NEW HOME CONSTRUCTION PERMIT

CITY OF WILLISTON DEVELOPMENT SERVICES

OFFICE USE ONLY

Parcel ID Verified: Y N Outside Flood Plain: Y N **Permit Number**

CE Case: Y N Zone:

Taxes Current: Y N Lot Cov:

PROJECT INFORMATION

Project Address | Parcel ID

Estimated Cost

Detailed Project Description

Lot Size (SF) | Number of Stories | Covered Patio (SF)

Proposed Bldg Size (SF) | Overall Height | Sprinkled Bldg Y N

1st Floor Size (SF) | Basement Size (SF)

2nd Floor Size (SF) | Garage Size (SF)

PROPERTY OWNER

Name | Phone Number

Mailing Address | Email

CONTRACTOR

Company Name | Phone Number

Mailing Address | Contact Email

Contact Name | License Number

WORK TYPE

Foundation: Stem Wall Y☐ N☐ Thickened Edge Slab Y☐ N☐

Roof framing: Trusses Y☐ N☐ Conventionally Framed: Y☐ N☐

Energy Code Compliance Documentation per current IECC **Y☐ N☐**

SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, GAS PIPING AND HVAC

CERTIFICATION

By signing this application, I certify that all information and statements provided on this application and all other documents submitted along with this application are true and correct. I further certify that all work will be done in compliance with all applicable laws, codes and ordinances of the City of Williston.

ALL SUBORDINATES PERMITS MUST BE PULLED BY A LICENSE CONTRACTOR

Applicant Signature | Date

SUBMITTAL REQUIREMENTS

CITY OF WILLISTON DEVELOPMENT SERVICES

New Home Construction Permit Application: Available online or at the Dept. of Building Safety.

Construction Drawings and Documentation: Plans must be drawn to scale and be of sufficient clarity and detail for review. Stamped drawings are not required, however all submitted drawings must show that all work conforms to the current building code. Any engineered lumber, such as LVL's or I-Joists, is required to have documentation supporting the structural capacity of the use as shown in the plans. One set of plans/documents and a digital copy are required.

SEE MINIMUM CONSTRUCTION STANDARDS PACKET FOR ACCEPTABLE CONSTRUCTION

Drawings should provide the following:

- **ALL PLANS**
  - North Arrow (except elevations, sections and details)
  - Drawing Title
  - Scale of Drawing

- **SITE PLAN**
  - Name of streets, roads, avenues, etc...
  - Show property lines with dimensions
  - Show where any existing structures are located and dimensions
  - Show where new construction is planned. Including balconies, decks, patios, walkways etc. with dimensions and distances to property lines
  - Show driveways and apron with dimensions and surface material
  - Indicate setbacks from the property lines
  - Provide lot coverage percentage
  - Show alley way and any easement locations
  - Sidewalk and boulevard with dimensions
  - Location of boulevard trees with species name

- **FLOOR PLAN(S)**
  - Dimensioned plan of altered areas for each floor
  - Show locations, widths and landings of new stairways
  - Identify, label and dimension all proposed rooms
  - Location, size and types of all new windows and doors
  - Location of all new mechanical equipment
  - Location and type of all new plumbing fixtures
  - Location of new cabinetry and appliances

- ROOF PLAN
  - All ridges, valleys and eaves shown with arrows indicating direction and amount of slope
  - Location of exterior walls and bearing beams (such as porch beams) shown dashed with dimensions showing size of roof overhangs
  - Show all parapets, chimneys, skylights, roof drains and any mechanical equipment located on roof and related crickets
  - Show and note any overfill portions of roof

- EXTERIOR ELEVATIONS
  - Each exterior wall shown from the outside of the building and exterior finish of the walls and roof
  - Doors, windows, and other openings
  - Pre-existing and finished grade and building height to the most restrictive grade

- FOUNDATION PLAN
  - Size, depth, and location of footings including pier footings
  - Dimension of foundation perimeter
  - Locations of all post/columns and any spread footings, with dimensions
  - Minimum frost depth from grade to bottom of footing or slab frost protection
  - Rebar size and spacing
  - Note typical hold-down size and spacing
  - Locations and type of all metal connectors for framing
  - Show concrete compressive strength
  - Show crawlspace or basement wall damp proofing and insulation (if applicable)

- FLOOR FRAMING PLAN(S)
  - Size and spacing of floor joists or trusses
  - Size, spacing and length of cantilevered joists
  - Specify types, and sizes of supporting beams, headers, and columns. Show any interior bearing points
  - Stud type, size, length and spacing of pony/cripple walls
  - Location and size of crawl space access openings and vents
  - Wall bracing, shear panels or other means of obtaining required lateral bracing
  - Truss Calculations. If prefabricated trusses are included as part of the floor framing system, truss calculations and plans stamped by a professional architect or registered civil engineer, licensed in the State of North Dakota must be provided. The truss calculations identification number must identify each truss type on the floor framing plan.
  - Specify floor sheathing

- **ROOF FRAMING PLAN**
  - Size and spacing of all rafters and ceiling joists. Show any interior bearing points
  - Specify types, and sizes of supporting beams, headers, and columns. Show any interior bearing points
  - Special framing around roof openings such as skylights and chimneys
  - Size and number of nails or metal connectors for rafter tie connection
  - Wall bracing, shear panels or other means of obtaining required lateral bracing
  - Truss Calculations. If prefabricated trusses are included as part of the roof framing system, truss calculations and plans stamped by a professional architect or registered civil engineer, licensed in the State of North Dakota must be provided. The truss calculations identification number must identify each truss type on the roof framing plan.
  - Specify roof sheathing and roofing materials
  - Any mechanical connectors and attic ventilation

- **Connection Details**
  - Sufficient details must be shown to clearly explain the method of construction and means of connection. Details should be referred on framing and foundation plans.