



City Of Alma
Application for Permit page 1

Date of Application: _____ 20____ Date When Work Will Be Done: _____ 20____

Name of Homeowner: _____ Phone Number: _____

Address of Project: _____ Billing Address: _____

Name of Contractor: _____

(Mark all that apply to your construction.)

Demolition Permit

Demolition Permit Fee:	Business or Commercial Building	\$50.00	Yes _____ No _____
	Residential or Accessory Building	\$20.00	Yes _____ No _____

Fence Permit

Fence Permit Fee: **\$20.00** Yes _____ No _____.

Mechanical Permit

Mechanical Permit Fee: **\$20.00** Yes _____ No _____.

Sewer Tap Permit

Sewer Tap Permit: **\$20.00** Yes _____ No _____.

Street Curb Removal, Driveway, and/or Sidewalk Permit

Street Curb Removal Permit Fee: **\$10.00** Yes _____ No _____ Sidewalk Permit Fee **\$10.00** Yes _____ No _____

Driveway Permit Fee: **\$10.00** Yes _____ No _____.

Plumbing Permit

Plumbing Permit Fee: **\$25.00** Yes _____ No _____.

Water Tap

Water Tap: Yes _____ No _____.
Fee Based on ó Cost of Material to make Tap ó Plus ó Cost of Water Meter. \$ _____

Total Application Fee: \$ _____

Signature of Building Inspector: _____



City Of Alma
Application for Permit page 2

(Please complete form to the best of you and/or your contractor's knowledge.) **Appendix 10.A**

Building Fee _____ No. _____

THE APPLICANT

The undersigned hereby applies for a permit to: _____ Located on _____ Street

Build, Re-Construct, Structural Alteration, or Demolition (please check all that apply) Lot _____ Block _____
of _____ Addition

Description: _____

Owner: _____

CLASS OF WORK

Type of Construction _____	No. Buildings now on lot _____
Intended Use _____	Set Back _____
Use of Building now on lot _____	Side Yds _____ and _____
Dimensions _____	Rear Yds. _____
Sq. Footage _____	Lot Dimensions _____
Height _____	Sq. Footage _____
No. of stories _____	Garage: Double _____ Single _____
No. Families _____	Carport _____
Basement Material _____	

ZONING REQUIREMENTS

Does District Zoning allow this type of construction: Yes _____ No _____; if not, has rezoning application been applied for: Yes _____ No _____

Estimated Cost \$ _____

Builder _____

Plumber _____

Plans and Schedules Submitted: _____ sets

I hereby certify that the above statements are correct and that if a building permit is issued, all work will be done in accordance with the ordinances of the City of Alma, Nebraska. *

Applicant

Zoning Administrator

*Approved _____
Date

Project Completed _____
Date

Note: Permits also required on any plumbing or sewer work. Inquire about ordinances governing this type of work.

Sidewalks will be constructed as required by the City. *
Final approval must be obtained prior to issuing occupancy permit.

PLOT PLAN
NORTH

Picture: _____



í í í Lot Line

Please draw outline of building on square above, showing dimensions, distances from lot lines, and identify street or street adjacent to lot.

* Permit approved subject to compliance with all City Ordinances, including building location, area, construction, and mechanical installations.
Alma Planning Procedural Manual

Municipal Code

Fees, of the building codes are hereby amended to read as follows:

(a) Permit Fees: A fee for each permit shall be as set forth in this section.

(1) Application for building permits shall be filed in the office of the Building Official, which shall be the office of record for all matters referred to in this Code. Fees to be paid to the City for building permits shall be charged as follows:

a. Building permit fees. For each building permit issued, there shall be charged and collected a fee for each building to be constructed, erected or altered under such permit in accordance with the following schedule:

Residential and accessory buildings ó Six cents (6) per square foot plus three cents (3) per square foot for all floors above the second floor.

All other buildings or structures ó Eight cents (8) per square foot for the first ten thousand (10,000) square feet and six cents (6) per square foot above ten thousand (10,000) square feet.

The minimum permit fee shall be twenty dollars (\$20.00).

