

Town of Trail Creek
211 Rainbow Trail
Trail Creek, IN 46360
Phone: (219)872-2422 Fax: (219)878-1235
Email: trailcreek@sbcglobal.net

Building Commissioner: Steve Thomas (219) 898-0393

Application for a Building Permit (Page 1 of 2)

Date: _____ Address of Proposed Construction: _____

The property owner (or designate) makes application for a Building Permit for the following work to be performed:

Property Owner: _____ Home Phone: _____
Address: _____ Cell Phone: _____
Email: _____

Name of Builder: _____
Phone: _____ Cell Phone: _____
Address: _____ Email: _____

Proposed Construction Start Date: _____
Estimated Completion Date: _____

The following must be submitted with your Application for all construction and for any structure added to the property:

The Applicant will provide a Project Statement of work to be performed showing the square footage of the lot, the square footage involved in the project, and the gross square feet of lot coverage by all structures.

_____ Two sets of drawings for new construction and two sets of plat survey, sketches/explanation for minor modifications.

_____ Two sets of site plan with septic and dry well location indicated.

_____ Required LaPorte County Health Department septic sign off and any additional County, State or Federal permits required.

_____ Department of Natural Resources (DNR) approval (sign-off letter), if required.

Minimum fee is \$55.00 (fifty-five dollars) per inspection.

Permit Fees – Section: Please select project dollar amount below to determine cost of permit fee.

\$500.00 to \$2,500.00:	\$50.00
\$2,501.00 to \$5,000.00:	\$75.00
\$5,001.00 to \$15,000.00:	\$100.00
\$15,001.00 to \$25,000.00:	\$150.00
\$25,001.00 to \$50,000.00:	\$250.00
\$50,001.00 to \$100,000.00:	\$500.00
\$100,001.00 and above:	@.75 cents per sq. ft.

Information needed for new construction: The gross area of the lot in square feet; the gross area of the lot currently covered by existing structures in square feet; the gross area of the lot that will be covered by the remaining structures and additions or renovations in square feet; the percentage of the lot that will be covered by the remaining structures and the additions or renovations; the total square feet of all renovations to the existing structure; the total square feet of all additions to the existing structure; a clearance letter from the County Board of Health; a clearance letter from the Indiana DNR if the structure is in the floodway; and a clearance letter from the Army Core of Engineers if required.

****ATTENTION**
CONTRACTORS, BUILDERS, AND OWNERS**

PLEASE READ THOROUGHLY BEFORE YOU SIGN A PERMIT.
IT IS YOUR RESPONSIBILITY AS PERMITEE TO KNOW WHAT CODES APPLY, TO
KNOW THE CODES, AND TO KNOW WHEN TO CALL FOR INSPECTIONS.
FAILURE TO DO SO MAY RESULT IN A WORK STOP ORDER AND OR A FINE.
EACH FAILED INSPECTION WILL BE LIABLE FOR AN ADDITIONAL
INSPECTION AND FEE. THE PROPERTY OWNER OR THE CONTRACTOR
SHALL CONTACT BUILDING COMMISSIONER STEVE THOMAS TO ARRANGE
ALL INSPECTIONS.

INSPECTIONS ARE DUE FOR:

- 1. Footings (for depth and rebar)
- 2. Foundation Walls and Drains
- 3. Nipsco Electrical Hookup
- 4. Nipsco Gas Hookup
- 5. Rough Electrical
- 6. Rough Plumbing
- 7. Rough Mechanical (HVAC)
- 8. Framing
- 9. Final Electrical
- 10. Final Plumbing
- 11. Final Mechanical (HVAC)
- 12. Any Structural Changes (which may include windows, doors, etc.)
- 13. Roof Replacement
- 14. Final Inspection, or as determined by the Building Commissioner

UPON COMPLETION OF THE REQUIRED INSPECTIONS, A
FINAL BUILDING INSPECTION MAY BE REQUIRED, AS DETERMINED BY
THE BUILDING COMMISSIONER. UPON SATISFACTORY COMPLETION,
A CERTIFICATE OF OCCUPANCY WILL BE ISSUED.

Total Permit Fee \$ _____

Total Inspection Fee(s)\$ _____
\$55.00 Dollars Per Inspection

Signature: _____
(Building Commissioner) Steve Thomas

Date: ____ - ____ 2019

Signature: _____
Property Owner/Contractor

Date: ____ - ____ 2019