

Planning & Building Residential Permit Requirements

Hendricks County Department. of Planning & Building
355 South Washington Street, #212 • Danville, Indiana 46122 • (317) 745-9254 • www.co.hendricks.in.us

Single Family Residence (SFR)

- Plot Plan (*must be certified*)
- Copy of deed when applicable
- Sewer hook up receipt or
- Septic system: Health Department permit approval
- Erosion Control Permit
- 2 sets of building plans (no larger than 11x17)
- Proof of ownership

Addition to SFR

- Plot Plan (*can be hand drawn*)
- Setbacks for all sides of addition
- Health Dpt. Approval if on septic
- Erosion Control Permit
- 1 set of building plans with footprint of footer showing doors and windows, elevations, manufactured truss specs and sidewall section with footer specs (depth, width, thickness). (no larger than 11x17)

Residential Accessory Building

- Plot Plan (*can be hand drawn*)
- Show all structures on property
- Setbacks for all sides of structure
- Health Dpt. Approval if on septic
- Erosion Control Permit
- 1 set of building plans with footprint of footer/post hole layout, show all doors and windows, elevations, manufactured truss specs and sidewall section with footer specs (depth, width, thickness). (no larger than 11x17)
- 5% Rule Applies
- Affidavit of Intent

Remodeling

- Plot Plan (*can be hand drawn*)
- Cannot change "footprint"
- Documentation of what will be remodeled
- Structural changes (if any)

Demolition of Building

- Plot Plan (*can be hand drawn*)
- Commercial must have asbestos testing completed
- Erosion Control Permit
- Legitimate address
- Commercial demolitions have to be done by a listed contractor

Swimming Pools

- Plot Plan (*can be hand drawn*)
- Setbacks for All Sides of Swimming Pool
- Septic system: Health Department approval
- Erosion Control Permit
- 1 set of building plans (no larger than 11x17)
- 5% Rule applies
- Commitment of Security that follows state regulations

Application Process

Application is made at the Planning & Building Department first and then at the other necessary departments (Health Department and Surveyors Office.) Once all three departments have given their approval, a representative from the Planning & Building Department will contact you to notify you that your permit from our department is ready to be picked up along with the remaining balance of fees. Any additional permits that were issued from the other departments will also be picked up at that time from the Planning & Building Department.

Contact Numbers

Health Department

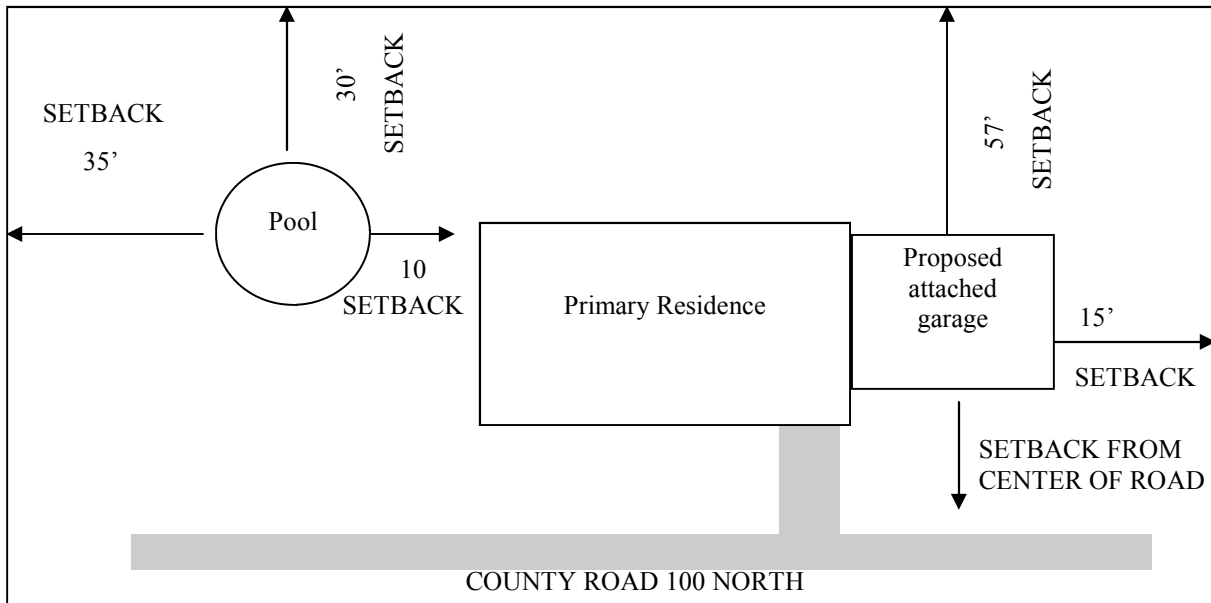
(317)745-9216

Surveyor's Office

(317)745-9237

Setback Example

Not drawn to scale



Non-Certified Plot Plan Requirements

May be hand drawn and must include the following:

- Lot dimensions and area
- Location and dimensions of all structures including garages, carports, and other accessory buildings
- The proposed structure with dimensions and setbacks
- Showing any easements

5% Rule For Freestanding Structures

No more than 5% of a lot's square footage may be used for freestanding accessory structures (garages, pool houses, permanent swimming pools and so forth) This does not apply to the primary residence located on the property.

Example:

1 acre = 43,560 sq. ft.

5% = 2,178 sq. ft. for freestanding structures

Setbacks

The measured distance from the proposed structure to property lot line and/or primary residence, (all that is applicable.) Setback distances are determined based on what the property is zoned and/or structure use. For a complete definition or zoning classification please call (317)745-9243.

***You must be the property owner or a listed contractor with this department to apply for any building permits.**