



Power County Planning & Development

543 Bannock Ave, Room 202, American Falls, Idaho 83211

**Planning Administrator, Building Official and Code Enforcement
Andi Higgins**

**Planning and Buildings Deputy Clerk
Kathy Buchanan**

Permit Application Information and Instructions

Building permits provide a way to ensure that new structures (or alterations of existing structures) will be safe and suitable for their uses. When applying for permits, the County requires certain information and documents to be submitted along with the application form. Any questions regarding this information may be answered by Power County Planning & Development at 208-226-7652. Office hours are 8:00 a.m. to 5:00 p.m. Monday through Friday. Please leave a detailed message after hours or on the weekends. We strive to have someone in the office at all times to answer any building questions and help with the application process.

Power County is currently working out of the 2012 International Residential Code, 2012 International Energy Conservation Code, and the 2012 International Building Code. Please check with Planning & Development for all local ordinances relating to Planning, Code Enforcement and Building.

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Application Directions

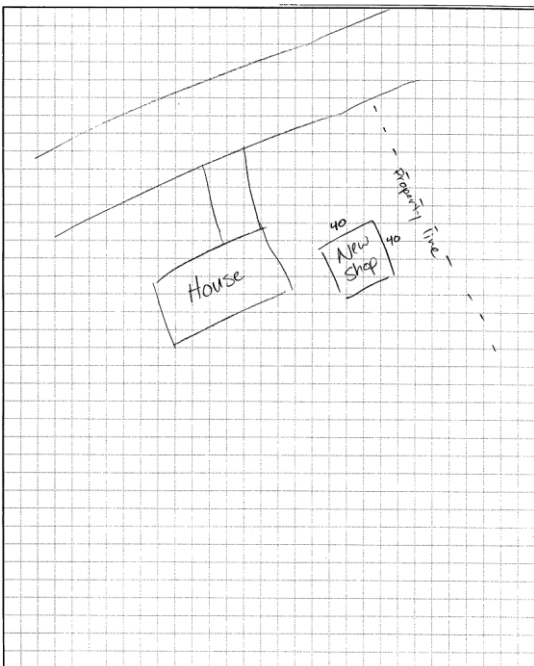
The following are step-by-step instructions for filling out a building permit application.

- **Owner/Contractor:** Write in your complete name, address and phone number. If the contractor is filling out the application, he/she **must provide the owner information including complete mailing address and phone number. All permits are filed under the owner's name.** If there is no contractor please leave the contractor information blank. A contractor registration number is required before construction begins.

- **Manufactured Home Installers:** All installers licensed by the State of Idaho or the homeowner may place a manufactured home. The installers' name, address and license number must be included on the completed application. The Vehicle Identification Number (VIN) for the home must also be provided. This information should be placed on the application where it asks for contractor information.
- **Permit Types:** Please mark all permit types that you require. Ask staff if you are unsure which permits you may need for your project.
- **Project:** Please describe your project as completely as possible, for example:
 - * New single-family residence with loft
 - * Attached garage with 3 bedrooms above
 - * Detached storage shed
 - * 3 bedroom, 1999 MH on foundation.
- **Project Location:** Address, Parcel Number, and Subdivision with lot and block. Copy of current, recorded property deed with name(s) of owner(s) and an accurate site plan.
Your site plan must include.

- ✓ The locations and dimensions of any proposed structures or proposed alterations of existing structures.
- ✓ Any nearby structures (within approximately 150 feet) property lines.
- ✓ Natural features such as streams, lakes, and steep slopes.
- ✓ The distances from any proposed structures or proposed alterations of existing structures to property lines, other nearby structures or natural features.
- ✓ The area of land to be disturbed by construction activity.
- ✓ The locations of all (existing or proposed) roads, driveways, parking areas, rights-of-way, canals, and easements.
- ✓ An information block indicating the property owner(s), location, date, and person(s) preparing the plan (see example).
- ✓ A north arrow.
- ✓ The site plan should be at least roughly to scale; note the scale used on the plan.

