



IMPROVEMENT LOCATION AND BUILDING PERMIT APPLICATION 2025

Shelbyville Planning and Building Department
44 West Washington Street
Shelbyville, IN 46176
P: 317.392.5102

Owner of Property:

Name:
Address:
Phone Number:
Tenant Name:

Contractor:

Name:
Address:
Phone Number:
Email Address:

Homeowner will be completing work (Homeowner's Affidavit required) []

Location Information:

Address of Property:
Subdivision and Lot #:

Parcel ID #:
Township:

Description of work:

- Commercial, Industrial, Institutional, Single Family Residential, Multi Family Residential, Other

Intended use of Building/Structure: Principle Type of Frame:

State Design Release #:

- New Structure, Addition to existing structure, Remodeling/Alteration/Repair, Removal Demolition

Please provide square footage of construction work in each field that applies.

Table with 4 columns: Principal Building/Structure, Accessory structure, Deck / Patio, Swimming Pool, Interior Remodel, Site work / Infrastructure, Parking Lot / Driveway, Other

Square footage includes (heated AND non-heated) garages, basement, porches, decks, etc. Sq.Ft = Square Feet = length x width

To comply with State Law (IC 22-11-21), you must state whether you are using advanced structural components (e.g. engineered lumber) in the roof, floor, or both; as well as the type of components and their location:

Are you using engineered lumber in the floor joists?
Are you using engineered lumber in the roof trusses?
Are you using engineered lumber in the I-Joists?

IC 22-11-21-9 requires the reporting of the type(s) of advanced structural components used in construction projects and the location of those components.

Supplemental Information:

Value of Construction: Total Square footage:
Height of Structure (if applicable): Driveway/Parking lot Surface Material (if applicable):

Swimming Pool Safety Feature (only required for swimming pool permits): (Please Check One)

An automatic pool cover At least a 4 foot fence that will enclose the pool. (Include location on Site Plan)

Required Additional Information:

- The following information must be provided as elements of the Building Permit Application: Site Plan, State Design Release Form, Flood Hazard Area information, Floor Plans, Wall Section Drawings, Driveway Approval

All prefabricated sheds, barns, carports and similar structures over 200 sq. ft. will be anchored to the ground according to the manufacturers' instructions. The manufacturers' instructions for anchoring these structures must accompany the permit application submission.

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 and Building Permit, I will be governed by such Zoning and Building Ordinances of the City of Shelbyville, Indiana, as are now in effect.

Property Owner: Building Contractor:
(Original Signature Required) (Original Signature of REGISTERED contractor required)

Office Use Only

ILP: Yes / No Application #: Fee: Approved By: Date Issued: Flood Zone: Yes / No

BLD: Permit #: Fee: Approved By: Date Issued: Park Impact Fee: Yes / No