

STRUCTURAL PERMIT APPLICATION

City of Lawrence 9001 E. 59th St., Lawrence, IN 46216

Phone: (317) 545-8787

Fax #: (317) 549-4837

Permit #: _____
(OFFICE USE ONLY)

Address of Construction

Lot #/ Subdivision

Name of Commercial Project

OWNER OF THE PREMISES WHERE CONSTRUCTION ACTIVITY IS TO BE CARRIED OUT: Name: _____

Address: _____ Phone Number: _____

VALUE OF CONSTRUCTION ACTIVITY:
\$ _____ (Required)

SQUARE FOOTAGE: _____ (Required)
*Actual area that you will be working on

INDICATE USE OF STRUCTURE:
 Residential Commercial

OCCUPANCY CLASSIFICATION: _____

TYPE OF STRUCTURE:
 Single Family Multi-Family Commercial
 Apartment, Condo, Duplex Trailer
 Barn Canopy Deck Garage
 Patio Pergola Porch Shed
 Game Court Pool Cell Tower
 Underground Storage Other _____

NATURE OF WORK TO BE DONE:
 Addition New Construction
 Fire Restoration Installation
 Mold Remediation Repair/Replacement/Remodel
 Roofing Siding
 Window Other _____

SCOPE OF WORK: _____

APPLICANT: *(All subcontractors must have valid Lawrence License)*

Your Name: _____

Business Name: _____ Lawrence License: _____

Address: _____ Phone #: _____

E-Mail: _____ Fax #: _____

The undersigned represents and promises:

The owner has authorized me to secure the building permits for this location. Information contained on this form, on the required plot plan, and on the required building plan is complete and accurate. I will be responsible for all work allowed by permits granted under this form being done in conformance with information on this form, the plot plan, the building plan, and applicable laws and ordinances. I understand that approval of plans and issuance of permits granted under this form does not obviate the need to comply with applicable laws and ordinances. I agree to hold harmless and indemnify the City of Lawrence for any claim against the City as the result of any act of commission or omission by or on behalf of the undersigned, his agent, principal, contractor, sub-contractor, materials man, or supplier.

Will the Homeowner/Business Owner be doing his/her own work? Yes No

PLEASE MAKE SURE ALL INFORMATION IS FILLED OUT COMPLETELY AND THIS APPLICATION IS SIGNED AND DATED.

Signature of Applicant, Contractor or Homeowner doing own work

Date

Permit Fees:

(A) *New structural permits.* All fees are based on a minimum square footage of 2,000 square feet.

- (1) Single Family Residence – Minimum of \$200.00 or \$0.10 per square foot.
- (2) Commercial – Minimum of \$300.00 or \$0.15 per square foot.
- (3) Apartments, Condos and Duplexes – Fees based on Commercial rate.
- (4) Construction Trailer – \$100.00.
- (5) Tenant Finish – Minimum of \$150.00 or \$0.15 per square foot.

(Am. Ord. 8, 2006, passed 4-3-2006)

- (6) Construction signs - \$50.00.

(B) *New structural additions (includes rooms, garages and greenhouses).*

- (1) Single Family Residence – Minimum of \$150.00 or \$0.10 per square foot.
- (2) Commercial – Minimum of \$250.00 or \$0.15 per square foot.
- (3) Apartments, Condos and Duplexes – Fees based on Commercial rate.

(Ord. 14, 2005, passed 9-6-2005)

(C) *Accessory structural permits (includes room additions, garages, barns, decks, porches and patios).* The following requirements shall apply to porches, patios, decks and canopies:

- (1) Single Family Residence – Minimum of \$60.00 or \$0.08 per square foot.
- (2) Commercial – Minimum of \$185.00 or \$0.12 per square foot.
- (3) Apartments, Condos and Duplexes – Fees based on Commercial rate.

(D) *Remodeling of an existing structure.*

- (1) Single Family Residence – Minimum of \$50.00 or \$0.06 per square foot.
- (2) Commercial – Minimum of \$100.00 or \$0.10 per square foot.
- (3) Apartments, Condos, Duplexes – \$50.00 per unit or \$0.15 per square foot.

(E) *Roofing, siding, and windows of existing structures.*

- (1) Residential – \$60.00 flat fee.
- (2) All other structures, including, but not limited to, commercial and multi-family units – Minimum fee of \$100.00 or \$0.10 per square foot, whichever is greater, with a maximum permit fee of \$1,000.00 for this category.

(Am. Ord. 29, 2006, passed 1-2-2007)

(F) *New plumbing permits.*

- (1) Single Family Residence – \$50.00.
- (2) Commercial – Minimum of \$50.00 or 20% of structural permit fee.
- (3) Apartments, Condos and Duplexes – Minimum of \$50.00 per unit or 20% of structural permit fees.

- (4) Tenant Finish – \$50.00 per unit or per suite or 20% of structural permit fee.

(G) *Remodel plumbing permits (includes alteration, repair, addition or replacement of plumbing but excludes replacement of a water heater when only the water heater is replaced and there is no change in the utility service for heating).*

- (1) Single Family Residence – \$40.00.
- (2) Commercial – Minimum of \$50.00 or 20% of structural permit fee.
- (3) Apartments, Condos, Duplexes – \$50.00 per unit or 20% of structural permit fee.

