

# FREQUENTLY ASKED QUESTIONS

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## General

- [What permits are required for new commercial construction?](#)

### **Improvement Location Permit**

Two (2) copies each of (unless otherwise noted):

An accurate site plan drawn to an Engineering scale (such as 1"=30', 1"=50').

Alternative scales may be used on a case by case basis.

A complete legal description of the site including the valid, legal address as assigned by the Address Services section of the Division of Compliance.

Three (3) copies of the landscape plan including cultivar scientific and common names.

Any variance, rezone or other approval letters, as they apply to your project.

### **Structural Permit**

Two (2) copies each of:

Complete structural plans, sealed & signed by a Professional Engineer registered in the State of Indiana.

A Construction Design Release issued by the State of Indiana.

Any variance(s), or approved deviation(s), from the 2003 Indiana Building Code as issued by the State of Indiana.

### **Stormwater Drainage Permit**

One (1) copy each of:

Site/Land Alteration Plans including:

Storm water plan, Location and Vicinity maps, Existing and proposed storm water facilities, Drainage area map, Plan and profile (for Class 1 pipe installations), USGS benchmarks.

Technical Information Report.

Sediment and Erosion Control Plan.

Completed Certification of Sufficiency Plan.

Completed Certificate of Obligation to Observe.

Drainage Calculations.

**Any project in a special use district, or which otherwise requires prior approval (Regional Center, IHPC, etc), will need a stamped set of plans with Administrators Approval submitted with the Improvement Location Permit application prior to permit issuance.**

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- **Where is the Division of Compliance located and what are the hours?**

The Division of Compliance is located at the northwest corner of Madison Ave and Orange St. Our street address is 1200 Madison Ave, Suite 100, Indianapolis Indiana, 46225. Click [here](#) to see a Google map of our location.

Our office hours are: 8-5 Monday, Tuesday & Thursday, 12-5 Wednesday and 9-5 Friday.

Typically, we stop taking new customers around 3:30 so that customers in the lobby might be processed by the end of the day. It is important to note, however, that the cut off may be earlier on some days depending on the number of customers waiting to be seen.

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- **Do I need a permit to build a deck?**

Whether or not you need a permit to build/rebuild your deck will depend on your project.

If the deck floor is less than 18 inches over grade and within the established setbacks of your home, a permit is not needed. However you **must** notify the assessor for your township.

Decks with a floor height of 18 inches, but under 30 inches, over grade will need an Improvement Location Permit (ILP) and possibly a Stormwater Drainage permit if the flooring does not allow water to drain through.

Decks with a floor height greater than 30 inches over grade require an Improvement Location Permit and Structural Permit.

Depending on the construction, a Stormwater Drainage Permit may also be needed.

Decks requiring a structural permit will also need to comply with Indiana Residential Code requirements.

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- **What permits are needed for excluded cities?**

The excluded cities of Marion County include Lawrence, Speedway, Southport and Beech Grove.

For parcels that are located within an excluded city, the Division of Compliance office at 1200 Madison Ave, Suite 100 issues permits for:

- Improvement Location Permits (ILP)

- Sign Permits

- Floodplain Development Permits

- Stormwater Drainage Permits (Beech Grove only)

- Sanitary Sewer Permits (Southport only)

All other permits are obtained from the jurisdiction where the property is located.

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- **Is a permit required to put up a fence?**

For most circumstances, a permit is not needed provided that your fence does not exceed 6 feet in height in the side and rear yards and does not exceed 42 inches (3.5 feet) in height in the front yard. Please keep in mind that corner lots have two front yards. Many newer subdivisions also have covenants which require prior approval and/or certain fence types prior to placement.

If you are thinking of constructing your fence in an easement, you **will** need an encroachment license prior to construction. Likewise you may need a drainage permit if your fence impedes the flow of water onto, or off of, your property. Masonry (brick) walls will always require a drainage review prior to construction.

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- **How do I find out what a property is zoned?**

Current zoning information is available online at <http://imaps.indygov.org> using the General Map Viewer or the Zoning Browser. The website is publicly accessible and available 24 hours a day.

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- **I live in a historic district and would like to do some home improvement, what do I need?**

Historic districts that have been designated as such by the Indianapolis Historic Preservation Commission (IHPC) will have specific regulations which will vary by district. For most projects, inside or outside of your house or building, it is advisable to talk to someone with IHPC to determine if a Certificate of Appropriateness (COA) will need to be issued. To contact IHPC, please call 327-4406 or stop in to their office in Suite 1801 of the City/County Building.

