

IMPROVEMENT LOCATION PERMIT APPLICATION

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

Shelby County Plan Commission P: 317.392.6338
25 West Polk Street, Room 201
Shelbyville, IN 46176

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. Proposed Work (check one):

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

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

Other: _____

4. Proposed Use of Structure: _____

5. Cost of Building/Improvements: _____

6. Required Supplemental Information:

Dimensions (ft X ft): _____ Height (to peak): _____

Floor Area: Gross: _____ Drywall Included: Yes _____ No _____

Floor Area (if applicable): Basement: _____ Attached Porches/Decks: _____

Second Floor: _____ Additional Floors: _____

Electric Included: Yes _____ No _____ Provider: Duke: _____ Rush Shelby: _____ REMC: _____

Plumbing Included: Yes _____ No _____ Plumbing Contractor: _____

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: _____	Total Fee: _____	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. Setback from Center of Road	A1-75ft / A2-85ft	_____
Min. Side Yard Setback	10 feet	_____
Min. Rear Yard Setback	10 feet	_____
Max. Building Height	30 feet	_____

Zoning Checklist – RE

	<u>Required</u>	<u>Yes</u>
Min. Setback from Center of Road(s)	75 feet	_____
Min. Side Yard Setback	10 feet	_____
Min. Rear Yard Setback	10 feet	_____
Max. Building Height	20 feet	_____
House on Property	yes	_____
Not in Front Yard	yes	_____
Size (enclosed area)	3,500 sq. ft. or less	_____
Property 1-acre or greater	yes	_____

Zoning Checklist – R1 & VR

	<u>Required</u>	<u>Yes</u>
Min. Setback from Center of Road(s)	R1-60 ft / VR-55 ft	_____
Min. Side Yard Setback	5 feet	_____
Min. Rear Yard Setback	5 feet	_____
Max. Building Height	20 feet	_____
House on Property	yes	_____
Not in Front Yard	yes	_____
Size (enclosed area)	3,500 sq. ft. or less	_____
Property 1-acre or greater	yes	_____

Accessory structures on properties under 1-acre or accessory structures in the front yard require Planning Director review & approval

Interior lots – Front property line is where driveway enters property. Setbacks from this line: A1-50ft, A2-60ft, RE-50ft, R1-35ft