



# City of Bridgeport Application for Building Permit

## APPLICANT / PROPERTY INFORMATION

Street Address: \_\_\_\_\_ Zoning:   R1  R2  HC  CBD  A  I  P&R  

**Legal Description:** Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Addition: \_\_\_\_\_ **Parcel#** \_\_\_\_\_

Property Owner: \_\_\_\_\_ Land Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

## PROJECT DESCRIPTION

Intended Use: \_\_\_\_\_ Total Project Cost: \_\_\_\_\_

Size (Square Feet): \_\_\_\_\_ Height: \_\_\_\_\_ No. of stories: \_\_\_\_\_

### Name of Individual or Company Responsible for the Following:

Architect/Engineer (HC,CBD,A,I) \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Plumbing: \_\_\_\_\_ Phone: \_\_\_\_\_

Heating: \_\_\_\_\_ Phone: \_\_\_\_\_

Electric/Wiring: \_\_\_\_\_ Phone: \_\_\_\_\_

## CERTIFICATION

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 Bridgeport, Nebraska. The undersigned also agrees in applying for a building permit, that if the lot on which this permit is sought does not have curb and gutter installed, that the Applicant will have curb and gutter installed at his/her expense, if cost of the project exceeds **\$20,000.00. (Ordinance # 653)** Questions may be directed to the Zoning Inspector at (308)-262-1623.

Project Improvement Calculation – \_\_\_\_\_ sq ft x \$ \_\_\_\_\_ Cost = \$ \_\_\_\_\_

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## APPROVAL OF ZONING INSPECTOR