WORSE



BETTER



- **Building and Structures:** If applicable, you will need to select the structure use, structure work, square footage (this includes basement, all living space, attached garage, detached garage, decks, patios, barn, shop or any other area being permitted). You will also need to supply the estimated building cost. This amount is figured as valuation of the structure when completed, not as the cost to build. If this amount is unknown to you, we will calculate it in the office. Please see Page 10 for information on how we arrive at specific values. Land is not included.
- **Amount of land to be disturbed:** Please indicate the amount of land that will be disturbed in construction of your project.
- **Responsible party for erosion and sediment control:** Only complete this section if an erosion and sediment control permit is required for the project. If you are unsure of this information, ask anyone in our office. We are happy to help.
- **Signature:** Be sure to sign your application. Either the owner or contractor may sign. Both signatures are not required. All permits are issued under the property owners' name. If one is acting as an agent to sign an application, the owner must provide a letter of authorization.

Submittal of your Application

Please submit the following:

- ✓ Permit application form, completed and signed
- ✓ Copy of current, recorded property deed with name(s) of owner(s)
- ✓ Power County Highway District driveway permit.
- ✓ Energy Compliance/ResCheck (new home construction)

Sometimes Required:

- ✓ If installing a new septic system, a permit from Southeastern Idaho Public Health is required.
- ✓ If increasing the total number of bedrooms in a home using an existing septic system, written approval from the same agency is required.
- ✓ If a new septic system is being installed for a building that is within the American Falls Area of City Impact (staff can help determine), a completed Sewer Availability Release Form from the City of American Falls will be required.
- ✓ If connecting to municipal sewer or water systems, written approval from the appropriate entity is required. If crossing or working in a water course (natural or manmade), a permit from the Army Corps of Engineers and/or Idaho Department of Water Resources may be required.
- ✓ If the construction project disturbs 1 or more acres of land, including activities like clearing, grading, excavating, or stockpiling of fill material, a Construction General Permit from the EPA is required.
- ✓ Homeowners Association or Architectural. Only required when active in your subdivision. Letter, fax, stamped plans or signature of appropriate person may receive approval. This is done only as a courtesy by the Building Dept.

Permits are required by the State of Idaho for all plumbing, electrical and HVAC (heating, ventilation and air conditioning) installations and the state provides these inspections. Fees for these permits are separate from Power County permits and plan review fees. The county does not provide applications for these permits. See page 4 for more information.

Issuance of Building Permit

Please allow 5 to 10 working days for your application to be processed. We process each application received in a timely manner. Fees are due at time of issuance of the permit. We will call you as soon as your permit is ready to be issued. You may either pick it up at our office or arrange to have it mailed to you. At this time the Planning & Development accepts cash or check for payment.

You will be given a building permit card to be posted at your job site, a job copy of your plans to remain on site, an inspection pamphlet, and a receipt. You are required to post your house numbers and building permit card prior to starting excavation/construction. Please call for more information.

INSPECTIONS REQUIRED:

- Footing/Hole/Uffer Ground
- Foundation
- Slab
- Roof and wall sheathing
- House wrap, Ice and water shield
- Frame
- Insulation*
- Siding
- Final

Please check with us about any additional inspections before construction.

*Insulation installers shall provide a certification listing the type, manufacturer and R-value of insulation installed in each element of the building thermal envelope. Sec N1101.16 2012 IRC

PLUMBING, ELECTRICAL AND HVAC INSPECTIONS:

Plumbing, electrical and HVAC inspections require a permit from the Idaho Division of Building Safety whether a licensed installer or the homeowner does the work. If a licensed contractor does the work they will pull the necessary permits. If the homeowner plans to do any of the work the homeowner must obtain the necessary permits. Electrical, HVAC and plumbing permits may be obtained through the Department of Building Safety at dbs.idaho.gov/permits/ or call 1-800-955-3044. Inspection requests can be made by calling 1-800-839-9239.

