

WESTFIELD-WASHINGTON TOWNSHIP IMPROVEMENT LOCATION PERMIT (BUILDING PERMIT) APPLICATION

OFFICE USE ONLY

PERMIT #: _____ RECEIVED DATE: _____

PERMIT TYPE: RSFR RAD RAC RMF CAC CRM P C OTHER: _____

APPLICANT INFORMATION

BUILDER OF RECORD (COMPANY): _____ TELEPHONE: _____

ADDRESS: _____

NAME OF CONTACT PERSON: _____ EMAIL: _____

PROPERTY OWNER'S NAME: _____ TELEPHONE: _____

ADDRESS: _____ EMAIL: _____

PROPERTY INFORMATION

LOT #: _____ SECTION #: _____ SUBDIVISION: _____ ZONING DISTRICT: _____

ADDRESS OR PROPERTY LOCATION: _____ ZIP CODE: _____

COUNTY PARCEL ID #(S): _____ CURRENT USE: _____

TYPE OF WATER SUPPLY: Public System NAME OF SYSTEM: _____

Private System WELL PERMIT #: _____

TYPE OF SEWAGE DISPOSAL: Public System NAME OF SYSTEM: _____

Private System PRIVATE / SEPTIC PERMIT #: _____

Is the property in a special flood hazard area, as established by the Federal Emergency Management Agency - National Insurance Program (FEMA-NFIP), as per flood insurance rate map (FIRM)? Yes No

FEMA-NFIP PANEL #: _____ IF YES, FLOOD ZONE DESCRIPTION: _____

IMPROVEMENT INFORMATION

RESIDENTIAL

- One-family Detached
- Two-family Attached
- Townhomes (___ Units)
- Detached Addition
- Attached Addition
- Covered Deck or Porch
- Accessory Building
- Other: _____

NON-RESIDENTIAL

- Retail / Commercial
- Office / Professional
- Hotel / Motel (___ Rooms)
- Industrial
- Multi-family (___ Units)
- Accessory Building
- Institutional
- Other: _____

TYPE OF IMPROVEMENT

- New Structure
- Addition / Remodel
- Commercial Tenant Space
- Demolition
- Agricultural Structure
- Swimming Pool
- Other: _____

SQ. FT. UNDER ROOF (Include Porches, Garages, Habitable Attic): 1st Floor: _____ 2nd Floor: _____ Basement: _____

LIVING AREA SIZE: _____ Sq. Ft. BUILDING SIZE: _____ Sq. Ft. FOUNDATION TYPE: _____

ESTIMATED COST OF CONSTRUCTION (Excluding Land): \$ _____ STATE CDR #: _____

ENERGY CODE METHOD: PERFORMANCE PRESCRIPTIVE UA PLUMBING CODE? UPC IRC

CERTIFICATION & NOTICE OF INTENT TO COMPLY

I hereby certify that I have the authority to make the foregoing application, that the application is correct, and that construction will comply with, and conform to all applicable laws of the State of Indiana. I further certify that the construction will conform to the regulations in the Building Code, the Zoning Ordinance, or private, of the governing jurisdiction, which may imposed on the above property by deed. I further certify that the construction will not be used or occupied until proper certificates of occupancy and compliance are filed with the governing jurisdiction.

Authorized Agent (signature)

Authorized Agent (printed)

Date

REQUIRED PERMIT APPLICATION ATTACHMENTS

E (2) PRINTED COPY PLUS ONE (1) DIGITAL (PDF) COPY OF THE FOLLOWING SHALL BE INCLUDED WITH APPLICATION:

- Legal Description Of Property (If Not Located Within A Recorded Subdivision)
- Site/Plot Plans Showing:
 - Property Lines
 - Location of Existing Structures (Labeling Size and Dimensions from Property Lines)
 - Location of Right-of-way and All Easements (Drainage, Utility)
 - Scale, North Arrow, Address (and/or Subdivision Lot #)
- Improvement Blueprints of:
 - Scale, Address (and/or Subdivision Lot #)
 - Foundation Plan
 - Floor Plan of Each Floor Showing Window Locations, Door Locations, etc.
 - Cross Section Drawing of Structure Showing Footing Through Shingles Denoting Sizes or thickness of All Members used in Construction
- Elevations Of All Sides Of Structure Labeling:
 - Roof Pitches
 - Building Height
 - Exterior Building Materials (Including % of Facade of Each Material, if Regulated)
 - Any Other Architectural Features Regulated by Applicable Zoning District
- Landscape Plan (or for Single-family Applications, a Signed Acknowledgement of the Landscaping Requirements, which will be Inspected for Compliance at the Final Inspection)
- Septic System Permit and Well Permit (New Construction Only) from Applicable Agency (Hamilton County Health Department, Proof of Connection to State Approved Private Utility)
- Driveway Cut Approval From Hamilton County Highway Department (if Along County Road)
 - Specifications of Engineered Materials:
 - Truss Floor Joists
- Energy Certificate(s)
- State Construction Design Release (CDR)
- Erosion Control Application
- Acknowledgement of Emergency Escape Opening Affidavit (if Applicable)

Submit digital copies to
<https://files.westfield.in.gov/filedrop/nwoerner@westfield.in.gov>

DEPARTMENT NOTES: _____

