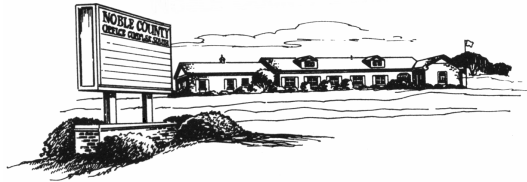


NOBLE COUNTY BUILDING DEPARTMENT



2090 N. State Road 9, Suite A
Albion, Indiana 46701
Phone: (260) 636-2215
Fax: (260) 636-6957

ITEMS NEEDED TO OBTAIN A BUILDING PERMIT FROM THE NOBLE COUNTY BUILDING DEPARTMENT.

1. A **Recorded Deed** describing the property on which the permit is being obtained for. This is required for the Drainage Check, Septic Permit, Driveway Permit & Building Permit.
2. A **Drainage Check** from the Noble County Surveyor's Office 636-2131, certifying the improvements, including septic system, driveway and structures, are not located within 75' from a county regulated drain and compliance with County Storm Drainage and Erosion Control Ordinance.
3. A **Septic Permit or Clearance Letter** from the Noble County Health Department 636-2191 — which must be presented upon application. Septic Permit Cost: \$25.00, or a **Letter** from your Sewer District verifying there is a tap available for your property, whichever applies.
4. A **Driveway Permit**. This permit must be presented upon application. Please contact applicable department to make sure you have the proper paperwork prior to applying for driveway permit. Noble County Driveway Permit Cost: \$25.00 1st permit, \$10.00 each additional permit. (Fee effective September 25, 2002)

Noble County Highway Department: 636-2124

- a. Need Drainage Form from Surveyor's Office
- b. Need Survey (preferred) or copy of Tax Map. Tax Map can be obtained from the Surveyor's Office.

Indiana State Department of Transportation: 484-9541 (ask for Permit Dept. - they will let you know what they require to obtain a driveway permit.)

5. **Blueprints** of the proposed structure, including foundation drawings.
6. A **Survey of the Property**, if it is a new division of land. (Although all surveys are welcome and helpful!)
7. **Recorded Agricultural Clause Form**, completed as requested by the Noble County Plan Commission. Recording fee of **\$11.00** will be required if Agricultural Clause has not already been done on the property. If paying by check, make payable to the Noble County Recorder.
8. **Site Plan**. Please have a site plan available.
9. An **approval from the Plan Commission** on the lot proposed for building — Concerning size, width, setback, etc. (Please check with the Plan Commission office for further requirements.)

When applying for the permit, the Noble County Building Department will check the property for special **Flood Hazard Areas**. If the property lies within a Zone A, and is prone to 100-year flooding, elevation of the home/structure and certificates from surveyors, engineers or architects will be required prior to obtaining a permit. (including low & high adjacent grade elevations)

Plan Commission Fees are **\$30.00** for an Improvement Location Permit.

Building Department Fees are **.08 cents** per sq. ft. of living area, **.04 cents** per sq. ft. of non-living area (the only time this will apply is if you have an unfinished basement. If it is a finished basement, it will be considered living area), **\$35.00** for each garage, deck, covered or screened porch, pole building (personal use), accessory building, electrical or plumbing improvements, etc., (**.02 cents** per sq. ft. for Agricultural Use Structures and **\$35.00** for a grain bin. Contact us for other fees not listed.

Each of the following will require separate checks or cash: (Improvement Location Permit, Building permit & recording fee for the Agricultural Clause)

Digging a Pond: The Noble County Surveyor's Office requires a permit for ponds. Cost: \$25.00

Noble County Surveyor's Office (260) 636-2131



ALWAYS CALL BEFORE DIGGING! — HOLEY MOLEY 1-800-382-5544.

