



# Town of Kentland Building Development

300 N. Third Street, Kentland, IN 47951  
(219) 474-5062 | Fax: (219) 474-9430

### FOR OFFICE USE ONLY

DATE RECEIVED: \_\_\_\_\_  
PERMIT #: \_\_\_\_\_  
DATE ISSUED: \_\_\_\_\_  
RECEIPT: \_\_\_\_\_  
DATE PAID: \_\_\_\_\_

## APPLICATION FOR PERMIT Building Commissioner, Kentland, Indiana

### PERMIT TYPE:

- |              |                                 |
|--------------|---------------------------------|
| Conventional | Accessory                       |
| Manufactured | Garage                          |
| Commercial   | Electric                        |
| Mobile Home  | Pool:    Temporary    Permanent |
| Multi-Family | Amps: _____                     |
| Remodel      | Filter Type: _____              |
| Addition     | Fenced Area: _____              |
| Demolition   | Other: _____                    |
| Sign         | _____                           |

### DATA - Manufactured Home/Mobile Home

Manufacturer: \_\_\_\_\_  
Model Name: \_\_\_\_\_  
Model Year: \_\_\_\_\_

### OWNER INFORMATION:

Name of Applicant: \_\_\_\_\_ Date of Application: \_\_\_\_\_  
 Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
 Cell Phone: \_\_\_\_\_ Pager #: \_\_\_\_\_  
 Owner of Real Estate: \_\_\_\_\_  
 Address: \_\_\_\_\_

### PROPERTY INFORMATION:

Legal Description of Property: \_\_\_\_\_  
 Map #: \_\_\_\_\_ Tax ID #: \_\_\_\_\_  
 Flood Plain:    Yes    No    Zoning: \_\_\_\_\_ Township: \_\_\_\_\_  
 Type of Structure: \_\_\_\_\_ Proposed Use: \_\_\_\_\_  
 Location Directions: \_\_\_\_\_

**BUILDING DETAILS:**

|                       |                 |                  |                |                         |
|-----------------------|-----------------|------------------|----------------|-------------------------|
| Setbacks              | Front: _____    | Side: _____      | Rear: _____    | Other Structures: _____ |
| Building              | Width: _____    | Length: _____    | Height: _____  | Square Feet: _____      |
| Footing               | Depth: _____    | Width: _____     |                |                         |
| Foundation            | Type: _____     | Width: _____     |                |                         |
| Floor Joist           | Size: _____     | _____ "O.C.      |                |                         |
| Exterior Walls        | Size: _____     | _____ "O.C.      |                |                         |
| Exterior              | Sheeting        | Siding           |                |                         |
| Interior Walls        | Size: _____     | _____ "O.C.      |                |                         |
| Insulation            | Type: _____     | R-Value: _____   |                |                         |
| New Construction Cost | \$ _____        |                  |                |                         |
| Chimney Info.         | _____           |                  |                |                         |
| Engineered Trusses    | _____ "O.C.     |                  |                |                         |
| Rafters               | Size: _____     | _____ "O.C.      |                |                         |
| Ridge Beam            | Size: _____     | _____ "O.C.      |                |                         |
| Roof Type             | Sheeting: _____ | # Paper: _____   |                |                         |
| Shingle               | Type: _____     | Ins. Type: _____ | R-Value: _____ |                         |
| Septic Permit         | #: _____        |                  |                |                         |
| Well Permit           | #: _____        |                  |                |                         |

**CONTRACTOR INFORMATION:**

|            | Company Name | Phone | Newton County<br>Registration Number |
|------------|--------------|-------|--------------------------------------|
| General    | _____        | _____ | _____                                |
| Electrical | _____        | _____ | _____                                |
| Plumbing   | _____        | _____ | _____                                |
| Mechanical | _____        | _____ | _____                                |
| Excavation | _____        | _____ | _____                                |
| Concrete   | _____        | _____ | _____                                |
| Carpentry  | _____        | _____ | _____                                |
| Roofing    | _____        | _____ | _____                                |
| Insulation | _____        | _____ | _____                                |
| Drywall    | _____        | _____ | _____                                |
| Masonry    | _____        | _____ | _____                                |
| Painting   | _____        | _____ | _____                                |
| Gutters    | _____        | _____ | _____                                |
| Other      | _____        | _____ | _____                                |

