

Application for Improvement Location Permit

This application for Improvement Location Permit consists of three parts: 1.) The application form, 2.) A Set of instructions, and 3.) An example of a site plan. **This form shall be entirely completed by printing clearly or by typing, or the application will not be accepted.** It should be completed in English only.

Application Form

A. Property/Owner Information:

1. Name _____
2. Address _____

3. Phone Number Home _____ Cell _____
Email _____
4. Contractor _____
Address _____

- Phone Number Home _____ Cell _____
Email _____

B. Property Information:

5. Location of Property: Sec. _____ Twp. _____ Rng. _____
Township _____ Or Incorporated Town _____
6. Tax Parcel ID Number _____
7. Proof of Ownership by deed recorded _____
8. Acres involved _____
9. Is a survey available for this property? _____
10. Current Zone of property _____
11. Is proposed building/s for livestock? _____
12. (If Applicable) Septic Permit Number _____ or Sewer Provider _____
13. 811 Locate Ticket Number (protection of utilities) _____
14. Driveway Permit issued by County/State Highway Department _____
15. Is the subject property located within a Floodplain? Yes ____ No ____

C. Site Plan (See attached example)

I understand that this application is being submitted in accordance with the Ripley County Zoning Ordinances, and that I am responsible for the accuracy and completeness of the application. I acknowledge and understand that the property may be subject to easements, right-of-ways and restrictive covenants that may limit certain types of improvements. **I understand that incomplete or inaccurate information may result in delay or denial of the request. All residences shall obtain a Certificate of Occupancy only upon final completion of the project. Failure to obtain the certificate of Occupancy will result in the denial of the Homestead Exemption. The Certificate of Occupancy shall be presented to the Auditor's Office to obtain the exemption.**

(Applicant's Signature)

(Date)

CONSTRUCTION INFORMATION

Job Site Address: (Shall be clearly posted in site) _____

Size of Proposed Structure: Width _____ Length _____ Height (side wall) _____

Area of sq. ft. for each floor and each use (i.e. living area garage, porch/s, anything covered.)

Residential & Commercial fees are a base price + total sq. footage.

Basement _____ 1st floor _____ (Min. 950 sq. ft. living area) 2nd floor _____

Garage _____ Proch/s _____ Total Sq. Ft. of project _____

Number of Bedroom/s _____ Number of full bath/s _____ ½ bath/s _____

Construction Plans: A full (easily readable) set of complete construction plans, with truss sheet.

All required plans shall be supplied at the time of application or the permit will not be issued.

We cannot accept electronic copies. All plans shall be printed by the applicant.

Total estimated amount of building construction. \$ _____

Footer & Foundation (if for crawlspace): (Check all that applies):

Poured Concrete _____ Block _____ Pole _____ Anchored _____ (pre-manufactured bld.)

Basement Walls: (Check one): Poured concrete _____ Block _____ Other _____

Walls: Exterior Finish (Check all that applies):

Concrete Siding _____ Block/Brick _____ Metal _____ Vinyl _____ Wood/Log _____ Other _____

Roof: (Check all that applies): Shingle _____ Metal _____ Other _____

Septic: Copy of Septic Permit or Letter from Sewer Provider shall be submitted at the time of application, or the permit shall not be issued.

Electrical: (Check which applies)

S.E. In. REMC _____ Decatur Co. REMC _____ Duke _____

Accessory building is not attached to residence. Check which applies.

Accessory Building: Yes _____ No _____ **Addition to Residence:** Yes _____ No _____

Concrete floor Yes _____ No _____ Bedroom addition Yes _____ No _____

Electric Yes _____ No _____ On Basement Yes _____ No _____

Plumbing Yes _____ No _____ Plumbing Yes _____ No _____

Insulation Yes _____ No _____ Electric Yes _____ No _____

Manufactured Home Installers License Number (If Applicable): _____

Manufactured Home Installation Manual: Both the License Number and Installation

Manual shall be supplied at the time of application, or the permit will not be issued!

Indiana Plumbers Name & License Number: _____

Plumbers Name & Number shall be listed at the time of application, or the permit will not be issued!

(Applicant)

(Date)

Ripley County Building Department

102 W First North St.

Versailles, In 47042

812-689-6068

Firefighter Safety Notification

Section 1. IC 22-11-21

Effective July 1, 2018

APPLICATION MUST BE COMPLETELY FILLED OUT BEFORE PERMIT CAN BE ISSUED!!!

Home owners name : _____

Job site address : _____

County : _____ Township : _____

*** This applies to Class 1 or Class 2 structures.

The county of Ripley is required to notify local fire departments and local 911 call centers when "advanced structural components" (lightweight I-joists or lightweight roof trusses) are utilized in the construction of Class 1 or Class 2 structures. "Advanced structural components" are defined as:

- 1) Have less mass cross-sectional area than sawn lumber of equivalent proportions used in an equivalent application; and
- 2) are assembled from combustible or noncombustible materials, or both.

