contained in North Dakota Administrative Code article 62-03.*
- c. The State Fire Code, as contained in the rules of the state fire marshal as provided in section 18- 01-04.*

*2. The following buildings are exempt from this chapter:*

- a. Buildings which are neither heated nor cooled.*
- b. Buildings used whose peak design rate of energy usage is less than one watt per square foot [929.0304 square centimeters] or three and four-tenths British thermal units an hour per square foot [929.0304 square centimeters] of floor area.*
- c. Restored or reconstructed buildings deliberately preserved beyond their normal term of use because of historical associations, architectural interests, or public policy, or buildings otherwise qualified as a pioneer building, historical site, state monument, or other similar designation pursuant to state or local law.*

*3. Any building used for agricultural purposes, unless a place of human habitation or for use by the public is exempt from this chapter.*

McKenzie County Building and Planning Department interprets the exemption found in subsection 2a, which reads, "Buildings which are neither heated nor cooled", as follows:

A building that does not have a heating unit or an air conditioner unit for the purpose of artificially modifying the temperature of the building shall not be required to have a building permit in McKenzie County. Fans used to circulate air within the building or to introduce outside air into the building or to exhaust air from the building are not considered as either heating or cooling of the building, even though a fan may have the effect of temperature modification in the building.

McKenzie County Building and Planning Department interprets the exemption found in subsection 3, which reads, "Any building used for agricultural purposes, unless a place of human habitation or for use by the public is exempt from this chapter", as follows:

Any building which is used for agricultural purposes, which is interpreted as buildings that are used in conjunction with the production of agricultural crops, livestock or livestock products, poultry or poultry products, milk of dairy products, or fruit and other horticultural products. Property that is zoned Agricultural is not automatically considered an agricultural use but only those properties that being used expressly for agricultural purposes as described above. Family gardens and group gardens are not considered for agricultural in nature.

Therefore, barns, sheds, detached garages, out buildings, corrals, coops, and shelters that are being used for agricultural purposes as described above are exempt from needing a building permit. However, any home, residence, trailer or structure used as living quarters shall be required to obtain a building permit from the county. There are no exemptions to the requirement of obtaining a building permit for any home, residence, trailer or structure used as living quarters regardless of the size of the parcel of land that the home is occupying.



# McKenzie County Required Inspection Checklist



IBC 2018(A) 110.5 Inspection Requests. It shall be the duty of the holder of the Building Permit or their duly authorized agent to notify the building official when work is ready for inspection. It shall be the duty of the permit holder to provide access and means for inspection of such work that are required by this code

IBC 2018 (A) 110.6 Approval Required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. The building official, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her agent wherein the same fails to comply with this code. Any portions that do not comply shall be corrected and such portions shall not be covered or concealed until authorized by the building official.

<u>Required Inspection</u>	<u>Date Completed</u>	<u>Inspected By</u>
Footing	_____	_____
Foundation	_____	_____
Structural Slabs	_____	_____
Shear Walls	_____	_____
Framing/Bolting	_____	_____
Interior Framing	_____	_____
Roof/Window Nailing	_____	_____
Mechanical Rough	_____	_____
Fuel Gas Piping	_____	_____
Insulation	_____	_____
Mechanical Final	_____	_____
Building Final	_____	_____

# McKenzie County Required Inspection Checklist

## Contact Information

McKenzie County Building Inspections – Office - 701-444-2420

North Dakota Electrical Inspections – Office - 701-328-9522  
Cell – 701-214-8006

North Dakota Plumbing Inspections – 701-391-1204

McKenzie County Building Department – [building@co.mckenzie.nd.us](mailto:building@co.mckenzie.nd.us)

**Note – Plumbing and Electrical codes are inspected and enforced by the State of North Dakota plumbing and Electrical boards.**

## Required Design Criteria

Frost Depth – 48"

Roof Snow Load – 21psf

Ultimate Design Wind Speed – 115mph, Surface Roughness C

Seismic Design – Category A

Mean Annual Temperature – 40F

Winter Design Temperature – Negative 21F

Elevation - +2400'

Ground Snow Load – 30

Anti-Freezing Index – 4000

Ice Barrier Underlayment required – Yes

**GEOTECHNICAL:** Calculations for footings shall include the presumptive load bearing values contained in IBC Table 1806.2. Where vertical pressure values greater than 1500psf are used, a geotechnical report shall be provided to verify that the values are justified.

