



## Application for Building Permit

Application Date \_\_\_\_\_ Permit Number \_\_\_\_\_

Owner \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

DESCRIPTION of Project / Planned Work \_\_\_\_\_

\_\_\_\_\_

Location of Project \_\_\_\_\_

Block: \_\_\_\_\_ Lot No: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Attach a Plot Plan or legal description of the property.

### **NATURE OF PROJECT:**

New Construction  Addition  Alteration

BUILDING USE: (Note: A separate permit is required for each building)

Business / Warehouse  Storage / Utility / Garage

Residential No. of Buildings \_\_\_\_\_ No. of apartments or units per building

\_\_\_\_\_

Sidewalk / curb / driveway (describe) \_\_\_\_\_

Sign Type \_\_\_\_\_ No. of signs \_\_\_\_\_ Sign Size \_\_\_\_\_

(If proposed use is business or industry, attach a detailed description of the nature of the business or industry, and whether waste material is to be discharged into sanitary sewer. Provide a copy of State Certificate of Plan Approval and two sets of the Construction Drawings.)

Check appropriate floor(s) involved Total square footage involved.

Basement \_\_\_\_\_

First floor (including attached garage) \_\_\_\_\_



Other (2 + 3 + 4) \_\_\_\_\_

Total square footage \_\_\_\_\_

BUILDING HEIGHT: (Number of stories) \_\_\_\_\_ Height \_\_\_\_\_

LOT SIZE WIDTH: \_\_\_\_\_ LOT DEPTH: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

ESTIMATED COST OF CONSTRUCTION: \_\_\_\_\_

**FEES:**

Residential Construction \$7.50 per 100 sq. ft. \_\_\_\_\_

(Residential Minimum is \$10.00)

Sidewalk / Curb / Driveway - \$10.00 FLAT FEE \_\_\_\_\_

Signs - \$ 10.00 per Sign FLAT FEE \_\_\_\_\_

Fencing - \$17.50 FLAT FEE \_\_\_\_\_

Demolition - Free \_\_\_\_\_

Date of Demolition \_\_\_\_\_

Plans for Demolished Materials \_\_\_\_\_

\_\_\_\_\_

Dumpster - Free \_\_\_\_\_

Where will the dumpster be placed \_\_\_\_\_

Duration of dumpster rental \_\_\_\_\_

Tree Planting in Utility Right of Way - Free \_\_\_\_\_

A list of approved trees is available on our website [www.westlafayettevillage.com](http://www.westlafayettevillage.com).

Application Processing Fee \$ 7.50

\_\_\_\_\_

TOTAL FEE ASSESSED \_\_\_\_\_



The undersigned applies for a building permit for the use stated above, said permit to be issued on the basis of the information contained within this application. The applicant hereby certifies that all information and attachments to this application are true and correct. The applicant is required, in addition to the information requested on this form to submit a drawing showing the actual dimensions and shape of the lot, exact sizes and locations of existing buildings on the lot, and the location and dimensions of the proposed buildings and/or alterations.

This permit shall be void if work is not started within one year or completed within 1 year of issuance.

Print Name of Applicant: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Date \_\_\_\_\_

Amount of Fee Paid: \_\_\_\_\_

Print Name of Approver: \_\_\_\_\_

Signature of Approver: \_\_\_\_\_

Date \_\_\_\_\_

Title of Approver: \_\_\_\_\_



## DEFINITIONS

### NATURE OF USE:

**NEW CONSTRUCTION** is recognized as any new structure built on a property. Said structure having a foundation and being permanently anchored to the ground. All new construction is to comply with appropriate building codes recognized as having jurisdiction in this area. New construction which includes sidewalk / curb / driveway or signs will not be required to pay those flat fees.

**ADDITION** is recognized as being any flat concrete or structural attachment to an existing building including but not limited to: Porch, Deck, Carport, Room Addition, Garage, etc.

**ALTERATION** is recognized as being any structural changes to an existing building including, but not limited to: Interior Load Bearing Walls, Exterior Walls, and Roof Structure. Items such as shingles, siding, painting, paneling, etc. are considered maintenance type items and do not require a permit.

### BUILDING USE:

**BUSINESS / COMMERCIAL** is recognized as being any structure used for the transaction of business including, but not limited to: Mercantile, Restaurant, Grocery, Bank, Professional Offices, etc. as may be referenced in the Ohio Building Code.

**INDUSTRIAL / WAREHOUSE** is recognized as being any structure used for the production or fabrication of other materials and the storage of those materials as may be referenced in the Ohio Building Code.

**STORAGE / UTILITY / GARAGE** is recognized as being any structure used for residential storage, utility, or garage. Including but not limited to rental storage unit buildings, residential garage or workshop. Non-permanent storage buildings such as are commonly used at mobile home areas are excluded, however these must be properly anchored in accordance with such Building Codes recognized as having jurisdiction in this area.

**SIDEWALK / CURB / DRIVEWAY** is recognized as being any site concrete work including new sidewalk or driveway and any lineal footage of curb crossed or cut in relation to the sidewalk or driveway and for use of automobile drive or parking areas. Replacement of any portion of the existing damaged sidewalk is considered to be a maintenance item and permit is not required.

**RESIDENTIAL** is recognized as being any structure for the purpose of living and sleeping used by one or more families. The following Residential categories apply:

R-1 One Family

R-2 One and Two Family

R-3 Multi - Family

R-4 Planned Residential Development



SIGN Types - Freestanding

Post Mounted,

Attached (to a building)

**BUILDING HEIGHT:**

**STORY** - That portion of a building included between the surface of any floor and the surface of the floor next above it or, if there is no floor above it, then the space between the floor and the ceiling next above it.

**HEIGHT** - The vertical distance from the average contact ground level at the front wall of the building to the highest point of the coping of a flat roof, to the deck line of a mansard roof or to the mean height level between eaves and the ridge for gable, hip, shed or gambrel roofs. Height should not exceed 20' from the peak to the lowest ground grade level.

Building permits have a 30-day review period. The Zoning Inspector will review the application and either issue or refuse the application. A response will be issued in writing.

All village construction guidelines can be found on the village website, [www.westlafayettevillage.com](http://www.westlafayettevillage.com) . Applicant should reference ordinance, The Village of West Lafayette Building and Zoning Codes.

Revised 1/30/2024