Permit Number: \_\_\_\_\_ Fee: \_\_\_\_\_

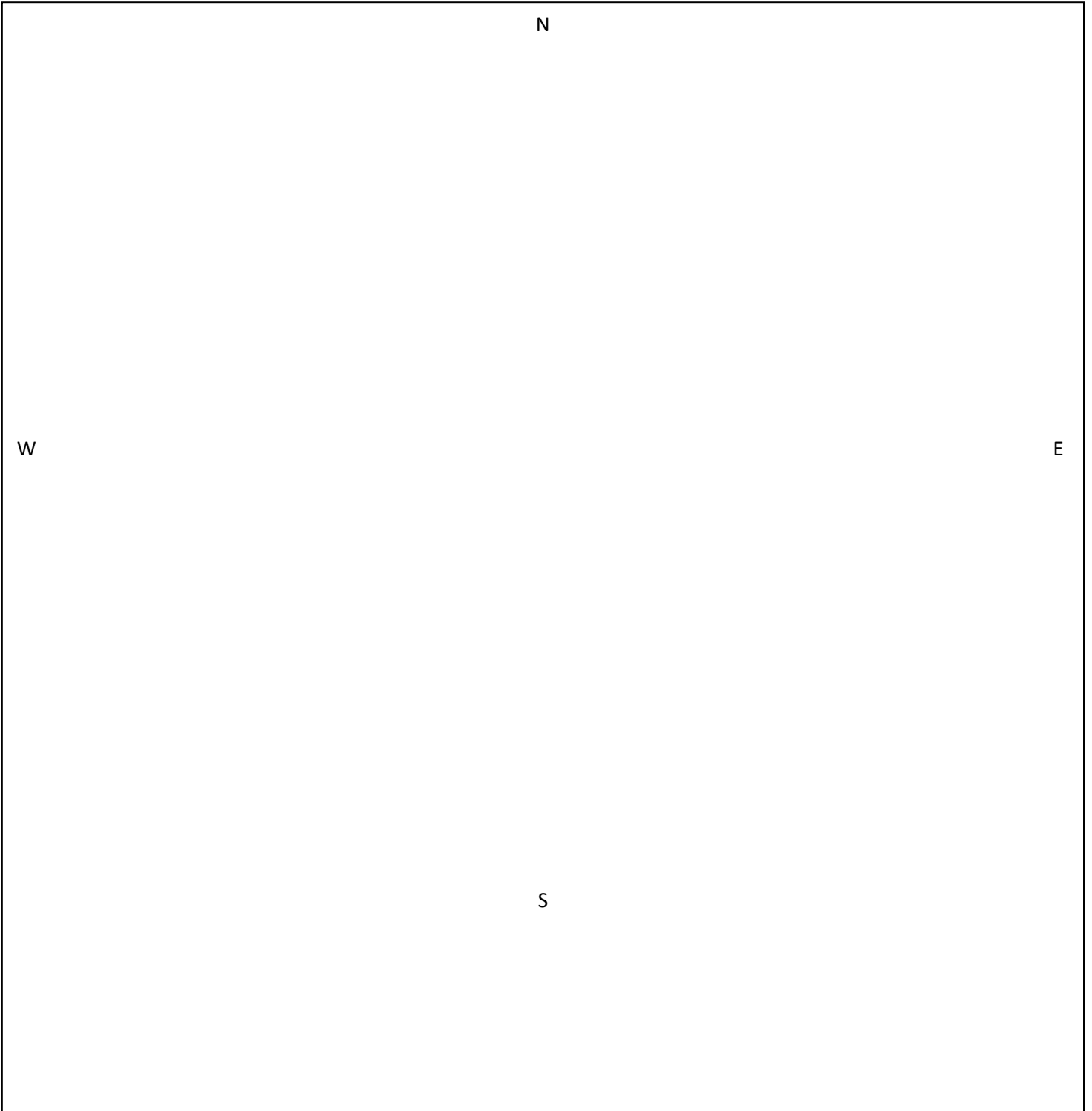
Curb and Gutter Required:  Yes  No

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

*(See Next Page for Site Plan)*

# SITE PLAN

*(REQUIRED FOR ALL PROJECTS)*



**Typical Residential Lot Size: 50' or 75' x 140'**



# City of Bridgeport Application for Building Permit

## CERTIFICATION OF BUILDING PERMIT REQUIREMENTS

Please note the following on the area for a site plan drawing above:

### PROPOSED NEW STRUCTURES

- Existing buildings and other structures
- Property lines with distances
- Streets and alleys
- Existing Building Dimensions: \_\_\_\_\_ x \_\_\_\_\_
- New Building Dimensions: \_\_\_\_\_ x \_\_\_\_\_
- Please include drawing and map ( <https://morrill.gworks.com/?t=assessor/> )
- Verification of property boundaries and or easements
- Permit shall be posted in a location visible from the street or alley
- Within 14 days of project completion, please notify the Zoning Inspector for final inspection
- Permits shall expire within **90 days** if the work described in the permit has not begun or the use applied for has not been established and within **one year** if the work has not been completed.
- **Calculation of curb and gutter requirement will be \$200 / sq ft for commercial/residential buildings; \$50 for ancillary buildings (garage, shed, etc.) Resulting calculation exceeding \$20,000 will require installation of curb and gutter in accordance to Ordinance #653**

## CERTIFICATION OF PERMIT REQUIREMENTS

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## COMMENT SECTION

# Improvement Information Statement to County Assessors

This statement is required to be filed when there are \$2,500 or more in improvements, or alterations made to improvements on real property. See instructions below for exceptions.

Owner of Property	Applicant if Not the Owner	Contractor for Project
Name	Name	Name
Street or Other Mailing Address	Street or Other Mailing Address	Street or Other Mailing Address
City                      State              Zip Code	City    State              Zip Code	City    State              Zip Code
Phone Number	Phone Number	Phone Number
Email Address	Email Address	Email Address

**Real Property to Be Improved or Altered**

Street Address (If Applicable)

Legal Description

Description and Intended Use of Improvement

Approximate Cost of Construction Materials Including Labor

Estimated Period of Construction (Years/Months)

Under penalties of law, I declare that this statement is, to the best of my knowledge and belief, true and correct.