PLAN REQUIREMENTS, IN GENERAL, MUST CONTAIN THE FOLLOWING INFORMATION:

- Fully dimensioned foundation/basement plan drawing, cross section drawing, and fully dimensioned floor plan drawing which include:
 - ✓ Window and door sizes and locations (fixed and operable)
 - ✓ Room occupancy identification
 - ✓ Smoke detector/carbon monoxide alarm locations
 - ✓ Mechanical installations location (indicate type). All habitable rooms shall be provided with heating facilities capable of maintaining a room temperature of 68° F (20°C) at a point 3 feet (914 mm) above the floor.
- Framing detail cross-section drawing which includes:
 - ✓ Roof/ceiling (Sizing, spacing, and location of all rafters, beams, columns, joist, etc.)
 - ✓ Floors (Sizing, spacing and location of joists and their supports)
 - ✓ Walls (Sizing and spacing for all wall members)
 - ✓ Roof sheathing, wall siding, and sub-flooring
 - ✓ Fireplace sections, stair sections, structural connections, truss design, etc.
 - ✓ Detail of fire stopping at penetrations, when present.
 - ✓ Specifications for materials including grade, species, size, allowable stresses, etc.
- Roof plan overview drawing.
- Elevation plan drawings with all views and their adjacent grades.
- The designer or owner must certify that the plans are designed in compliance with 2012 International Residential Code, 2012 International Building Code, 2012 International Energy Conservation Code, and Power County Ordinances.
- Remodels/additions require the same information.

FLOOD DAMAGE PREVENTION:

Flood hazard maps that show the identified flood prone areas of Power County. Power County Flood Damage Prevention Ordinance 9.1.1 through 9.1.6 also regulates construction in flood prone areas. All development within the unincorporated area of Power County requires a permit. Always check and fulfill permitting requirements before you place structures, add on to an existing building, place fill, or re-grade your property. The Planning and Zoning Administrator shall verify and record the actual elevation of the regulatory floor level of all new or substantially improved structures located within the Area of Special Flood Hazard where the base flood elevation has been determined, and whether or not the structure contains a basement. A pre-elevation flood certification may also be required at any stage of construction. You can contact Power County Building/ Planning & Development for more information at 208-226-7625.

SET BACK REQUIREMENTS:

Driveway must be graded, drained and gravel surfaced to within 50 feet of permitted structure. Property lines must be clearly marked and construction location staked out for setback requirements. There are several zoned areas in Power County please locate your zone for setback requirements.

POWER COUNTIES MINIMUM SETBACK REQUIREMENTS (FT)(1)

	From Local Road R-O-W	From Arterial or Collector Road R-O-W	Rear yard	Side Yard	Maximum Structure Ht. (FT.)
USE/BUILDING:					
Single-family Residence	35	50	10	10	35
Two-family Residence	35	50	10	10	35
Residential Accessory Structures	35	50	10[a]	10[a]	35
Agricultural Structures	30	50	20	20	-
Farm Animal Structures	60	60	60	60	-
Granaries, uses that generate similar truck traffic and require similar loading space	60	60			-
Machine shops, uses that generate similar truck traffic and require similar loading space.	60	100			-
Potato cellars, uses that generate similar truck traffic and require similar loading space	60	200			-
Wells, irrigation or domestic with an above grade structure	50	50			-
Commercial Agriculture Accessory Structures for Farm Animals	300	300	300	300	-
Non-Residential Buildings	30	50	10[b]	10[b]	-

CONDITIONAL USES TO BE DETERMINED BY THE PLANNING AND DEVELOPMENT COUNCIL.

- (1) Setback for all structures shall be 100' from any stream or riparian area.
 - (a) Or height of structure, whichever is greater.
 - (b) Or height of building, whichever is greater.

