

ORDINANCE 2025-11

Town of Dana, Indiana

REQUIRING BUILDING PERMITS AND SETTING FEES FOR PERMITS

WHEREAS, the Town of Dana desires to clarify certain policies and procedures regarding repairs of customer water leaks.

Now, THEREFORE, be it ORDAINED by the Dana Town Council that:

1. No person shall erect, construct, enlarge, alter, repair, move, locate, relocate, or convert any building or structure (including a mobile or manufactured home) in the Town in such a way as to either decrease or increase the assessed valuation of the property without first obtaining a Building Permit. Specific acts requiring a Building Permit are set forth in Schedule A of this Ordinance along with the fees for each such permit.
2. All permit applicants shall contact the Town prior to work to determine the necessity of a permit and, if the Town determines a permit must be obtained, the same will be issued through the office of the Clerk-Treasurer and the applicable fee paid at that time.
3. Such permit shall be void unless the permitted work begins within 120 days. The Town shall prescribe a form of written application containing such information as it deems necessary
4. A building permit fee shall be paid at the time of application based on the type of proposed construction or work, as set forth in "Schedule A" hereto attached and incorporated. In the case of any work requiring a building permit which is not described in the fee schedule, the Town shall have the power to fix a reasonable permit fee in the particular instance based on the type, scale, and complexity of the proposed work. Permit fees are intended to cover all normal costs of administering the building regulations, examining plans and specifications, issuing permits, and making regular required inspections of the work in progress, and are nonrefundable once a formal permit application and plans have been submitted.

SCHEDULE A

BUILDING PERMIT AND SUPPLEMENTARY FEES

SINGLE FAMILY DWELLINGS

New Construction (principal bldg.)	\$25.00
Placement or Relocation of Mobile Home	\$25.00
Placement or Relocation of Manufactured Home	\$25.00
Placement or Relocation of Modular Home	\$25.00

COMMERCIAL

All New Construction (including multi-family dwellings)	\$50.00
---	---------

ADDITIONS/IMPROVEMENTS TO RESIDENTIAL OR COMMERCIAL

Bath Addition	\$20.00
Porch Addition	\$20.00
Patio Addition	\$20.00

ORDINANCE 2025-11

Town of Dana, Indiana

Balcony Addition	\$20.00
Sun Deck Addition	\$20.00
Bay Window Addition (walking space beneath)	\$20.00
Masonry Stoop Addition	\$20.00
Attached Garage	\$20.00
Central Air Installation	\$20.00
Fireplace Addition	\$20.00
Exterior of Home from Frame or Aluminum to Brick	\$20.00
Finished Attic	\$20.00
Basement	\$20.00

ACCESSORY STRUCTURES

Car Shed	\$15.00
Detached Garage	\$15.00
Gazebo	\$15.00
Greenhouse	\$15.00
Lean-To	\$15.00
Storage Shed (includes shed on skids)	\$15.00
Storage Barn	\$15.00
Swimming Pool (above or in-ground)	\$15.00
Swimming Pool Concrete Apron or Deck	\$15.00

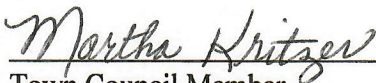
Passed on initial reading on the 14th day of October, 2025. Adopted on second reading, on the 11th day of November, 2025.



Town Council President



Town Council Member



Town Council Member



Town Council Member

Town Council Member

Attest:

Town Clerk-Treasurer