



BUILDING PERMIT # _____

APPLICANT NAME: _____

COUNTY ID # _____

PHONE NUMBER: _____

The Planning Commission of the City of Kenmare has on this day of _____, issued to
_____ the following permit:

The permit is for the (circle one) CONSTRUCTION MOVING

of the following _____ on lot
_____.

Municipal water connection required (circle one) YES NO

Municipal Sewer connection required (circle one) YES NO

Other _____

Off street parking required _____

Variance granted _____

Conditional Use granted _____

Are you applying for a Tax Exemption (circle one) YES NO

If yes, it is your responsibility to contact the Ward County Director of Tax Equalization.

Preconstruction site preparation conforms to regulations

Inspected on _____

Building Inspector _____

Completed construction conforms to permit granted and regulations.

Inspected on _____

Building Inspector _____

Fee \$ _____

PAID (circle one) YES NO

**KENMARE PLANNING COMMISSION
RULES**

- RULE #1 Any person desiring
 1) Building permit
 2) Conditional use permit
 3) Variance
shall make an application therefore on a form supplied by the Building Inspector or City Auditor.
- RULE #2 No construction shall be started other than such site preparation as is required to show placement of the proposed improvement until the permit has been issued.
- RULE #3 The City Engineer and/or Building Inspector shall inspect each lot on which a structure is proposed, and shall endorse on the permit whether the placement of the structure or fence conforms to the zoning regulations.
- RULE #4 The Building Inspector shall inspect the construction as follows:
 1.) Building Footings
 2.) Backfilling
 3.) Framing
 4.) Completion
 5.) Building inspector shall issue a certificate of occupancy prior to occupying and after electrical and plumbing inspections.
- RULE #5 Unless the specified application fee is first paid to the Commission, it shall not consider any application for a permit to construct, use, move or change the use of:

Residential Construction: **Minimum Fee of \$200.00**

Living Space	\$0.20 /gsf finished \$0.10 / gsf unfinished
Garage Space	\$0.10 / gsf unfinished

Commercial / Industrial / Institutional Construction: **Miniumum Fee \$200.00**

Finished Space	\$0.30 / gsf finished
Unfinished / Shop Space	\$0.16 / gdf unfinished

Miscellaneous: **Minimum Fee \$30.00**

Deck	\$0.25 / gsf
Fence	\$0.25 / ft
Storage shed over 120 sq ft	\$0.25 / ft
Plumbing and Electrical permits are required. Contractors shall pay permit fees for state plumbing and electrical inspections.	
Water Tapping Fee:	\$500.00
Sewer Tapping Fee:	\$500.00
Bond For Digging up Street:	\$3,000.00 Paved surface & \$1000 gravel or unimproved

I hereby apply for a building permit and provide the following information. I understand that no construction may be started until a permit is issued. I understand that the construction or use must be as specified in the permit issued and that if a difference occurs, I am subject to a fine and will be required to remove the structure or cease the use.

1. Legal description of the lot _____
width of lot _____ length of lot _____ square feet _____
Plat attached showing all buildings ☐ YES ☐ NO
Present actual use _____
Zoning District is C I A R1 R2 R3

2. If there is to be construction state:
Type of Fence _____
Building will be ☐ Erected ☐ Enlarged ☐ Moved in
Constructed of ☐ Wood ☐ Masonry ☐ Metal
☐ Other
Building to be constructed is _____

Size of main structure _____ accessory structure _____
Feet to nearest building North ☐ South ☐
East ☐ West ☐
Feet to adjacent lot line North ☐ South ☐
East ☐ West ☐
Municipal Water ☐ YES ☐ NO
Municipal Sewer ☐ YES ☐ NO

If no, please attach a First District Health Unit Permit if a residence.

Number of Story above ground _____

Height _____

Split Level _____

Describe any Signage to be installed _____

Describe parking to be provided _____

3. Expected cost of construction \$ _____

4. Describe variance requested _____

5. Describe special use requested _____

Date of Application _____

Owner

Contractor

State License Number

Building Inspector recommends permit be: ☐ Approved ☐ Disapproved

Approved or denied by Planning Commission on _____

Approved or denied by City Council on _____