AGRICULTURAL DISTRICT MINIMUM SETBACKS (FT) (1)

	FROM LOCAL ROAD R-O-W	FROM ARTERIAL OR COLLECTOR ROAD R-O-W	REAR YARD	SIDE YARD
PERMITTED USES:				
Single-family Residence	35	50	10	10
Residential Accessory Structures	35	50	10	10
Accessory Structures for Commercial Agriculture	200	200	60	60
Accessory Structures for Commercial Agriculture Farm Animals	300(a)	300(a)	300(a)	300(a)

CONDITIONAL USES TO BE DETERMINED BY THE PLANNING AND DEVELOPMENT COUNCIL.

Minimum lot size is one acre.

- (1) Setback for all structures shall be 100' from any stream or riparian area.
 - (a) Before development or place a new confined feeding operation, land application, initial agricultural processing, solid waste disposal or mine and within 2,640 feet of any residential property must obtain a special use permit.
 - (b) Or height of building, whichever is greater.

DESIGN LOADS:

Live Snow Load = There are several different snow load areas in Bannock County so please call if you have any questions as to the snow loading requirements at your location site. * Frost Depth = 32" Wind = 90 mph minimum for 3 seconds of gust and determined by exposure.

Note: SAMPLE PLAN DRAWINGS are at the end of this information packet. All plans must be legible, drawn to scale and contain the required information. If you need assistance with your plans, contact a qualified engineer, architect, or designer. The Building Department is not allowed to design structures.

DEMOLITION/REMOVAL:

Permits to demolish or remove any structure, including mobile homes, are required. The fee is \$47.00. All that is needed is a completed application and site plan. This permit will allow the value of the structure to be removed from your tax assessment.

VIOLATIONS:

A completed application, construction plans, site plan and application/special investigation fee are and can be required even though the structure may be complete or several years old. Please follow the directions as if you were applying for the permit prior to building the structure. A fine could be assessed.

REPAIRS / ALTERATIONS:

If you are planning a change to an existing structure it is best to speak with the Building Official before applying. The Building Official will determine the extent of any required plan drawings and may arrange to inspect the structure prior to issuing the building permit.

AGRICULTURAL BUILDING:

Siting permits are for agricultural buildings to be constructed on five acres of land or more actively devoted to agriculture as described by Idaho Code Section 63-604. An "agricultural building" is designed and constructed to house such things as farm implements, hay, grain, poultry, livestock or other horticultural products. Agricultural buildings shall not be places of human habitation, places used by the public, or places of employment where agricultural products are processed, treated or packaged. The siting of an agricultural building will not be permitted in platted residential subdivisions or on where agriculture is not the primary use of the land. Power County Planning and Development has a building application for agricultural structures. If you have any questions on your property and if it will qualify for this permit please ask our staff. Although full construction plans are not required for agricultural permits and no inspections are made, Power County recommends that you consider building the structure to code for safety and durability. **You are building under this exemption at your own risk.**

MANUFACTURED HOMES:

For NEW manufactured and mobile homes built after 1976 please submit the following:

- Foundation plan drawings and cross-section drawings, full perimeter concrete foundation, are required, including marriage line detail for double and triple-wide and blocking and tie down criteria.
- Foundation and standard set plans complying with current Idaho Manufactured Home Installation Standards.
- Stairway and landing detail drawings drawn to current adopted codes. Complete construction plans and an additional fee are required for added decks, entries, snow roofs, etc.
- Floor plan drawings with room occupancy identification. Also provide roof snow loading. Both the manufactured home and foundation must be placed by an installer licensed in the state of Idaho or by the homeowner. Vehicle Identification Number is required upon request. Installation of the home must comply with the Idaho Manufactured Home Installation Standard. This information may be obtained online at the Division of Building safety website at www.dbs.idaho.gov or by calling 208-332-8986 or toll free at 1-800-955-3044.

