

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 _____ 1/2 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)