

Town of Trail Creek  
 211 Rainbow Trail  
 Trail Creek, IN 46360

Building Commissioner: Steve Thomas (219) 898-0393

Application for a Building Permit

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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: \_\_\_\_\_  
 Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 \_\_\_\_\_ 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 permit fee is \$50.00 (fifty dollars) per inspection.

<u>Permit Fees – Section</u>		<u>Total Permit Fee \$</u>
Project value:	\$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.
		<b>Total Inspection Fee(s)\$</b> _____
		<b>Reviewed by Commissioner Steve Thomas</b>
		<b>Signature:</b> _____
		<b>Date:</b> _____
		<b>Property Owner or Contractor</b>
		<b>Signature:</b> _____
		<b>Date:</b> _____

Inspections Required: See page 2.

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.

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**Inspections Required**

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**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.

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**OWNER/CONTRACTOR**