(H) *New electrical permits.*

- (1) Single Family Residence – \$55.00.
- (2) Commercial – Minimum of \$100.00 or 25% of structural permit fee.
- (3) Apartments, Condos and Duplexes – Minimum of \$50.00 or 25% of structural permit fee.

- (4) Self Certification Tags – \$8.00.

- (5) Service Upgrade – \$30.00.

- (6) Tenant Finish – \$55.00 per unit or per suite or 25% of structural permit fee.

(I) *Remodel electrical permits (includes alteration, repair, addition or replacement of electric).*

- (1) Single Family Residence – Minimum of \$30.00 or 25% structural permit fee.
- (2) Commercial – Minimum of \$75.00 or 25% of structural permit fee.
- (3) Apartments, Condos and Duplexes – Minimum of \$75.00 or 25% of structural permit fee.

(K) *Swimming pools or hot tubs.*

- (1) (a) Residential - \$75.00.
- (b) Commercial - \$150.00.
- (2) The following requirements shall apply to swimming pools and hot tubs:
 - (a) A swimming pool or hot tub shall not be located in or on any front yard or closer to any rear lot line than five feet.
 - (b) The pool or tub area shall be enclosed by either: fence or other structural barrier, which shall be adequate to prevent persons, children or animals from danger or harm, and shall be equipped with a self-closing, self-latching gate or a safety pool cover, meeting the specifications of I.A.C. 20-4-27(c).
 - (c) If a structural barrier is utilized, the structural barrier shall be a chain link, ornamental or solid fence or wall, and:
 1. If erected on a grade, the fence shall be not less than five feet in height; or
 2. If erected on the deck of an above ground pool or hot tub, the fence or structural barrier on the deck shall not be less than 36 inches in height.
 - (d) Abandoned or unused swimming pools or hot tubs, situated on premises which are not occupied for periods of 30 days or more, shall be drained or equipped with a cover adequate to prevent persons or animals from danger or harm.
 - (e) No pool or hot tub shall be erected or constructed unless adequate distance from overhead electrical wires is provided in accordance with the National Electrical Code, current edition, and until an improvement location permit has been obtained.
 - (f) Not less than the following lifesaving equipment shall be installed with each residential swimming pool:
 1. A ring or throwing buoy fitted with 40 feet of one-fourth inch diameter line;
 2. A pole not less than 12 feet in length; and
 3. Access to a telephone.

(4) *Accessory buildings on same property.*

- (a) Single Family Residence – \$25.00.
- (b) Commercial, One Story – Minimum of \$40.00 or \$0.10 per square foot. Each additional story – \$0.10 per square foot.
- (c) Apartments, Condos and Duplexes, One Story – Minimum of \$40.00 or \$0.10 per square foot. Each additional story – \$0.10 per square foot.

(M) *Structural barriers.* Structural barriers (including, by way of example, a chain link or solid fence, architectural screen, lattice-work or masonry wall), dense landscape plantings (including a continuous hedge or deciduous or evergreen shrubs), shrubs and trees shall be permitted in side and rear yards provided that the height of any structural barrier shall not exceed six feet; provided, however, any structural barrier in the required front yard shall not exceed 42 inches in height.

(1) For corner lots, fences exceeding 42 inches in height shall not encroach beyond the building line established on the street frontage.

(2) For multi-family projects, fences or structural barriers up to six feet in height may be permitted in any front yard which exceeds 500 linear feet of frontage. For sites which have frontage on two streets, a fence or structural barrier may be up to six feet in height only if the applicable street frontage exceeds 500 linear feet of frontage.

(a) The measurement of fence height shall be taken from the ground level to the top of the fence, exclusive of fence posts.

(b) Barbed wire, razor wire and similar type wire shall not be permitted in any residential district as a part of a structural barrier.

(c) No structural barrier shall be electrified in any manner which could provide for an electrical shock if touched.

(3) A permit is not required for fencing, although, any fence over six feet tall requires a variance.

(N) Game courts.

(1) Game courts shall not be located closer to any front, side or rear lot line than the required minimum front, side and rear yard setbacks, nor shall any part of a game court project beyond the front building line as established by the existing primary building. Basketball goals, however, may be located along a driveway.

(2) Game courts shall not be considered as building area.

(3) No game court lighting shall produce glare creating a hazard or nuisance perceptible from any point beyond the lot line.

(4) Fences built as a component of a regulation game court shall not be subject to the fence height limitations. Fences which are components of game courts shall not exceed ten feet in height.

(5) Fees for a game court permit:

(a) Residential – \$85.00.

(b) Commercial – \$135.00.

(c) Apartments, Condos and Duplexes – \$135.00.

(O) Smoke stacks, above ground storage tanks, overhead hoppers, underground storage tanks, cell towers or other similar structures – \$100.00.

(P) Special moving permits. The fee for special moving permits shall be \$50.00 for each building or structure wider than eight feet that is moved.

(Ord. 6, 2005, passed 6-6-2005; Am. Ord. 42, 2009, passed 9-8-2009) [Penalty, see § 2-1-1-28](#)

Payment methods: Cash, Check, or Money Order

Office Hours: Monday, Tuesday, Thursday, Friday 8AM-4PM; Wednesday 10AM-4PM

Note: We stop taking applications for same day service at 3:45pm each week day