

DESIGN CRITERIA:

- ✓ Idaho Residential Code (2020 Edition)/2018 International Residential Code
- ✓ Seismic Design Category C; Wind Speed 102 mph
- ✓ Ground Snow Load 20 lbs/sq.ft.; Roof Snow Load 25 lbs/sq.ft.

FOR OFFICE USE ONLY:	
DATE RECEIVED	
BY	
CITY PERMIT #	

Project Address _____

IS THERE CURB/GUTTER/SIDEWALK AT THIS ADDRESS? YES NO

Legal Description _____

Lot _____ Block _____ Subdivision _____

Owner's Name _____

Address _____ City _____ State _____ Zip _____

Phone # _____ Email _____

Contractor _____ Registration # _____ Phone # _____

Architect/Designer _____ Phone _____ Email _____

Type of Project (circle one): New Single Family / Manufactured Home / Duplex / Townhouse / Garage or Carport

Accessory Building (shed or shop) / Remodel / Addition / Pole Barn / Other

Square Footage: _____

Please provide a basic description of your project _____

Estimated Value of Construction (includes all materials and labor) \$ _____

Residential Building Permit Applications will be considered complete and ready for review when all of the above information is provided and two copies of the applicable items are submitted:

- A diagram showing the dimensions of the lot upon which the building is to be constructed; the proposed location of the building upon the lot, the dimensions of the building, and a detailed drawing of the proposed construction. *(If any portion of the proposed design is outside of the prescriptive building code – 2018 IRC, engineering analysis will be required.)*
- The distance of the centerline of the adjoining streets from the fronting boundary line of the lot
- The location of the sewer and water utilities intended to be utilized; (For new construction or new service taps)
- The elevation of the curbs and gutters relative to the top of the proposed foundation for the building (For new construction or additions) **(Curb & Gutter is required to be installed if none exist)**
- Fees for water and sewer hookup (For new construction or new service taps)
- Energy Code Compliance Certificate – 2018 Energy Code (For new construction and additions)
- Proof of ownership
- Flood Plain Development Permit (For projects located in the flood plain)
- Conditional Use Permit (if applicable)

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This guide is intended to assist you in preparing to apply for a residential building permit. These are general guidelines. Your specific project may have different requirements.

Please contact the Building Inspector if you have any questions.

Please provide two (2) copies of a site plan for the project which include the following:

- Dimensions of the lot upon which the building is to be constructed
 - ❖ Survey may be required to determine boundaries
- Proposed location of the building upon the lot and show setbacks to all property lines
- Dimensions of the building
- Distance of the centerline of the adjoining streets from the fronting boundary line of the lot
- Location of the sewer and water utilities intended to be utilized (for new construction or new service taps)
- Elevation of the curbs and gutters relative to the top of the proposed foundation for the building (for new construction or additions) **** (Curb, Gutter & Sidewalk is required to be installed)**
- **Every application for a building permit shall show where the curb cut will be and must have the approval of the Streets Supervisor, engineer or building official.**
- Energy Code Compliance Certificate – 2018 Energy Code/Idaho Energy Conservation Code (2020 edition) for new construction or additions –ResCheck will meet this requirement)

Please provide two (2) complete construction plan sets, drawn to scale. At a minimum, the plans should include the following:

- Building elevations
- Floor plan of each floor and basement
- Proposed uses in the building with floor areas calculated for each use
- Beam, header, girder, column and post sizes
- Location of all permanently installed equipment, such as plumbing fixtures, water heaters, furnaces and appliances
- Direction, size and spacing of all floor and ceiling framing members
- Floor and wall assemblies
- Building section showing details of footing through roof
- Stairways, handrails and guardrails (if multi-level)

Additional items that may be required:

- Two (2) copies of structural calculations, signed and stamped by engineer, if any portion of the proposed design is outside the scope of prescriptive building code
- Two (2) copies of floor and roof truss engineering
- Proof of ownership
- Fees for water and sewer hookup (for new construction or new service taps)
- Flood Plain Development Permit (for projects located in the flood plain)
- Conditional Use Permit (if applicable)

Other items may be required in order to ensure compliance with the International Building Code, Idaho State Code, and Payette City Code.

I hereby certify that I have read and examined this document and know the same to be true and correct. I have included two sets of construction drawings and all other required information with this application. I understand that this permit will become null and void if not picked up within 180 days of approval, or if construction is not completed within 120 days of issuance. All digging within the public right-of-way will include a separate application and permit from the Department of Public Works. All current City service charges must be paid before the City will issue the Certificate of Occupancy.

Owner or Owner's Authorized Agent: _____ Date: _____