

154.04. BUILDING PERMITS**154.04.01 Permit Required**

A building permit shall be obtained before beginning construction, alteration, repair, or demolition of any building or structure.

154.04.02 Application

Applications for Building Permits shall be filed in accordance with the requirements of Section 154.01 of this Code.

154.04.03 Review of Application

Prior to the issuance of any building permit, the Planning Director shall review all building permit applications to determine full compliance with:

- A. Section 155, Building Regulations;
- B. Section 156, Flood Prevention; and
- C. Any other applicable regulations of the Town of Pendleton, Madison County, or the State of Indiana.

154.04.04 Action

The Planning Director shall issue the Building Permit within ten (10) days of receiving a complete application.

154.04.05 Inspections

After the issuance of any building permit, the Planning Director shall make, or shall cause to be made, inspections of the work being done 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 incomplete or not ready for inspection are subject to assessment of reinspection fees. The Planning Director is authorized to take such actions as described in Section 154.13, Enforcement, for the purpose of carrying out this provision.

154.04.06 Inspection Assistance

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

154.04.07 Expiration of the Building Permit

The work or use authorized by any Building Permit must be commenced within six (6) months of the date of issuance of such permit, otherwise the same shall lapse and be and become null and void. All work so authorized shall be completed within eighteen (18) months from the issuance of the permit, and provided that for good cause shown the Planning Director may extend the work completion time.

154.04.08 Failure to Obtain a Building Permit

Failure to obtain an Building Permit shall be a violation of this Code and be punishable under the provisions of Section 154.13, Enforcement.

154.04.09 Limitation on Building Permits

Building Permits issued on the basis of plans and applications approved by the Director authorize only the construction, alteration, repair, or demolition set forth in such approved plans and applications or amendments thereto, and no other construction, alteration, repair, or demolition. Any construction, alteration, repair, or demolition contrary to that authorized shall be deemed a violation of this Code and be punishable under the provisions of Section 154.13, Enforcement.

154.04.10 Records of Building Permits

Every Building Permit issued pursuant to this Section 154.04 shall be kept on file in the Office of the Planning Director and shall be a public record in accordance with the Indiana Revised Code.

154.04.11 Certificate of Occupancy

No certificate of occupancy for any building or structure erected, altered or repaired after the adoption of this subchapter shall be issued unless such building or structure was erected, altered or repaired in compliance with the provisions of this Code. It shall be unlawful to occupy any such building or structure unless a full, partial, or temporary certificate of occupancy has been issued by the Planning Director pursuant to Section 153.05 of this Code.