**sign  
here**

Signature

Date

## Instructions

This Improvement Information Statement must be filed with the county assessor on or before December 31 of the year during which the construction, repair, alteration, or improvement occurs. This statement is required if a building permit is not required and if construction, repair, alteration, or improvement totals \$2,500 or more. If a building permit is required and issued, this statement should not be filed with the county assessor. **This statement is not required from common carriers or public utilities which are government regulated.**

Failure to submit this Improvement Information Statement could result in a penalty of 12% of the tax due for each taxing period for improvements voluntarily filed after March 19th, or March 25th for counties with at least 150,000 inhabitants. A penalty of 20% of the tax due for each taxing period for involuntary filing after March 19th, or March 25th for counties with at least 150,000 inhabitants [Neb. Rev. Stat. 77-1318](#). The maximum penalty charged is \$1,000 per year, excluding any interest pursuant to [Neb. Rev. Stat. § 45-104.01](#).

## OPENING

Bridgeport , Nebraska.  
December 8, , 19 94.

The Mayor and Council of the City of Bridgeport ,  
Morrill County, Nebraska, met in regular (special) session  
in the Council Chambers at 7:00 o'clock P . M.  
Mayor Crhistensen presided. City Clerk Biss recorded  
the proceedings of this meeting.

## ROLL CALL

The Mayor instructed the Clerk to call the roll. The Clerk called the roll and the following Councilmen were present:

VanOstrand, Wickard, Ramirez.

Absent: Frickey

## ORDER OF BUSINESS

Whereupon the Mayor announced that the introduction of ordinances was now in order.

### ORDINANCE NO. 653

Introduction of Ordinance No. 653 of the City of  
Bridgeport , Nebraska.

And the matter now coming before the Mayor and Council was the passage and approval of Ordinance No. 653 of the City of  
Bridgeport , Nebraska. This ordinance was introduced by  
Councilman VanOstrand , and is in words and figures as follows,  
to-wit:

(Insert copy of ordinance as finally passed, signed and sealed here.)

### ORDINANCE NO. 653

ORDINANCE NO. 653

AN ORDINANCE PROVIDING FOR INSTALLATION OF CURB AND GUTTER ON ALL PROPERTY WITHIN THE CITY LIMITS OF THE CITY OF BRIDGEPORT, NEBRASKA.

BE IT ORDAINED by the Mayor and City Council of the City of Bridgeport that:


1. Upon the sale of any lot on any undeveloped block of Meadow View Addition to the City of Bridgeport, the City shall cause to be installed curb and gutter completely around said block. The cost of said installation shall be assessed to each platted lot and shall be due and payable upon the purchase of each lot by the purchaser.

2. On any lot within the City of Bridgeport, Nebraska not located in Meadow View Addition and not currently having curb and gutter in place, that prior to the issuance of any building permit within the City of Bridgeport for construction on any said lot or lots for a project costing Twenty Thousand Dollars (\$20,000.00) or more, the applicant shall agree to install at his expense curb and gutter within the specifications set forth by the City of Bridgeport prior to the completion of the project for which the building permit is obtained.

Be it further ordained by the Mayor and City Council of the City of Bridgeport that all ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed.

Passed and approved this 17<sup>th</sup> day of December, 1994.

  
Mayor

  
City Clerk

## FIRST READING

The Mayor then instructed the Clerk to read by title Ordinance No. 653 of the City of Bridgeport, Nebraska. The Clerk thereupon read the aforesaid Ordinance No. 653 by title upon its first reading.

Whereupon Councilman VanOstrand moved that said Ordinance No. 653 be approved on its first reading and its title agreed to. Councilman Wickard seconded this motion.

Whereupon Councilman VanOstrand called for the question. The Mayor put the question and instructed the Clerk to call the roll for the vote thereon. The Clerk called the roll and the following was the vote on this motion:

Yeas: Wickard, Ramirez, VanOstrand  
 Nays: None. Absent: Frickey.  
 Motion: Carried.

Whereupon the Mayor declared said Ordinance No. 653 approved on its first reading and its title agreed to.

## SUSPENSION OF RULES

Whereupon it was moved by Councilman VanOstrand and seconded by Councilman Wickard that the statutory rules in regard to the passage and adoption of ordinances be suspended so that said ordinance might be introduced, read, approved and passed at the same meeting. Councilman VanOstrand called for the question. The Mayor put the question and instructed the Clerk to call the roll for the vote thereon. The Clerk called the roll and the following was the vote on this motion:

Yeas: Ramirez, VanOstrand, Wickard.  
 Nays: None. Absent: Frickey.  
 Motion: Carried.

