

Grand Forks County

Planning and Zoning Department

Carole McMahon, Building Official

151 South 4th St. - P.O. Box 5294
Grand Forks, ND 58206-5294

Phone Number: (701) 780-8412
Fax: (701) 780-8212
E-mail: carole.mcmahon@gfcounty.com

BUILDING PERMIT CHECKLIST:

1. Completed "Building Permit" Application Form.
2. Application Fee (\$75 + \$3 per \$1,000 of Building Cost.) Building without a permit will result in a substantial penalty fee, per the Grand Forks County Planning and Zoning fee schedule, as amended.
3. Sketch to scale showing exact location of the proposed structure, including lot size, Section and Township and any other items needed to clarify application.
4. Sketch to include access to lot. If needed, an approach application should be completed at the same time. (Approach permit applications can also be downloaded from the County Planning website).
5. Building/Construction Plans including:
 - 8½" x 14" Copy of Construction Plans.
 - Footing/foundation.
 - Truss plans if not engineered.
 - Floor Plans.
 - Structural.
6. Signed copy of the "Rural Living Agreement", (also available on the County Planning Website).
7. Septic Soil Testing Form (If Required).

*** Approximately three (3) day processing time for plan review on building permits.**