

## Applying for a Residential Permit

### Why do I now need a permit?

November 16<sup>th</sup> 2021, the Tribal Business Council held the 3<sup>rd</sup> and final reading of the proposed Building Code. This was passed via **Resolution 21-233FWF**. Prior to that the Tribal Business Council passed **Resolution 21-064FWF** for the adoption of a building code, allowing for the following of North Dakota State Codes until the MHA Building Code was developed. Prior to this the Tribal Business Council **via Resolution 19-120FWF** established to required use of the Commercial Development Checklist for Construction. All of these documents can be found on our homepage and the MyGov Page as well as the full set of building codes.

### Where do apply?

<https://www.mhanation.com/construction-management>, or [https://public.mygov.us/mha\\_nation](https://public.mygov.us/mha_nation) from there you will find additional important information, such as building codes, resolutions, contact for our staff, Commercial Development Checklist, Rural Water Policy, links to other Tribal Departments and upcoming projects.

### What do I need to apply for a Residential permit? **IBC R105.1Required**

1. You and all subs, and A/E's must have a collaborator account and be credentialed in the system.
2. You must have:
  - MHA Tero License
  - State Business/ Contracting License
  - Limited Liability Insurance
  - MHA Residential Development Checklist completed.
  - Storm Water Prevention and Pollution Plan (SWPPP) \*any homesite over 1 acre
  - Project drawings
  - Project Directory
  - Geotech Report
  - Covid Safety Plan
  - Superintendent Osha 30 Card
  - Housing Type: Single Family, Manufactured, Modular, Existing

### **IBC R106.1 Submittal Documents**

There will be some project specific information required as well. Please have all documentation ready before you apply, as you cannot save and come back to a permit later. If all of the documentation is not with the permit, it will be delayed.

### Who applies?

Contractor or Homeowner can all apply, provided they have all of this information, it is easiest if the Contractor applies.

## When do I apply?

As soon as you have all of the information and at least 6 weeks prior to the project officially starting. This will give enough time for plan review. For Residential permit depending on the home build this may not take as long depending on the type of home.

## How soon can I receive a permit?

### IBC R105. Action on Application R105.3.2 Time Limit of Application

That mostly depends on the plan review and if all the correct information was provided, and all parties are credentialed and added to the project.

The screenshot shows the top navigation bar with the Mandan, Hidatsa, and Arikara Nation logo and name. On the right, there are links for 'Are you a collaborator?', 'Create Account', and 'Login'. The main content area features a large banner with the text 'Become a Collaborator and get Credentialed Today' and a 'Create Account' button. Below this, three circular icons represent 'REQUESTS' (Submit a Request), 'PERMITS' (Apply for a Permit), and 'CREDENTIALS' (Apply for a Credential). A black arrow points to the 'PERMITS' icon. At the bottom, a section titled 'Use the Address Lookup to find all activity at a location.' contains four icons for 'ADDRESS LOOKUP', 'KNOWLEDGE', 'MY REQUESTS', and 'DOWNLOAD APPLICATION'.