



FOR YOUR INFORMATION BUILDING PERMITS

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. The checklist below is a guide to help applicants know what will or may be required with their applications in most situations. **Please note, however, that staff may request more information after the application has been submitted.**

ALWAYS REQUIRED

- Permit application form, completed (no empty boxes) and signed by applicant
- Copy of current, recorded property deed with name(s) of owner(s)
- Site plan
- *NOTE: There are site plan requirements. Please see Site Plan Information Sheet.*
- Building plans (electronic or 1 paper copy) to include:
 - a. Floor plan showing dimensions.
 - b. Wall section from footing to trusses.
 - c. Truss Engineering (specifications from truss members & state required snow load).
 - d. Elevation (all directions).Additionally please size all members and either show or note placement for:
 1. Footing and foundation, wall height, width and depth.
 2. Placement of rebar, anchor bolts and hold-downs.
 3. Size and placement of wall, floor joist, and truss members.

SOMETIMES REQUIRED

- For new home construction, submit 2012 energy compliance/ResCheck information.
- 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 Chubbuck Area of City Impact (staff can help determine), a completed Sewer Availability Release Form from the Chubbuck Impact Area Wastewater Collection Authority (CIAWCA) will be required. Blank forms are available at the County office.
- 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.
- If disturbing more than $\frac{1}{4}$ acre of ground in the Bannock Urbanized Area, an Erosion and Sediment Control permit and licensure is required. Licenses can be obtained in conjunction with the City of Pocatello, at 208-234-6518.
- Copy of Fire District Construction Permit if within the Pocatello Valley Fire District.

NOTE: Plumbing, Electrical, and HVAC fixtures are subject to standards established by the State of Idaho and must be inspected by the State Plumbing and Electrical Inspectors. For More information concerning permits and inspections contact them at 1-800-955-3044 or their website: dbs.idaho.gov.