

GENERALIZED RESIDENTIAL INFORMATION

1. WHEN DO I NEED A PERMIT?

- a. New houses
- b. Additions
- c. Garages/sheds/pole barns
 - i. Including pre-built structures
 - ii. No permit required for structures less than 120 square feet
- d. Remodels/rehabs
 - i. E.g. roofing, siding, windows/doors, and interior remodels costing \$500 or more
- e. Porches and decks
 - i. If a roof or trellis is over the deck
 - ii. If the floor of the deck will be over 30" above grade
 - iii. If an existing porch will be enclosed
- f. Swimming pools
 - i. All pools with a capacity of 42" depth of water (below top of skimmer or wall)
- g. Fences (city only)
- h. Demolitions
- i. Temporary trailers/tents
- j. Electric, Plumbing, and HVAC work

Please see permit applications for more information

<http://southbend.in.gov/government/content/building-permits-0>

Also, be sure to follow the State of Indiana's building codes

<http://www.rtmconsultants.com/indiana-codes/>

2. CAN I DO MY OWN WORK?

- a. Property owners may do their own construction
- b. Property owners who also occupy the property may do their own electric, plumbing, and HVAC also- a signed affidavit assuming responsibility and one (1) year occupancy is required upon issuance
- c. If the property is for sale or rent- registered contractors must perform electric, plumbing, and HVAC work (these contractors must purchase their own work permits)
- d. If land-contract- a recorded copy must be provided, stating approval to make the proposed changes

3. VARIANCES

- a. A variance request (from the zoning ordinance requirements pertaining to setbacks, height, size limitations, and lot coverage) may be filed with the Area Board of Zoning Appeals, located in the Building Department

If you have any further questions, you may contact the Building Department at 574-235-9554 between 7:30 a.m. and 4:30 p.m., Monday through Friday.

www.southbendin.gov