For pre-1976 mobile homes a certificate from the Idaho Division of Building Safety is required prior to issuance of a building permit. Contact the Division of Building Safety, Manufactured Housing at 1090 E. Water Tower St., Meridian, Idaho 83642 or call the above numbers for information. We also have this available in our office.

Note:

Snow Load Requirement: Power County requires that a manufactured home be purchased with a live snow load design rating required for the specific area it is to be placed.

Other structures related to the manufactured home:

Such as snow roof/cover, deck, entry, etc., may require separate permits. Snow roofs for manufactured homes must be free standing and not rely on the manufactured home for support or structural stability. Porches, decks, entries, additions, etc. may or may not be allowed to be attached to a manufactured home depending on the snow load of the structure. These additions shall be designed and constructed in accordance with provisions of the 2012 International Codes.

MODULAR HOMES:

Construction plans must be submitted for modular homes even though they are pre-manufactured; this includes foundation plans. Modular homes are required to meet Power County snow load requirements, depending on the location. You can call Power County Planning & Development to determine the correct snow load requirement. With fully dimensioned site plan (see page 2) and a completed application. "Modular building" means any building or building component, other than a manufactured or mobile home, which is of closed construction and is either entirely or substantially prefabricated or assembled at a place other than the building site. (Idaho Statute 39-4301 (7))

MOVED STRUCTURES:

Relocated structures may require an inspection from Power County prior to submitting an application for a permit. Please call and discuss this with the Building Official at 208-226-7625 and the following state inspectors: Plumbing, HVAC and Electrical at 1-800-839-9239. **Plans must include a foundation plan drawing, a cross-section drawing and a floor plan drawing with room occupancy identification.** All relocated structures placed on new foundations must conform to 2012 International Building Code and 2012 International Residential Code.

EXPIRATION OF PERMITS:

Permits shall expire without notification if the work authorized by the permit is not commenced within 180 days from issue date or if work is suspended for a period of 360 days. If we don't hear from you for a time, you may receive a letter inquiring if you are still working on your project. Please keep in touch with this department on the status of your project to prevent closing of the permit and a re-issue fee being charged.



TOTAL VALUATION	FEEES
\$1.00 TO \$500.00	\$23.50
\$501.00 TO \$2000.00	\$23.50 for the first \$500.00 plus \$3.00 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 TO \$40,000.00	\$69.00 for the first \$2,000.00 plus \$11.00 for each additional \$1000.00, or fraction thereof to and including \$40,000.00
\$40,001.00 TO \$100,000.00	\$487.00 for the first \$40,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 TO \$500,000.00	\$1027.00 for the first \$100,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 TO \$1,000,000.00	\$3827.00 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 TO \$5,000,000.00	\$6,327.00 for the first \$1,000,000.00 plus \$3.00 for each additional \$1,000.00, or fraction thereof, to and including \$5,000,000.00
\$5,000,001.00 AND UP	\$18,327.00 for the first \$5,000,000.00 plus \$1.00 for each additional \$1,000.00, or fraction thereof

OTHER PERMIT FEES

- **Manufactured homes set fee \$110.00. Additional cost when placed on a full perimeter foundation.**
- **Inspections for which no fee is specifically indicated. \$47.00**
- **Additional plan review required by changes, additions or revisions to plans. \$47.00**
- **For use of outside consultants for plan checking and inspection, or both. Actual cost.**
- **Electrical, plumbing, and HVAC fees will be accessed by the State of Idaho.**

How Power County Determines the Valuation of a Building Permit

This Department uses type of construction and square footage to figure the construction valuation. The following dollar figures per square foot are used.

