



Starke County Planning and Building Department
Starke County Plan Commission
53 East Mound Street
574-772-9133

PERMIT COMPLIANCE & BUILDER DECLARATION

SECTION I: PROJECT INFORMATION

- **Applicant Name:** _____
- **Project Address:** _____
- **Permit Number:** _____
- **Flood Plain:** Yes No
- **2-Mile Jurisdiction:** Yes No

SECTION II: SCOPE OF WORK PERFORMED BY APPLICANT

Please indicate the specific work being performed **by the applicant/owner-builder** under this permit. Check all that apply:

- Foundation
- Framing
- Electrical
- HVAC
- Plumbing
- Roofing
- Siding
- Demolition
- Other: _____

SECTION III: BUILDER & CONTRACTOR DECLARATION

(Applicant must initial each statement to acknowledge compliance)

Owner-Builder Scope: I certify that the specific trades **checked** in Section II will be completed entirely by myself, a relative, or other non-compensated volunteer(s). I will not employ compensated contractors for the checked work.

Registered Subcontractors: I understand that for any trades **NOT checked** in Section II, I am required to hire contractors or subcontractors. I certify that I will only employ professionals who are actively registered with Starke County.

Ordinance Compliance: I understand that hiring an unregistered contractor or subcontractor for any part of this project is a strict violation of Ordinance #2006-22. I acknowledge that as the permit applicant, I will be held strictly liable for any resulting penalties and/or fines if unregistered personnel are discovered working on this project.

SECTION IV: DESIGNATED SUBCONTRACTORS

For any work **not** checked in Section II, please list the registered contractors/subcontractors who will be performing the work. *(If all work is being done by the applicant, write "N/A" across this section).*

Trade / Scope of Work	Contractor / Business Name

SECTION V: INSPECTION ACKNOWLEDGMENT & PENALTIES

By signing below, the applicant acknowledges and agrees to the following regulatory requirements:

- **Mandatory Inspections:** I agree to call for all required inspections. I acknowledge that I have received a copy of the required inspection schedule.
- **Missed Inspection Penalties:** Failure to complete a mandatory inspection will result in a fine of \$250.00 per missed inspection, and/or the mandatory removal and re-doing of any uninspected work.
- **Final Certification:** All completed permits require a final inspection or a Certificate of Occupancy prior to use.
- **Permit Revocation:** Failure to comply with these terms, obtain clearance for any structural or location changes, or post the permit on-site as required may result in the immediate revocation of the permit approval.
- **Work Commencement:** Applicants must have a fully signed permit in hand prior to starting construction; failure to do so will result in an additional penalty fee.

SECTION VI: CERTIFICATION & SIGNATURE

READ CAREFULLY: You will be held responsible for all information contained herein.

I hereby certify that the statements provided are true and correct. I understand that this approval includes only the detail specifically described on this form and on the included sketch plans.

APPLICANT SIGNATURE: _____

DATE: _____