



PRE-CONSTRUCTION CHECK LIST FOR BUILDING PERMITS

PLAN-AHEAD - the following items must be completed, as outlined below, when submitting your building permit application. Once started it could take approximately 4 to 6 weeks to review & approve your Building plans. An incomplete application will not be accepted or processed!

- **Building permit.** Building permit fees are based on square footage and the type of construction (i.e. garage, residence, shed, carport). **A Deposit is due upon submittal.** Two sets of detailed plans and supporting documents (Engineering Calculations) and truss designs are required before approval of permit. The permits are valid for TWO years, and the permit application must be signed by the land owner. If the land owner has not signed the permit we must have a signed permission letter (our office can provide you with this) signed from the land owner allowing you to pull the permit for them.

- **Plans:** All structures built within a $\geq 70\text{lb/ft}^2$ roof snow load are **required** to be designed by a structural engineer or an architect that is licensed in the state of Idaho.

- **Site Plan Review:** An accurate, detailed site plan is **required** for all building permits (see attached example). A \$50.00 fee will be charged for the site plan review.

- There are two different ways to comply with the Energy Code. (1) would be to complete a rescheck at www.energycodes.gov and submit to our office. (2) would be to use the Prescriptive Path and Insulate your house to the values listed below.

Climate Zone	Ceiling R-value	Wood Frame wall R- value		Floor R-value	Basement and Crawl Space Wall R-value		Unheated Slab*	
					Continuous	Cavity	R-value	Depth (ft.)
6	49	20	20 or 13+5**	30	10	13	10	4

** "13+5" means R-13 cavity insulation plus R-5 insulated sheathing. If structural sheathing covers 25% of exterior, R-5 sheathing is not required where structural sheathing is used. If structural sheathing covers more than 25% of exterior, structural sheathing shall be supplemented with insulated sheathing of at least R-2.

*R-5 shall be added to the required slab edge R-values for heated slabs. Insulation depth shall be the depth of the footing or 2 feet, whichever is less, in zones 1 through 3 for heated slabs.

- If community sewer (**Island Park/ Mack's Sewer System or Last Chance / Pond's Sewer System**) is available to your building in I.P. /Mack's Sewer or Last Chance/Pond's Sewer system areas, a hook up fee of \$7,458.00 must be paid prior to building permit approval. These fees must be paid at the Fremont County Treasurer's Office. A COPY of the receipt is needed upon submittal.

- If you will be placing an **individual septic system**, you will need to complete a sewer application with Eastern Idaho Public Health District. **The septic permit is required upon submittal.** (208) 624-7585

- If you are building in a **subdivision**, please **check the covenants** (if recorded) for any requirements such as, property setbacks. Also a letter from the architecture board may be required prior to permit approval.

- If a new access to a County Road or Highway is being built a **Driveway Permit** will be required thru the Public Works Dept. or ITD. (Just because a building Permit for new construction has been approved thru the county does not mean the county will be maintaining the roads to your property.)

- Building Height-As per Fremont County Ordinance buildings are not to exceed 30 feet unless they are accessory structures then they are not allowed to exceed 25 feet.

- Building Permits should be posted on the construction site when the project is started, and should remain on site until final inspection and occupancy is granted.

Building Permit Application

One-and Two-Family Dwelling



Fremont County
 125 N. Bridge Street, St. Anthony, ID. 83445
 Phone: 208.624.4643 Fax: 208.624.1320
 Internet: www.co.fremont.id.us

FOR OFFICE USE ONLY	
Received By/Date:	Permit #:
Plan Review/Date:	Site Plan Approval/Date:
Date Picked up:	Dist:

JOB SITE INFORMATION		
Name:		
Property Address:		
City /Zip:		
Parcel #:		
Subdivision:		
Lot:		Block:
Section:	Township:	Range:
TYPE OF WORK		
<input type="checkbox"/> New construction	<input type="checkbox"/> Commercial	
<input type="checkbox"/> Addition/alteration	<input type="checkbox"/> Residential	
<input type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> TENANT	
Name:		
Address:		
City/State/Zip:		
Phone: ()		
Cell: ()		
Email:		
<input type="checkbox"/> CONTRACTOR	<input type="checkbox"/> APPLICANT	
Business Name:		
Contact Name:		
State Reg. #:		
Address:		
City/State/Zip:		
Phone: ()		
Cell: ()		

Choice of Contact:

<input type="checkbox"/> CONTRACTOR	<input type="checkbox"/> APPLICANT
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I hereby certify that I have chosen to use the Prescriptive way of Energy Code Compliance.

