

# CITY OF SALMON

**200 FULTON ST. SUITE 204 / SALMON, IDAHO 83467 / (208) 756-6913 EXT. 263  
CITY & COUNTY BUILDING DEPARTMENT & COUNTY PLANNING & ZONING**

## INSTRUCTIONS

1. Please answer all of the questions on the attached application. Lack of information could delay approval. Please provide us with.
  - Parcel Number
  - A plot plan
  - Building Plans (**Please see attached “check list” of required items on all construction plans**)
  - Lot, Block and Subdivision
  - A window and door schedule, listing all sizes and U-value.
2. Your plans will be reviewed by the Building Department for compliance
  - Conformance with all the adopted codes
  - Egress windows - indicated on plan
  - Smoke detectors - indicated on plan
  - Brace wall locations - indicated on plan
  - Handrails and intermediates
  - Wood stove locations
  - Energy Code - ResCheck
3. City applications will not be accepted until Dan Maiyo, City Planning & Zoning Administrator has reviewed the plot plan and signed the building permit. (756-3214).
4. A plot plan is required. This is necessary to determine whether all setback requirements from roads, property lines and other buildings have been met. If you are applying for a sign permit, show all existing signs and dimensions on a plot plan as well as the proposed signs.
5. Required fees are to be paid at the time that the application is submitted.
6. Calling for inspections is required, failure to do so may result in prosecution. Call for inspections at each of the stages of construction shown on the inspection sheet and before covering up anything that is required to be inspected or re-inspected.

**Do not cover or go beyond the inspection point until it has been inspected and signed off.**  
**Please post attached inspection sheet at the building site.**

**R106.1 Submittal documents.** Submittal documents consisting of *construction documents*, and other data shall be submitted with each application for a *permit*. The *construction documents* shall be prepared by a registered *design professional* where required by the statutes of the *jurisdiction* in which the project is to be constructed. Where special conditions exist, the *building official* is authorized to require additional *construction documents* to be prepared by a registered *design professional*.

EXCEPTION: The building official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that reviewing of construction documents is not necessary to obtain compliance with this code.

**R106.1.1 Information on construction documents.** *Construction documents* shall be drawn upon suitable material. Electronic media documents are permitted to be submitted when *approved* by the *building official*. *Construction documents* shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the *building official*. Where required by the *building official*, all braced wall lines, shall be identified on the *construction documents* and all pertinent information including, but not limited to, bracing methods, location and length of braced wall panels, foundation requirements of braced wall panels at top and bottom shall be provided.

**R106.1.2 Manufacturer's installation instructions.** Manufacturer's installation instructions, as required by this code, shall be available on the job site at the time of inspection.. *i.e. trusses, wood stove inserts & other appliances, truss joists such as BCI's.*

**R106.1.3 Information for construction in flood hazard areas.** For buildings and structures located in whole or in part in flood hazard areas as established by Table R301.2(1), *construction documents* shall include:

1. Delineation of flood hazard areas, floodway boundaries and flood zones and the design flood elevation, as appropriate;
2. The elevation of the proposed lowest floor, including *basement*; in areas of shallow flooding (AO Zones), the height of the proposed lowest floor, including *basement*, above the highest adjacent *grade*;
3. The elevation of the bottom of the lowest horizontal structural member in coastal high hazard areas (V Zone);and
4. If design flood elevations are not included on the community's Flood Insurance Rate Map (FIRM), the *building official* and the applicant shall obtain and reasonably utilize any design flood elevation and floodway data available from other sources.

**R106.2 Site plan or plot plan.** The *construction documents* submitted with the application for *permit* shall be accompanied by a site plan showing the size and location of new construction and existing structures on the site and distances from *lot lines*. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The *building official* is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted.

**R106.3 Examination of documents.** The *building official* shall examine or cause to be examined *construction documents* for code compliance.

**R106.3.1 Approval of construction documents.** When the *building official* issues a *permit*, the *construction documents* shall be *approved* in writing or by a stamp which states "REVIEWED FOR CODE COMPLIANCE." One set of *construction documents* so reviewed shall be retained by the *building official*. The other set shall be returned to the applicant, shall be kept at the site of work and shall be open to inspection by the *building official* or his or her authorized representative.

**R106.3.2 Previous approvals.** This code shall not require changes in the *construction documents*, construction or designated

occupancy of a structure for which a lawful *permit* has been heretofore issued or otherwise lawfully authorized, and the construction of which has been pursued in good faith within 180 days after the effective date of this code and has not been abandoned.

