

# CITY OF ROLLA

Zoned Areas of Rolla, including  
 the Extra-Territorial jurisdiction area of 1/2 mile

OFFICE USE: Application # _____
Payment _____
Date Approved/Rejected _____

Applicant Information	
Owner _____	Date _____
Phone: _____	Email _____
Street Address _____	Mailing Address _____
Parcel # _____	Legal Description _____

Permit Valid for 1 Year from date approved.

Project Information	
Estimated Cost \$ _____	(Include materials and labor)
Purpose Of Permit _____	Permit Fees _____
Water Yes No	Sewer Yes No
Use of Building _____	Roofing Type _____
Construction Type _____	Type of Heating _____
Foundation Type _____	Siding Type _____
Building Size _____ Sq Ft	Lot Size _____

Attachments Required
_____ Set of Plans describing the work to be covered by the permit. Including where structure sits on lot and distance from structure to front lot line and side lot line.
_____ Copy of the deed where structure is to be located and copy of Tax Statement

Contracting Party Agreements	
I hereby agree to construct the building in accordance with all provisions of the Current Uniform Building Code.	
Building Contractor _____	Phone # _____ Address, City State, Zip _____
I hereby agree to do all plumbing work on this project in accordance with the North Dakota State Plumbing Code.	
Plumbing Contractor _____	Phone # _____ Address, City State, Zip _____
I hereby agree to do all Electrical work on this project in accordance with the North Dakota State Electrical Code.	
Electrical Contractor _____	Phone # _____ Address, City State, Zip _____

I hereby agree to comply with all Rolla City Ordinances and State Laws regulating building construction. I understand that this application is to be acted upon by the City building official and approved by the City Council and that NO Construction shall begin until they have had a reasonable time to inspect such application and issue the building permit to construct. To the best of my knowledge all information contained herein is complete and true.

Owner \_\_\_\_\_ Inspector \_\_\_\_\_ City Auditor \_\_\_\_\_  
 Councilman \_\_\_\_\_ Mayor \_\_\_\_\_

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.

## Ordinance No. 461

An ordinance repealing Ordinance No. 371 and enacting the Ordinance No.461 to regulate the erection, construction, enlargement, alternation, repair, moving, removal, demolition, conversion, occupancy equipment, use, height, area and maintenance of all building or requirement for the protection of life, limb, health, property, safety and welfare of the general public and the owner and occupants of buildings, providing for the issuance of permits and the collection of fees therefore, establishing fire zones, repealing ordinances in conflict therewith, and providing penalties for violation.

BE IT ORDAINED by the City Council of The City of Rolla, Rolette County, North Dakota:

**SECTION 1:** That certain documents, of which three copies are on file in the office of the City Auditor of the City of Rolla, being marked and designated as "Uniform Building Code, 1994 Edition, Volumes 1, 2 and 3, International Conference of Building Officials, be and the same hereby are adopted along with future updates at the building code and mechanical code for the City of Rolla for the regulation of the erection, construction, enlargement, equipment, use, height, area and maintenance of all buildings and/or structures in the City of Rolla and each all for the regulations; provisions, penalties, conditions, and terms of such Uniform Building Code, 1994 Edition Volumes 1, 2, and 3, and Uniform Mechanical Code, 1994 Edition, along with any future updates both published by the International Conference of Building Officials on file in the Office of the City Auditor, are hereby referred to, adopted and made a part of hereof as if fully set out in this ordinance.

**SECTION 2:** Building permit fees shall be as follows:

1. The fee for any residential structure up to \$5,000 value shall be \$30.
2. The fee for any residential structure from \$5,001-\$25,000 value shall be \$60.
3. The fee for any residential structure over \$25,000 value shall be \$60 + .5 cents/sq ft.
4. The fee for any commercial building under \$25,000 value shall be \$120.
5. The fee for any commercial building over \$25,000 value shall \$120 + .10 cents/sq ft.
6. Extra Territorial Jurisdiction area of ½ mile -\$50 flat rate
7. Demolition or removal - Residential \$30 Commercial \$120

If construction had started before obtaining a permit, the above fee is doubled

**SECTION 3:** Approval of any Residential building permits up to 2500 sq. ft. can be approved by the Building Inspector and City Auditor. Any other building permits will be approved by the City Council.

**SECTION 4:** Where work for which a permit is required is proceeded with or started prior to obtaining a building permit from the City of Rolla, the fees above specified shall be doubled, but the payment of such doubled fee shall not relieve any person from fully complying with the requirements of the Uniform Building Code in the execution of the work or from any other penalties described in the building code. The building contractor or person hired by the owner to perform the construction work shall be liable for all criminal penalties and all civil penalties provided herein, and provided in said Uniform Building Code, for the offense of commencing construction without a building permit for any other offense provided in the Uniform Building Code; and further, if a building contractor or person hired by the owner to perform construction shall fail to securely post a copy of the building permit on the construction site at commencement of construction, he shall be guilty of an infraction for which the penalty shall not be less that \$25 nor more than \$100. The owner of any property in the City of Rolla who permits the commencement of any construction on his property without a building permit shall likewise be subject to all civil and criminal penalties provided herein, and provided in said Uniform Building Code.

**SECTION 5:** That Ordinance 371 of the City of Rolla and all resolutions adopted pursuant thereto, and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 6:** That the entire incorporated area of the City of Rolla is hereby declared to be and is hereby established as a fire district and said fire district shall be known as designated Fire Zone No.1, 2, and 3, and each such Zone shall include such territory or portions of said City as illustrated, outlines and designated on a certain map on file in the Office of the City Auditor of the City of Rolla, being marked and designated as "Fire Zone of the City of Rolla," which is hereby adopted as the fire zone map of the City of Rolla for the application of the regulations

adopted by this ordinance.

**SECTION 7: Saving Clause.** Should any section, paragraph, sentence, clause or phrase of the ordinance be declared unconstitutional or invalid for any reason, the remainder of the ordinance shall not be affected thereby.

**SECTION 8: Effective Date of Ordinance.** This ordinance shall be in full force and takes effect immediately upon its final passage and the publication of its title and penalty clause.

First Reading: March 20, 2024  
Second Reading: April 17, 2024  
Approved: April 17, 2024

  
\_\_\_\_\_  
Kevin Juntunen, Mayor

  
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Attest: Valerie McCloud, City Auditor