



City of Grand Forks

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Home Builder Fact Sheet (After Approved Ordinance)

1. A contractor must have a General Contractors License and bond through the City of Grand Forks and the State of North Dakota prior to all construction activities
2. Coverage must be obtained under the Small Construction Activity Permit for stormwater discharges from all of a contractors sites
 - Coverage can be obtained through a Notice of Intent and the Annual Location Report
 - Notice of Intent (NOI)
 - Contractor must file a single NOI to North Dakota Department of Health for all small construction activity
 - This NOI will only cover the contractor for the duration of his/her General Contractors License
3. A Storm Water Pollution Prevention Plan (SWPPP) must be completed prior to receiving a permit from the City of Grand Forks.
 - A preliminary SWPPP must be sent to the City of Grand Forks for sites within a subdivision that is larger than 1 acre (Sec 18-1207 2.)
 - A SWPPP template for residential construction is available for contractors to complete at the Inspection Department, otherwise it is the contractors responsibility to have a plan developed for the site
 - The City of Grand Forks will review and grant final approval of the SWPPP
 - Final SWPPP will need to be on location at the construction site
 - SWPPP design guidelines shall conform to the current edition of the North Dakota Department of Transportation's "Erosion and Sediment Control Handbook"
4. Obtain a Erosion & Sediment Control Permit from the City of Grand Forks Inspections Department
 - Permit can be obtained only after the above steps have been completed
5. Permit Transfer (if applicable)
 - If at anytime the permit needs to be transferred because of ownership, a written request must be made for this modification 7 days prior to new ownership assuming control (Sec. 18-1207 2d.)
6. Notice of Termination (NOT)
 - Permittees must comply with the conditions of the stormwater permit until the NOT has been submitted (Sec. 18-1205 2b.)
 - Transfers of the State Permit are done between the buyer and seller prior to issuing a building permit
7. Annual Location Report (ALR)
 - Annual Report needs to be submitted to the State by Jan 31st of the following year, reporting on all sites disturbed greater than 1 acre (Sec. 18-1203)
8. A log must be recorded for each site after a .5" rainfall within 24 hours or every two weeks, which ever comes first.

* Referenced sections are found in the Grand Forks City Ordinance adopted on 4/17/06