**R106.3.3 Phased approval.** The *building official* is authorized to issue a *permit* for the construction of foundations or any other part of a building or structure before the *construction documents* for the whole building or structure have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of this code. The holder of such *permit* for the foundation or other parts of a building or structure shall proceed at the holder's own risk with the building operation and without assurance that a *permit* for the entire structure will be granted.

**R106.4 Amended construction documents.** Work shall be installed in accordance with the *approved construction documents*, and any changes made during construction that are not in compliance with the *approved construction documents* shall be resubmitted for approval as an amended set of *construction documents*.

# City of Salmon Building

Permit# \_\_\_\_\_



Please attach appropriate plans

# Permit Application

Contractor Registration# \_\_\_\_\_

No Contractor Registration Provided

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

Job Address: \_\_\_\_\_

<b>RP#</b>	<b>Lot</b>	<b>Block</b>	<b>Subdivision:</b>
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Owner Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Architect/Designer: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Class of Work: (put an x)	New _____	Addition _____	Alteration _____	Repair _____	Move _____	Demolish _____	Sign _____
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Describe Work: \_\_\_\_\_ Use of Structure: \_\_\_\_\_

Square Feet: \_\_\_\_\_ Cost Per Sq. Feet: \_\_\_\_\_ Valuation: \_\_\_\_\_

Residential _____	Commercial _____	Stories _____	Lot Size _____	Number of dwelling Units _____
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**BEFORE A BUILDING PERMIT CAN BE ISSUED:** Please contact Dan Maiyo, City Planning & Zoning Administrator with plot plan for approval. Located at City Hall Phone #756-3214

\_\_\_\_\_  
*Authorized Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_  
*Conditions:* \_\_\_\_\_  
*Please continue to reverse side*

Revision Date: 11/21/11

Will This Project Be Heated?	Yes _____	If heated mark which Insulation Requirement  <i>Prescriptive or Performance</i>	<b>Prescriptive</b> <b>Method:</b> _____	Heated buildings must conform with the ICC Energy Code	<b>Performance</b> <b>Method</b> _____
	No _____		Windows- <b>Uvalue.35</b> or less Ceiling - <b>R49</b> ; Wall- <b>R19</b> Floor - <b>R30</b> ; Slab- <b>R</b> (4 feet) Basement wall- continuous <b>R10</b> , framing <b>R13</b>		Res-check) <b>www.energycodes.gov</b>

Will this project have Plumbing?	No	Yes	Contact 208-332-7132
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Will this project have Electricity?	No	Yes	Contact 208-332-8970
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Flood Plain Designation? <small>The City FEMA Administrator can assist you with this determination.</small>	Zone: _____	Flood Plain Designations can require an elevation certificate as per the City of Salmon Development Code and the requirements of FEMA so please plan accordingly.	
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Is this project in the Wetlands?	No	Yes	If Yes, Delineation from U.S. Army Corps is required 1-208-522-1645
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Will this project have HVAC ?	No	Yes	If yes, Please obtain this permit at the building department
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**If any of the construction above involves a home occupation, a plan of operation must be submitted**

This signature acknowledges that all information on this application and the attached plans are true and correct, and that the activity permitted will be conducted in full compliance with all ordinances of the City of Salmon or Lemhi County, and state and federal law; and that the activity conducted will be in full compliance with any and all conditions imposed on this permit's approval or the approval of previous permits (special use permits, variances etc.) required. I have received the attached instruction sheet requiring plot plan, setbacks, inspections required etc. **This structure shall not be occupied until a temporary or Certificate of Occupancy has been issued.**

This permit expires in 180 days if the activity authorized is not commenced or if the activity is commenced but abandoned for 180 days at a time before its completion.

\_\_\_\_\_

Applicants Signature Date

Zoning District	Complies	Zoning Compliance Does not Comply	Fee: <small>Your permit will be considered void if a check submitted as payment is returned.</small>	Type of Construction
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Occupancy Group:	Conditions:	Additional sheet may be attached
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Permit Approved by:	Date:
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## **“Check List” of Items Required on All Construction Plans:**

*Plans need to be drawn to a recognized scale and of sufficient clarity to read (1/4” per ft. preferred)*

### **Floor plans for each level which indicates:**

- The use of each room
- All window and door sizes, types and u-values. Indicate all required emergency egress openings
- Indicate the locations of all required smoke detectors
- All Header sizes and materials
- Indicate required safety glazing at all hazardous locations in accordance with R308.4
- Location, type, and fuel source of all fuel burning appliances
- Indicate the location and CFM of all required mechanical ventilation
- Note the square footage (measured to the outside) of each floor
- All required fire separation detailed on the plan

### **Elevation view of all sides of structure:**

- Accurately indicate the adjacent grade and slope in all directions from the structure.