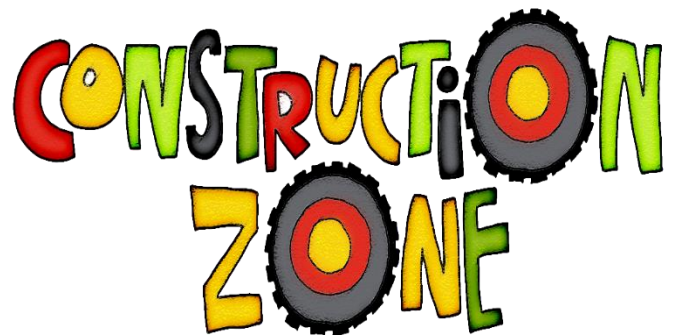
Type of Structure

Residential living area	68.40
Basement	17.20
Garage (attached/detached)	18.00
Pole Structure	18.00
Decks/patio	12.30

For Example: On an application for a New Residential Structure (2,000 square feet) a basement (2,000 square feet) with an attached garage (800 square feet), with covered decks, (400 square feet) the following calculations are used.

New Residential	2,000 sq. ft. x \$68.40 = \$136,800.00
Basement	2000 sq. ft. x 17.20 = 34,400
Garage – Attached	800 sq. ft. x \$18.00 = \$14,400.00
Covered Decks	400 sq. ft. x \$12.30 = \$4,920.00
Cost of Construction	\$190,520.00

The fee for this permit would be \$1500.00



Need to know numbers for construction.

Cities:

American Falls

- City Hall.....208-226-2569
- American Falls Police.....208-226-5922
- City Clerk.....208-226-2569
- City Planning and Building208-226-2569
- City Water & Sewer.....208-226-2569
- City Streets208-226-2569
- Golf Course.....208-226-5827
- Poison Control.....1-800-860-0620

City of Rockland

- Water.....208-705-2756
- Fire non-emergency.....208-548-2444
- Garbage & Recycling
PSI Environmental...208-529-8084

Wells & Water Rights:

- Idaho Water Resources.....208-525-7161

Plumbing, Electrical, & HVAC Permits:

- Idaho Department of Building Safety
www.dbs.idaho.gov
Licensing, Permits, & Inspection Support...1-800-955-3044
Inspection Request.....1-800-839-9239

Southeastern Idaho Public Health:

- Power County (Septic permits).....208-233-9080

Noxious Weed Control:

- Power County..... (208) 226-7627

For property bordering Bureau of Land Management:

- BLM.....208-478-6340

Dig Line:

- Call before you dig.....811

Power provider for Power County:

- Idaho power.....WWW.idahopower.com
208-388-2323 or 1-800-488-6151

Landfills:

- Power County Landfill.....208- 226-1129

Hours: Monday thru Saturday, 8:30 am to 5:30 pm.
Closed Sundays and Holidays.

Transfer Sites for Power County

Big Sky Transfer Site

North on Truckerville Road, just before Siphon Road.
Hours: Tuesday – 9:00 am to 1:00 pm. Thursday – noon to 6:00 pm. Saturday – 8:00 am to 5:30 pm.

Rockland

Hours: Tuesday – 11:15 am to 5:30 pm. Thursday – 11:15 am to 5:30 pm. Saturday – 10:30am to 5:30pm.

Arbon Valley

Located south on the Arbon Valley Highway.
This is an unmanned site.

The Rockland and Big Sky sites are also accepting metal as recyclable material. This includes stoves, refrigerators, washers, dryers, air conditioners, pots and pans, electric motors and almost anything with metal content. Batteries are also accepted. Televisions and CRT monitors are **not** accepted as metal. If you have any questions please ask the attendant.

All of the Power County sites do not accept out of county garbage. Power County residents are asked to help enforce this policy.

- Power County EMS.....208-226-5605
- Power County Hospital.....208-226-3200
- Power County Sheriff.....208-226-2319
- Power County Health Dist.....208-226-5096
- Power County Planning/Building208-226-7625
- Indian Springs RV Resort.....208-226-7700
- Willow Bay Café & RV Park.....208-226-2094
- Power County Highway District.....208-604-2670

In cases of emergency call 911