For antennas, radio towers or other use of land of a type not providing floor space to which the above schedule is applicable, there shall be charged a fee of one dollar (\$1.00) for each one hundred dollars (\$100.00) of the total cost of work to be performed; provided the minimum fee shall be twenty dollars (\$20.00).

For foundation permits only, where complete plans have not been submitted and approved, a fee of twenty dollars (\$20.00) shall be charged.

There shall be a separate permit for each building or structure to be constructed, erected or altered, except accessory buildings and appurtenances which may be included in the permit for the main building when construction is simultaneous.

b. Demolition permit fees. A fee for each demolition permit shall be paid as follows:

Business or commercial building ó Fifty dollars (\$50.00).

Residential or accessory building ó Twenty dollars (\$20.00).

- c. Federal and State buildings. If a building is designed and constructed by the Federal or State government, no fee will be charged, but the building must comply with all requirements of this Code and the zoning ordinance.
- d. Structural Alteration (Remodeling).
Any change to the supporting members of a structure including foundations, bearing walls,
or partitions, columns, beams, girders or any structural change in the roof.
- From one hundred (\$100.00) dollars to one thousand dollars (\$1,000.00) valuation ó twenty dollars (\$20.00).
- From one thousand dollars (\$1,000.00) to twenty thousand dollars (\$20,000.00) valuation ó fee is twenty dollars plus two dollars (\$2.00) for each one thousand dollars (\$1,000.00).
- From twenty thousand dollars (\$20,000.00) to fifty thousand dollars (\$50,000.00) valuation ó fee is sixty dollars plus four dollars (\$4.00) for each one thousand dollars (\$1,000.00).
- Over fifty thousand dollars (\$50,000.00) valuation ó fee is one hundred sixty-four dollars (\$164.00) plus one dollar (\$1.00) for each one thousand dollars (\$1,000.00) after the first fifty thousand dollars (\$50,000.00).
- e. Fence Permit fees. Twenty dollars (\$20.00).
- f. Mechanical Permit fees. Twenty dollars (\$20.00).
- g. Street Curb Removal Permit fees. Ten dollars (\$10.00).
- h. Driveway Permit fees. Ten dollars (\$10.00).
- i. Plumbing Permit fees. Minimum plumbing permit fee twenty dollars (\$20.00).

Where work for which a permit is required by this Code is started prior to obtaining the prescribed permit, the fee above specified shall be doubled. The payment of such double fees shall not relieve any person from fully complying with the requirements of this Code in the execution of the work or from any other penalties prescribed herein.

10.2 BUILDING PERMITS REQUIRED

10.21 GENERAL: No building or other structure shall be erected, moved, added to, or structurally altered without a building permit first having been issued by the Zoning Administrator. No building permit shall be issued unless the proposed construction or use is in conformance with all of the provisions of this ordinance and with all other applicable codes, regulations and laws of the City of Alma and with all orders, and variances lawfully issued by the Board of Adjustment. A building permit shall not be required for agricultural (non-residential) buildings or structures in the AG Agricultural Districts. Construction must begin within ninety (90) days of issuance of the permit. The building permit will be valid for a period of two (2) years.

If the work for which a permit has been issued shall not have begun within six (6) months of the date thereof, or if the construction shall be discontinued for a period of six (6) months, the permit shall be void. Before work can be resumed, a new permit shall be obtained in the same manner and from as an original permit.

10.22 APPLICATION FOR BUILDING PERMIT: All applications for a building permit shall be accompanied by a plot plan showing the location, ground area, height and bulk of all present and proposed structures, additions, parking areas and site improvements; the actual dimensions and shape of the lot lines; the uses to be built upon; the building lines in proposed structures or additions; and any other reasonable and pertinent information as may be required by the Zoning Administrator or the proper enforcement of this ordinance.

10.23 APPROVAL OR DISAPPROVAL OF PERMIT: The Zoning Administrator shall examine all applications for building permits, including plans, specifications and documents filed therewith and shall either approve or disapprove such application within thirty (30) days of receipt of same. Upon approval and receipt of required fees, the Zoning Administrator shall promptly issue the building permit and shall affix his/her signature to the permit and the plans and mark the plans "Approved." Upon disapproval of the application, the Zoning Administrator shall refuse to issue the permit and shall state in writing on the plans the reasons for disapproval, affix his/her signature and mark the plans "Disapproved."

