

WARRICK COUNTY AREA PLAN COMMISSION IMPROVEMENT LOCATION PERMIT CHECK LIST

RESIDENTIAL STRUCTURES

THE FOLLOWING ARE THE REQUIREMENTS TO BE FOLLOWED IN OBTAINING AN IMPROVEMENT LOCATION PERMIT.

- 1.) **Sewer or Septic Permit from the Health Dept. Rm 204** must be obtained prior to the Issuance of an Improvement Location Permit for any new residential structure and made a part of the application.
- 2.) **Driveway Permit**, if required must be prior to or at the time an Improvement Location Permit is issued. This permit is approved by the County Highway Engineer. The application requires a drawing showing the location and width of the driveway.
- 3.) If building site is not in a Recorded Subdivision, then a Copy of the **Recorded Deed** from the Recorder's Office and a Copy of the **Plat Book Page** from the Auditor's Office must be submitted.
- 4.) **Engineer's type scaled drawing** (1" = 20', 1" = 30', etc.) showing the entire piece of property, all dimensions, building line and easements if located on the property. Also, the distance of the proposed structure to the property lines. If there are existing structures, they must be shown and located on the drawing.
- 5.) **Decks & Porches**: Please note that decks and porches must be included, if proposed on your plot plan. If it is not included on the original plan, but added later, you must obtain a separate permit before construction.
- 6.) After an Improvement Location Permit is issued, then the **Applicant / Owner is responsible for obtaining a Building Permit** if required from the Warrick County Building Department.
- 7.) **Water Tap**, if required, must be obtained prior to an Improvement Location Permit being issued.