Projects that do not involve adding square footage or a detached structure only require a Structural Permit. Projects adding square footage or a detached structure will require a COA plus Stormwater Drainage, Improvement Location and Structural Permits.

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- **Do I need a permit for a minibarn?**

According to Section 730-300 of the Revised Code:

Minibarns under 120 square feet in size *and* not on a permanent foundation need a Stormwater Drainage permit and a zoning review to be sure your minibarn is not located in an easement or setback.

To build a minibarn 120 square feet in size *and* not on a permanent foundation, you will need a Stormwater Drainage permit and an Improvement Location Permit.

Minibarns greater than 120 square feet in size *or* on a permanent foundation, you will need a Stormwater Drainage permit, an Improvement Location Permit and a Structural permit.

Minibarns over 200 square feet **must** be on a permanent foundation in order to comply with Indiana Residential Code.

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- **What is the process for new commercial construction?**

New construction projects on vacant land will require review and release for Zoning (Improvement Location Permit), Storm Water Drainage, Sewer Construction, Driveway/Access, and Structural permits. If the project site also falls within a “Special District” (Flood Control District, Historic Preservation District, Regional Center, etc.), additional approvals may be required.

In general the process will be:

- Check the zoning designation of the project area to be sure the proposed use is permitted in the designated district. If the proposed project is not permitted by the designated zoning classification, a variance or rezoning petition will need to be initiated and approved prior to permit issuance. A variance or rezoning petition will take 6-10 weeks for approval. All petition applications are initiated, reviewed and heard through the Division of Planning.  
To verify the zoning classification of a project, click [here](#) (link opens in new window).
- The next step in the process is to submit for a Storm Water Drainage permit. The Storm Water Drainage permit application and plan review process can at times be a lengthy process, be sure to plan accordingly. Because this step in the process can be variable in the amount of time that is needed for approval, steps two and three can be performed concurrently.
- Submit an application and plans for an Improvement Location Permit (ILP). The ILP review process provides a zoning review of the proposed project to ensure the requirements for the zoning district are met. Provided there are no other issues (such as special district approval, Flood Plain Development review, etc) and the Storm Water Drainage permit has been approved, the next step will be to apply for a Structural permit unless the project is located in an Excluded City.
- Apply for a Structural permit. The Structural permit review requires three components: a completed Structural permit application, two sets of structural plans and a Construction Design Release. All new commercial/industrial construction will require plan review by the State of Indiana Department of Homeland Security, Division of Fire and Building Safety. Once the State of Indiana's requirements for submittal have been met and the project has been reviewed, the Division of Fire and Building Safety will issue a Construction Design Release (CDR). Once the CDR has been issued, a Structural permit may be issued.

Please note that new construction projects on parcels where a building currently exists and no additional space is available for development, the Consolidated City of Indianapolis/Marion County *requires* a wrecking permit to be issued for demolition of the existing structure prior to issuance of permits for new construction.

**To avoid any unnecessary delays, be sure that all application requirements are met prior to submitting plans for approval.**

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- **Can I apply for permits online?**

Yes, permit submittals can be made online by subscribers to Indygov.biz. On [Indygov.biz](#), it is also possible to run practice examples of how to perform such submittals.

The permit submittals that can be received at this time are **non-review structural permits** (i.e., roofing, siding and minor remodeling) and commercial interior remodels that have been also reviewed digitally by the State of Indiana.

The digital formats that are accepted at this time are .dwf (AutoCAD), .tif/.tiff (image) and .pdf (Acrobat) documents.

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- **Do I need a permit to make my patio larger?**

Patios under 18 inches in height over grade are not required to have an Improvement Location Permit. A new patio will need a Storm Water Drainage review if the enlargement is greater than 25 square feet. If your lot is in a flood zone, you will need to have a drainage review regardless of the size of the project.

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- **Where can I find information about investigations/permits/violations that have been made or issued?**

For information regarding existing permits or open applications go to the following website:

<http://www2.indygov.org/PermitResearch/jsp/template.jsp>

The website is searchable by address, permit/violation case number or parcel number.

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- **What permits do I need to put a pool in my backyard?**

In most cases, provided that the property is not in a flood zone, three permits will be required: Stormwater Drainage, Improvement Location Permit and Structural.

Exceptions:

If your pool is above ground, less than 18 inches deep and less than 15 feet wide at its widest point, Improvement Location Permits and Structural Permits are not needed. However, a Stormwater Drainage permit may still be needed.

