

Number: \_\_\_\_\_

Date: \_\_\_\_\_

TOWN OF BEVERLY SHORES  
APPLICATION FOR CERTIFICATE OF OCCUPANCY

Name(s) of Property Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

	Home	Work
Location of Property	_____	

	Lot	Block	Subdivision
Street Address	_____		

Building Permit Number \_\_\_\_\_

Attach per §155.060:

1. A precise description certifying the occupancy or use to be undertaken and other information as may be necessary to determine compliance with Chapter 155.060.

2. An as-built topographic survey of the property and all structures by a land surveyor licensed by the State of Indiana (Scale:1"=20') Topographical contours shall be shown at 2-foot intervals as well as 2 established benchmarks at assumed elevation in cases where sea level elevation is not available. The topographical drawing shall also show:

- (a) The placement and size of all existing trees more than 8 inches in diameter measured 4 feet above ground level;
- (b) Underground utilities on or within 10 feet of the property; and
- (c) The exterior dimensions of the foundation of all structures and their placement on the property including setbacks from the property lines and other structure(s) and the topography upon completion of the building(s) or structure(s) or additions or alterations thereto.

3. Receipt from Town Clerk for payment of required fee.

APPLICANT:

\_\_\_\_\_  
Printed Name: \_\_\_\_\_

Number: \_\_\_\_\_

Date: \_\_\_\_\_

**TOWN OF BEVERLY SHORES**  
OCCUPANCY PERMIT

Name(s) of Property Owner \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_  
Office Home

Location of Property \_\_\_\_\_  
Lot Block Subdivision

Street Address \_\_\_\_\_

Building Permit Number \_\_\_\_\_

I have inspected the structure and I certify that, to the best of my knowledge after due inquiry, the above property/use complies with all provisions of the Beverly Shores Zoning Ordinance.

\_\_\_\_\_ (Building Commissioner Initials) Requirement for an as-built topographical survey is waived because there are not substantive changes to the site.

\_\_\_\_\_  
Building Commissioner