

# BOTTINEAU COUNTY COMMERCIAL PERMIT APPLICATION

314 W 5<sup>th</sup> St  
Bottineau, ND 58318  
701-228-2901

[ashley.pedie@co.bottineau.nd.us](mailto:ashley.pedie@co.bottineau.nd.us)

(DOES NOT INCLUDE PLUMBING, ELECTRICAL, OR MECHANICAL PERMITS)

PROJECT INFORMATION			
Project Title:		Occupancy Use:	
Address:			
Legal Description:			
Owner of Property:		Phone Number:	
Has a storm water management plan been submitted to Engineering?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you making a new connection to City Water or Sewer?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
CONTRACTOR INFORMATION			
Company:		Contact:	
Email:			
Name of Jobsite Supervisor:		Phone Number:	
ND Contractor License Number:			
PROJECT DESCRIPTION			
Type of Work: Check box that Applies	<input type="checkbox"/> New Construction	<input type="checkbox"/> Remodel	<input type="checkbox"/> Addition <input type="checkbox"/> Accessory Building
Location of Work: (i.e.: Floor, Level)		Total Square Footage Including Foundation:	
Describe <b>in detail</b> work being done:			
PROJECT VALUATION INFORMATION			
	NAME OF CONTRACTOR		BID AMOUNT
General Contractor, all costs			
Fire Suppression			
Plumbing Contractor			
Mechanical Contractor			
Electrical Contractor			
			<b>Total Project Cost:</b>

**BUILDING CODE INFORMATION (for office use only)**

Occupancy Type:				Change of Occupancy:			
Type of Construction:				Allowable Area:			
Building Stories/Height:				Mixed Occupancy:			
Building Area:				Occupant Load:			
Roof Type:	AS	BU	MT	NR	MR	EPDM	CT
Fire Protection Systems				Area Increase			
Alarm:		Sprinkler:			Frontage:		
Fire Resistance Rating Requirements							

Property located in Floodplain, if yes check box

**ZONING/ASSESSING INFORMATION (for office use only)**

Occupancy Group:		Census Code:	Ownership:	# of Units:
Zoning District:		Lot Area(Sq ft):		
Easement(s):				
Front Yard Setback:		Side Yard Setbacks:	Rear Yard Setback:	
Lot Coverage Existing:		Proposed:	Total Coverage:	
Area of Main:		Finished Area:	Finished Area Alt/Add:	
# Required Parking Spaces:				
Legal Description:				
			Property No:	

This permit creates no warranties with regard to construction or code compliance. Any inspections under this permit are for the benefit of the public and not the permit recipient, and any inspections do not create a duty to the permit recipient, the owner, or to a subsequent purchaser with regard to quality of construction or code compliance. This agreement applies to any such claim brought by any subsequent purchaser or owner of the property. I understand that I am responsible for the information shown hereon. I certify that I have investigated the location of my property lines, any easements or other restrictions on the property and the dimensions shown are accurate to the best of my knowledge

\_\_\_\_\_  
Name(s) of owner(s) or authorized agent of site/structure  
(Please Print)

\_\_\_\_\_  
Signature of owner(s) or authorized agent

***Please provide a sketch AND building plans/blue prints showing all proposed structures and their location on the lot. Also indicate the distance from the structure to the lot lines and/or road centerline.***

**Return completed application and fees to:**

Bottineau County Zoning Administrator  
314 West Fifth Street Suite 10A  
Bottineau, ND 58318.

You may also email the application and pay your fee(s) online.  
Please refer to the following website: <https://www.bottineauco.com/tax>

**FEES:**

Conditional Use/Rezoning/Variance \$200 each  
Commercial/Industrial Permit \$150  
Residential/Agricultural \$100

OFFICE USE:	Reviewed: _____	Approved: _____
NOTES:		