

City of New Salem  
 Building Permit Application  
 (R 06/2016)

Number \_\_\_\_\_  
 (Date)

Applicant is to complete numbered spaces only.

1. Job Address		
2. Lot Number	3. Block	4. Tract or Addition
5. Legal Description		
6. Owner		
7. Mailing Address	8. Zip	9. Phone
10. Use of Building		
11. Class of Work (check all that apply) NEW___ ADDITION___ ALTERATION___ REPAIR___ MOVE___ REMOVE___		
12. Type of construction No. of stories___ Group occupancy___ Off street parking___ Sprinklers required___		
13. Size of building(s)/dimension(s)		
14. Change of use from:	15. Change of use to:	
16. Valuation (cost estimation) of Project work:		
17. Contractor's License Number (when applicable) _____		
PERMIT FEE	EXPLANATION FEE	

Special approvals	Check	Initials
Planning and Zoning	Required _____	Approved _____
Fire Department	Required _____	Approved _____

INSPECTION	DATE	INSPECTOR
Footings	Required _____	Approved _____
Wall Forms	Required _____	Approved _____
Weather Proofing	Required _____	Approved _____
Setbacks and Sidelines	Required _____	Approved _____

**Inspections can be arranged by calling Building Inspector, Mark Meyer, at 701-220-1933.**

ZONING CHECKED BY \_\_\_\_\_

APPROVED FOR ISSUANCE BY \_\_\_\_\_

(Building Inspector)

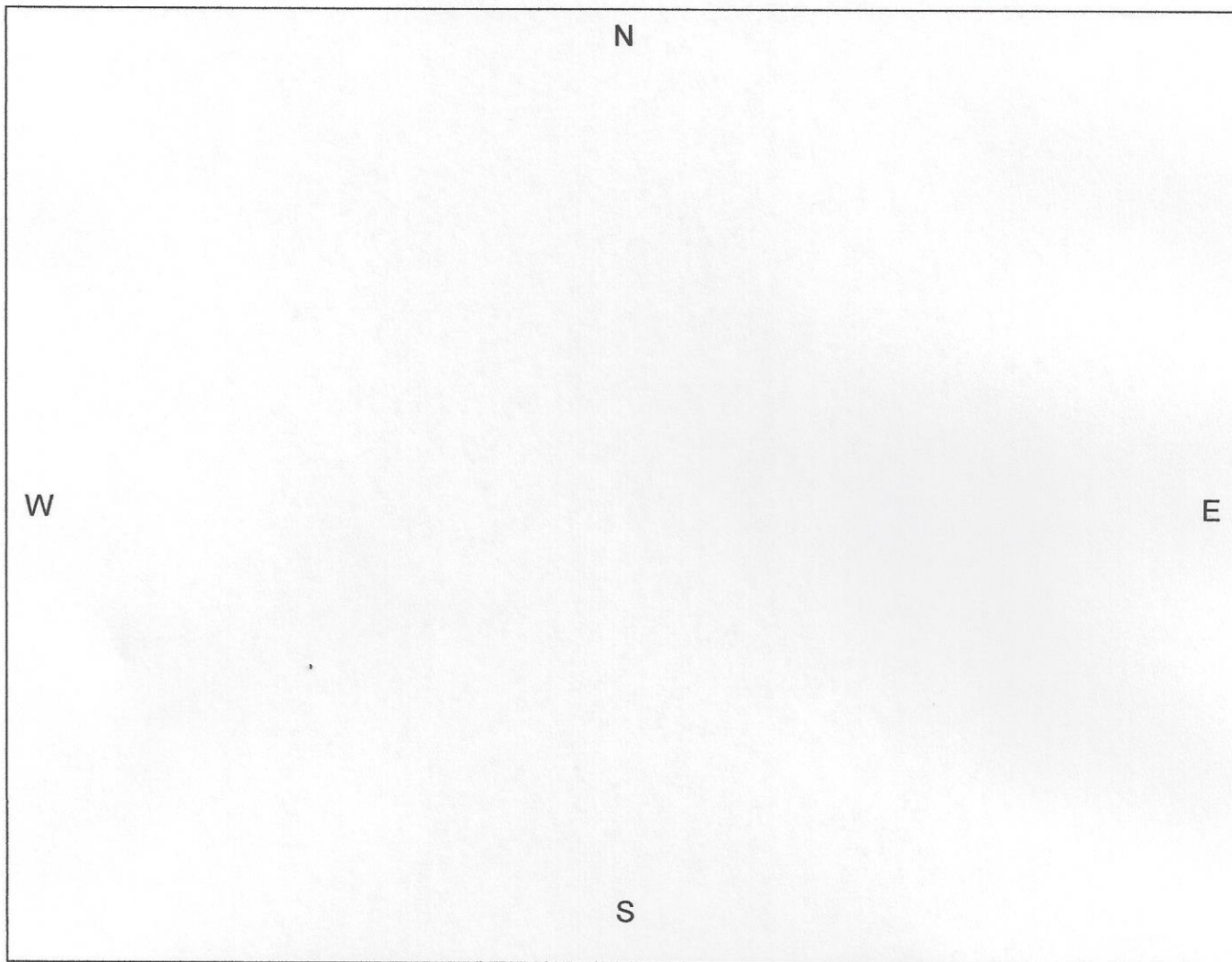
SIGNATURE OF APPLICANT \_\_\_\_\_

**NOTE:**

**Building Permit Fees are calculated by the total cost of each project. The Minimum fee on all permits is \$40. See Building Permits: Fee Schedule approved 6-13-2016.**

# Drawing of size and location on lot

Must be completed for all new structures or additions



The New Salem Planning and Zoning Committee Building Permit Card (R 4-2010) must be displayed on front of lot before any excavation or work of any kind is started. Permit is valid for one year.

PLEASE CALL BEFORE YOU DIG - 1-800-795-0555  
48 HOUR NOTICE REQUIRED

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 recipients, 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. In issuing this permit, the City of New Salem makes no guarantees regarding the suitability of the land for its planned use.

I, \_\_\_\_\_ HAVE READ AND UNDERSTAND THE ABOVE STATEMENT.  
(Signature of applicant)