



Building Permit Application

Permits are valid for six months from the date of issue.

OFFICIAL USE ONLY

Permit Number _____

Zoning District _____

City Limits

ETJ

Date _____

Applicant Name _____

Home Phone _____ Cell Phone _____

E-mail Address _____

Property Owner _____

Project Address _____

Legal Description _____

Lot Block Addition

Tax Lot Section Township Range

Contractor _____ Plumbing _____
Name Phone Name Phone

Electrical _____ HVAC _____
Name Phone Name Phone

- Fence Deck Detached Garage Yard Shed Roof/Cover Swimming Pool
- Interior Remodels/ Finished Basements New Home Construction Commercial Construction
- Other (describe work) _____

Length _____ Width _____ Height _____

SF (main level) _____ SF (basement-finished) _____ SF (basement-unfinished) _____

SF (garage) _____ SF (deck) _____ Type of material _____

Total Value of proposed work \$ _____ (include all trades, materials, labor)

Inspection – Official Use Only

Type of Inspection: _____

Date of Inspection: _____ Inspected By: _____

Notes _____

(Continued on reverse)

P.O. Box 189 ~ 170 North 3rd Street ~ Springfield, NE 68059

Phone (402) 253-2204 ~ Fax (402) 253-2204

www.springfieldne.org

Submittal Requirements

To obtain a permit, please submit this completed application along with the following to City Hall:

- Three complete sets of building plans, including plumbing, hvac & electrical information, if applicable. Plans must include square footage information for the house, basement, garage, deck, etc.
- Three plot plans of the property showing the property lines, the location and square footage of all structures on the property, and the distance from the new structure to all property lines and existing structures.
- Signed ResCheck/ComCheck report, if applicable (energy efficiency report required for new construction).
- Plumbing and mechanical fixture fee worksheet, if applicable.
- See appropriate building permit information handout for specific requirements needed for your project.

***Commercial and Multi-Family Dwelling/Apartment Building Permit Applications:** The applicant is responsible for obtaining proper permits from the Nebraska Electrical Division and Nebraska State Fire Marshal.

Any construction in the City of Springfield must meet front, side, street-side and rear yard set-back requirements. These setback requirements differ by zoning district.

Please contact City Hall for additional information on permit requirements concerning other types of construction projects, including, but not limited to, curb cuts, roof replacement, patio covers, window/door replacement, electrical updates, sign installation, sprinkler systems, demolitions, etc.

If the property is located within a Sanitary Improvement District (SID), please have the developer approve the building plans and stamp/sign each copy. If the property is located within a homeowners association, please check with the association for covenant requirements.

For information on the setback requirements for your property, please contact City Hall.

Springfield City Hall
(402) 253-2204

The City of Springfield contracts with the Sarpy County Building Department for inspection services. **For construction and building plan questions, and to schedule building/electrical inspections, please contact:**

Sarpy County Building Department
(402) 593-2155

For residential electrical questions, please contact City Electrical Inspector:

Richard Chladek
(402) 679-5133 (cell) or (402) 253-2193 (work)

For commercial electrical questions and/or to obtain a state commercial electrical permit, please contact District 13, Nebraska State Electrical Inspector:

Dennis Carraher
(402) 332-5044 (work) or (402) 443-8222 (cell)

For utility tap and curb cut questions and inspections, please contact:

Springfield City Hall or City Maintenance Department
(402) 253-2204 (402) 253-2992