### **Foundation Plan and Detail (Include Decks)**

- All footing, stem wall, pier sizes, and retaining walls
- Size and placement of all reinforcement
- Depth of footing below grade for frost burial
- Type and location of all anchorage hardware.
- Method and amount of crawl space ventilation
- Crawl space access location and opening size.

### **Floor framing plan for each floor:**

- Floor joist size, spacing, species, grade, or manufacturer and series if engineered wood.
- All beam sizes on the plan (include design calculations)
- Layout of submitted floor trusses must match plan layout
- Deck framing including ledger attachment
- Methods of support

### **Roof framing plan:**

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- Rafter size, spacing, species, grade, or manufacturer and series of engineered wood
- Truss layout diagram and specification details for each truss
- All beam sizes on the plan (include design calculations)
- Layout of submitted roof trusses **MUST** match plan layout
- Complete details of over-framing support and connections
- Methods of support
- All methods of uplift restraint

**Building bracing plan which indicates:** (Any approved method is allowed for each braced wall line)

- Methods and locations of all wall bracing: braced wall panels, alternate panel or narrow portal, continuously sheathed or engineered shear design. **INCLUDE** required interior braced wall lines
- All hold-down locations

**Building cross sections which clearly shows all levels of the structure.** (One or may section may be required for clarity)

- Identify all construction materials
- Complete stair details
- Slope of adjacent grade and clearance to framing and siding

**RESCHECK** energy compliance certificate or a Prescriptive Compliance Plan with area calculations. All requirements of energy compliance design must be contained with the plans.

**POST THIS CARD AT OR NEAR FRONT OF BUILDING  
CITY & COUNTY BUILDING DEPARTMENT  
INSPECTION RECORD**

Owner \_\_\_\_\_ Building Permit No. \_\_\_\_\_

Type \_\_\_\_\_ Occupancy \_\_\_\_\_ Date Issued \_\_\_\_\_

PLEASE KEEP IN A SAFE PLACE - THIS IS FOR YOUR RECORDS

**REMEMBER: NO WORK IS TO BE COVERED OR GO BEYOND THE POINT OF INSPECTION UNTIL IT IS INSPECTED.**

INSPECTION	DATE	INSPECTOR
<b>Footing, Foundation, &amp; Slab Floor Inspections</b>		
<b>1.FOOTINGS:</b> Before Concrete is poured - Setbacks, Trenches, Footings -Reinforcing <b><u>Order concrete at your own risk! Inspections must be done and passed before pouring</u></b>		
<b>2. STEMWALLS:</b> Before Concrete is poured - Foundation Walls - Reinforcing. <b><u>Order concrete at your own risk! Inspections must be done and passed before pouring</u></b>		
<b>3. FLOOR:</b> Before Concrete is poured and after Under Floor Services have been signed off by our office and the Plumbing inspection if applicable. <b><u>Order concrete at your own risk! Inspections must be done and passed before pouring</u></b>		
<b>Frame Inspection</b>		
<b>4. Framing Inspection:</b> After roof, masonry, all framing, fire-stopping, draft-stopping and bracing are in place and after plumbing, mechanical and electrical rough inspections are approved.		
<b>Insulation Inspection</b>		
<b>5. Insulation Inspection:</b> After all penetrations have been sealed and the Insulation has been installed. (Refer to Res-Check)		
<b>Sheet Rock</b>		
<b>6. Sheetrock Inspection:</b> After the Sheet Rock is hung, but before it's taped.		
<b>Final</b>		
<b>7. Final Inspection:</b> After Electrical & Plumbing has been finalized and building is complete.		

**REMEMBER: NO WORK IS TO BE COVERED OR GO BEYOND THE POINT OF INSPECTION UNTIL IT IS APPROVED.** Re-inspections will be billed at the rate of \$47.00 per inspection. If the inspection takes more than one hour to complete, you will be billed at the rate of \$47.00 per hour. Please remember to obtain a certificate of occupancy. **Failure to call for inspections will result in a violation. 1<sup>st</sup> offense \$100.00, 2<sup>nd</sup> offense \$250.00, 3<sup>rd</sup> offense \$500.00, 4<sup>th</sup> offense misdemeanor.**

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