

Phone _____

811 # _____

BUILDING COMMISSIONER White
 TOWN CLERK Pink
 APPLICANT Yellow
 ASSESSOR Gold

Application _____

Filed: _____, 20____

**APPLICATION FOR BUILDING PERMIT, IMPROVEMENT
 LOCATION PERMIT AND CERTIFICATE OF OCCUPANCY
 Town of Kouts, Indiana**

Applicant: _____ CONTRACTORS NAME: _____

Address: _____ CONTRACTORS ADDRESS: _____

Owner: _____

Address: _____

Location of Property: Lot No. _____ in _____

_____ Addition. Street and No. _____

Other Description: _____

Date Lot of Record: _____ Zoning Classification _____

Present Use: _____ Proposed Use: _____

This is an application to: construct new _____; repair _____; alter _____ or change or add to
 plans previously submitted _____.

1. BUILDING PERMIT DATA (To be completed by Building Commissioner)

a. The cost of construction ready for occupancy including all items except _____ is \$ _____

b. The estimated cost of the excepted work is _____ \$ _____

c. The aggregate cost will not exceed _____ \$ _____

d. General Contractor: _____ Address: _____

e. Architect: _____ Address: _____

f. Description of Project: (Insert dimensions and materials to be used)

Size of Structure _____ x _____ Exterior Finish _____

Footings _____ Chimney _____

Basement _____ Roof _____

Floor joists, 1st Fl. _____ x _____ (o.c.) _____ Interior walls & ceilings _____

Floor joists, 2nd Fl. _____ x _____ (o.c.) _____ Sanitation _____

Ceiling joists _____ x _____ (o.c.) _____ Plumbing _____

Rafters _____ x _____ (o.c.) _____ Heating _____

Wall studs _____ x _____ (o.c.) _____ Electricity _____

Floors _____ Painting _____

g. Building Permit Fee (to accompany application) \$ _____

h. Building Permit No. _____ Issued _____ Denied _____ Date _____

2. IMPROVEMENT LOCATION PERMIT DATA (To be completed by Executive Secretary)

Requirement	Plot Plan Provides	Ordinance Requires	Complies
Lot: Width _____			
Depth _____			
Area _____			
Building Height _____			
Building Area (Sq. Ft.) _____			
Ground Floor Area (Sq. Ft.) _____			
Yards: Front _____			
Side _____			
Side _____			
Rear _____			
Off-Street Parking _____			

RESIDENTIAL PERMIT APPLICATION - NEW CONSTRUCTION

Subcontractor List- All contractors/subcontractors must be registered with the Town of Kouts. Failure to comply with Ord 150.25-150.31 (see attached) may result in suspension; revocation of your license.

Contractor Type:	Contractor Name:
Contact:	Address:
Phone:	

Contractor Type:	Contractor Name:
Contact:	Address:
Phone:	

Contractor Type:	Contractor Name:
Contact:	Address:
Phone:	

Contractor Type:	Contractor Name:
Contact:	Address:
Phone:	

Contractor Type:	Contractor Name:
Contact:	Address:
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Contractor Type:	Contractor Name:
Contact:	Address:
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Contractor Type:	Contractor Name:
Contact:	Address:
Phone:	

Contractor Type:	Contractor Name:
Contact:	Address:
Phone:	

Contractor Type:	Contractor Name:
Contact:	Address:
Phone:	

Contractor Type:	Contractor Name:
Contact:	Address:
Phone:	

TOWN OF KOUTS GUIDELINES FOR WATER AND SEWAGE CONNECTIONS

The following guidelines shall apply for all residential, commercial, industrial, and institutional users connecting to the Town of Kouts sewer and water system. Prior to any water and/or sewage connection to the Town of Kouts utility, the following is required:

