



This document outlines the process for applying for a building permit in Girard Township.

### **Building Application Process**

Download the Township's Application, Building Guidelines, and Fee Schedule.

To apply for a building permit, complete the application form, attach a check for the application fee (\$150.00) and return to:

**Girard Township Clerk, 43340 230<sup>th</sup> St., Henning, MN 56551.**

You may also scan the completed form into your computer and email it to the Clerk at [girardtwsh@gmail.com](mailto:girardtwsh@gmail.com).

Your check may be mailed to the above address or dropped off at the Girard mailbox located at the address above. **(Do not use the postal mailbox by the road.** Drive up to the house garage, look to your left and you will see the Township mailbox. Please raise the flag.)

The application and fee must be submitted by the second Friday of the month. The Township Board will take action at its regular monthly meeting on the third Tuesday of each month.

Upon action by the Supervisors, the clerk will notify you of the board's decision and if approved, will issue the permit, which must be displayed at the project site.

The township is not responsible for conducting inspections, including electrical, plumbing, etc.

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

Debbie Irmen  
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218-770-0776  
43340 230<sup>th</sup> St.  
Henning, MN 56551  
[girardtwsh@gmail.com](mailto:girardtwsh@gmail.com)