Pools that are between 18 and 29 inches deep, and no wider than 15 feet at the widest point, are required to have an Improvement Location Permit, however a Structural permit *is not* required. A Stormwater Drainage Permit is required if the pool is greater than 120 square feet.

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- **What are the requirements for applying for residential permits?**

The following are the *minimum* application requirements for residential construction permits.

Improvement Location Permit

Two (2) copies each of:

An accurate site plan drawn to an Engineering scale (such as 1"=10', 1"=30').

The complete legal description of the property.

Any variance, rezone or other approval letters, as they apply to your property.

If your property utilizes a septic system, the size and location should be included on the site plan.

Elevation drawings (front, side and rear view) for new construction showing the dimensions of each elevation.

Structural Permit

Two (2) copies, to scale, of each of the following:

Cross-sections and/or construction details.

Floor plan(s).

Foundation Plan (if additional square footage is proposed).

Stormwater Drainage Permit

Two (2) copies of:

A site plan showing existing and proposed alterations, the location of any drainage pipes on or next to the lot (indicate size, type, gauge, slope and invert elevations), grade elevations of the site and all structures.

**If a parcel is in a floodway or floodplain, the site plan must be certified by a Professional Engineer, Land Surveyor or Architect.**

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- **Do I need a permit to build a retaining wall?**

If the proposed retaining wall is less than 18 inches in height, a Stormwater Drainage review is needed to determine if a permit. All between 18 inches and 48 inches in height requires a Stormwater Drainage Permit and an Improvement Location Permit.

Retaining walls greater than 48 inches in height, or retaining a structural load (also called a *surchage*), will require the following permits:

Stormwater Drainage Permit

Improvement Location Permit

Structural Permit

Depending on the amount of unbalanced structural load (surcharge), the design of the retaining wall may also need the seal of a design professional registered with the State of Indiana.

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- **Do I need a permit to reroof (or replace siding on) a house?**

Yes, a structural permit is required for a tear-off and reroof. The permit is considered miscellaneous activity (also called a non-review permit) and no plans are required unless there is a change in type of roofing (i.e., changing from asphalt shingles to clay tile or slate).

A permit is not required to add an additional layer of shingles to a residential structure, provided that the work is done by the property owner or contract purchaser using the home for their own occupancy. In Marion County, you may apply two (2) layers of shingles before a tear-off and reroof is required.

A structural permit is required when removing and re-adding siding to a single or two family home. A permit is not required when adding siding over existing sheathing, provided that work is done by the property owner or contract purchaser using the home for their own occupancy.

Work in an Indianapolis Historic Preservation Commission (IHPC) designated historic district may require a Certificate of Appropriateness depending on the scope of work. If you are unsure if you need a Certificate of Appropriateness, please call IHPC at 327-4406 or stop in to their office on the 18th floor of the City-County Building.

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- **What permits do I need to have to add a screen porch/sunroom?**

The minimum permit requirements for adding living space, heated or unheated, are that a Stormwater Drainage permit, an Improvement Location Permit and a Structural permit be obtained prior to the start of construction.

If your property utilizes a septic system, you may need additional approval from Marion County Health and Hospital (located at 3838 N Rural St, Indianapolis, IN or 317-221-2000 by phone). The location of your septic system will need to be shown on your site plan.

Properties located in a floodplain or floodway will need additional review and may delay your project to some extent.

Additionally, any craft permits (HVAC, electrical, plumbing) will need to be obtained by a licensed contractor.

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- **What are the requirements for obtaining a permit?**

Each permit has a set of requirements which must be met before a permit can be issued to ensure the accuracy and safety of the applicant and those utilizing the project. In order for a person or company to be issued a permit, they must meet the eligibility and application requirements under Section 536 Article II of the Revised Code. To view Section 536 Article II, click [here](#).

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- **What is a site plan?**

A site plan is a to-scale representation of your property and must show the following:

The extents and dimensions of your property, also called parcel lines.

An arrow indicating which way is North.

The subdivision name, section number, and lot number. Parcels not located in a platted subdivision will need to have the correct metes and bounds description. Nonresidential development will also need to include the metes and bounds parcel description.

Address of the site as assigned by a recorded plat or by the Address Service section of the Division of Compliance.

Names, locations, and dimensions of all right-of-way, streets, alleys, and easements.

Names of any legal ditches or streams on or adjacent to the lot.

Location and horizontal dimensions of all structures, both proposed and existing.

All dimensions of any attached garage, porch, deck, fireplace, bay or box windows, second floor cantilevers, etc.