1. An application for sewage and water connection permit shall be completed with a detailed sketch of the proposed service lines. Installation of sewer and water lines under driveways should be avoided.
2. Connection fee to be determined by Kouts Ordinance as amended from time to time, (Residential \$1500.00 for water and \$1800.00 for sewer) shall be paid. Commercial and institutional fees are based on service size and will be determined on a case-by-case basis, based on the size of the connection and meter as well as the complexity of the installation. Meter fees and meter connection parts are additional to the connection fee and are also based on service size and current rates or costs.
3. Developers of commercial, multi-family, industrial and institutional facilities shall provide a building fixture count and calculations justifying the size of proposed service connections (both water and sewer).
4. After appropriate connection fees are paid and a signed application is submitted and approved, applicant may proceed with installation. Two (2) working days' notice shall be given prior to excavation and installation of service lines. For the installation, the Town of Kouts will provide the following:
 - A. Inspection of installation and restoration of the site including the Town right-of-way. No excavation shall be backfilled prior to inspection unless approved by the Town.
 - B. Water meter connections which include: vault meter, resetter, curb box and stem, (corporation stop, full repair clamp, tapping sleeve if necessary), pit casting/lid, and insulator. Typically, the meter must be installed in an approved meter pit unless the meter has been preapproved to be installed in the building. In those cases, materials provided by the Town will be on a case-by-case basis. Location of the meter in a building will be determined by the Town. All fees are due and payable before parts are released at the town garage, located at 406 Kouts St.
 - C. A Town representative will install meter after contractor installs utilities per Town of Kouts guidelines.
5. The applicant is responsible for the following:
 - A. If contractor is providing own materials, they must be approved by the Town for service installation, as listed in the Town of Kouts Specifications Manual.
 - B. All excavation for the work to be done.
 - C. All labor for installation of service.
 - D. Expense for boring which is required unless cutting the road is the only feasible alternative. Road cuts will only be allowed if prior approval by the Town is obtained. (Road cut permit if required.)
 - E. Backfilling, seeding, sidewalk, road repair and other restoration. All restoration will be performed as specified by the Town.
 - F. Calling for locates of utilities prior to excavation as required by Indiana State Law. Call in locates

- before digging.
- G. Maintenance of the lines on the customer's side of the curb stop for water services and for the entire lateral to the main for sewer services. In areas where there is curbing, a "W" shall be etched into curb to designate the location of the water service.
 - H. The applicant will pay for the initial water meter.
 - I. Curb box shut off valves should remain on the highest level until final grade is done then lowered to level with the ground in order not to bury shut-off. If riser is necessary a charge will apply.
 - J. Water taps are to be at the 10 or 2 o'clock position on water main with full stainless steel, repair clamp tapping sleeve.
6. The following materials are specified for residential water services:
- A. One-inch (1") minimum diameter Type "K" soft annealed copper conforming to ASTM B-88. Poly tubing with a tracer wire will also be allowed provided stiffener inserts are to be used with compression fittings with poly tubing. No barb fittings or hose clamps are acceptable with poly tubing.
 - B. Corporation stops and curb stops shall be first quality non-lead bronze with compression connections Mueller or Ford Company or equal. In the event the water main needs to be tapped, a full circle stainless steel repair clamp type tapping saddle shall be used.
 - C. Curb stop boxes shall be one-inch (1") arch pattern. All curb boxes, installed on right-of-way and meter pit installed on resident property, shall be provided with an extension if needed. Boxes shall be Mueller or Ford Company or equal.
 - D. Prior to the Town setting the water meter, the following must be performed:
 - For inside meter set only when applicable and at Town's discretion, the supplied copper meter horn or yoke shall be installed in accessible location. The meter will NOT be installed in crawl spaces or other hard to access areas. A full port, ball valve the size of the service must be installed before and after the copper horn. The meter will NOT be installed in crawl spaces or other hard to access areas. Typically, meters will be required to be in meter pits.
 - Pits and curb boxes are NOT allowed in sidewalks or driveways.
 - Curb box shall be installed prior to the pit in the right-of-way.
 - Curb box and pit must be operable and be above or flush with ground grade. Meter will NOT be set if they are not to grade. Additional fees may apply for second trip.
 - A full port ball valve will be installed in the building as a main shutoff for the property owner.
 - E. Please call 219-766-3312 to have the meter installed. Please allow two (2) working days' notice before our service representative can actually install your meter. Someone must be present to let in the service representative if meter inside residence and in case there is a problem. In the event that our representative arrives and an installation cannot be made, we will have to reschedule for another installation date and there will be a \$25.00 fee that must be paid before a second trip is made to install the meter. Each additional trip will be an additional fee per visit.
7. Backflow protection is required on any necessary water service and has to comply with Indiana State Law 327-IAC-8-10.
8. All irrigation systems new or existing MUST BE EQUIPPED with an approved backflow prevention assembly and properly maintained and tested by homeowner.
9. The following is specified for sewer lateral installation:
- A. Before a building sewer can be buried or put into use, it must be inspected and approved by a

representative from the Town of Kouts as to be in compliance with minimum standards for design, materials, and workmanship. Any building sewer laterals backfilled prior to an inspection approval will be required to be re-excavated. A re-inspection fee will be required of the applicant in the event a second or third visit to the site is required. A fee for each visit will be assessed to applicant.

