

CITY OF HUMPHREY
APPLICATION FOR A BUILDING, WELL, FACILITY, AND OR OPERATING PERMIT

DATE: _____ **EXPIRES:** _____ (one year from date of approval)

FEE: _____ \$50.00 inside city limits; \$7.00 outside city limits and well head protection area

**APPLICATION MUST BE FILED
ON FIRST WEDNESDAY OF THE
MONTH FOR PUBLISHING**

TO: THE CITY OF HUMPHREY, NEBRASKA

The undersigned applies for a permit to (alter, erect, enlarge, drill, operate) a (building, well, facility, improvement, or other) at

Address: _____

Is this location located within the City of Humphrey's Well Head Protection Area? Please Circle Yes or No

Kind of building, well, facility, operation, structure, improvement, other, or extent of repairs to be made: (explain project):

Materials to be used:

Building contractor: _____ Date work will be begin: _____

Estimated cost: _____

I hereby certify that the above statements are correct and that if a permit is issued, all work will be done in accordance with the ordinances of said city. I agree that the approved project will begin within 6 months of the approval date of the permit and will be completed within one year from the date of approval.

Sidewalks - By ordinance, any sidewalk removed or damaged shall be replaced by the person removing it or damaging it. As a condition of obtaining a building permit, the applicant agrees to install a sidewalk, which meets the specifications set out in the building ordinance, parallel to each of the streets which abuts the applicant's property.

Applicant

I hereby acknowledge the receipt of the sum of \$ _____ in payment of the application fee for this permit.

City Clerk

CERTIFICATE OF APPROVAL

This application was approved by the City Council of Humphrey, Nebraska on _____.

ATTEST:

City Clerk

Mayor

UTILITY SUPERINTENDENT CERTIFICATION

I hereby certify that the above application for building permit was referred to me and I have examined the plans and specifications and building site. The lot lines were easily ascertained as properly marked by the property owner and I hereby approve the same.

Date Inspected: _____

Utility Superintendent

The City Building Inspector will no longer mark off the lot lines or locate the property pins. This is the sole responsibility of the property owner. If the location of the line or stakes cannot be easily ascertained by the property owner or the building inspector, a survey by a licensed surveyor must accompany the application. The inspector may require such a survey at any time prior to the issuance of an occupancy permit if the building inspector is uncertain of the property boundaries.

Show all dimensions, in detail, of the property boundaries, building, well, facility, improvement, other, front yard, side yards, rear yard, garages, and other structures. Show approximate entrance of utilities or facilities, if applicable. **Failure to complete an accurate drawing may result in a denial of permit.**

Drawing checklist – Failure to properly fill out the required information will result in denial of permit until information can be completed.

1. Dimensions of the Property – example Lot size is 66 x 132
2. Drawing of building, well, facility, shed, fence, patio, improvement, or other as it sits on the lot
3. Height of building, facility, or improvement if applicable
4. Measurements showing the distance between the building, facility, or improvement to the property lines on all sides
Required to determine set-back compliance

Drawing area below or on 8 ½ x 11 sheet of paper(s):

Building permits must be submitted for publication by the first Wednesday of the month. Permits submitted after that deadline will be held over until the next month's meeting and construction will be delayed until that time.

It is now the responsibility of the property owner to locate the lot lines or property pins. If unable to locate, a licensed surveyor must be called in at the owner's expense.