Whereupon the Mayor declared the statutory rules in regard to the passage and approval of ordinances suspended so that Ordinance No. 653 might be read by title the first and second times and at large the third time, with the "Yeas" and "Nays" each time called and recorded, approved and passed at the same meeting.

## SECOND READING

Ordinance No. 653, now comes on for second reading. The Mayor instructed the Clerk to read said Ordinance No. 653 by title, upon its second reading. The Clerk then read said Ordinance No. 653 by title upon its second reading.

Whereupon Councilman VanOstrand moved that said Ordinance No. 653 be approved upon its second reading and its title agreed to. Councilman Wickard seconded this motion.

Whereupon Councilman VanOstrand called for the question. The Mayor put the question and instructed the Clerk to call the roll for the vote thereon. The Clerk called the roll and the following was the vote on this motion:

Yeas: VanOstrand, Wickard, Ramirez.  
 Nays: None. Absent: Frickey.  
 Motion: Carried.

Whereupon the Mayor declared said Ordinance No. 653 approved on its second reading and its title agreed to.

**THIRD READING**

Said Ordinance No. 653 now comes on for third reading. The Mayor instructed the Clerk to read said Ordinance No. 653 at large upon its third reading. The Clerk read said Ordinance No. 653 at large upon its third reading. Whereupon Councilman VanOstrand moved that said Ordinance No. 653 be approved on its third reading and its title agreed to. Councilman Wickard seconded this motion. Whereupon Councilman VanOstrand called for the question. The Mayor put the question and instructed the Clerk to call the roll for the vote thereon. The Clerk called the roll and the following was the vote on this motion:  
Yeas: Wickard, Ramirez, VanOstrand.  
Nays: None. Absent: Frickey.  
Motion: Carried.  
Whereupon the Mayor declared said Ordinance No. 653 approved on its third reading and its title agreed to.

**FINAL PASSAGE**

Whereupon the Mayor declared said Ordinance No. 653 of the City of Bridgeport, Nebraska, having been read, by title, the first and second times and at large the third time, the rules having been suspended, and the "Yeas" and "Nays" having been called and recorded four times, and each time duly approved and its title agreed to, the question is "Shall said Ordinance No. 653 of the City of Bridgeport, Nebraska, finally pass?" Councilman VanOstrand called for the question. The Mayor put the question and instructed the Clerk to call the roll for the vote thereon. The Clerk called the roll and the following was the vote on this motion:  
Yeas: Ramirez, VanOstrand, Wickard.  
Nays: None. Absent: Frickey  
Motion: Carried.  
All present members of the Council, having voted on the affirmative for the passage and approval of said Ordinance No. 653, the Mayor declared said Ordinance No. 653 duly passed and adopted as an ordinance of the city of Bridgeport, Nebraska.

**APPROVAL**

Whereupon the Mayor approved said Ordinance No. 653 of the City of Bridgeport, Nebraska, by subscribing his name thereto, and the Clerk attested said signature of the Mayor by subscribing his name thereto and affixing thereon the seal of the City of Bridgeport, Nebraska.  
The above proceedings of the Mayor and Council of this City with reference to the ordinance aforesaid, were had on the 8th day of December, 19 94.

**PUBLICATION**

Whereupon it was moved by Councilman VanOstrand and seconded by Councilman Wickard that said Ordinance No. 653 be published in The Bridgeport News-Blade, a legal newspaper one time as required by law.  
(INSERT NAME OF NEWSPAPER ABOVE)  
Motion carried.

Approved: 

Norman L. Christensen, Mayor.

Attest: 

Arda Rae Biss, City Clerk.

(SEAL)



No. 725—REDFIELD & COMPANY, INC., DRAAMA

AFFIDAVIT OF PUBLICATION

AFFIDAVIT OF PUBLICATION

STATE OF NEBRASKA, }  
MORRILL COUNTY } ss:

..Carol Clarke..... being first duly sworn, deposes and says that she is the...Secretary.....of the BRIDGEPORT NEWS-BLADE, a legal newspaper, published at Bridgeport, Morrill County, Nebraska, and of general circulation in said county and state and that a notice, a copy of which is hereunto attached, entitled

..ORDINANCE..NO...653.....  
...CITY..OF..BRIDGEPORT, NEBRASKA.....

was published in said paper, in the regular and entire issue of every number of the paper (not a supplement) during the period of publication, for .....ONE.....consecutive weeks, the first insertion having been made on .December.21,..1994..and the last insertion made on .....December.21,..1994.....

