

BUILDING PERMITS



WAHOO
BUILDING & ZONING

BUILDING PERMITS

This pamphlet outlines the basic regulations for building permits as found in the City of Wahoo Zoning Regulations and Municipal Code. Prior to beginning any work on a building or remodeling project in the City of Wahoo, you should check to see if it is permitted under the City's Building Code and Zoning Regulations. Information is available at City Hall and on the City's website, www.wahoo.ne.us, under the "Building and Inspection" section.

Separate permits are required for plumbing, mechanical (heating, ventilation, air conditioning), or electrical work. Plumbing, mechanical, and electrical contractors must be licensed with the City of Wahoo.

Permits are required for signs, with specific regulations found in Sections 7.06 through 7.09 of the City's Zoning Regulations.

Regulations for building sizes and heights, lot sizes and setbacks, signs, and permitted uses vary by zoning districts. Please check applicable regulations.

Permits ARE required for:

- New construction.
- Additions or expansion of existing structures, including living space, garages, porches, and decks.
- Repair, replacement or remodeling where structural walls are removed or relocated.
- Roof structure repair or replacement (decking or trusses) or change of roof line.
- Foundation repair or replacement.
- Moved-in structures.
- Change in grade of sidewalk or driveway.
- Signs.
- Fences.
- Lawn sprinkler systems.

Accessory buildings, such as garages or storage sheds, are subject to size and height limitations and must comply with setback requirements.

Inspections are conducted by the Building Inspector/Zoning Administrator throughout the construction process of all building, plumbing, and heating and air conditioning work. Contact the Building Inspector/Zoning Administrator to schedule inspections.

Electrical permits and inspections are handled by the State Electrical Division, 1220 Lincoln Mall, Suite 125, Lincoln, Nebraska, 68508, (402) 471-3550, www.electrical.nebraska.gov.

Questions about electric, water, sewer, and natural gas services and connections should be directed to Wahoo Utilities at (402) 443-3222.

The *Informational Pamphlet for New Residential Construction* is a more complete guide of what you need to know if you are building a new house.

Building permits will NOT be required for:

- Maintenance or repair of existing conforming buildings and structures and associated electrical wiring, plumbing, and sanitary sewer. This includes replacement of roofing, shingles, siding, storm windows, windows, steps, decks, or porches where the existing structure is not being expanded, enlarged, or structurally changed, and sidewalks and driveways where the grade is not changed.
- Tool and storage sheds, playhouses, and similar uses, provided the floor area does **not exceed 120 square feet**. Before pouring a concrete pad for such structures, you should verify the location of utility easements and underground utility lines by calling the Diggers' Hotline of Nebraska at (800) 331-5666).
- Painting, papering, tiling, carpeting, cabinets, counter tops and similar interior finish work.

BUILDING PERMIT APPLICATION INSTRUCTIONS

Forms are available at City Hall and on the City's website.

- Fill out the form completely with names, phone numbers, addresses, and a complete legal description of the property.
- Submit a plot plan with all dimensions of existing and proposed structures.
- Show all distances to lot lines, any easements, or utilities.
- Submit plan of new building with dimensions and square footage.
- List all subcontractors.
- All subcontractors (electrical, plumbing, heating/air conditioning, etc.) must be licensed with the City of Wahoo.
- The Diggers Hotline of Nebraska at (800) 331-5666 must be called for utility location at least two working days prior to any digging or excavation.
- Submit all information with a \$30 nonrefundable fee to the Building Inspector/Zoning Administrator at City Hall.
- If approved, the initial fee will be credited toward the total permit fee. Approval is indicated by the Building Inspector/Zoning Administrator's signature on the completed permit application.

ZONING ORDINANCE AMENDMENTS

Section 9.03 Zoning Administrator.

The provisions of this Ordinance shall be administered and enforced by a Zoning Enforcement Officer appointed by the City Council, who shall have the power to make inspection of buildings or premises necessary to carry out his or her duties in the enforcement of this Ordinance.

Section 9.04 Building, Permits.

The following shall apply to all new construction and all applicable renovations and remodels within Wahoo's Zoning Jurisdiction:

9.04.01 It shall be unlawful to commence the excavation for the construction of any building, or any accessory buildings, or to commence the moving or alteration of any buildings, including accessory buildings, until the Zoning Administrator has issued a building permit for such work.

9.04.02 Issuance of a building permit: In applying to the Zoning Administrator for a building permit, the applicant shall submit a dimensioned sketch or a scale plan indicating the shape, size, height, and location of all buildings to be erected, altered or moved and of any building already on the lot. He shall also state the existing and intended use of all such buildings, and supply such other information as may be required by the Zoning Administrator for determining whether the provisions of this Ordinance are being observed. If the proposed excavation or construction as set forth in the application is in conformity with the provisions of this Ordinance, and other Ordinances of the City then in force, the Zoning Administrator shall issue a building permit for such excavation or construction. If a building permit is refused, the Zoning Administrator shall state such refusal in writing, with the cause, and shall immediately thereupon mail notice of such refusal to the applicant at the address indicated upon the application. The Zoning Administrator shall grant or deny the permit within a reasonable time from the date the application is submitted. The issuance of a permit shall, in no case, be construed as waiving any provisions of this Ordinance. A building or zoning permit shall become void 12 months from the date of issuance unless substantial progress has been made by that date on the project described therein.

Section 9.05 Certificate of Occupancy.

No land or building or part thereof hereafter erected or altered in its use or structure shall be used until the Zoning Administrator shall have issued a certificate of occupancy stating that such land, building or part thereof, and the proposed use thereof, are found to be in conformity with the provisions of this Ordinance. Within three days after notification that a building or premises is ready for occupancy or use, it shall be the duty of the Zoning Administrator to make a final inspection thereof and to issue a certificate of occupancy if the land, building, or part thereof and the proposed use thereof are found to conform with the provisions of this Ordinance, or, if such certification is refused, to state refusal in writing, with the cause, and immediately thereupon mail notice of such refusal to the applicant at the address indicated upon the application.

Section 9.06 Penalties.

Pursuant to Neb. Rev. Stat. §19-913 (R.R.S. 1997), the owner or agent of a building or premises in or upon which a violation of any provisions of this Ordinance has been committed or shall exist or lessee or tenant of an entire building or entire premises in or upon which violation has been committed or shall exist, or the agent, architect, building contractor or any other person who commits, takes part or assists in any violation or who maintains any building or premises in or upon which such violation shall exist, shall be guilty of a misdemeanor and shall be punished by a fine not to exceed \$100 for any one offense. Each day of noncompliance with the terms of this Ordinance shall constitute a separate offense.

Nothing herein contained shall prevent the City from taking such other lawful action as is necessary to prevent or remedy any violation.

Section 9.07 Remedies.

In case any building or structure is erected, constructed, reconstructed, altered, repaired, converted or maintained, or any building, structure, or land is used in violation of Neb. Rev. Stat. §§19-901 to 19-914 (R.R.S. 1997), or this Ordinance, or any regulation made pursuant to said sections, the appropriate authorities of the City may institute any appropriate action or proceedings to prevent such unlawful erection, construction, reconstruction, alteration, repair, conversion, maintenance or use, to restrain, correct, or abate such violation, to prevent the occupancy of said building, structure or land, or to prevent any illegal act, conduct, business or use in or about such premises.

Travis Beavers

Building Inspector/Zoning Administrator

605 North Broadway Street

Wahoo, NE 68066

(402) 443-3222

www.wahoo.ne.us