10.24 APPEAL FROM APPROVAL OR DISAPPROVAL: An appeal from approval or disapproval of any application shall be made to the Board of Zoning Adjustment in writing within ten (10) days after the determination of the Zoning Administrator has been filed.

Alma Zoning Regulations



BOARD OF ADJUSTMENT APPLICATION FOR VARIANCE appendix 7.B

Applicant _____

Address _____

Phone Number _____

Legal Description of Property Involved:

Lot _____ Block _____

Subdivision _____

Present/Future Use of Property

Site Plan Attached: _____ Yes _____ No

This is a request for a variance from

Section _____ of the Zoning Ordinance.

Property is located in _____

Zoning District.

A. The existing situation is _____

B. Granting of this petition would permit _____

DO NOT WRITE IN THIS SPACE
DATE RECEIVED _____
RECEIPT NO. _____
B.O.A. CASE NO. _____
HEARING DATE _____
DISPOSITION
APPROVED _____
DENIED _____
CONDITIONS _____ (SEE MINUTES)
DATE OF APPEAL _____
HEARING DATE _____
APPROVED _____ DENIED _____
CONDITIONS _____ (SEE MINUTES)
LETTER SENT _____
PERMIT ISSUED _____

NEBRASKA STATE STATUES STATE IN PART THAT:

"NO VARIANCE SHALL BE AUTHORIZED UNLESS THE BOARD FINDS THAT THE CONDITION OR SITUATION OF THE PROPERTY CONCERNED OR THE INTENDED USE OF THE PROPERTY IS NOT OF SO GENERAL OR RECURRING A NATURE AS TO MAKE REASONABLY PRACTICABLE THE FORMULATION OF A GENERAL REGULATION TO BE ADOPTED AS AN AMENDMENT TO THE ZONING REGULATIONS."



BOARD OF ADJUSTMENT APPLICATION FOR VARIANCE

appendix 7.B

Before a variance may be granted, the applicant must prove that each of the following four (4) conditions have been fulfilled. Answer each of the conditions in detail. Use additional sheets if necessary.

The undersigned alleges that:

1: The strict application of the Zoning Regulations would produce undue hardship; in that:

2: Such hardship is not shared generally by other properties in the same zoning district and the same vicinity: in that:

3: The authorization of such variance will not be of substantial detriment to adjacent property and the character of the district will not be changed by the granting of the variance: in that:

4: The granting of such variance is based upon reason of demons ratable and exceptional hardship as distinguished from variations for purposes of convenience, profit, or caprice: in that:

Note: If this variance is granted, it will not permit a use prohibited in the use district in which the above described premise is located. (use additional sheets for more information if necessary).

Ordinance Number 2013-5

AN ORDINANCE OF THE CITY OF ALMA, NEBRASKA TO ESTABLISH FEES FOR VARIANCE APPLICATIONS, ZONING AMENDMENTS, SPECIAL USE PERMITS AND SUBDIVISIONAL APPLICATIONS ; TO REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND TO PROVIDE FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALMA, NEBRASKA, AS FOLLOWS:

SECTION 1. CHARGES FOR VARIOUS CITY SERVICES ASSOCIATED WITH MUNICIPAL ZONING. The following charges shall be applicable for applications filed, seeking the following City services:

- A. Application for Variance \$ 25.00
- B. Application for Special Use Permit \$ 50.00
- C. Application to Amend the Zoning Ordinance \$ 75.00
- D. Application for Subdivisions \$ at cost incurred by City for any fees or costs

SECTION 2. REPEALING CONFLICTING ORDINANCES. That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 3. EFFECTIVE DATE. That this ordinance shall be published in pamphlet form and take effect as provided by law.

Passed and approved this 20 day of November, 2012.

City of Alma, Nebraska,



By:

Hal D. Haeker
Hal D. Haeker, Mayor.

Amie J. Anderson
City Clerk.