Printer's Fee \$.17.84

*Carol Clarke*

Subscribed in my presence and sworn to before me this 21<sup>st</sup> day of December, 1994

A GENERAL NOTARY State of Nebraska  
DEBRA A. WISE  
My Comm. Exp. 12/31/97

ORDINANCE NO. 653  
AN ORDINANCE PROVIDING FOR INSTALLATION OF CURB AND GUTTER ON ALL PROPERTY WITHIN THE CITY LIMITS OF THE CITY OF BRIDGEPORT, NEBRASKA.

BE IT ORDAINED by the Mayor and City Council of the City of Bridgeport that :

1. Upon the sale of any lot on any undeveloped block of Meadow View Addition to the City of Bridgeport, the City shall cause to be installed curb and gutter completely around said block. The cost of said installation shall be assessed to each platted lot and shall be due and payable upon the purchase of each lot by the purchaser.

2. On any lot within the City of Bridgeport, Nebraska not located in Meadow View Addition and not currently having curb and gutter in place, that prior to the issuance of any building permit within the City of Bridgeport for construction on any said lot or lots for a project costing Twenty Thousand Dollars (\$20,000.00) or more, the applicant shall agree to install at his expense curb and gutter within the specifications set forth by the City of Bridgeport prior to the completion of the project for which the building permit is obtained.

Be it further ordained by the Mayor and City Council of the City of Bridgeport that all ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed.

Passed and approved this 8th day of December, 1994.

/s/Norman L. Christensen  
Mayor

/s/Arda Rae Biss  
City Clerk

## § 153.291 BUILDING PERMIT REQUIRED.

(A) It shall be unlawful to commence or do any excavating, erecting, constructing, reconstructing, enlarging, altering, or moving of any building or structure or to use or occupy or permit the use or occupancy of any building, land or premises, or construction or connection to water or sewer facilities or part thereof hereafter created, erected, changed, converted, or wholly or partly altered or enlarged in its use or structure until a building permit shall have been issued therefore by the Zoning Administrator stating that the proposed use of the building or land conforms to this chapter.

(B) Notwithstanding any provisions contained herein, farm buildings and structures, except farm dwellings, are exempt from the requirements of applying for and receiving building permits provided the buildings and structures must conform to all applicable provisions of this chapter.

(C) The Zoning Administrator may issue a temporary building permit for uses in any district for the purpose of uses and building incidental and required in the construction of a principal permitted use in the district in which it is located and highway construction, provided that the use be of a temporary nature and does not leave the erection of substantial buildings. The permit shall be granted in the form of a temporary and revocable permit for not more than six months subject to conditions as will safeguard the public health, safety, and general welfare.

(Ord. passed - -2000) Penalty, see § 153.999

## § 153.292 APPLICATION FOR A BUILDING PERMIT.

(A) Written applications on forms prescribed and furnished by the Zoning Administrator stating any information as may be required for the enforcement of this chapter shall be submitted and shall be accompanied by plans in duplicate, drawn to scale, showing the actual shape and dimensions of the lot to be built upon or to be changed in its use, in whole or in part, the exact location, existing and intended use of each building or structure or part thereof, the number of families or housekeeping units the building is designed to accommodate and when no buildings are involved, the location of the present use and proposed use to be made of the lot, existing and proposed water and sanitary sewer facilities, as may be necessary to determine and provide for the enforcement of this chapter. One copy of the plans shall be returned to the owner when the plans shall have been approved by the Zoning Administrator together with the building permits as may be granted. All dimensions shown on these plans relating to the location and size of the lot to be built upon shall be based on actual survey. The lot and the location of the building thereon shall be staked out on the ground before construction is started.

