



# Building Permit Application

325 N Colorado | PO Box 239 | Minden, NE 68959  
Phone: (308) 832-1820 | Fax: (308) 832-1949 | www.mindennebraska.org



This application form requests key information needed for your Building Permit. Please print the information and return with two sets of building plans to the Building and Zoning Office. The City requires permit approval before construction begins in City limits or within the City's extra-territorial jurisdiction (area within 1-mile parameter of City limits). For information or inspection, please call **308-832-1820**.

Name of Owner/Lessee	Mailing Address	Phone Number ( ) -	Email Address
Name of Contractor	Mailing Address	Phone Number ( ) -	Email Address
Name of Architect/Engineer	Mailing Address	Phone Number ( ) -	Email Address

**Primary Contact:** \_\_\_ Homeowner/Lessee \_\_\_ Contractor \_\_\_ Architect/Engineer \_\_\_ Other \_\_\_\_\_

----- LOT INFORMATION IS AVAILABLE ONLINE AT <http://kearney.gisworkshop.com> -----

**Legal Description (Also provide survey, deed, or other legal documentation) :** \_\_\_\_\_

**Site Address :** \_\_\_\_\_ **Lot Size :** \_\_\_\_\_  
Lot size shall meet height and area requirements to be eligible for a permit. (Example: 66' X 120' or 7,920 sq. ft.)

**Zoning of Property :** \_\_\_\_\_ **Approximate Cost :** \_\_\_\_\_ **Anticipated Start Date :** \_\_\_\_\_

**Please Check Type of Work To Be Done :**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> New Single Family Dwelling            | <input type="checkbox"/> Fence / Sign          | <input type="checkbox"/> New Commercial                   |
| <input type="checkbox"/> New Multi-Family (No. of Units _____) | <input type="checkbox"/> Solar Panel / Antenna | <input type="checkbox"/> New Industrial                   |
| <input type="checkbox"/> Dwelling Remodel                      | <input type="checkbox"/> Deck / Patio          | <input type="checkbox"/> Commercial / Industrial Remodel  |
| <input type="checkbox"/> Dwelling Addition                     | <input type="checkbox"/> Moved in Building     | <input type="checkbox"/> Commercial / Industrial Addition |
| <input type="checkbox"/> Garage                                | <input type="checkbox"/> Swimming Pool         | <input type="checkbox"/> Church / School                  |
| <input type="checkbox"/> Accessory Building / Carport          | <input type="checkbox"/> Concrete / Sidewalk   | <input type="checkbox"/> City / County / State            |
| <input type="checkbox"/> Egress                                | <input type="checkbox"/> Foundation Only       |   |

**Proposed Use of Building or Structure :** \_\_\_\_\_ **Total Square Footage :** \_\_\_\_\_

**Solar Projects :** (Office Use Only) **Meter Programed :** \_\_\_\_\_ **Date :** \_\_\_\_\_

\*\*Pursuant to Nebraska Revised Statute 70-2004 (2)—A customer-generator is responsible for notifying the local distribution utility if its intent to install a qualified facility **at least sixty days prior** to its installation and is responsible for all costs associated with the qualified facility. (LB 436 § 4)

### COMMERCIAL OR INDUSTRIAL ONLY

**Plumbing Contractor :** \_\_\_\_\_ **Electrical Contractor :** \_\_\_\_\_

### LIVING QUARTERS ONLY

**Total FINISHED Living Area (include finished areas in basement) :** \_\_\_\_\_ sq. ft. **Garage Area :** \_\_\_\_\_ sq. ft.

**Total Unfinished Basement Area :** \_\_\_\_\_ sq. ft. **Deck, Porch, Crawl Space Area, etc. :** \_\_\_\_\_ sq. ft.

**Number of Bedrooms :** \_\_\_\_\_ **Total Building and Garage Area on the Lot :** \_\_\_\_\_ sq. ft. = \_\_\_\_\_ % of lot

We, the undersigned applicant, hereby apply for a Building Permit to perform the work as specified above, and agree to comply with Minden City Code, International Residential Code, and International Building Code; including construction and zoning ordinances without variation. Stamped plans by a licensed architect and/or professional engineer are necessary for building permits as required in the most recent version in the State of Nebraska Engineers and Architects Regulation Act Handbook. Refer to <https://ea.nebraska.gov> and view the resources and/or FAQs tabs. The City may require a survey for building permits, and it is the responsibility of the property owner to ensure permit item is within property boundaries.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

**City Approval**

Building Official \_\_\_\_\_ Date \_\_\_\_\_

City Administrator \_\_\_\_\_ Date \_\_\_\_\_

Permit Number \_\_\_\_\_ Fee \_\_\_\_\_ Paid (Y/N) \_\_\_\_\_

**ALLOW A MINIMUM OF 2 WEEKS FOR PROCESSING**



**Know what's below. Call before you dig.**

# FLOODPLAIN DEVELOPMENT PERMIT/APPLICATION

This form is used for any man-made change to improved or unimproved real estate, including, but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation, drilling operations, or storage of equipment or materials.

Developer must obtain other necessary federal, state, or local permits (e.g. Corps of Engineers 404 Permit, Local Levee District, etc.).

Complete this section if the proposed development involves the improvement of a structure (i.e. walled and roofed buildings, manufactured home, or gas and liquid storage tanks):

Pre-Improvement Value of Structure : \$ \_\_\_\_\_ Cost of Improvement : \$ \_\_\_\_\_

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## The following section is to be completed by the community official :

Is the development substantial improvement?       Yes       No

Is the development in an identified floodplain?       Yes       No

If yes, complete the following:

Elevation of the base (100-year) flood      \_\_\_\_\_ ft      MSL/NGVD 29  
Elevation/Flood proofing requirement (if applicable)      \_\_\_\_\_ ft      or  
NAV D 88

Is the development in a designated floodway?

- Yes      New structures for human habitation are prohibited. For any other floodway development, the developer must provide certification by a registered professional engineer that the development would result in no increase in water surface elevations along the floodway profile during occurrence of the base flood discharge.
  - No      If a floodway has not been designated, the developer may be required to submit hydraulic data demonstrating that the proposed development will not increase flood heights more than one foot at any location.
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## If the development is in a floodplain, the following shall apply :

This permit is issued with the condition that the lowest floor (including basement floor) of any new or substantially improved residential building will be elevated at least one foot above the base flood elevation. If the proposed development is a nonresidential building, this permit is issued that the lower floor (including basement) of a new substantially improved nonresidential building will be elevated or flood proofed at least one foot above the base flood elevation. The developer/owner will provide certification by a registered engineer, architect, or land surveyor of the "as-built" lowest floor elevation (including basement) or flood proofed elevation of any new substantially improved building covered by this permit.

All provisions of the \_\_\_\_\_ Floodplain Management Resolution/Ordinance (number \_\_\_\_\_) shall be complied with.  
(County or City)

Signature of Developer/Owner : \_\_\_\_\_ Date : \_\_\_\_\_

Authorizing official (name and title) : \_\_\_\_\_ Date : \_\_\_\_\_

\*\*\*PLEASE NOTE DIMENSIONS IN DRAWING\*\*\*



Site Location  
Address / Legal Location

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Designated North