# McKenzie County Required Inspection Checklist

## Required Inspection Timeline

- **Footings** - After footings have been dug or formed and re-bar has been placed.
- **Foundation** - After forms have been set and re-bar has been placed.
- **Ground Plumbing** – After all piping has been installed, system is being tested, and **before** backfilling. Inspected by ND State Plumbing Inspector **701-391-1204**
- **Rough Plumbing** – After all drains, vents and water piping has been installed and is being tested. Inspected by ND State Plumbing Inspector **701-391-1204**
- **Rough Mechanical** – After vents, chimneys, heat ducts and combustion air ducts have been installed, that will not be exposed for final inspection.
- **Rough Electrical** – After wire has been run and boxes, including breaker panels have been made. Inspected by ND State Electrical Inspector **Office - 701-328-9522, Cell – 701-214-8006**
- **Framing** – After framing is complete, including installation of doors and windows. **Before** starting brick, stone, stucco, siding, insulation, electrical, plumbing and mechanical.
- **Insulation** – After insulation (except blown in attic) has been installed and foam has been applied around windows, doors, floors and ceiling penetration etc.
- **Fire sprinklers** – (When Applicable) After piping and test required.
- **Sheetrock** – After sheetrock has been nailed or screwed. **Before** taping.
- **Stucco** – After all-weather barriers, flashing and wire has been installed. **Before** brown coat has been applied.
- **Final** – After the building is complete and ready for occupancy. This included grading, concrete, floor coverings, painting, caulking, house numbers (in correct location) and landscaping (when required). This also includes the repair or replacement of damaged off-site improvements that are adjacent to your lot.

**AMERICAN WITH DISABILITIES ACT ACCESSIBILITY GUIDELINES (ADAAG)  
CONFORMANCE STATEMENT**

NORTH DAKOTA DEPARTMENT OF COMMERCE  
DIVISION OF COMMUNITY SERVICES  
SFN 19701 (01/2021)

This form must be submitted for new construction, alternations and additions to buildings and facilities subject to the Americans with Disabilities Act.

<b>AMERICAN WITH DISABILITIES ACT ACCESSIBILITY GUIDELINES (ADAAG) CONFORMANCE STATEMENT</b>														
Name	Building Address													
City	State	ZIP Code												
Owner	City/County													
Date Construction to Start	Projected Completion Date													
Type of Construction <table style="margin-left: 20px; border: none;"> <tr> <td style="padding-right: 10px;">New Building</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="padding-left: 20px;">Sq. Ft.</td> <td style="border-bottom: 1px solid black; width: 100px;"></td> </tr> <tr> <td>Addition</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Sq. Ft.</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td>Alteration</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Sq. Ft.</td> <td style="border-bottom: 1px solid black;"></td> </tr> </table>			New Building	<input type="checkbox"/>	Sq. Ft.		Addition	<input type="checkbox"/>	Sq. Ft.		Alteration	<input type="checkbox"/>	Sq. Ft.	
New Building	<input type="checkbox"/>	Sq. Ft.												
Addition	<input type="checkbox"/>	Sq. Ft.												
Alteration	<input type="checkbox"/>	Sq. Ft.												
Describe Alteration:														
Type of Occupancy/Use (Refer to Occupancies and Divisions defined in the International Building Code)														
I certify, to the best of my professional judgment, that the plans and specifications for the above referenced building or facility conforms with the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities as adopted in North Dakota Century Code Section 54-21.3-04.1.														
Name of Design Professional	Firm													
Signature	Telephone Number	Date												
<b>Mail or Email To: Division of Community Services 1600 East Century Avenue, Suite 2 PO Box 2057 Bismarck, ND 58502-2057 dcs@nd.gov</b>														

## **ADAAG CONFORMANCE STATEMENT (American with Disabilities)**

### **North Dakota Century Code (N.D.C.C)**

#### **54-21.3-04.1. Accessibility standards - Automatic doors.**

1. Notwithstanding section 54-21.3-04, every building or facility subject to the federal Americans with Disabilities Act of 1990 [Pub. L. 101-336; 104 Stat. 327] must conform to the 2010 Americans with Disabilities Act standards for accessible design as contained in title 28, Code of Federal Regulations, parts 35 and 36 [28 CFR 35 and 36].
2. A state agency or the governing body of a political subdivision shall require from any individual preparing plans and specifications for a building or facility subject to the Americans with Disabilities Act of 1990 [Pub. L. 101-336; 104 Stat. 327], a statement that the plans and specifications are, in the professional judgment of that individual, in conformance with the Americans with Disabilities Act standards for accessible design as provided under subsection 1. A statement of conformance must be submitted to the department of commerce division of community services for recording.
3. After July 31, 2013, a newly designed and constructed building in excess of seven thousand five hundred square feet [696.77 square meters] which is classified within the state building code as assembly, business, educational, institutional, or mercantile occupancy and required by the state building code to be accessible must include at the primary exterior public entrance an automatic door or power-assisted manual door that complies with the requirements of the Americans with Disabilities Act of 1990, revised 2010. If a multiple unit building does not have a primary exterior public entrance, an individual unit within that building is not required to include an automatic door or power-assisted manual door unless that individual unit is in excess of seven thousand five hundred square feet [696.77 square meters].

#### **54-21.3-04.2. Notice of federal accessibility guidelines required.**

A building permit issued under section 11-33-18, subsection 6 of section 40-05-02, or other similar grant of authority must contain the following statement: Federal law may require this construction project to conform with the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities.

# McKENZIE COUNTY ADDRESS REQUEST FORM

## INTENT:

Any structure where emergency services may be needed (residential, commercial, oil industry site, etc.) or any structure used in emergency services (cell towers, water holding sites, etc.) require a unique physical street address. The assigning of 911 addresses will follow national & state guidelines in addition to local ordinances. Each residential building unit, commercial structure unit, and separate building at the same physical address must have a separate unit number.

