

Building or Approach Application Process

This document outlines the process for applying for a building or approach permit in Girard Township. The necessary application forms and informational documents are available to download below.

To apply for an approach, please mark the location of the proposed culvert; the supervisors will also determine if a culvert is required. To make application, please fill out the appropriate document and submit two checks (one for a \$100 application fee and another for a \$400 security deposit). The application fee will be deposited, but the security deposit will be held until the approved final inspection, then destroyed. Send the checks to the clerk by the second Friday of the month. The Township Board will take action at its regular monthly meeting on the third Tuesday of the month. Upon approval by the supervisors, the clerk will issue the permit, which must be displayed at the project site. After project completion, contact me and I will have a supervisor inspect the work and if approved, no further action is necessary.

A building permit fee of \$150.00 must be submitted with the permit application and received by the second Friday of the month. The Township Board will take action at its regular monthly meeting on the third Tuesday of the month. Upon approval by the Supervisors, the clerk will issue the permit, which must be displayed at the project site. The township is not responsible for conducting inspections, including electrical, plumbing, etc.

You may print off all the documents you need from this site and can either mail the application to me at 43340 230th St., Henning, MN 56551, or scan it into your computer and email them to me at the email address below.

If you have any other questions, please reach out to me.

Debbie Irmen
Girard Township Clerk
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