- B. Only approved piping materials may be used. All piping and fittings must be 6-inch minimum diameter listed TYPE PVC (Polyvinyl Chloride) SDR 35 or SDR 26 meeting ASTM D-3034 standards. Piping and fittings shall have elastomeric joints conforming to the requirements of ASTM F-477 and D-3212 standards. Commonly called push-on joints. Glue together joints will not be approved. Typically, SDR 35 will be acceptable unless the pipe is located in a shallow trench with minimal cover of 3' or it is within 100 feet of a water well.
 - C. All joints and connections shall be of the approved type. Jointing shall be done according to manufacturer's recommendations and meet ASTM-3212 standards.
 - D. All joints shall be gas and watertight.
 - E. Building sewers shall have a minimum of one-eighth inch (1/8") fall per foot. Suggested fall of one-quarter inch (1/4") per foot is recommended.
 - F. A building sewer cleanout shall be installed a minimum of eighteen-inches (18") from the building for the purpose of rodding the sewer. (LFA suggests two way sewer cleanouts).
 - G. Building sewers shall have cleanouts installed at least every one hundred feet (100') if lateral is over 100'.
 - H. Accessible cleanouts shall be installed at every change of direction of the building sewer where the degree of change is greater than a forty-five-degree (45°) angle. (90° fittings are not allowed.)
 - I. Cleanouts shall be extended to grade and shall be a "Y" fitting installed in the direction of sewer flow with a forty-five-degree (45°) fitting directed to grade.
 - J. Cleanout shall be of the same size as the pipes they serve.
 - K. Cleanout access shall not be covered with any finishing material and shall be readily accessible. Cleanout shall be plugged or capped with a threaded lid.
 - L. Building sewers shall be installed using the shortest and straightest route to the sewer main. Interior plumbing changes would be preferable to eliminate direction changes and extensive outside digging.
 - M. All fittings shall be installed to guide sewage in the direction of flow.
 - N. Building sewers shall have a minimum of eighteen inches (18") of ground cover to finished grade in grassy areas. Cover less than 42" in paved or gravel areas must be approved by the Town.
 - O. Existing septic tanks shall be pumped of contents and properly abandoned in accordance with the Indiana State Department of Health requirements (410 IAC 6-8.3-90).
 - P. A tracer wire is to be installed from cleanout to lateral end. In areas where there is curbing, an "S" shall be stamped or cut into curb at lateral location.
10. Silt fencing (or approved equal) shall be erected behind the curb back upon completion of curb construction. Silt fencing shall also be erected at any location where disturbed soil slope toward storm sewer drain or adjacent property or other structure area. Silt fencing shall be erected using sturdy wood or supports with the bottom edge of the fabric securely anchored in the soil by trenching. The contractor shall maintain the silt fence on a regular basis. Silt fencing shall not be removed until vegetation is established and risk of erosion and sediment runoff has been eliminated.

For more detailed information, refer to the Indiana Plumbing Codes.

If a lot does not have an existing tap to the sewer, the Town Engineer will specify what type of connection will be allowed to tap the existing sewer. Costs will be the responsibility of the homeowner or its

Town of Kouts

P.O. Box 693

Kouts, Indiana 46347

219-766-3312

APPLICATION FOR SEWER AND WATER CONNECTION PERMIT

DATE: _____

SEWER: **YES** **NO** **WATER:** **YES** **NO**

NAME OF HOME OWNER: _____

ADDRESS: _____ **LOT #:** _____

TELEPHONE NUMBER: _____

INSTALLING CONTRACTOR: _____

CONTRACTOR ADDRESS: _____

CONTRACTOR TELEPHONE: _____

PROPERTY LOCATION IF DIFFERENT THAN ABOVE: _____

TYPE OF STRUCTURE: _____

PROPOSED DATE OF CONSTRUCTION: _____

Before sewer and water excavation or construction begins, the owner or installing contractor must apply for and receive a sewer and water connection permit and pay all applicable fees. Before a sewer or water line may be buried or put into use, it must be inspected and approved by an inspector from the Town as to be in compliance with minimum requirements for design, materials and workmanship.

A COMPLETED SKETCH MUST be included with this application form upon its return for approval. A sample form listing required information is included for your reference.

