

**MIAMI COUNTY PLAN/BUILDING COMMISSION  
25 NORTH BROADWAY  
COURTHOUSE - ROOM 105  
PERU, IN. 46970  
765-472-3901 #1213**

**NOTICE OF VIOLATION**

Mailing List  Parcel#:  Date

First Name  Last Name

Address

City  State  Postal Code

Legal Description

Location  Due Date

Violation

Code

The above property has been found to be in violation of the Miami County Zoning and/or Building Ordinance. You are hereby ordered to cease and desist any and all violations immediately. Within ten (10) days from receipt of this notice you are requested to file in writing with the Miami County Plan/Building Commission what steps have or will be taken to correct said violation.

If no report has been received within ten (10) days from receipt of this notice I shall request the Miami County Plan/Building Commission Attorney to proceed with legal action to correct said violation.

Any person or corporation, whether as principal, agent, employee, or otherwise who violates any provision of the Miami County Zoning and/or Building Ordinance may be guilty of an infraction and may be fined not more than three hundred dollars (\$300.00) a day (each 24 hours) for each day the violation exists.

Note:

Official Signature

**MIAMI COUNTY PLAN/BUILDING COMMISSION**  
**COMPLAINT OF VIOLATION**

DATE RECEIVED \_\_\_\_\_

PERSON MAKING COMPLAINT \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

NAME THE COMPLAINT IS FOR \_\_\_\_\_

ADDRESS THE COMPLAINT IS FOR \_\_\_\_\_

COMPLAINT \_\_\_\_\_

INSPECTED DATE \_\_\_\_\_ PICTURES \_\_\_\_\_

INSPECTED BY \_\_\_\_\_

ACTION TO BE TAKEN \_\_\_\_\_

NOTES \_\_\_\_\_

“PLAN OF ACTION” \_\_\_\_\_

EMAILED TO POST OFFICE:

Connie.s.cade@usps.gov

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

EMAIL TO 911:

mgrant@miamicountyin.gov

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

Put on Elevate:

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

**MIAMI COUNTY**

**CONTRACTOR LIST FOR CONSTRUCTION**

You must disclose the names of all people/companies along with Contractor Registration numbers for who will be doing work for your project.

General Contractor	_____	CR # _____
Excavating/Concrete	_____	CR # _____
Masonry	_____	CR # _____
Electrical	_____	CR # _____
Well	_____	CR # _____
Plumbing	_____	CR # _____
Heating/Cooling	_____	CR # _____
Roofing	_____	CR # _____
Drywall	_____	CR # _____
Painting	_____	CR # _____
Demolition	_____	CR # _____
Pools	_____	CR # _____

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

All Contractors and Sub Contractors **must** be registered with Miami County or the City of Peru And have a **valid Contractor Registration number** prior to permits being issued.

If any of the above change during the course of construction you must notify this office immediately and verify that the new person/company is registered as required.

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All inspections shall be conducted in accordance with the procedures outlined in the following publications that are in effect:

International Building Code, International Residential Code for One & Two Family Dwellings, along with the applicable Indiana Amendments and appropriate Miami County Ordinances.

No work shall proceed, on any part of a parcel or structure, beyond the point indicated by each successive inspection without first obtaining the approval of the appropriate inspector as marked on inspection form. Doing so shall constitute the assignment of possible delays and citations.

Any changes or deviations on the project from the original application, scope, and/or plans submitted shall not be done without first submitting proper applications, modified plans, and change of scope to the Plan/Building Commission office. These changes must be approved in writing by either the Zoning Administrator, Building Commissioner and/or by the Building Inspector and may require additional plan review, new permits, and/or possible additional costs.