Use of each structure by labeling (e.g. existing residence, proposed attached garage, pool, covered porch, deck, storage shed, etc).

Proposed structures or improvements indicated by cross-hatching, e.g. ///////////////, or other clearly notable method.

Structures to be removed indicated by broken lines, e.g. -----. Or other clearly notable method.

Distances from front, rear, and each side property line to all structures, both proposed and existing. The distance is measured from the point where the measurement must form a right angle with the property line.

Location of the proposed or existing driveway and its width at the right-of-way (property line). The driveway connection to the street or alley must also be shown. Any additional paved areas must also be shown.

Septic Tank and finger system location, if applicable. For lots utilizing a septic system, a letter of approval must be obtained from Marion County Health and Hospital prior to permit issuance.

A site plan, also called a plot plan, is usually included with mortgage or deed papers for many newer homes. If you need to obtain a copy of a site plan, you may want to try the County Recorder's Office or your township assessor. If you are unable to locate a site plan at either location you may wish to hire a surveyor. Site plans can also be hand drawn, to scale, if the dimensions have been obtained.

It is also possible that the Division of Compliance Records Section may have a site plan on file; however, legibility and accuracy cannot be guaranteed. Generally, the Records Section will not have much for properties with permits earlier than 1996.

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- **When do I need a permit?**

Permits are needed for all new construction, including remodel work. In many cases, a permit is needed for repair or replacement of existing items such as windows and doors even if there is not a change to how a structure is constructed. The list of structural permit exemptions can be found [here](#). The exceptions are specific to commercial (Class 1) and residential (Class 2) construction.

A list of exemptions for when an Improvement Location Permit is required can be found in Section 730-300, which is located [here](#).

If you are unsure if your project needs a permit, call (317) 327-8700, send an email to [permitquestions@indygov.org](mailto:permitquestions@indygov.org) or visit the Division of Compliance office at 1200 Madison Ave., Suite 100.

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- **Who can obtain a permit?**

In the City of Indianapolis only a property owner, licensed contractor, registered design professional, contract purchaser or long-term lessee may obtain a building permit.

Property owners may obtain permits for work with which they are performing themselves by completing a Statement of Intent and Understanding form with the appropriate permit application(s). Residential craft permits (plumbing, electrical, HVAC) may be obtained a property owner, *but only if the property owner is living at the project location*. Property owner craft permits require the successful completion of an interview and written examination given by a member of the building inspections staff.

Property owners submitting applications on their own behalf should be aware that in doing so, they assume all liability in connection with their project including personal injury and property damage.

In the City of Indianapolis, only contractors (or their authorized agents) licensed with the City of Indianapolis may obtain permits for projects on property not owned by the applicant. Agents are designated as a part of contractor licensing.

Design professionals are eligible to obtain an Improvement Location Permit or Structural permit. Eligibility for Structural permits is limited to commercial projects with a valid Construction Design Release issued by the State of Indiana.

A contract purchaser or long-term lessee may obtain a building permit for a project for which is intended for their own use.

The specific requirements of eligibility can be found in Section 536-202 of the Revised Code.

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- **Why do I need a permit?**

Permits are the way the Consolidated City of Indianapolis/Marion County, through the Division of Compliance, regulates construction and neighborhood development. This is designed to ensure that all construction occurring in the city is safe. Citizen safety is the primary reason for having zoning and construction codes.

There are several different types of permits, based on the type of construction:

Improvement Location Permits (ILP's): Regulate use and location of a structure.

Structural permits: Control how a structure can be built.

Stormwater Drainage permits: Record and regulate the changes to impervious area on the parcel or tract of land.

Floodplain Development permits: Are required for properties located within a flood zone to record and regulate changes to impervious area and ensure compliance with FEMA regulations so our communities can participate in the National Flood Insurance Program.

Right of Way permits: Regulate the blocking and use of the public right of way.

Craft (plumbing, HVAC, and electrical) permits: Regulate compliance with those respective crafts.

Master permits: Are used for single-family home construction which includes all the craft work in ne permit.

Wrecking permits: Are for the complete demolition or relocation of buildings.

Once development plans are approved, development and construction are required to be the same as what has been approved. If any changes are made to the plans or project, they must be submitted to the Division of Compliance so that the permit(s) can be updated.

If a permit is required and not obtained before construction, you will be in violation of the codes and ordinances of the City of Indianapolis and Marion County resulting in penalties including fines and legal action. You will also be required to obtain permits for the work that was done without permits the project must pass inspections. Failure to comply with the permit and inspection requirements will require that the site and/or structure be returned to its original condition.