Town Ordinance § 51.01 states no water from the town water supply shall be turned on for service into any premises by any person unless authorized by the town to perform this service. § 51.36 states it shall be unlawful for any person not authorized by the town to tamper with, alter or injure any part of the town waterworks or supply system or any meter. § 51.47 states no person, firm or corporation shall make any connection to the waterworks system of the town without the permission of the town. When ready for water service to be started at any location within town limits, the town must first be notified and given a 24-hour notice by calling 219-766-3312 to schedule a time.

The contractor must comply with all applicable building codes, and the Town of Kouts Municipal Code. Failure to obtain a contractor registration or comply with town ordinances shall result in a written notice and/or a fine of up to \$2500 per day.

I acknowledge I have read and understand the requirements listed above. I understand by accepting a Contractor's License from the Town of Kouts, the licensee and all employees agree to comply with the conditions listed above.

Name (Signature)

Company Name

Name (Printed)

Date

For Office Use Only:

APPROVED BY: _____ **DATE:** _____

Building Water and Sewer Lateral Location Sketch

NAME: _____

ADDRESS: _____ Lot # _____

Diagram illustrating the layout for a Building Water and Sewer Lateral Location Sketch. The diagram shows a rectangular lot with a building located inside. The building is labeled "Building" and "Add Driveway Location". The lot is divided into sections by numbered circles (1 through 8) indicating specific locations for water and sewer laterals. An arrow points North from circle 1. A box in the top right corner is labeled "Lot Width ____ ft" and "And Length ____ ft".

1. Indicate North direction with arrow.
2. Locate streets or alleys.
3. Locate building on Lot.
4. Show lot size.
5. Sketch location of proposed lateral from building to sewer main.
6. Indicate proposed location of cleanouts.
7. Include measurements for length of lateral and distance between cleanouts.
8. Approximate depth of lateral.

CHAPTER 150: BUILDING REGULATIONS

Section

Building Code

- 150.01 Title
- 150.02 Purpose
- 150.03 Authority
- 150.04 Scope
- 150.05 Adoption of rules by reference
- 150.06 Permits required
- 150.07 Application for permits
- 150.08 Other regulations
- 150.09 Fees
- 150.10 Records
- 150.11 Review of application
- 150.12 Inspections
- 150.13 Inspection assistance
- 150.14 Entry
- 150.15 Stop order
- 150.16 Certificate of occupancy
- 150.17 Plat plan and house stake
- 150.18 Displaying of building permits
- 150.19 Work must commence
- 150.20 Workmanship
- 150.21 Right of appeal
- 150.22 Remedies
- 150.23 Revocation of permit

Building Contractors

- 150.25 License required
- 150.26 Scope of license
- 150.27 Denial; right to appeal
- 150.28 Fees; expiration; renewal
- 150.29 Nontransferability
- 150.30 Bond and insurance required
- 150.31 Suspension; revocation

Electrical Code

- 150.35 Compliance with National Electric Code required

- 150.36 Electrical meter inspection fee
- 150.37 Inspection and approval
- 150.38 Use of power prohibited until inspection

House Numbering

- 150.50 House numbering system
- 150.51 Street numbers
- 150.52 House numbers
- 150.53 Directional designation
- 150.54 Assignment of numbers
- 150.55 Nonconforming numbers
- 150.56 Subdivision plats
- 150.57 Annexed lands
- 150.58 Display
- 150.98 Violations
- 150.99 Penalty

BUILDING CODE

§ 150.01 TITLE.

This subchapter, and all ordinances supplemental or amendatory hereto, shall be known as the "Building Code of the Town of Kouts, Indiana," and be cited as such and will be referred to herein as "this Code." ('77 Code, § 60.01) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98)

§ 150.02 PURPOSE.

The purpose of this Code is to provide minimum standards for the protection of life, limb, health,

(a) Indiana Energy Conservation Code;

(b) Modifications to the Model Energy Code;

(7) Article 20: Swimming Pool Codes: Indiana Swimming Pool Code.

(B) Copies of adopted building rules, codes and standards are on file in the office of the Clerk-Treasurer.

('77 Code, § 60.05) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98)

§ 150.06 PERMITS REQUIRED.

