



CITY OF PAPIILLION
David P. Black, Mayor
Shawn Hovseth, Chief Building Official
122 East Third Street
Papillion, Nebraska 68046
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12/26/2018

Moving a Structure (Papillion Municipal Code 96-1)

1. Complete Application with Building Dept. (Building department will verify all department's approval)
2. Notification
 - a. Provide letter to property owners within 150' of proposed property.
 - Letter at least 10 days prior to the hearing.
 - Letter to include; moving permit has been applied for, address or legal description, place and date of the public hearing on the permit application.
 - Letter to be hand delivered, or by certified mail.
 - File an affidavit with City Clerk re; personal notice to owners prior to public hearing.
 - b. City Clerk to post in newspaper at least 10 days prior to hearing.
3. Provide Site plan of proposed building location.
4. Provide Certificate of Liability Insurance with City listed unconditionally as an additional insured, or other bond/cash/check surety from the licensed building movers.
5. Provide Proposed Route Maps.
6. Provide certificate issued by the County Treasurer.
7. City Council approval required.
8. Additional permits State and/or County required depending on route. (State 60-6,299) (County 60-6,288.01)