Keep in mind that building codes were adopted for safety reasons. Therefore projects constructed without review and permits can be unsafe, even if they look solid or were constructed by a contractor.

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- **Who should be notified for work on or near the street or an alley?**

You would need to notify someone with the Infrastructure section of the Division of Compliance at 327-8583.

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## **SEWER**

- **Can I do my own sewer work?**

No. Sewer work may only be performed by a licensed contractor.

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## **SIGNS**

- **Do I need a permit for a sale banner for my business?**

Banner signs are not an allowed sign type in Marion County.

A banner may be utilized as a wall sign provided they are attached at all four corners and meet the wall sign requirements for the zoning district they are located in. The exceptions to this rule are noted in Section 734-202(g) of the Revised Code.

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- **What is needed to submit for a business sign permit?**

When submitting a sign permit application to the Division of Compliance, please ensure the following items and elements are included with your submission to expedite the permitting process:

A business sign permit application, signed by the property owner, not the tenant or other contractor. A separate letter with property owner consent is also acceptable.

A site plan, showing the location(s) and types of signs being submitted for review.

The site plan should include a legal description of the property as well as show all property lines, applicable right-of-ways and street centerlines. All existing buildings, structures and signage must also be shown. Site plans must be drawn to an engineer scale (ex. 1"=30') in order to comply with application requirements. For tenants in a planned development such as a strip mall, the entire tenant space and immediate surrounding spaces must be shown.

Diagrams of the building elevations where proposed signs are to be located, to an acceptable architect or engineer scale.

Elevations should show the following elements:

Building height.

Building and/or tenant space width.

Sign dimensions for height and width including any logos. The dimensions shall be shown to comply with Section 734-203(a) of the Indianapolis/Marion County Municipal Code, which is available in the online library at <http://www.municode.com>.

The height of the proposed sign over the finished grade. Please note that grade mounding for ground signs is included in the sign height.

**All materials must be readable. Two copies of all materials, excluding the application, are required. Photographs of elevations are not acceptable for elevations.**

If more than five (5) signs are being applied for, please use a separate application for each set of five (5) signs or part there of.

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- **When do I need a sign permit?**

A sign permit is needed when a sign is placed, constructed, enlarged, converted, reconstructed or relocated.

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## **STRUCTURAL**

- **What is the process for commercial renovation/remodeling?**

The first step is to submit a plan set to the Indiana Department of Homeland Security (IDHS) Division Building Safety/Services, if required. Projects that are required to submit for a Construction Design Release (CDR) will be reviewed using the codes adopted by the State of Indiana, which are the same for the City of Indianapolis. If your submittal meets the Indiana's fire and building safety plan review requirements, the State will issue a Construction Design Release. For additional information regarding the State of Indiana's review process, please visit the [State of Indiana website](#) or call the IDHS Plan Review Section at (317) 232-1431 or (317) 232-1426.

The next step is to submit the following materials for applicable permits:

Two (2) copies of the plans submitted to IDHS, unless the project meets a State exemption

A copy of the CDR issued by IDHS, if one was required

A signed & completed permit application to the Department of Metropolitan Development, Division of Compliance, Permit Issuance Section.

Projects with changes to fire protection and/or life safety systems are required to submit a set of plans to the Indianapolis Fire Department (IFD), pursuant to [Section 591-401](#) of the Revised Code.

Plans for IFD review should be submitted with the plans required for permit review. Any person or company applying for permits must meet the requirements for eligibility in Marion County. Marion County's requirements are listed in Section 536-202 of the Revised Code, which can be found [here](#).

If your plans are complete and there are no other mitigating factors, your permit(s) will then be issued upon receipt of any fees due. Please note that subsequent in-depth plan review will be performed concurrently with permit issuance and may require additional details or corrections.

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- **What are the footer requirements for new residential construction?**

Marion County uses a standardized compression of 1500psf for soil bearing. The Indiana Residential Code specifies that footers must be at least 12 inches in width for single story construction and at a depth of 30 inches below grade (frost line). Two story light frame construction with siding requires a footer width of 15 inches and two story light frame construction with brick veneer requires a footer width of 21 inches.

The values are taken from Table R403.1 of the International Residential Code. If you have a soil study showing a bearing compression greater than 1500psf, stamped by an engineer registered with the State of Indiana, the footer width will need to comply with the corresponding soil bearing in Table R403.1.

