

TOWN OF BEVERLY SHORES  
P.O. Box 38, Beverly Shores, IN 46301  
Phone 219-728-6531, fax 219-728-6532  
[beverlyshores.clerk@gmail.com](mailto:beverlyshores.clerk@gmail.com)  
beverlyshoresindiana.org

PERMIT # \_\_\_\_\_  
DATE \_\_\_\_\_

**New Construction of Accessory Structures and Decks over 201 sq. ft.**

- Name(s) of Legal Owner(s) of Property \_\_\_\_\_
1. Address \_\_\_\_\_
  2. Phone No. home \_\_\_\_\_ work \_\_\_\_\_ e-mail \_\_\_\_\_
  3. Legal Description of Property Block \_\_\_\_\_ Lot(s) \_\_\_\_\_ Unit \_\_\_\_\_
  4. Street Address \_\_\_\_\_
  5. Architect \_\_\_\_\_ 6. Contractor \_\_\_\_\_
  - Address \_\_\_\_\_ Address \_\_\_\_\_
  - Phone/E-Mail \_\_\_\_\_ Phone/E-Mail \_\_\_\_\_
  7. Estimated Cost of Project: \_\_\_\_\_

**(Please note: Projects costing more than \$5,000 require a Contractor Registration)**

**Attach the following as per Section 155.056 of the Beverly Shores Zoning Ordinance**

- A. Copy of recorded deed for property.
- B. For commercial and/or public buildings:
  - Approval, in writing, from the Porter County Building Commissioner
  - Approval, in writing, from the Indiana State Highway Department for driveway cut
- C. Receipt from Town Clerk for Building Permit Administration fee (non- refundable).
- D. Size of structural members and height of deck off grade is required plus three (3) copies of survey showing placement of proposed accessory structure and/or deck.

I understand that I must obtain a Certificate of Occupancy, where applicable, upon completion of this project. I also understand that an Occupancy Certificate will not be granted if the finished project does not conform to the approved plans. I further understand that I am responsible for the removal and/or correction of any deviations from the approved plans.

I certify the above information to be correct and true \_\_\_\_\_  
Owner's Signature / Date

**DO NOT WRITE BELOW THIS LINE**

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Date received by the Building Commissioner \_\_\_\_\_  
Action of Building Committee: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_  
Comments \_\_\_\_\_

Building Permit Fee Assessed \_\_\_\_\_ Date Applicant Notified \_\_\_\_\_  
I certify, to the best of my knowledge and belief, this permit is issued in conformance with all requirements on the Beverly Shores Zoning Ordinance.

\_\_\_\_\_  
Building Commissioner / Date