Authorized signature: _____

*I hereby certify that I understand the just because a building permit has been applied/approved on my property through the county does **NOT** mean the county will be maintaining the roads to my property.*

Authorized signature: _____

I hereby certify that the information above is true and correct. All work to be performed shall be in accordance with all governing laws and rules.

Authorized signature: _____

REQUIRED INFORMATION	
Permit fees are based on the valuation calculated using the amount of proposed constructed area.	
Living Area:	square feet
Basement area:	square feet
Garage/Shop area:	square feet
Deck/Porch/Carport area:	square feet
Other structure area:	square feet
Building Valuation:	
Septic Permit Number:	

IMPORTANT INFORMATION

*****ALL STRUCTURES BUILT IN AN AREA WITH A ≥ 70lb/ft² SNOW LOAD ARE REQUIRED TO BE DESIGNED BY AN ENGINEER OR ARCHITECT THAT IS LICENSED IN THE STATE OF IDAHO.*****

*****ALL FREE STANDING POST & BEAM STRUCTURES REQUIRE ENGINEERED STAMPED PLANS.*****

OFFICE USE ONLY	

<input type="checkbox"/> Res-check attached	<input type="checkbox"/> Prescriptive
<input type="checkbox"/> Addressing	<input type="checkbox"/> Site Plan
<input type="checkbox"/> Fees Paid	<input type="checkbox"/> Septic/Sewer
<input type="checkbox"/> Driveway permit applicable)	<input type="checkbox"/> HO (if applicable)

BUILDING PERMIT FEES	
Date Paid: _____ Deposit Due:	
<input type="checkbox"/> Cash <input type="checkbox"/> CC <input type="checkbox"/> Check #	
Date Paid: _____ Balance Due:	
Site Plan Review Fee (included if applicable)	
<input type="checkbox"/> Cash <input type="checkbox"/> CC <input type="checkbox"/> Check #	
TOTAL BUILDING PERMIT FEE:	

