

TOWN OF VICTORIA WOODS

BUILDING PERMIT PROCESS

Applicant Checklist & Payment Guide

Purpose: Use this guide to complete each step of the permitting process before submitting your building permit application.

STEP 1 Oakland Holdings	STEP 2 City of Boonville	STEP 3 Town of Victoria Woods
Permits & Deposits	Inspections & Tap Fees	Building Permit

STEP 1 – Oakland Holdings

Requirement	Amount	Payable To	Done
Water Permit	\$1,500.00	Oakland Holdings	☐
Sewer Permit	\$3,500.00	Oakland Holdings	☐
Concrete Washout	\$500.00	Oakland Holdings	☐
Refundable Street Cleaning Deposit	\$1,500.00	Oakland Holdings	☐

Checks Required

- One check for \$5,500.00 payable to Oakland Holdings (Water Permit, Sewer Permit & Concrete Washout)
- One refundable deposit check for \$1,500.00 payable to Oakland Holdings

Location: Jerry Aigner Construction, Inc.
944 N. Baker Rd., Boonville, IN 47601
Contact: Terri Broshears | Office (812) 897-5815

STEP 2 – City of Boonville

Requirement	Amount	Payable To	Done
Sewer Inspection	\$200.00	City of Boonville	☐
Water Meter Inspection	\$100.00	City of Boonville	☐
Short Tap + Inspection	\$1,100.00	City of Boonville	☐
Long Tap + Inspection	\$1,250.00	City of Boonville	☐

Location: Boonville City Hall, 135 South Second St., Boonville, IN 47601

STEP 3 – Town of Victoria Woods

Building Permit Fee: $\$0.08 \times \text{Total Square Feet}$ (Minimum Fee: \$300.00)

Bring the following:

- Completed Application Form
- Email application in advance to a.lillich@victoriawoodsin.gov
- Water Permit
- Sewer Permit
- Receipts from Boonville City Hall
- Site Plan
- Blueprint

Building Permit payment is payable to the Town of Victoria Woods Building Commission.

Submit to:
Town of Victoria Woods Clerk-Treasurer Office
2148 Victoria Woods Drive
Boonville, IN 47601

Please contact Amy Lillich to make an appointment before visiting.
Cell: (812) 629-0875

Questions?

Call or text Amy Lillich at (812) 629-0875.

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