## **SUBMITTAL REQUIREMENTS:**

THE FOLLOWING STEPS NEED TO BE COMPLETED TO OBTAIN A BUILDING PERMIT

1. Driveway permit from Newton County Highway Department (219) 285-2595
  2. Septic & well permits from Newton County Health Department (219) 285-2052
  3. Completed building permit application (219) 285-6080
  4. Plat of survey and/or site plan showing the following:
    - A. Lot dimensions
    - B. Location and dimensions of all improvements
    - C. Setbacks from all property lines, septic & structures
  5. Building prints/plans
    - A. Footing & foundation
    - B. Floor plans
    - C. Cross section
- 

## **INSPECTION SCHEDULE:**

THE OWNER OF A PERMIT IS REQUIRED TO NOTIFY THE BUILDING DEPARTMENT DURING WORKING HOURS, AT LEAST 24 HOURS IN ADVANCE, WHEN CONSTRUCTION IS READY FOR INSPECTION.

1. Footing pre-pour (prior to concrete)
2. Foundation (prior to backfill)
3. Rough-in (prior to insulation)
4. Insulation (prior to wallboard)
5. Final (prior to occupancy)

INSPECTION OF WORK FOUND TO BE INCOMPLETE OR NOT READY FOR INSPECTION IS SUBJECT TO AN ASSESSMENT OF A RE-INSPECTION FEE OF \$30.00

**BUILDING PERMIT FEES:**

RESIDENTIAL PERMITS ARE FIGURED AT 20 CENTS PER SQUARE FOOT. COMMERCIAL PERMITS ARE FIGURED AT 40 CENTS PER SQUARE FOOT. MINIMUMS AND MAXIMUMS AS NOTED BELOW.

| TYPE                         | MINIMUM           | MAXIMUM    | COST        |
|------------------------------|-------------------|------------|-------------|
| Single Family Dwelling       | \$200.00          | \$400.00   | \$.20/SQ FT |
| Multi-Family Dwelling*       | \$100.00 per unit | -          | -           |
| Manufactured                 | \$200.00          | \$400.00   | \$.20/SQ FT |
| Mobile Home                  | \$.20/SQ FT       | \$200.00   | \$.20/SQ FT |
| Residential Addition/Remodel | \$.20/SQ FT       | \$200.00   | \$.20/SQ FT |
| Garage/Post Frame            | \$.20/SQ FT       | \$200.00   | \$.20/SQ FT |
| Accessory                    | \$50.00           | \$100.00   | \$.20/SQ FT |
| Commercial*                  | \$400.00          | \$1,000.00 | \$.40/SQ FT |

\* ALL MULTI-FAMILY AND COMMERCIAL PERMITS REQUIRE A \$30.00 FEE PER INSPECTION PAYABLE ON FINAL INSPECTION.

| PERMIT & PETITION FEES        |            |                      |               |
|-------------------------------|------------|----------------------|---------------|
| Electric Service              | \$50.00    | Commercial Sewer Tap | \$2,000.00    |
| Swimming Pools                | \$100.00   | Demolition Permit    | \$100.00      |
| Signs (larger than 4 sq. ft.) | \$100.00   | Deck/Patio           | \$50.00       |
| Change of Land Use            | \$200.00   | Fence                | \$75.00       |
| Variance                      | \$150.00   | Drive Way            | \$50.00       |
| Special Exception             | \$150.00   | Generator            | \$50.00       |
| Subdivision                   | \$200.00   | Sheds                | \$0.20 per ft |
| Minor Subdivision             | \$100.00   | Roofing              | \$50.00       |
| Water Tap                     | \$1,000.00 | Solar Panels         | \$50.00       |
| Sewer Tap                     | \$1,000.00 | Electrical Upgrades  | \$50.00       |

Applicant represents that all details of the proposed structure will comply in all respects with minimum requirements as provided in the building and zoning ordinances of Newton County, Indiana, and of the State Building Code of the State of Indiana. Applicant acknowledges and agrees that any violation of the county ordinances or state law with respect to building or zoning, as well as failure to abide by the terms of this application, will result in legal action by the Building Commissioner. The applicant further acknowledges and agrees that any such legal action required on behalf of Newton County Building Commissioner will be at the expense of the applicant including but not limited to, court costs and attorney's fees.

**THE APPLICANT ACKNOWLEDGES THAT THE INFORMATION PROVIDED AND CONTAINED WITHIN THIS DOCUMENT IS PART OF THIS APPLICATION AND THAT THE APPLICANT IS BOUND BY SAID INFORMATION.**

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED BY \_\_\_\_\_ APPLICATION DENIED \_\_\_\_\_

RECEIVED PERMIT FEE \$ \_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_  
Clerk Treasurer, Town of Kentland

