

## What You Need To Get a Building Permit

1. **Property Record Card**: obtained at the *Assessor's Office* (Room 105).  
***Get this first and it is easier for the Recorder to find the deed.***
2. **Copy of Deed** identifying the owner of the property: obtained from the *Recorder Office* (Room 121).
3. **Septic Permit**: Given by *Alan Crosby* at the *Decatur County Board of Health*, 812-663-8301. Call Mr. Crosby for an appointment
4. **Hand Drawn Sketch Plan**: Show the size of the building and setback from the road and property lines. Sketch plan must be on an 8 ½" x 11" sheet of paper.
5. **Driveway Permit**: obtained at the *Decatur County Highway Department*. Call *Mark Mohr* at 812-663-2682 for an appointment.
6. **Site Development Permit**-for Decatur County Erosion and Sediment Control (when excavating more than 1 acre of dirt).
7. **Building Plans**: Must include all five (5) of the following requirements:
  - A. *Foundation Plans*
  - B. *Floor Plan* of each floor; must show window and door locations
  - C. *Cross-section drawing of structure* showing footers through shingles,  
Indicating the size and thickness of all members used in construction
  - D. *Electrical diagram*: specifying size and location of electrical layout
  - E. *Plumbing diagram*: specifying size and location of plumbing Layout
  - F. You must purchase trusses or the plans for them must be stamped by an engineer stating that they will be built according to state standards.
  - G. *Insulation Plan* and/or RESCHECK

Per ISO-Insurance Services Office, Inc.

Paper sizes for plans: **8 ½ x 11, 8 ½ x 14, 11x 17 ONLY**

8. **Copy of Decatur County Map** showing location.
9. **Lake Santee ONLY**: need a copy of Lake permit.