(A) A permit shall be obtained before beginning erection, construction, reconstruction, alteration, building, repair upon, addition to, demolition, residing of any walls or reshingling, reroofing and any other work to any roofs, or causing to be erected, constructed, altered, repaired, demolished, added to, built, resingled, reroofed or resided any building or structure, or assist in the erection, building, construction, reconstruction, alteration, repair, addition, demolition, reshingling, reroofing or residing of and to any building or structure, as the latter two terms (building or structure) are defined in this chapter, using forms furnished by the Building Inspector. All permits shall be issued by the Building Inspector, and all fees provided for herein shall be paid to the Clerk-Treasurer. No permit shall be issued until the contract for such building or structure shall have been made and entered into, and the permit shall set forth the price to be paid for such construction, and be signed by both the contractor and owner thereof, or his agent. However, if construction is proposed by the owner without a contractor's services, such owner shall act as both contractor and owner.

(B) For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ADDITION. Any change to a building that affects the dimensions of a building.

ALTERATION. Any work to modify any existing building or structure from its existing state, but not including repair or routine maintenance thereof.

BUILDING. Any structure, with or without a roof, supported by columns or walls, for the housing or enclosure of persons, animals or personal property when any portion thereof is completely separated from every other portion thereof by a division wall, without openings, then each such portion shall be deemed to be a separate building.

DEMOLITION. Any dismantling or intentional destruction or removal of any building or structure.

REPAIR. Any work to reconstruct, restore, or replace any portion of any existing building or structure, but not including any routine interior maintenance thereof, so that upon completion of the work the building or structure is in the same state and condition as it was at the time it was originally constructed or erected.

STRUCTURE. Anything constructed or erected that requires location on the ground or attachment to a building or something having location on the ground, including, without limiting the generality thereof, concrete, aggregate and/or asphalt drives, driveways, and parking areas, patios of any type of construction material, roofs and roofing, siding, window installation, garage door installation, interior alterations involving walls and/or partitions, fences and swimming pools and related appurtenances. ('77 Code, § 60.06) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98; Am. Ord. 2003-7, passed 9-15-03; Am. Ord. 2013-15, passed 1-20-14; Am. Ord. 2015-5, passed 8-17-15)

the fees for permits hereinafter provided for, there shall be paid the fees prescribed in such ordinances. ('77 Code, § 60.08) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98)

§ 150.09 FEES.

(A) No building permit for the repair or construction of any building or structure shall be issued by the Building Inspector until the applicant shall have first paid to the Clerk-Treasurer the sum set forth below.

(1) *Residential.* For the repair or construction of a residential building or structure.

(a) *Single-family homes.* (Fees exclude attached garages on new home construction only, when constructed with the residence).

The first 960 sq. ft. to 2,500 sq. ft.	\$.15 per sq. ft. (\$375 maximum)
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From 2,500 sq. ft. to 5,000 sq. ft.	\$.20 per sq. ft. (Includes 1st 2,500 sq. ft.) (\$875 maximum fee)
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Over 5,000 sq. ft.	\$.25 per sq. ft.
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(b) *Multi family units.* Same as single-family home fees on total square footage, plus \$50 per unit for all units over one.

(c) *Alterations, repairs or additions.* Alterations, repairs or additions to all buildings or structures (residential or accessory): \$.15 per sq. ft. (\$25 minimum fee).

(2) *Nonresidential.* For repair and construction of a nonresidential building or structure:

\$10 per thousand dollars construction cost	(\$10,000 maximum fee)
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(3) *Certificate of occupancy.* The fee for a certificate of occupancy shall be \$50 for all residential and nonresidential buildings or structures. Any additional repeat inspections required, due to the negligence or carelessness of the owner or contractor, shall be \$25.

(4) *Fences.* The fee for a building permit for the construction of a fence, regardless of the materials used, height or length of the fence shall be \$25.

(5) *Swimming pools.* In addition to permit fees provided for in the Zoning Code, an inspection fee shall be paid in the amount of \$25.

(6) *Electrical and plumbing permits.* The fee for an electrical or plumbing permit for the alteration or remodeling of buildings resulting in an addition or upgrade in service other than customary maintenance work shall be \$50.

(7) *Accessory buildings and detached garages.* The fee for accessory buildings or detached garages shall be as follows.

80 sq. ft. to 500 sq. ft.	\$25
501 sq. ft. to 999 sq. ft.	\$50
1,000 sq. ft. to 1,999 sq. ft.	\$75
2,000 sq. ft. to 2,999 sq. ft.	\$100
3,000 sq. ft. to 3,999 sq. ft.	\$150
4,000 sq. ft. and over	\$200

(8) *Decks and porches.* The decks and porches shall be:

Open deck	\$20
Enclosed deck or porch	\$.10 per sq. ft. (\$25 minimum fee)

ORDINANCE NO. 2013-15

**AN ORDINANCE AMENDING TOWN CODE
TITLE XV, LAND USAGE, CHAPTER 150: BUILDING REGULATIONS, TO
ESTABLISH FEES FOR DEMOLITION PERMITS AND THE INSPECTION OF
ELECTRICAL METERS.**

WHEREAS, IC 36-1-3-2 confers upon all local units the powers that they need for the effective operation of government as to local affairs; and

WHEREAS, IC 36-1-3-6(b)(1) prescribes that any such exercise of power shall be authorized through enactment of an ordinance passed by the legislative body; and

WHEREAS, the Town of Kouts is a municipal government located in Porter County, Indiana, which may pass and codify ordinances for its operation, all pursuant to IC 36-1-4 and IC 36-1-5; and

WHEREAS, the Town Council for the Town of Kouts has determined that the public health, welfare, and safety of the residents of the Town of Kouts supports the issuance of demolition permits subject to the payment of a prescribed fee; and

WHEREAS, the Town Council for the Town of Kouts has further determined that it is consistent with the public health, welfare, and safety of the residents of the Town of Kouts that property owners be responsible for paying a fee for the inspection of electrical meters located on their property;

NOW, THEREFORE, BE IT ORDAINED, by the Town Council for the Town of Kouts that Title XV, Land Usage, Chapter 150: Building Regulations, Section 150.06 Permits Required, Subsection (B) shall be amended to add the term "**DEMOLITION**" which shall be inserted between the terms "**BUILDING**" and "**REPAIR**" and shall read as follows:

DEMOLITION. Any dismantling or intentional destruction or removal of any building or structure.

NOW, THEREFORE, BE IT FURTHER ORDAINED, by the Town Council for the Town of Kouts that Title XV, Land Usage, Chapter 150: Building Regulations, Section 150.09 Fees, Subsection A shall be amended to add a new clause (10) to read as follows:

(10) *Demolition.* The fee for demolition of a building or structure shall be \$25.

NOW, THEREFORE, BE IT FURTHER ORDAINED, by the Town Council for the Town of Kouts that Title XV, Land Usage, Chapter 150: Building Regulations, Section 150.36 shall be amended to read as follows:

(2) Uses construction methods and practices that will minimize flood damage;

(D) Review building permit applications for new construction or substantial improvements within the flood plain area having special flood hazards to assure that the proposed construction (including prefabricated and mobile homes):

(1) Is protected against flood damage;

(2) Is designed (or modified) and anchored to prevent floatation, collapse or lateral movement of the structure or flood damage; and

(3) Uses construction methods and practices that will minimize flood damage.

(`77 Code, § 60.11) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98)

§ 150.12 INSPECTIONS.

After the issuance of any building permit hereunder, the Building Inspector shall make, or shall cause to be made, such inspections of the work being done under such permit as are necessary to insure full compliance with the provisions of this subchapter and the terms of the permit. Reinspections of work found to be uncompleted or not ready for inspection are subject to assessment of reinspection fees as prescribed by this subchapter.

(`77 Code, § 60.12) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98)

§ 150.13 INSPECTION ASSISTANCE.

The Chief of the Fire Department or his or her designated representative shall assist the Building Inspector in the inspection of fire suppression, detection and alarm systems and shall provide reports of such inspection to the Building Inspector.

(`77 Code, § 60.13) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98)

§ 150.14 ENTRY.

Upon presentation of proper credentials, the Building Inspector or his or her duly authorized representative may enter at reasonable times any building, structure or premises in the Town of Kouts to perform any duty imposed upon him or her by this subchapter.

(`77 Code, § 60.14) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98)

§ 150.15 STOP ORDER.

Whenever any work is being done contrary to the provisions of this subchapter, the Building Inspector may order the work stopped by notice in writing served on any persons engaged in the doing or causing such work to be done, and any such persons shall forthwith stop such work until authorized by the Building Inspector to proceed with the work.

(`77 Code, § 60.15) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98)

§ 150.16 CERTIFICATE OF OCCUPANCY.

No certificate of occupancy for any building or structure erected, altered or repaired after adoption of this subchapter shall be issued unless such building or structure was erected, altered or repaired in compliance with the provisions of this subchapter. It shall be unlawful to occupy any such building or structure unless a full or temporary certificate of occupancy has been issued by the Building Inspector.

