



Schedule of Requirements – Approvals and Reviews

Planning and Zoning

TYPE	REQUIRED BY	REGULATION	TIMELINE	FEEs	PREREQUISITES
Zoning, rezoning, or variance	DMD	Indiana Planning and Zoning Law; 740-744	1-3 months	https://www.indy.gov/activity/land-use-petition-forms-and-fees	May require coordination with floodplain administrator
Secondary design approval			1-4 months		May require coordination with floodplain administrator
Platting			2 months		May require vacation of easements or rights-of-way



Schedule of Requirements – Approvals and Reviews

Land Development

TYPE	REQUIRED BY	REGULATION	TIMELINE	FEES	PREREQUISITES
FLD/Flood	DBNS	565; 44 CFR 60	1-2 months	https://www.indy.gov/activity/license-and-permit-fees	Applicable state or federal approvals and secondary technical reviews
DRN/Drainage		561; CSGP; MS4; Stormwater Manual	2 months		Applicable state or federal approvals and secondary technical reviews
ILP/Improvement Location Permit		740 through 744	1 month		Issuance of FLD, DRN, WRK; applicable secondary design approvals
STC/Streets and Sidewalks		691; Transportation Manual	2 months		Applicable state or federal approvals and secondary technical approvals
DRV/Driveway		691; 645; Transportation Manual	2 months		Applicable state or federal approvals and secondary technical approvals; ROW permit (if required)
ROW/Right-of-way		645; Transportation Manual	2 weeks		Issuance of FLD if applicable
ENC/Encroachment		645	1 month		All scope-applicable permits and technical/secondary approvals
Secondary technical approvals					
<i>Levee impacts</i>	DPW	561	<30 days	n/a	Typically occurs following submittal of drainage permit application, if applicable
<i>Regulated drain impacts</i>	DPW	561	1-2 months	n/a	
<i>Reservoir impacts</i>	DPW	631	1-2 months	n/a	
<i>Wellfield impacts</i>	DPW	561	1-2 months	n/a	
<i>Stormwater variance</i>	DPW	561	<30 days	n/a	
<i>Combined sewer area</i>	CEG	EPA Consent Decree	<30 days	https://info.citizensenergygroup.com/permits-and-forms	
<i>Encroachments</i>	DPW/DBNS	645	1-2 months	https://www.indy.gov/activity/license-and-permit-fees	All scope-applicable permits and technical/secondary approvals
<i>Transportation variance</i>	DPW	691, Transportation Manual	<30 days	n/a	Typically occurs following submittal of street or driveway permit application, if applicable



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Construction

TYPE	REQUIRED BY	REGULATION	TIMELINE	FEES	PREREQUISITES
WRK/Demolition	DBNS	State Building Code	1-2 weeks	https://www.indy.gov/activity/license-and-permit-fees	ILP, DRN
STR/Structural		536; State Building Code	1-2 months		ILP, DRN, FLD
Utility connection or disconnection					
<i>Installation - Septic</i>	Health Department	672-104; 536	1 month		
<i>Connection - Sewer</i>	CEG	536	<30 days	https://info.citizensenergygroup.com/permits-and-forms	
<i>Connection - Water</i>	CEG	536	<30 days	https://info.citizensenergygroup.com/permits-and-forms	
<i>Disconnection - Gas</i>	CEG	536	<30 days	https://info.citizensenergygroup.com/permits-and-forms	Required for WRK
<i>Disconnection - Water and Sewer</i>	CEG	536	<30 days	https://info.citizensenergygroup.com/permits-and-forms	Required for WRK
<i>Disconnection - Power</i>	AES	536	<30 days	https://www.aesindiana.com/rates-tariffs	Required for WRK



Schedule of Requirements – Inspections and Closeout

Building

TYPE	REQUIRED BY	REGULATION	FEES	PREREQUISITES																																										
WRK/Wrecking	DMD, DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	May require approval of ILP or DRN, as well as secondary zoning approvals																																										
Foundation	DBNS			536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits																																								
Under Slab							DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits																																				
Framing											DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits																																
Rough															DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits																												
<i>Electrical</i>																			DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits																								
<i>Plumbing</i>																							DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits																				
<i>Mechanical</i>																											DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits																
Final																															DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits												
<i>Electrical</i>																																			DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits								
<i>Plumbing</i>																																							DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits				
<i>Mechanical</i>																																											DBNS	536; Indiana State Building Code	https://www.indy.gov/activity/license-and-permit-fees	Issuance of building permits



Schedule of Requirements – Inspections and Closeout

Stormwater & Infrastructure

TYPE	REQUIRED BY	REGULATION	FEES	PREREQUISITES
BMP inspections	DBNS	CSGP, MS4	https://www.indy.gov/activity/license-and-permit-fees	Installation of stormwater BMP
Weekly erosion and sediment control inspections		561, CSGP		Issuance of drainage permit – conducted by third-party inspector
Confirmation of elevation requirement for construction within flood zone		565, 44 CFR 60		Issuance of flood permit; provision of elevation certificate, floodproofing certificate, or survey completed by a licensed surveyor or engineer
Notice of Termination pre-submittal inspection	DBNS/DPW	561, CSGP, MS4		Completion of work permitted by a local drainage permit/operating under CSGP general permit coverage



Schedule of Requirements

Local Contacts

ENTITY	FOR	PREREQUISITE TO	PHONE	EMAIL
Department of Metropolitan Development	Zoning, rezoning, or zoning variances; secondary design approvals; platting		317-327-5155	PlannerOnCall@indy.gov
Department of Business and Neighborhood Services	Permitting and inspections for construction, land development, or private use of public ways			
	Flood permitting and compliance		317-327-8088	Flood@indy.gov
	Drainage, street, and driveway permits and inspections		317-327-8088	Infrastructure@indy.gov
	Right-of-way permits and inspections; encroachment approvals		317-327-8583	ROW@indy.gov
	Structural permits, demolition permits, and improvement location permits		317-327-8700	PermitQuestions@indy.gov
	Building inspections		317-327-8938	BNS.ConstructionServices@indy.gov
Department of Public Works	Impacts to levees, regulated drains, reservoirs, wellfields, or for stormwater and transportation variances		317-327-4000	StormwaterEng@indy.gov
Citizens Energy Group	Connections to storm or sanitary sewer; impacts to a combined sewer area		317-927-4444	newservice@citizensenergygroup.com
	Disconnections		317-927-6000	
AES	Disconnections		317-261-8033	customerservices@aes.com
Marion County Public Health Department	Septic permits		317-221-2266	HealthDept@MarionHealth.org



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State and Federal Contacts

AGENCY	FOR	PREREQUISITE TO	PHONE	WEBSITE
Indiana Department of Transportation	Impacts to state-owned roads	STC or DRV impacting a state-owned road	855-463-6848	https://www.in.gov/indot/
Indiana Department of Environmental Management	Impacts to waterways, stormwater discharge, industrial discharge, wetland impacts, construction stormwater	FLD or DRN where scope proposes impacts regulated by the state	317-232-8603	https://www.in.gov/idem/
Indiana Department of Natural Resources	Construction in the floodway	FLD where scope impacts the floodway	317-232-4200	https://www.in.gov/dnr/
US Army Corps of Engineers	Levee impacts or WOTUS impacts	DRN or FLD with proposed impacts in a levee influence zone for an accredited levee	202-761-5903	https://www.usace.army.mil/
Indiana Department of Homeland Security	Construction design release; state variance	STR where CDR or SVR is necessary for design	317-232-2222	https://www.in.gov/dhs/