



White Earth Reservation Division of Natural Resources Building Permit Application



Warning: ALL information and supporting documents submitted as part of this application become public information. Omission of any data request will delay the processing of your application and may result in its denial.

Who Applies: Any individual, organization, or entity intending to construct, relocate, or make major structural alterations to any building or structure within the White Earth Reservation must apply for a Building Permit through the White Earth Reservation Permitting Office prior to beginning work. This includes any project that affects the outside dimensions of a structure. All building projects must be consistent with the most recent Uniform Building Code and the requirements of the White Earth Environmental Code.

Proceeding without a permit: No person shall begin construction, relocation, or structural alteration of any building or structure without first obtaining a valid Building Permit from the White Earth Reservation Zoning Office as required by W.E.E.C. 604.00. Proceeding without a permit is a violation of the White Earth Environmental Code and may result in a **Cease-and-Desist Order**, civil penalties, or enforcement actions through White Earth Tribal Court as outlined in W.E.E.C. 605.00. Each day a violation continues may constitute a separate offense.

PART I: Applicant Information

If applicant is an entity (company, government entity, partnership, etc.), an authorized contact person **must** be identified. If the applicant is using an agent (consultant, lawyer, or other third party) and has authorized them to act on their behalf, the agent's contact information must also be provided.

Applicant/Landowner Name: _____

Mailing Address: _____

City, State, Zip code: _____

Phone: _____ Email Address: _____

Business Name (if applicable): _____

Tribal Affiliation (please provide enrollment number if applicable): _____

Authorized Agent: _____ Agent Phone: _____

Contractor Information (if applicable)

Business Name: _____

Mailing Address: _____

City, State, Zip code: _____

Phone: _____ Email Address: _____

License Number: _____

PART II: Property Information

Physical Address: _____

City/Township: _____ County: _____

Legal Description: _____

Zoning Classification: _____ Parcel ID: _____

PART III: General Project/Site Information:

Proposed Start Date: _____ Estimated Project Value: _____

Proposed End Date: _____ Square Footage Affected: _____

Project Description:

Check all that apply

☐ New Construction

☐ Demolition

☐ Mechanical

☐ Addition

☐ Electric

☐ Other: _____

☐ Remodel

☐ Plumbing

Attach:

☐ Proof of Ownership

☐ Site Plan

☐ Energy Compliance Forms

☐ Construction Drawings

☐ Structural Calculations (if applicable)

☐ Other: _____

☐ Contractor License

Compliance Documentation

☐ Disclosure Form for property transfer
(if applicable)

☐ Compliance Inspection Report

☐ Inspection Schedule

☐ Certificate of Compliance for existing system
(if applicable)

☐ Check here if you completed or have a permit through the State of Minnesota and attach that permit.

Applicant Acknowledgment and Conditions of Permit

All work shall be performed in accordance with the most recent editions of the **Uniform Building Code** and other applicable Tribal Codes. Any development, subdivision, or expansion of facilities that may require site plan review or additional permits under W.E.E.C. 604.00 must be approved prior to construction.

Any work conducted without a valid permit is considered a violation of the **White Earth Environmental Code** and may result in a **Cease-and-Desist Order**, civil penalties, or enforcement actions through **White Earth Tribal Court**, as outlined in **W.E.E.C. Section 605.00**. The applicant agrees not to proceed with any construction, alteration, or relocation activities until the Building Permit has been approved and issued.

By submitting this application, the applicant affirms that any property owner, developer, contractor, or authorized agent proposing to construct, relocate, or make major structural alterations to any building or structure within the boundaries of the White Earth Reservation must obtain a valid Building Permit prior to initiating such work, in accordance with **W.E.E.C. Section 604.00, Subdivision 1**.

The applicant further acknowledges and agrees that authorized representatives of the **White Earth Reservation Zoning Office**, the **White Earth Environmental Office**, or designated Tribal authorities may enter the project site at reasonable hours to inspect the property for compliance with applicable permit conditions, approved plans, and the **White Earth Environmental Code**.

****By submitting this application, the applicant submits to the jurisdiction of the White Earth Nation and its courts. ****

Applicant Signature

By signing below, the applicant agrees to comply with all applicable provisions of the White Earth Environmental Code, all conditions of this permit, and any additional requirements imposed by the White Earth Reservation Zoning Office.

By signature below, I attest that the information in this application is complete and accurate. I further attest that I possess the authority to undertake the work described herein.

Signature: _____ Date: _____

I hereby authorize _____ to act on my behalf as my agent in the processing of this application and to furnish, upon request, supplemental information in support of this application.

******* This is NOT a Permit. *******

Return application & all supporting documents
(choose one)

In person to:

**White Earth Natural Resources Permit Office
102 3rd Street NE.
Mahnomen, MN 56557**

By mail to:

**White Earth Division of Natural Resources
PO BOX 393
Mahnomen, MN 56557**

Electronically to:

Permitoffice@whiteearth-nsn.gov

Required Signatures

(*For Office Use Only)

Environmental & Permitting Manager: Chris Londo
White Earth Reservation Business Committee
Division of Natural Resources
Email: Chris.Londo@whiteearth-nsn.gov
Phone number: 218-935-3823

Signature: _____ Date: _____

Land Office Manager: Megan Bakken
White Earth Reservation Business Committee
Division of Natural Resources
Email: megan.bakken@whiteearth-nsn.gov
Phone: 218-935-3494

Signature: _____ Date: _____

Application Status & Date (Office Use Only)

Receipt #: