



## RESIDENTIAL PERMIT REQUIREMENTS: CLASS 2 STRUCTURES AND THEIR ACCESSORY BUILDINGS

**PERMIT EXPIRATION:** Construction must commence within six (6) months of issuance and be completed within one (1) year of issuance (City Code §150.28).

**EVERYTHING ON THIS LIST MUST BE INCLUDED WITH YOUR PERMIT APPLICATION OR YOUR PERMIT WILL BE DELAYED.**

**All new residential homes require a receipt from Greensburg Municipal Water & Sewage Showing that:**

- Connection fees have been paid
- Copy of approved erosion control permit (for any lot over one (1) acre
  - Erosion control application(s) should be returned to the Greensburg Water Office, 314 W. Washington St., Greensburg, IN 47240

**Building Plans (Construction Plans) are required for the following and should be submitted digitally:**

- New Single-Family Residence
- Duplex (Two-Family) Residence
- Townhome
- Detached Garages and Carports
- Accessory Structures such as storage buildings
- Additions
- Alteration of a Dwelling (e.g. structural modifications, load-bearing wall removal, window/door openings in exterior wall)
- Porch (open or enclosed) or patio enclosures

### **DIGITAL BUILDING PLANS MUST INCLUDE:**

1. Site Plan (Plot Plan) drawn to scale showing the following:
  - Building setbacks
  - Dimensions from all existing buildings and proposed building to property lines
  - Lot drainage
  - Driveway
  - Sidewalks
  - *Note: For all structures adjacent to a road, the building's lowest elevation that is adjacent to and facing a road shall be a minimum of 2 feet above the road elevation (elevation of gutter at the center of the lot) as per City of Greensburg Stormwater Technical Standards Chapter 10.*
  - *Code sections referenced below are found in the 2020 Indiana Residential Code (675 IAC 14-4.4) The 2020 Indiana Residential Code (675 IAC 14-4.4 may be viewed for free at the following link. <https://www.in.gov/dhs/boards-and-commissions/fpbsc-rules/>*

**2. The following are required as applicable based on the building:**

- Total square footage
  - Square footage of each floor, basement (if applicable) garage, porch, deck
- Total square footage of addition
- Total square footage of detached accessory building (garage, storage building)
- Elevations of the proposed building or addition
- Attached garages – Fire -Resistant Construction (R302.5 & R302.6)
  - Opening protection between dwelling and garage.
  - Fire separation between dwelling and garage.

**3. Footing/Foundation details:**

- Footing width, depth, and any reinforcement (size & number of reinforcements)
- Foundation wall
  - Masonry:
    - Masonry unit's size
    - Number and size of reinforcement (rebar)
  - Cast in place concrete:
    - Wall thickness
    - Wall height
    - Number and size of reinforcement (rebar)

**4. Basement Plan (if applicable):**

- Wall material type
  - Masonry wall indicating size of masonry units
  - Number and size of reinforcement (rebar)
  - Anchor bolt detail (bolt size & embedment depth)
- Cast in place concrete indicating:
  - Wall thickness and wall height
  - Number and size of reinforcement (rebar)
  - Foundation damp proofing and drainage
  - Anchor bolt detail (bolt size & embedment depth)
  - Escape and Rescue opening (R-310)
    - Net clear opening area
    - Sill height above finished floor
    - Window well size
    - Ladder and steps
    - Sill height above floor
- Location of any under slab plumbing and size of piping

**5. Crawl Space Plan (Under-Floor Space – R408)**

- Crawl space access opening, location and opening size
- Location of required sump pump

- Vented crawl space (R408.2) provide the following:
  - Calculation of required ventilation
  - Location of crawl space vent opening
  - Size of crawl space vent opening
- Unvented crawl space (R408.3) provide the following:
  - Crawl space access opening location and opening size
  - Indicate the method to achieve requirements for an unvented crawl space.

## **6. Floor plan:**

- Show each floor labeling each room and space
- Indicate location of windows and doors
- Indicate location and size of emergency escape and rescue openings for sleeping rooms.
- Cross-section drawing of the structure showing footing through shingles indicating:
  - Nominal dimension (width x depth) of all framing members for floors, walls, ceiling, and roof.
  - Floor joist, support beams & posts layout (deck included).
- Stairway detail indicating the following (R311.7 & R312)
  - Stairway width
  - Rise of stairs
  - Depth of stair tread
  - Stair nosing
  - Height of handrail
  - Open side of stairs – guardrail height and vertical spacing.
- Pre-engineered structural components
  - Pre-engineered roof truss plans certified (signed & sealed) by an Indiana Licensed Design Professional.
    - Truss layout plan
  - Pre-engineered floor truss plans certified (signed & sealed) by an Indiana Licensed Design Professional
    - Floor Truss layout plan
- I-Joist – Provide manufacturer installation instruction

## **7. Wall Bracing Plan (R602.10)**

## **8. Electrical Plans:**

- Electrical service size in AMP's and volts.
- Location of:
  - Meter base
  - Electrical panel
  - Receptacles (outlets) Ground Fault Circuit Interrupter (GFCI's)
  - Smoke Alarm (R314)
  - Carbon Monoxide Alarm (R315)

## **9. Plumbing Plans:**

- Location of:

- Plumbing fixture
- Water heater (tank or tankless and fuel source)
- Sump pump
- Ejector pump

**10. Mechanical Plans:**

- Location of furnace
- Furnace fuel type
- Duct material

**11. Energy Code Compliance:**

- New single-family dwelling, two-family dwelling or town home, submit Res-check Energy Compliance Report: based upon the 2018 International Residential Code (adopted as the 2020 Indiana Residential Code at 675 IAC 14-4.4.
- Signed Energy Certificate demonstrated compliance with current Indiana Energy Code requirements.

**PLAN REVIEW & INSPECTIONS (IC 36-7-2.5):**

**IC 36-7-2.5-19 APPLICANT MAY USE PRIVATE PROVIDER (Effective 1-1-2026)**

**Sec. 19. An applicant may use a private provider to perform a plan review, an inspection, or both, regardless of whether the unit is able to conduct the activity or activities within the time set forth in section 18 of this chapter. The cost of any plan review or inspection performed by a private provider is at the applicant's own expense. The unit may also charge the applicant a convenience fee as provided in section 20 of this chapter. *As added by P.L. 146-2025, SEC. 4***