

APPLICATION FOR ZONING PERMIT & CONDITIONAL PERMIT

City of Crofton Planning and Zoning Commission (5/1/2017)

For city office use only

Permit # _____ Date Filed _____ Fee _____ Receipt# _____ Expiration Date _____
Zoning/District _____ Flood plain _____
Is it a Zoning Permit? _____ Is it a Conditional Use? _____
Are City water and sewer connections required? _____ Are sidewalks required? _____
Are electrical, phone or gas connections required? _____ Will building be occupied? _____

In addition to completing this form, the applicant must provide the following:

1. A site plan fully dimensioned showing existing parking, buildings location and size and the location of the proposed structure. Site plan must show setbacks from property boundaries and size of lot.
2. Any other information requested by the Zoning Administrator, City Maintenance and City Police necessary to evaluate the proposed application.

Note: Zoning Permits and Conditional Permit uses are regulated by the City of Crofton Planning and Zoning Ordinance and City Ordinances. Any use receiving a permit must comply with the site regulations for the zoning district it is located within and comply with all applicable ordinances.

To be completed by Applicant

Property Owners _____
(Name) (Address) (Phone)

Applicant _____
(Indicate self if owner of property) (Name) (Address) (Phone)

General Location Description _____

General Contractor _____
(Name) (Phone) (If applicant is acting as the general contractor indicate "self")

Notes:

- 1) Building permits will expire 6 months from the issue date. Extensions may be requested if required.
- 2) All construction shall include the placement of sidewalks along city streets where applicable.
- 3) A verification of lot lines shall be required before a building permit is issued for any new residence or principal industrial and/or commercial structure.
- 4) Fences can be erected where allowable, barring no easement issues, but must remain 1 foot off of the property line. When a property line is in question, a survey may be necessary to determine placement.
EXCEPTION***Fences used to house pets-example a kennel-must remain 10 feet from the property line.
- 5) Diggers Hotline must be called to locate all utilities.
- 6) Projects started or completed without a building permit is subject to a penalty of 10% of the estimated cost. In addition, removal of the structure to meet codes may be added.
- 7) To assist the P&Z Commission, mark the proposed structure out with stakes/ flags when requested.
- 8) A site drawing or plot must be submitted with this application, showing size, shape and placement of the building or structure to be constructed in reference to existing buildings and adjoining property lines.
- 9) Crofton City Zoning Regulations can be reviewed at city office or <http://www.crofton-nebraska.com/web/>
- 10) No rough-in inspections will be conducted on any commercial projects until plans for such project have been reviewed and approved by the State Fire Marshal and a rough-in inspection conducted and signed off by the respective entities (State Fire Marshal and/or State Electrical Inspector).
- 11) Architectural plans must be submitted with the application for all new occupied residential and commercial buildings.
- 12) Application for Zoning Permit is not a Variance.

To be completed by Applicant:

Type of Improvement: New ___ Relocation ___ Addition ___ Repair ___ Demolish ___ Other _____

Site Improvement: Fence ___ Retaining Wall ___ Driveway/sidewalk ___ Patio/deck ___ Other _____

Accessory Buildings: Garage ___ Utility shed ___ Other _____

Residential: House ___ Rental ___ Multiple family dwelling ___ Other _____

Commercial: Retail ___ Agriculture ___ Industrial ___ Service ___ Public Use _____ Other Use _____

Ownership: Private (individual, corporation, nonprofit, etc.) ___ Public (Federal, State, or local government) ___

Cost: Cost of Improvements \$ _____

Size of building: Height _____ Width and Length _____ Total Square Feet _____

Describe in detail the proposed use of the building: _____

Foundation Type: Floating Slab ___ Trenched Footings ___ T-Foundation ___ Other/describe _____

Roofing material: Composite Asphalt ___ Asphalt roll ___ Membrane ___ Residential Steel ___ Other _____

Roof Design: Gable ___ Gambrel ___ Hip ___ Shed ___ Other _____

Fences: Type of material and design _____

Type of Frame: Masonry ___ Steel ___ Wood ___ Reinforced Concrete _____ Other _____

Facade: Masonry/brick ___ Lap Siding ___ Tongue and groove ___ Wood sheet ___ Residential Steel ___ Other _____

Principal Type of Heating Fuel: Gas ___ Oil ___ Electricity ___ Geothermal ___ NA ___ Other _____

Type of Sewage Disposal: Public ___ Private (septic tank, etc.) ___ NA ___

Type of Water Supply: Public ___ Private (well) ___ NA ___

Mechanical systems: Central air conditioning ___ Elevator ___ Other _____

(Applicant Signature)

(Date)

For city office use only:
Planning and Zoning Section:

- The permit use complies with the site regulations for the zoning district
- The city maintenance has reviewed the application.
- The city police has reviewed for proposed parking and circulation for safe access to the site

() Denied, Explanation _____

() Approved, Special conditional requirements _____

(Signature of Cedar-Knox Public Power District Rep) (Date)

(Signature of Great Plains Communications Rep) (Date)

(Signature of Black Hills Energy Rep) (Date)

(Signature of Zoning Administrator) (Date)

(Signature of City Council Consignee) (Date)

Construction Completion Date _____

Site Plan
To be provided by applicant with application

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
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