Section 675 IAC 14-4.3-26 of the 2005 Indiana Residential Code also allows for alternate footer widths for detached garages, detached carports or accessory structures in Table R309.

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- **What building codes are used in the City of Indianapolis/Marion County?**

[State of Indiana Current Adopted Code References and Amendments for Building Construction](#)

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## **WRECKING**

- **What is needed to apply for a wrecking permit?**

In general, to apply for a wrecking permit you will need to have a completed and signed application as well as utility disconnect letters for gas, electrical, water and phone service. The purpose of the disconnect letters is to ensure the safety of the people doing the work, the adjacent property owners and to prevent the demolition of an occupied structure.

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- **Who may apply for a wrecking permit?**

This depends on the type of demolition being performed, but more often than not only a licensed wrecking contractor may obtain a wrecking permit. The exceptions to needing a wrecking contractor's license are listed in Section 875-401 of the Revised Code.

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## **ZONING**

- **I have an easement across my property and it's the only suitable place for my minibarn/doghouse/garage. Can I build in the easement?**

Construction in an easement is prohibited without a Consent of Encroachment. To obtain approval for a proposed improvement located within a drainage and/or utility easement, the improvement needs to meet all development standards set forth in the respective dwelling district zoning ordinance and may not impede the flow of water.

This, however, does not take into account any covenants or commitments that may or may not be included in your subdivision or parcel. Even if a Consent of Encroachment is granted, the City/County can authorize work to be done in the easement in such a way that would require an improvement or structure to be removed at the owner's expense. Work can be authorized at any time when needed.

To begin the application process for a Consent of Encroachment, it is advisable to first call Pete Rasor 327-4172 or Vicky Reha 327-5245 to see if building in the respective easement is at all possible. If so, you will need to come into the Division of Compliance at 1200 Madison Ave. with a site plan that shows the easement and the location of the proposed improvement or structure and speak with an infrastructure project manager.

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- **I have a small business; can I run it from my home?**

Running a business from a home located in a dwelling district is called a *home occupation* and has several stipulations for signage, the area allowed for business use and the type of businesses allowed. The specifics can be found in the Section 731-220 of the Revised Code.

Day care businesses are regulated by the State of Indiana and are permitted as an accessory use.

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- **How big can my pole barn/detached garage/minibarn/pool be?**

The maximum size allowed is specific to each individual project.

In general, the best rules of thumb are that any one accessory structure may only be 75% of your total main floor living area and the total square footage of all accessory uses (patios, porches, attached garages, minibarns, pools, etc) must be less than 99% of your total finished living area. These are called the 75% and 99% rules, respectively.

The 75% rule has only one exception, which is for a detached garage (with a maximum size of 24x30) where the square footage exceeds 75% of the main floor living area **and** the detached garage is the only accessory structure. This exception allows the maximum size to be no greater than the main floor square footage.

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- **What is a setback and why is it important?**

Setbacks are a component of zoning regulations to provide uniformity in development and provide a buffer area between one use and another, such as a separation between commercial buildings and single or double family homes.

Setbacks are defined in the following sections of the Revised Code:

Dwelling districts - Section 731

Commercial districts - Section 732

Industrial districts - Section 733

Special use districts (such as for churches, schools, wireless facilities, etc) - Section 735

Setbacks are also designated to provide access to parcels in the event of an emergency and for storm water drainage.

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- **I am refinancing my property and my financial institution needs zoning verification, how do I obtain that?**

Zoning verification falls under two categories:

A *Zoning Classification* letter provides a written statement of what a property is zoned, but does not include variance, permit or commitment information. The fee for a Zoning Classification letter is \$80.

A *Zoning History* letter provides a written statement of current zoning and zoning research. Zoning research includes variances, limited permit history and possible zoning commitments. The fee for a Zoning History letter is a minimum of \$80 plus \$40 for each quarter hour of research time after the first thirty (30) minutes. A Zoning History letter also requires that a site plan be submitted in addition to the legal description.

A request form is available [here](#).

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- **What am I allowed to do in a D4, C3, I2S, etc?**

Allowed uses are defined in the zoning code for each designation:

Dwelling district designations ("D" classes) are located in [Section 731](#)

Commercial district designations ("C" classes) are located in [Section 732](#)

Industrial district designations ("I" classes) are located in [Section 733](#)

Special Use district designations ("A", "CBD", "P", "HD", "UQ" and "SU" classes) are located in [Section 735](#)

Special Use regulations also include overlay districts such as Flood Control, Gravel-Sand-Borrow, Regional Center, Wellfield Protection and Wireless Communication Facilities.