



Community Development Services  
 City of Greenwood  
 300 South Madison Avenue  
 Greenwood, IN 46142  
 317.887.5230  
[www.greenwood.in.gov](http://www.greenwood.in.gov)

**APPLICATION FOR  
 BUILDING PERMIT**  
*Commercial Electrical Work Only*

**PERMIT NO.:** \_\_\_\_\_

Application is hereby made for a permit to improve premises as described herein as shown in the accompanying **plans and specifications**, which improvement is to be located as shown on the accompanying **plot plan**. The information which follows and the accompanying plans, specifications and other information with the representations therein contained, are made a part of this application in reliance upon which the Planning Commission of the City of Greenwood is requested to issue a location improvement permit and any applicable sewer permits.

It is understood and agreed by this Applicant that any error, misstatement or misrepresentation of material fact, either with or without intention on the part of this Applicant, such as might or would operate to cause refusal of this application, or conditional approval thereof, or any material alteration or change in the accompanying plans, specifications or improvements subsequent to the issuance of a permit in accordance with the application, without the approval of the Planning Commission shall constitute sufficient ground for the revocation of this permit.

All building construction work, alterations, repairs, or mechanical installations and appliances connected therewith and other work necessary to complete the following improvement, shall comply with the State Building Rules and Regulations, local ordinances and such other statutory provisions pertaining to this class of work, and such rules, regulations, ordinances and provisions shall be considered a part of specifications, whether specified herein or not.

Date of Application \_\_\_\_\_

Name of Applicant \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Name of Business at location to be improved: \_\_\_\_\_

Address of Location to be Improved: \_\_\_\_\_

Name and address of building contractor: \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_

On-Site Contact Person: \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

1. What is the approximate value of work? \$ \_\_\_\_\_
2. What is the approximate percent of structure being altered? \_\_\_\_\_ %
3. Who will perform electrical work?  Owner  Contractor
4. Type of work?  New Service Install  Modification of Existing Service  
 Repair of Damaged Service
5. Will the building service be affected by this work?  Yes  No
6. Does this work include underground/under slab?\*  Yes  No
7. Is more than one circuit being added or altered?\*  Yes  No
8. What is the size of the current panel? \_\_\_\_\_ amps
9. What is the size of the new panel? \_\_\_\_\_ amps
10. Manufacturer of new panel? \_\_\_\_\_

11. Are you changing the service cable?  Yes  No
12. Is the meter base being relocated?  Yes  No
13. Are you adding an outside disconnect?  Yes  No
14. Size of ground wire \_\_\_\_\_
15. Are you installing new ground rod(s)?  Yes  No
16. Is the Electrical Utility coming in by Overhead or Underground?  Overhead  Underground
17. Electric Service Provider, if known.  IPL  REMC  Duke Energy
18. Description of work taking place -

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**\*If the answer is YES to questions 6 or 7 – or if the area effected by new or altered electrical work is over 25 percent - a plan review shall be required.**

**All work is subject to inspection by the office of the Building Commissioner. Failure to schedule required inspections prior to concealing new work or properly disclose the full scope of work may result in violation as well as additional fines.**

The undersigned represents that such work shall start within 90 days and will be completed without delay; that said improvements will be finished in a good workmanlike manner. Should said work not start in good faith within 90 days, the undersigned understands this application will be void and of no force or effect whatever. The above information, to my knowledge and belief, is true and correct:

SIGNATURE OF APPLICANT/OWNER: \_\_\_\_\_

SIGNATURE OF BUILDING COMMISSIONER: \_\_\_\_\_  
(or designated representative)