

IMPROVEMENT LOCATION PERMIT APPLICATION

(APPLICATION WILL ALSO BE USED FOR BUILDING, PLUMBING, & ELECTRICAL PERMITS WHEN APPLICABLE)

Shelby County Plan Commission

25 West Polk Street, Room 201

Shelbyville, IN 46176

P: 317.392.6338 F: 317.421.8365

ILP NUMBER: _____

Date: _____

1. Owner:

Name: _____

Address: _____

Phone Number: _____

E-mail Address: _____

Contractor (if owner, write owner):

Name: _____

Address: _____

Phone Number: _____

E-mail Address: _____

2. Location Information:

Address of Property: _____

Township: _____

3. Use of Property/Structure:

Existing Use of Building and/or Land: _____

Proposed Work (check one):

Residence: _____ Addition to Residence: _____ Remodel of Residence: _____

Detached Structure: _____ Addition to Detached Structure: _____ Remodel of Detached Structure: _____

Proposed Use of Structure: _____

4. Cost of Building/Improvements: _____

5. Required Supplemental Information:

Dimensions (ft X ft): _____

Floor Area: Gross: _____

Electric Included: Yes _____ No _____

If included, electric company: _____

Height (to peak): _____

Drywall Included: Yes _____ No _____

Plumbing Included: Yes _____ No _____

If included, plumbing contractor: _____

6. Additional Supplemental Information (provide if applicable to project):

Floor Area: Gross: _____ Basement: _____ First Floor: _____ Attached Porches/Decks: _____

Second Floor: _____ Additional Floors: _____ Distance to Nearest Building: _____

Distance to Well: _____ Distance to Septic Tank/Field: _____

7. Supplemental Materials:

The following information must be provided as elements of the Improvement Location Permit Application

☐ **Site Plan (all applications)**

☐ **Homeowner Affidavit (if owner acting as contractor)**

☐ Building Elevations (new residences only)

☐ **Health Department Approval Form (all applications)**

☐ State Design Release (commercial construction only)

☐ Flood Hazard Area Information (if applicable)

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 Permit, I will be governed by such Zoning and Building Ordinances of Shelby County 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.

Signature of Applicant: _____ Date: _____

Office Use Only

ILP#: _____

Fee: _____

Receipt #: _____

Date Received: _____

B#: _____

Fee: _____

Receipt #: _____

Released for Construction Per: _____

E#: _____

Fee: _____

P#: _____

Fee: _____

To Be Completed By Plan Commission Office

Parcel Number: _____ Flood Zone: Yes _____ No _____

Zoning Classification: _____

Zoning Checklist – A1 & A2

	<u>Required</u>	<u>Yes</u>
Min. Lot Area	A1-20 acres / A2-5 acres	_____
Min. Lot Width	120 feet	_____
Min. Front Yard Setback	A1-50ft / A2-60ft	_____
Min. Side Yard Setback	10 feet	_____
Min. Rear Yard Setback	10 feet	_____
Max. Building Height	30 feet	_____

Living Quarters	Not included	_____
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Primary Structure (applies only to lots under 5 acres)	At least 1 house, & not more than 1 house	_____
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Accessory Structures	No more than A1-5 / A2-3	_____
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Zoning Checklist – RE & R1

	<u>Required</u>	<u>Yes</u>
Min. Lot Area	RE-2 acres / R1-.46 acres	_____
Min. Lot Width	RE-160 ft / R1-100 ft	_____
Min. Front Yard Setback	RE-50 ft / R1-35 ft	_____
Min. Side Yard Setback	RE-10 feet / R1-5 ft	_____
Min. Rear Yard Setback	RE-10 ft/ R1 5 ft	_____
Max. Building Height	20 feet	_____

Structure Placement	Not in front yard	_____
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Primary Structure	At least 1 house, & not more than 1 house	_____
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Living Quarters	Not included	_____
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Accessory Structures	No more than 2	_____
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Size	RE - Cumulative area of all accessory structures cannot exceed = house X 2	_____
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Size	RE: Cumulative area of all accessory structures cannot exceed = house X 2	_____
	R1: (adjoining at least one property <u>not</u> in the A1, A2, RE):	
	Cumulative area of all accessory structures cannot exceed = house / 2	_____
	R1: (all other properties in R1):	
	Cumulative area of all accessory structures cannot exceed = house X 2	_____