



IMPROVEMENT LOCATION AND BUILDING PERMIT APPLICATION

Shelbyville Planning and Building Department
44 West Washington Street
Shelbyville, IN 46176
P: 317.392.5102 F: 317.392.5110

Please complete the entire form; missing information could delay the permit process.

Owner of Property:

Name: _____

Address: _____

Phone Number: _____

Tenant Name: _____

Homeowner will be completing work (Homeowner's Affidavit required)

Contractor:

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Location Information:

Address of Property: _____

Subdivision and Lot #: _____

Parcel ID #: _____

Township: _____

Description of work:

Commercial Industrial Institutional Single Family Residential

Multi Family Residential - # of Units _____, # of Stories _____ Other _____

Intended use of Building/Structure: _____ Principle Type of Frame: _____

State Design Release #: _____

New Structure Addition to existing structure Remodeling/Alteration/Repair Removal Demolition

Please provide square footage of construction work in each field that applies.

Principal Building/Structure		Interior Remodel	
Accessory structure		Site work / Infrastructure	
Deck / Patio		Parking Lot / Driveway	
Swimming Pool (indicate deck, if any, above)		Other :	

Square footage includes (heated AND non-heated) garages, basement, porches, decks, etc.

Sq.Ft = Square Feet = length x width

To comply with State Law (IC 22-11-21), you must state whether you are using advanced structural components (e.g. engineered lumber) in the roof, floor, or both; as well as the type of components and their location:

Are you using engineered lumber in the floor joists? Y N Location: _____
 Are you using engineered lumber in the roof trusses? Y N Location: _____
 Are you using engineered lumber in the I-Joists? Y N Location: _____

IC 22-11-21-9 requires the reporting of the type(s) of advanced structural components used in construction projects and the location of those components.

Supplemental Information:

Value of Construction: _____ Total Square footage: _____

Height of Structure (if applicable): _____ Driveway/Parking lot Surface Material (if applicable): _____

Swimming Pool Safety Feature (only required for swimming pool permits): Please Check One

_____ An automatic pool cover _____ At least a 4 foot fence that will enclose the pool. (Include location on Site Plan)

Required Additional Information:

The following information must be provided as elements of the Building Permit Application:

- Site Plan (see attached description)
- State Design Release Form
- Flood Hazard Area information (if applicable)
- Floor Plans
- Wall Section Drawings
- Driveway Approval (if applicable)

"All prefabricated sheds, barns, carports and similar structures over 200 sq. ft. will be anchored to the ground according to the manufacturers' instructions. The manufacturers' instructions for anchoring these structures must accompany the permit application submittal."

I have read the information above and hereby agree that any construction commenced at the address indicated by me or my agent shall be in accordance with specifications given hereto. I further agree that as a consideration of an Improvement Location and Building Permit, I will be governed by such Zoning and Building Ordinances of the City of Shelbyville, Indiana, as are now in effect. I further declare that the information contained on this form is complete and accurate and the required supplemental information listed above has been provided. I further declare my agreement to call for the required inspections including a Certificate of Occupancy BEFORE structure is occupied. I further declare that, in accordance with IC 22-11-21-9, this permit application is for a project in the City of Shelbyville located in Shelby County, Indiana.

Property Owner: _____ Building Contractor: _____

Office Use Only

ILP: Yes / No Application #: _____ Fee: _____ Approved By: _____ Date Issued: _____ Flood Zone: Yes / No

BLD: Permit #: _____ Fee: _____ Approved By: _____ Date Issued: _____ Expedited: Yes / No