

# LAPORTE COUNTY BUILDING INSPECTION DEPARTMENT

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## INFORMATION REQUIRED FOR AN IMPROVEMENT LOCATION PERMIT FOR NEW CONSTRUCTION

**Delay or denial of permit applications can be avoided by providing plans, specifications, and supporting data, sufficiently clear and complete to show in detail that the proposed work will comply with all building and zoning requirements of LaPorte County.**

**A detailed plot plan must be provided, buildings drawn to scale, showing the following information:**

- 1. Dimensions of property.**
- 2. Name and/or number of adjoining roads and highways.**
- 3. Indicate right-of-way lines of roadways.**
- 4. Show front, side and rear setback lines.**
- 5. Location of driveway.**
- 6. Outline and dimensions of existing structure(s). (Indicate "existing".)**
- 7. Outline and dimensions of proposed structure(s). (Indicate "proposed".)**
- 8. Indicate flow of drainage using arrows.**
- 9. Indicate any drainage easements, wetlands, or ditch right-of-way. Indicate erosion control plan.**
- 10. Show any other easements on property.**
- 11. Show North arrow and scale.**
- 12. Sign plat to verify, and date.**
- 13. All paperwork submitted must be on 8 1/2 X 14 or 8 1/2 X 11 paper.**

**INFORMATION REQUIRED FOR AN IMPROVEMENT LOCATION PERMIT  
FOR NEW RESIDENTIAL CONSTRUCTION.**

**The following documents are required prior to issuance of an Improvement Location Permit in unincorporated LaPorte County.**

- 1. Well and septic permits must be obtained from the LaPorte County Health Dept. If the service is to be by municipal water or sewer connection, a letter or authorization from the utility company must be presented.**
- 2. Driveway or road right-of-way cut permit.**
- 3. The La Porte County Building Inspector may require that the building lines be staked when the proposed structure(s) lie within 15 feet of the lot lines.**
- 4. A floor plan and foundation print will be required for all structures. For commercial and industrial construction, the State stamped set of blueprints will be required and returned when the construction is completed.**
- 5. A copy of your current property tax bill or receipt.**