(B) The Zoning Administrator shall issue a written permit, or denial, thereof, with reasons in writing within 15 days from the date of the acceptance of the application. Appeal may be made in accordance with §§ 153.325 through 153.328.

(C) Except where an extension has been obtained in writing from the Zoning Administrator, permits issued shall expire within 90 days if the work described in the permit has not begun or the use applied for has not been established and within one year if the work has not been completed.

(D) (1) The permit is not an inspection and it is the responsibility of the property owner or their agent to have the structure inspected by an Official Inspector approved by the city. You cannot start the work prior to the permit being issued; any work done prior to the permit can cause you to be fined a penalty and work to be stopped until such permit can be issued. Once a permit is issued it must be posted with easy access by the inspector and easily viewed from the public right-of-way.

(2) The application shall include such other information as lawfully may be required by the Zoning Administrator, including existing or proposed building or alterations; existing or proposed uses of the building and land; the number of families, housekeeping units, or rental units the building is designed to accommodate; conditions existing on the lot; and such other matters as may be necessary to determine conformance with, and provide for the enforcement of, this section.

(3) Any flat work completed within the city must obtain a building permit to compete such work. When the permit is obtained, the city will supply to the property owner the minimum specifications the flat work must meet to pass an inspection. When the work is completed it must be immediately inspected by the Director of Public Works. Any work completed without a permit, if the work does not meet the minimum specifications established, it may be required to be redone.

(E) *Building permit fees.* The following table illustrates the appropriate permit fee depending upon the structure to be completed; these fees are due at the time of the application and are non-refundable if the permit is not approved. The following table lists the building permit fees:

- |                            |         |
|----------------------------|---------|
| (1) Fence and flat work    | \$20.00 |
| (2) Non-enclosed structure | \$25.00 |

These include but are not limited to a deck, screened in porch, carport, etc.

(3) The moving of a mobile or manufactured home into or out of a state of Nebraska registered mobile home park, within the city \$50.00

(4) The moving of a pre-built home on to a residentially zoned property that is not a mobile home park, within the city As (5) below

(5) Any enclosed structure (whether new construction or remodeling):

200 square feet or less	\$25.00
201 to 500 square feet	\$50.00
501 to 1,000 square feet	\$75.00
1,001 to 5,000 square feet	\$100.00
5,001 square feet or more	\$100.00 plus \$5.00 per 1,000 square feet

(Ord. passed - -2000; Ord. 860, passed 12-13-2012; Ord. 868, passed 2-14-2013)

**§ 153.293 BUILDING PERMIT APPROVAL.**

All building permits requiring a conditional use permit or change of zone shall be approved by the City Council after consideration of the City Planning Commission's recommendation.

(Ord. passed - -2000)

**§ 153.294 CERTIFICATE OF OCCUPANCY.**

(A) No structure or land shall be hereafter used or the use changed thereof until a certificate of occupancy shall have been issued by the Zoning Administrator.

(B) A certificate of occupancy for a new building, or the alteration of an existing structure, shall be applied for coincident with the application for a building permit and shall be issued within ten days after the erection or alteration of the building is completed and conformity with this chapter.

(C) (1) No certificate of occupancy shall be issued for residential purposes for a partially completed or portion of a building.

(2) No structure shall be used as a temporary residence.

(D) Application for a change of use of land or existing structure shall be made on forms provided by the Zoning Administrator and shall state the proposed use is in conformity with this chapter.

(Ord. passed - -2000) Penalty, see § 153.999

**§ 153.295 ENFORCEMENT BY ZONING ADMINISTRATOR.**

(A) (1) It shall be the duty of the Zoning Administrator to enforce this chapter in accordance with its provisions.

(2) All departments, officials, and public employees of the city, which are vested with the duty or authority to issue permits or licenses, shall conform to the provisions of this chapter and shall issue no permit or license for any use, building, or purpose, if the same would be in conflict with the provisions of this chapter.

(B) The erection, construction, reconstruction, alteration, repair, conversion, maintenance, or use of any building, structure, water or sewer facility, automobile trailer, house trailer, or land in violation of this chapter is hereby declared to be a violation of this chapter.

(Ord. passed - -2000) Penalty, see § 153.999