

**CITY OF CREIGHTON**  
**APPLICATION FOR BUILDING PERMIT**

APPLICANT \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_

**INSTRUCTIONS:** Fill in the following information as completely as possible. Attach a scale drawing indicating the shape and dimension of the lot; shape, dimension and location of all existing or proposed buildings and location of any nearby street, highway or road. Permit fee must accompany the application. Determine what zoning district and proposed use you fall under (ask Zoning Administrator if unsure). Page 2 of permit gives a brief explanation of permitted uses within the various zoning districts. See Zoning Administrator for complete guidelines.

**Fee Schedule:**  
**Under 400 sq. ft. - \$25.00**  
**Over 400 sq. ft. - \$50.00**

This application is for: [ ] new construction [ ] alteration [ ] move\*  
\*If a building is to be moved, said building must be inspected before the permit will be approved.

**LOCATION OF LOT:** \_\_\_\_\_

\_\_\_\_\_  
(Street address and legal description: legal descriptions can be attained from the county courthouse or from your real estate tax statement. **A legal description must be included before permit will be processed**)

\*Zoning District \_\_\_\_\_ Proposed/Intended Use \_\_\_\_\_  
Estimated Cost \_\_\_\_\_ Bldg. Dimensions \_\_\_\_\_  
\*\*Lot Width & Length \_\_\_\_\_ Side Wall Height \_\_\_\_\_ Total Bldg. Height \_\_\_\_\_  
Bldg. Area Front Yard \_\_\_\_\_ sq. ft. Rear Yard \_\_\_\_\_ sq. ft. Side Yard \_\_\_\_\_ sq. ft.  
Frame Material \_\_\_\_\_ Siding Material \_\_\_\_\_ Roofing Material \_\_\_\_\_  
Name of Contractor \_\_\_\_\_ Contractor License # \_\_\_\_\_

\*If the building is located in a flood plain as designated by its zoning district, the building must meet additional special flood plain regulations found in Section 5.14 of the zoning regulations. If building is located in a business district as designated by its zoning district, the building must meet fire codes and be approved by the State Fire Marshall; front of building must conform to other building fronts in the area.

\*\*A survey of lot lines shall be required before a building permit is issued for any new residence or principal industrial and/or business structure.

**APPROVAL OF THE UTILITY COMPANIES IS REQUIRED BEFORE CONSTRUCTION CAN BEGIN.** In order to get approval by the utility companies, **CALL 811.**

Person Who Called \_\_\_\_\_ Date Called \_\_\_\_\_ Ref. # \_\_\_\_\_

Are you requesting **new** city utility service (water, sewer, garbage)? [ ] Yes [ ] No  
(A request for **new** city utility service does not guarantee the service, and additional fees may apply. Requests are subject to separate City codes. See Zoning Administrator for further information)

*I hereby certify that the above information is, to the best of my knowledge, true and accurate. It is understood and agreed that any error, misstatement, or misrepresentation of fact shall constitute sufficient grounds for revocation of the permit.*

SIGNED \_\_\_\_\_ Date \_\_\_\_\_

PERMIT FEE PAID \_\_\_\_\_ DATE PAID \_\_\_\_\_ RECEIVED BY \_\_\_\_\_