



CITY OF PORTAGE

BUILDING DEPARTMENT

CITY HALL

6070 CENTRAL AVENUE

PORTAGE, INDIANA 46368

TELEPHONE 762-4204 / FAX 764-5749

IMPROVEMENT LOCATION PERMIT APPLICATION (RESIDENTIAL)

Please Fill Out The Following Information. We Will Call You When Your Permit Is Ready For Pickup.

***Note: Please Allow 5-10 Business Days To Process Your Permit.**

(Please Print)

Date: _____ Zoning District: _____ Project is in a Flood Hazard Area: Yes ___ No ___

- If "Yes", see form *Flood Hazard Area Development Supplement* for further requirements.

Address of Property: _____
Portage Township, Porter County, IN

Owner: _____

Address: _____ Phone: _____

Contractor: _____

Address: _____ Phone: _____

Lot # _____ Subdivision _____

Lot Size, Width: _____ Depth: _____ Sq. Ft. Area: _____

Proposed Construction:

Type of Home: (Check One)

Ranch _____ Bi-Level _____ Tri-Level/Quad-Level _____ Two-Story _____

Building Size _____ Sq. Ft. _____ # of Floors _____

Setbacks: Front _____ Sides _____ Rear _____

Sewer Permit Number _____

Sq. Ft. per Level: Main _____ Upper _____ Lower _____

Is Basement: _____ Finished _____ Unfinished _____ Daylight _____ Walkout

Total Living Area Sq. Ft. _____

Garage Sq. Ft. _____ Rear Deck/Porch Sq. Ft. _____ Front Porch Sq. Ft. _____

Total Impervious Surface Area _____ Lot Coverage Percentage _____

Energy Code Compliance Path: (Check One)

Prescriptive _____ Total Building UA _____ Simulated Performance _____

Estimated Construction Cost \$ _____

X _____

Contractor/Owner

Advanced Structural Components Used:	_____ Floor I-joists	_____ Floor Trusses
	_____ Roof I-joists	_____ Roof Trusses

Check Off List:

1. Completed Application _____
2. Occupancy Permit Application _____
3. Survey Of Home And Property, Which Would Include
Proposed Driveway and Any Other Impervious Surfaces
With Dimensions _____
4. Complete Set Of Working Blueprints
**I.E. Roof Plan, Full Wall Section, Window Cut Sheet
From Manufacturer** _____
5. Sewer Permit _____
6. Subcontractor's List (Included With Application) _____
7. Deed of Dedication for Right-of-Way (If Applicable) _____
8. Curb Waiver/Sidewalk Agreement (If Applicable) _____
9. Flood Hazard Area Development Supplement (If Applicable) _____
10. Total Building UA REScheck Documents (If Applicable) _____
11. Simulated Performance Alternative Documents (If Applicable):
 - Approved Software Compliance Report _____
 - Preliminary Annual Energy Cost Certificate _____
 - Preliminary Compliance Certificate _____
12. Advanced Structural Component Usage Reported _____
 - Read Receipt Received _____

Received By _____ Date: _____