**The unit number must be clearly displayed and visible at the primary entrance to each unit and needs to be 4" in size.**

Depending on location, addresses may not be assigned until all permitting processes have been approved. This includes, but is not limited to, approach permits, building permits, and / or conditional use permits. **(select one)**

Approach Permit

Building Permit

Conditional Use Permit # \_\_\_\_\_

## DIRECTIONS:

To request an address, submit this form along with a site plan showing driveway and all structure locations. Feel free to stop by the McKenzie County Public Works building to work with staff if desired.

Return this completed form and site plan to: [gisdept@co.mckenzie.nd.us](mailto:gisdept@co.mckenzie.nd.us)

Mail to: McKenzie County Public Works  
GIS Department  
1300 12th ST SE  
Watford City, ND 58854

There are no fees for  
obtaining a 911 address.

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Date of Application: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Quarter Section: \_\_\_\_\_ Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

If this is an oil industry site, name of  oil pad  oil wells  salt water disposal  compressor station  gas plant, etc: is required **(select one)**

Site Name: \_\_\_\_\_

Latitude and Longitude coordinates can be found on various web mapping sites or McKenzie County GIS resources here (<https://mckenziecounty.maps.arcgis.com/home/index.html>).

Road name providing property access: \_\_\_\_\_

Driveway approach starts at..... Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

Structure location..... Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

A site plan or aerial photo must be submitted, with the driveway access clearly marked as this will determine the address. If this approach changes in the future, the address **WILL** change. All structures need to be clearly located on site plan or photo submitted.

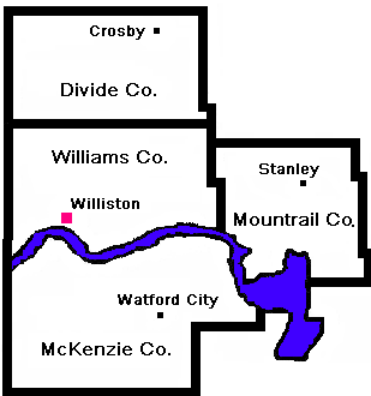
Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

# Upper Missouri District Health Unit

"Your Public Health Professionals"

Date: \_\_\_\_\_

Check #: \_\_\_\_\_



**UMDHU Williston Office**  
 110 W. Bdwy, Ste 101  
 Williston, ND 58801-6056  
 Phone 701-774-6400  
 Fax 701-577- 8536  
 Toll Free 1-877-572-3763

- \_\_\_\_\_ \$150.00 Individual Permit Fee
- \_\_\_\_\_ \$300.00 Multi -dwelling up to 20 bedrooms
- \_\_\_\_\_ \$550.00 Multi-dwelling more than 20bedrooms
- \_\_\_\_\_ \$125.00 Holding Tank
- \_\_\_\_\_ \$100.00 Rebuilding Fee

## SEWAGE TREATMENT SYSTEM PLANS PERMIT

OWNER \_\_\_\_\_ phone \_\_\_\_\_

INSTALL ADDRESS \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

DIRECTIONS TO PROPERTY \_\_\_\_\_

EMAIL \_\_\_\_\_

COUNTY \_\_\_\_\_ TWP \_\_\_\_\_ RNG \_\_\_\_\_ SEC \_\_\_\_\_

SUBD \_\_\_\_\_ LOT \_\_\_\_\_ BLOCK \_\_\_\_\_

LOT SIZE \_\_\_\_\_ # OF BEDROOMS \_\_\_\_\_ or # OF EMPLOYEES \_\_\_\_\_ WELL DEPTH \_\_\_\_\_

If you do not include lot size, township, range and section and number of bedrooms there will be a delay in processing your permit while we have to contact you. The building owner, contractor, plumbing contractor, and/or installer are jointly responsible for compliance with U.M.D.H.U.'s Regulations for Individual Sewage Treatment Systems. In addition, it is your responsibility to follow all city, township and county regulations.

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

DEPTH TO RESTRICTING LAYER \_\_\_\_\_ SOIL TYPE \_\_\_\_\_

SEPTIC TANK (WORKING CAPACITY) \_\_\_\_\_ GAL.

**TREATMENT AREA:**

TRENCH IN SQUARE FEET

6" GRAVEL \_\_\_\_\_ 12"GRAVEL \_\_\_\_\_ 18"GRAVEL \_\_\_\_\_ 24"GRAVEL \_\_\_\_\_

GRAVELLESS PIPE IN LINEAR FEET:

8" \_\_\_\_\_ 10" \_\_\_\_\_

CHAMBER SYSTEM IN LINEAR FEET:

12" TALL \_\_\_\_\_ 15" TALL \_\_\_\_\_

MOUND IN SQUARE FEET \_\_\_\_\_

**ISTS PERMIT GOOD FOR 12 MONTHS FROM DATE OF ISSUE.**

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTIFY THIS OFFICE AT LEAST 2 BUSINESS DAYS PRIOR TO INSTALLATION FOR INSPECTION.