What is being built: _____

Location of Advanced Structural Components:

Floor _____ Roof _____ Both _____

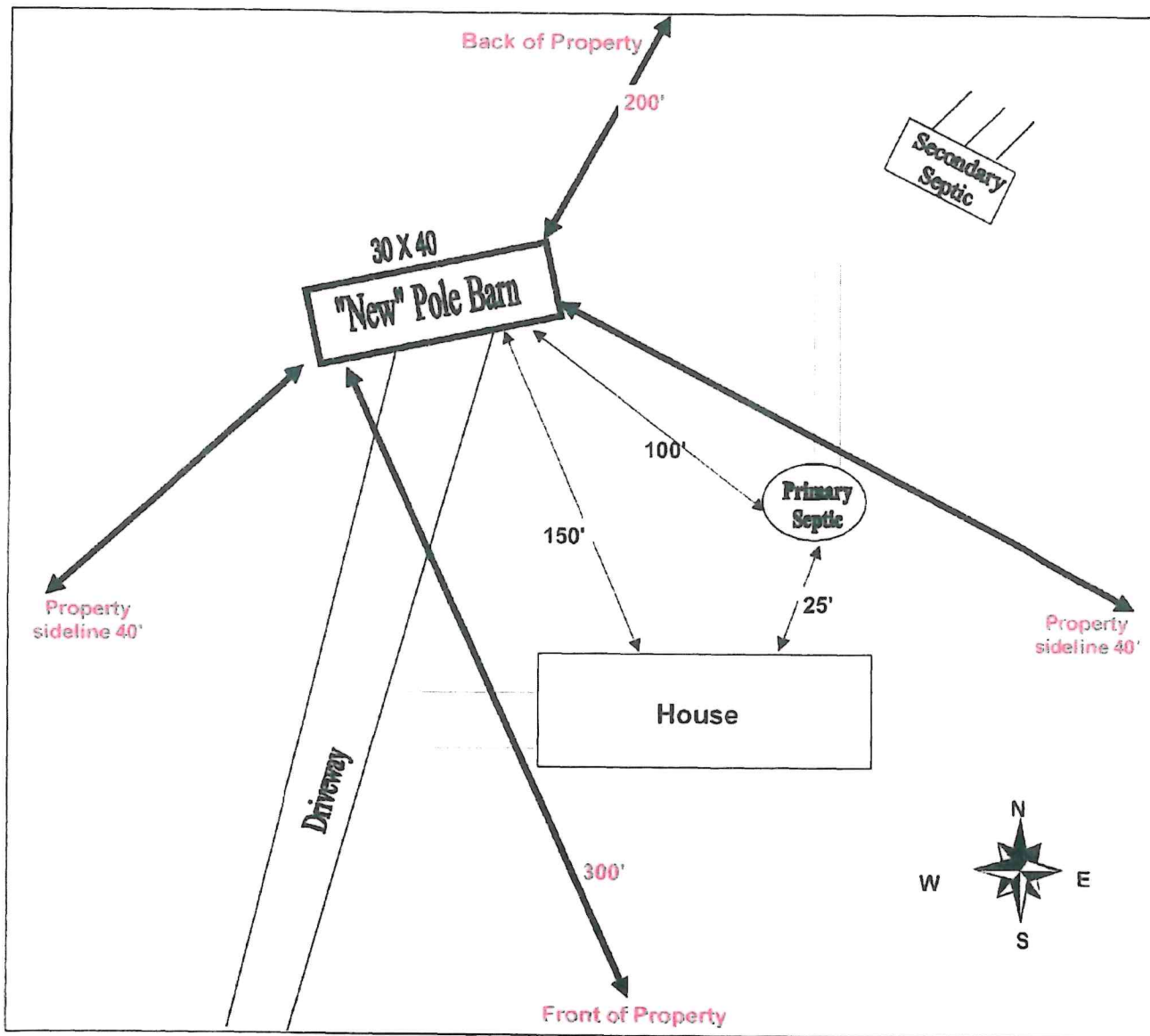
FIRE DEPARTMENT: _____

Signature : _____ Print _____

Date: _____ Permit# _____

SITE PLAN "EXAMPLE"

Property Owner Name(s): Mr. & Mrs. John Doe	Electric Company: REMC - SE
Mailing Address: 1111 East County Road 1950 North Madison, IN 47250	Contractors Name: Joe Smith
Phone: 812-555-0000	Address: 4444 South County Road 1500 North Sunman, IN 47041
Tax ID Number 001-100001-01	Phone/Cell # (812) 623-0000 (513) 222-1111
Job Location Address - County/US Road Name: US 50 West Dillsboro, IN 47018	
Lot Size/Acres: 15 Acres	Plumbers' Name: Barry Smith
Location of building(s)	Phone/Cell # (812) 555-2222 (765) 222-5555
Size of building(s) 30 X 40 + Sq. Ft. if applicable	Plumber License #: PC 81002950
Driveway Location	
Location of all septic sites	



County/State Road Name US 50 West, Dillsboro, IN 47018

CHECK LIST

THIS CAN HELP MAKE SURE YOU HAVE ALL INFORMATION NEEDED
BEFORE COMING IN FOR YOUR PERMIT

**APPLICATIONS MUST BE COMPLETED IN FULL BEFORE
PERMIT CAN BE ISSUED.**

- ___ CALL 811, IT IS REQUIRED BY STATE LAW. PLEASE HAVE THE TICKET NUMBER PRIOR TO COMING TO THE OFFICE.
- ___ TRUSS SHEET, SIDE CUT VIEW, AND FLOOR PLANS MUST BE PROVIDED BEFORE PERMIT CAN BE ISSUED (NEED FULL SET OF CONSTRUCTION PLANS)
- ___ ALL NEW CONSTRUCTION INVOLVING SEPTIC/SEWER, OR ADDING OF BEDROOM(S) TO EXSISTING STRUCTURE, REQUIRES A LETTER FROM THE HEALTH DEPARTMENT OR TOWN.
- ___ SITE PLAN FILLED OUT WITH PROPERTY OWNERS INFORMATION. ALL NEW AND EXISITING BUILDINGS, INCLUDING SEPTIC LOCATIONS. DISTANCE FROM PROPERTY LINES AND PUBLIC ROADS.
- (SITE PLAN MUST BE ON MINIMUM OF 8 ½ X 11 PLAIN PAPER)
- ___ COMMERCIAL BUILDINGS REQUIRE A STATE RELEASE