(`77 Code, § 60.16) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98) Penalty, see § 150.99

§ 150.17 PLAT PLAN AND HOUSE STAKE.

As a condition of issuing an occupancy permit, the Building Inspector may require the preparation of a plat plan and house stake by a land surveyor registered in the State of Indiana.

(`77 Code, § 60.17) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98)

BUILDING CONTRACTORS

§ 150.25 LICENSE REQUIRED.

(A) No person shall engage in the business or activity of a building contractor in the town without having a license therefore which has been approved by the Building Inspector and issued by the Clerk-Treasurer.

(B) No person shall engage in building contracting in the town unless at least one officer, agent, or member of the firm, association, or corporation has been licensed according to the provisions of this chapter and has a license issued in the name of the person, firm, association, or corporation as provided in this section. If a license is issued in the name of an individual, such license shall be valid and in effect only while the individual is a member, officer, or employee of company, firm, association, or corporation through which the individual does business.

(C) Nothing contained in this chapter shall prohibit the owner of a private home from doing building construction on his own private home or property upon full compliance with all requirements, tests, and regulations provided by law and this chapter. The owner shall assume all responsibility for work done. All work must be done in a safe and workmanlike manner and the property owner must obtain all permits, pay all fees, and comply with all building codes, laws, and ordinances of the town. Any contractor assisting the homeowner, whether paid or acting voluntarily, shall meet all of the town requirements for contractors doing work within the town. Any homeowner who falsifies any portion of a permit shall be liable for a fine under the general penalty provision of this town code.

(Ord. 2015-3, passed 3-16-15)

§ 150.26 SCOPE OF LICENSE.

A building contractor license issued under this chapter shall permit all types of building construction

including, but not limited to, plumbing, electrical, landscaping, plastering, heating, cooling, ventilating, painting, excavating, masonry, and roofing and tiling. (Ord. 2015-3, passed 3-16-15)

§ 150.27 DENIAL; RIGHT TO APPEAL.

The decision of the Building Inspector on any application may be appealed to the Town Council, which shall have the right to alter, amend, or reverse the decision of the Building Inspector and such action on the part of the Town Council shall be final in the matter.

(Ord. 2015-3, passed 3-16-15)

§ 150.28 FEES; EXPIRATION; RENEWAL.

(A) Except as provided in division (B) of this section, the annual fixed fee for a building contractor's license under this chapter shall be \$100.

(B) Licenses issued under the provisions of this chapter shall expire on December 31 of each year following the date of issuance. Upon expiration of any license, the licensee will be required to apply for renewal of the license. Any licensee renewing his license on or before October 31 shall pay a renewal fee of \$60. Any licensee renewing his license after October 31 shall pay a renewal fee of \$100.

(C) Renewal applications shall be first approved and certified by the Building Contractors Board of Examiners before a renewal is granted and issued. (Ord. 2015-3, passed 3-16-15)

§ 150.29 NONTRANSFERABILITY.

No license or renewal of a license granted under the provisions of this chapter shall be assignable or transferable.

(Ord. 2015-3, passed 3-16-15)

§ 150.38 USE OF POWER PROHIBITED UNTIL INSPECTION.

No person, firm or corporation shall use any electric wiring or appliances or cause or allow electric power to be turned into any system or wiring until they have been finally inspected. Upon the receipt of the electrician's notification that the work is ready for inspection, the Building Inspector shall make such final inspection.

(`77 Code, § 60.20) (Am. Ord. 2013-15, passed 1-20-14)

HOUSE NUMBERING

§ 150.50 HOUSE NUMBERING SYSTEM.

(A) From and after the passage of this subchapter and its publication according to law, the house numbering system is to be based on a grid network of 330 feet.

(B) At each grid line of 330 feet the numbers shall increase by 100.

(C) The base line of the system shall be Indiana Street extended east and west.

(D) The meridian line shall be Main Street extended north and south.

(E) Each building lot in Kouts shall be assigned a number if the lot width does not exceed 80 feet, except in those instances where existing dwelling units or commercial or industrial units are erected on less than an 80-foot parcel, then and in that event, each such unit shall be assigned a number.

(F) For parcels of land which are wider than 80 feet, a number shall be assigned for each 60 feet of frontage or fraction thereof, except no number shall be assigned to any fraction of a lot that is less than 20 feet in width.