***** This permit application expires if the permit is not obtained within 180 days after it has been approved. *****

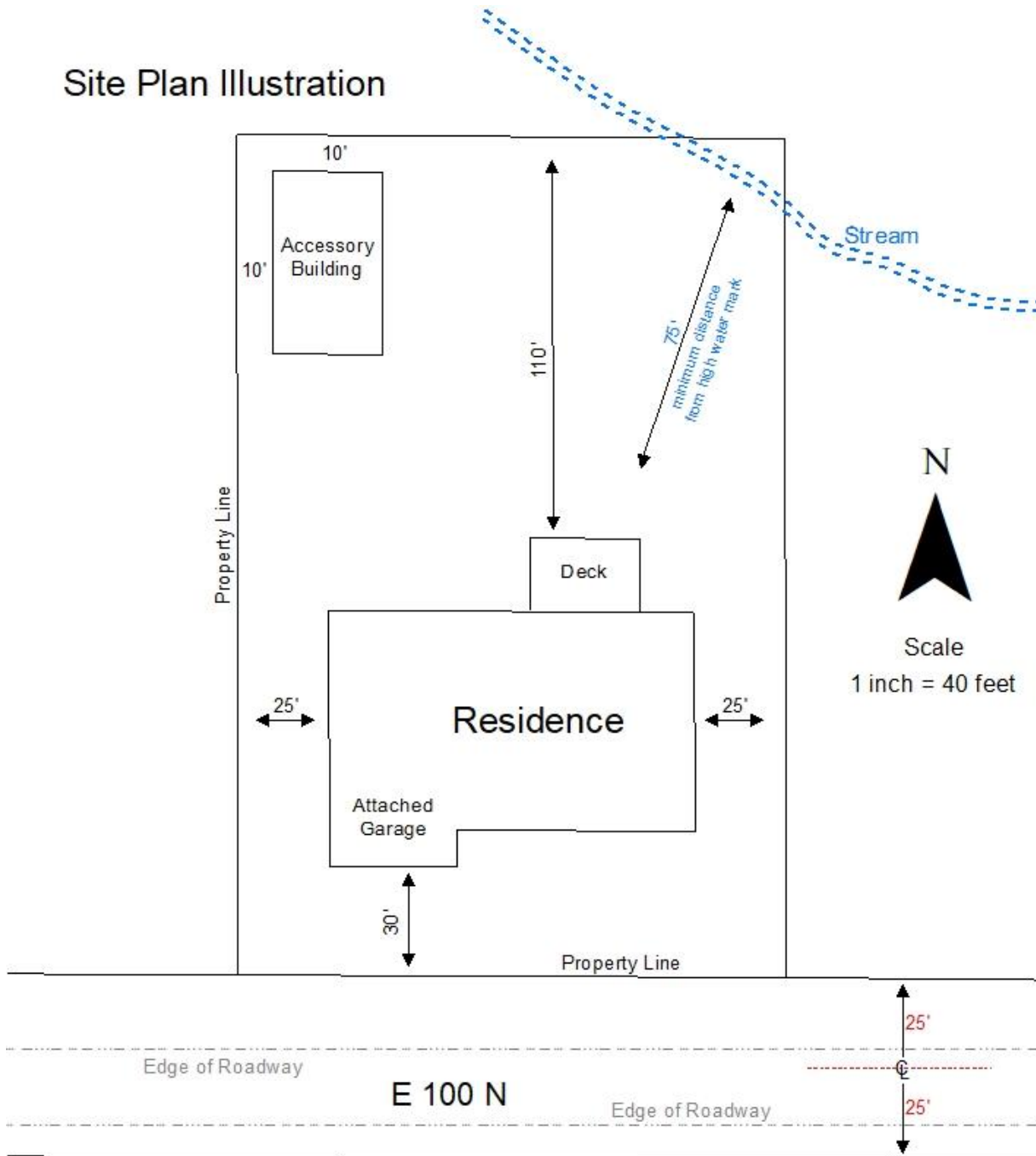
Print name:

Date:

SAMPLE SITE PLAN

1. Property lines marked with distances along the edge
2. All buildings marked with set-back distances
 - a. Residential set-back is **25'** for side and rear yards & **30'** from the property line adjacent to road
 - i. The edge of road is NOT the property line!
 - b. Detached accessory buildings are **10'** side and rear set-back; **30'** from front

Site Plan Illustration



Note: Roadway may not be in the center of the right of way

SITE PLAN SHEET

Please place a north arrow▲and a scale (i.e. 1" = 100') on the site plan.

CLEARLY INDICATE: all property lines, setbacks from buildings to property line on all sides, existing structures, and all surface water including floodplains, lakes, rivers, streams, canals and wetlands, and the road name and location where your driveway will access your property.

Be aware of Easements on property – Clearly identify on drawing

Minimum *setbacks* are listed below:

- FRONT property line: 50' Hwy
30' Other Roads
- SIDE property line: 25'
- REAR property line: 25'
- STREAMS & LAKES: 75' from the high water mark

Subdivision CC&Rs may require greater setbacks. Check with Your Homeowner's Association

Please use detailed architect's, engineer's or builder's drawings, when available



Zoning Questionnaire

Please answer or circle any of the items below that apply to your property:

- 1) Will your proposed development
 - a) Disturb a cumulative total of more than 1 acre of land with an > **8% slope**
 - b) Create more than **20,000 square** feet of impervious surface?
- 2) Does your property contain **wetlands** or a **spring**?
- 3) Will your proposed structure be located in or next to a
 - a) **Floodplain**
 - b) **Stream**
- 4) Will your proposed structure be located on a slope
 - a) 15% to 30%
 - b) > 30%
- 5) Does this property include or border a **canal**?
- 6) Will you be **renting** this property or conducting a **home business**?
- 7) What is the **height** of your proposed building? _____
- 8) Will you be installing:
 - a) A **septic system**?
 - b) Connecting to a public or private **sewer** system?
- 9) For drinking (potable) water?
 - a) Will you drill a **well**?
 - b) Connect to a community **water system**? *(attach a copy of the approval)*
- 11) Is nearby **electric** power available? _____
- 12) Utilities provided to your property must be underground. **I agree**