

# CITY OF GRETNA COMMERCIAL BUILDING PERMIT APPLICATION

<b>Project Address</b>	<b>Legal Description</b>	<b>Zoning</b>
<b>Project Description</b>	<b>Permit # (Office-Use Only)</b>	

<b>Building / Land Owner Name</b>				<b>Construction Business Name</b>			<b>Contact Name</b>						
<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>	<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>						
<b>Office Phone</b>			<b>Cell Phone</b>			<b>Email Address</b>		<b>Office Phone</b>		<b>Cell Phone</b>		<b>Email Address</b>	

- The following items must be submitted with application**
- Three or Four sets of **to-scale** full-size plans  
(depending on project)
  - Site plan showing all existing & proposed structures with measurements (if applicable)
  - ComCheck Compliance Certificate (Signed) (if applicable)
  - Construction cost estimate including materials & labor
  - Surveyors Certificate (if applicable)
  - Percolation test (if applicable) as well as Water & Sewer plans
  - Ask For Submittal Packet for Further Requirements

- Project (Choose One)**
- Commercial New Construction/Addition (**four sets of plans**)  
 Type of Construction \_\_\_\_\_ Use \_\_\_\_\_ Sq. Ft \_\_\_\_\_  
 Type of Construction \_\_\_\_\_ Use \_\_\_\_\_ Sq. Ft \_\_\_\_\_
  - Commercial Remodel/Interior Finish (**three sets of plans**)  
 Estimated Cost including materials and labor \$ \_\_\_\_\_  
 Type of Construction \_\_\_\_\_ Use \_\_\_\_\_ Sq Ft \_\_\_\_\_

Fee Schedule – Office Use Only

<b>Permit</b>	\$	<b>Certificate of Occupancy</b>	\$
<b>Plan Review Fees (Civil/Structural/Design)</b>	\$	<b>Capital Facility</b>	\$
<b>Park Fund</b>	\$	<b>Special Sewer</b>	\$
<b>Water Connection</b>	\$	<b>Watershed</b>	\$
<b>Sewer Connection</b>	\$	<b>ASIP</b>	\$
<b>Water Meter</b>	\$	<b>Other</b>	\$
<b>Irrigation Meter</b>	\$	<b>Other</b>	\$
		<b>Total Fees Due</b>	

This permit shall expire within 180 days if a substantial beginning has not been made in the construction or establishment of the use applied for and within one year if not completed. This permit is granted upon the express condition that the applicant and his architects, and/or builders in the construction, alteration, repair, or use of said building will comply in all respects; with the regulations of the City of Gretna, Nebraska, regulating the construction, alteration, repair or use of buildings in said City. The Building Officials shall revoke and cancel this permit if, or when a violation of any provisions of said regulations should occur. No occupancy will be permitted until water and sewer facilities are approved and a final inspection is obtained by the City of Gretna.

I hereby affirm the correctness of the above data and I will abide by the Plumbing, Electrical, Heating and Building Codes of the City of Gretna, NE

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

To schedule an inspection contact the Building/Zoning Office 24 hours in advance 402-332-3336 ext. 209 - Office Hours: 8:00 AM - 4:30 PM

See Reverse Side, For Additional Information

**SPECIAL NOTES / CONDITIONS / CONTINGENCIES:**

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\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

I hereby certify that I have read and completed this application to the best of my knowledge and profess statements made to be true and accurate. All provisions of the laws and ordinances governing this type of work will be complied with whether specified or not. The final lot grading will be in general conformance with the approved preliminary plat grading plan and erosion control measures shall be installed and property maintained to avoid sediment runoff.

The granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction.

\_\_\_\_\_  
Owner Date

\_\_\_\_\_  
Contractor Date

\_\_\_\_\_  
Engineer Date

\_\_\_\_\_  
Architect Date