(G) Numbers shall progress when necessary from 1 through 49, 2 through 48, 51 through 99 or 52 through 98 preceded by the block number.

(H) The number is dependent upon the location of the street in relationship to the base line or meridian line and the location of the building as further explained in this subchapter.

(`77 Code, § 17.01)

§ 150.51 STREET NUMBERS.

(A) The following streets shall be assigned these respective numbers:

Indiana Street (base line)	100
Main Street (meridian line)	100
McKinley Street	400 N.
Church Street (N. of Ind. St.)	
and Brown Street (S. of Ind. St.)	400 E.
Kimble Street and Oak Street	300 E.
Poland Street and Kouts Street	300 W.
Susan Court and Lind Lane	1000 S.
Pulaski (W. of Main) and Railroad	
(E. of Main)	300 S.
Jefferson Street	800 S.
Alice Street	700 S.
Elizabeth Street	600 S.
College Avenue	500 S.

(B) House numbers shall be so assigned so that while driving in the direction of progressing numbers the even numbers are always to the right and the odd numbers to the left.

(`77 Code, § 17.02)

§ 150.52 HOUSE NUMBERS.

(A) House numbers shall be even on the east and odd on a west side of all streets extended north of Indiana Street.

(B) House numbers shall be even on the west and odd on the east side of all streets extended south of Indiana Street.

alter, repair, improve, remove, convert, demolish, equip, use, occupy or maintain any building or structure in the Town of Kouts or cause or permit the same to be done contrary to or in violation of the provisions of this §§ 150.01 *et seq.*

(`77 Code, § 60.21) Penalty, see § 150.99

§ 150.99 PENALTY.

(A) (1) If any person, firm, corporation or other entity shall violate any of the provisions of §§ 150.01 *et seq.* shall do any act prohibited herein or shall fail to perform any duly lawfully enjoined, within the time prescribed by the Building Inspector, or shall fail, neglect or refuse to obey any lawful order given by the Building Inspector in connection with the provisions of §§ 150.01 *et seq.* for each such violation, failure or refusal, such person, firm, corporation or other entity may be fined up to and including the maximum penalty prescribed by state statute. Each day of such unlawful activity as is prohibited by the first sentence of this section shall constitute a separate offense.

(2) (a) Any person who violates § 150.06 by performing or causing to be performed acts or activities therein enumerated without a permit may be subject to a fine for each day that the violation continues in the amount set forth opposite the following types of permits:

New structures, primary structures and additions	\$200/day
New accessory buildings and additions	\$50/day
Remodeling, electrical or plumbing	\$75/day
Swimming pools	
above ground	\$25/day
in-ground	\$100/day
Fences	\$25/day

All other acts or activities

\$100/day

Any person who violates the terms of an order issued pursuant to § 150.15 will be subject to a fine of \$1,000. Each day the terms of such order are violated will constitute a separate violation.

(b) Fines under this provision shall not exceed \$2,000 in the aggregate.

(3) Any person who violates § 150.16 may be subject to a fine equal to \$1 per square foot. The total square footage of the building occupied in violation of § 150.16 shall be the basis for calculating the fine. The fine shall not exceed \$2,500 per day. Each day the violation continues shall constitute a separate offense.

(4) Any person who violates § 150.18 may be subject to a fine of \$25. Each day the violation continues shall constitute a separate offense. (`77 Code, § 60.24)

(B) Any person, firm or corporation who violates, neglects or refuses to comply with these rules or any section of §§ 150.35 *et seq.* shall be fined in any sum not to exceed \$10 and the cost of prosecution, and such person's, firm's or corporation's connections shall be severed by the Building Inspector until such person, firm or corporation has fully complied with §§ 150.35 *et seq.* (`77 Code, § 61.04) (Am. Ord. 1996-4, passed 4-15-96; Am. Ord. 1998-7, passed 10-19-98; Am. Ord. 2015-5, passed 8-17-15)

POST PERMIT INSPECTIONS

1.) Footing before Pour

**2.) Weep tile, sump pit, foundation waterproofing,
before covering**

3.) Framing & rough in

Codes Used: Electrical – I.E.C.

Building - I.B.C.

4.) Final Inspection for “Certificate of Occupancy”

- Maintain clean streets. Prevent soil run off from entering street drains.**
- Ordinance 130.04 states construction hours are between the hours of 7AM-9PM Monday – Saturday. 10AM-6PM Sunday.**

Any inquiries can be directed to:

Orville Jefferson, Building Inspector

219-307-0292

