



**CITY OF CALDWELL**  
 Department of Building Safety  
 621 Cleveland Blvd.  
 Caldwell, ID 83605  
 Ph: 208-455-3024 Fax: 208-455-3050  
 Brett Clark, C.B.O., Building Official  
 Website \* www.cityofcaldwell.com

**BUILDING PERMIT**  
**APPLICATION**

*Impact fees may be assessed in addition to the permit fees!*

<b>MANUFACTURED HOME</b>	Permit	Standard set within a park or subdivision.....\$147.00
	Fees:	Permanent foundation.....Based on construction value.

**P R O J E C T I N F O R M A T I O N**

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

Legal Descr.	Lot No.	Block No.	Park or Subdivision:
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Owner: \_\_\_\_\_ Phone \_\_\_\_\_

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

Installer:	Phone	License No.
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Address: \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone \_\_\_\_\_

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

Manufacturer: \_\_\_\_\_ Year Built: \_\_\_\_\_ Number of Transportable Sections: \_\_\_\_\_

Unit Width: \_\_\_\_\_ Unit Length: \_\_\_\_\_ Home to be declared Real Property:  Yes  No

Is air conditioning going to be installed?  (Choose One:) Standard Set  Permanent Foundation

Attached or Detached Garage?  Carport?  (See notes below) Home ID# \_\_\_\_\_

Additional Notes: \_\_\_\_\_

A SEPARATE BUILDING PERMIT SHALL BE REQUIRED FOR ANY CONSTRUCTION OTHER THAN THE SETTING OF THE HOME. NO GARAGES, CARPORTS, SHEDS, OR DECKS SHALL BE ATTACHED TO A MANUFACTURED HOME WITHOUT A DESIGN FROM AN ARCHITECT OR ENGINEER, LICENSED IN THE STATE OF IDAHO. ANY MANUFACTURED HOME CONSTRUCTED PRIOR TO JUNE 15, 1976 SHALL MEET THE REHABILITATION REQUIREMENTS OF THE STATE OF IDAHO, PRIOR TO RELOCATION WITHIN THE CITY LIMITS OF CALDWELL. DOCUMENTATION SHALL ACCOMPANY THIS PERMIT APPLICATION.

<p><b>Valuation of Work: \$</b>  <b>Foundation cost for permanent set.</b></p> <p>Application Accepted By, _____</p> <p>PERMIT VALIDATION:    Check #                    M O    Cash</p> <p><small>SEPARATE PERMITS ARE REQUIRED FOR PLUMBING, ELECTRICAL, MECHANICAL, DEMOLITION, AND MOVED BUILDINGS.</small></p> <p><small>THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS FROM THE ISSUANCE OF THIS PERMIT, OR IF CONSTRUCTION OR WORK IS ABANDONED OR SUSPENDED FOR A PERIOD OF 180 DAYS AFTER WORK IS COMMENCED. EXPIRED PERMITS WILL NOT BE ELIGIBLE FOR AN EXTENSION.</small></p> <p><small>I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF ORDINANCES AND LAWS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION.</small></p> <p>_____        Signature of Installer or Authorized Representative (Date)</p> <p>_____        Signature of Owner (If Owner Builder) (Date)</p>	<p style="text-align: center;"><b>OFFICIAL USE ONLY</b></p> <p><b>BUILDING PERMIT #</b> _____</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 65%;">Adjusted Project Value:</td> <td style="width: 35%;">Total Permit Fees: \$ _____</td> </tr> </table> <table border="1" style="width: 100%;"> <tr> <td style="width: 65%;">Actual Sq. Ft. Of Garage</td> <td style="width: 35%;">Floodplain Requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> </table> <table border="1" style="width: 100%;"> <tr> <td style="width: 33%;">Actual Sq. Ft. Of Carports</td> <td style="width: 33%;">Actual Sq. Ft. Of Porches</td> <td style="width: 34%;">Zone Designation</td> </tr> </table> <p>Additional Conditions: _____</p> <p style="text-align: center;"><b>DEPARTMENT APPROVALS</b></p> <table border="1" style="width: 100%;"> <thead> <tr style="background-color: #f4b084;"> <th style="width: 25%;">Department</th> <th style="width: 50%;">Signature</th> <th style="width: 25%;">Date</th> </tr> </thead> <tbody> <tr> <td>Planning &amp; Zoning</td> <td></td> <td></td> </tr> <tr> <td>Engineering</td> <td></td> <td></td> </tr> <tr> <td>Fire</td> <td></td> <td></td> </tr> <tr> <td>Building</td> <td></td> <td></td> </tr> </tbody> </table>	Adjusted Project Value:	Total Permit Fees: \$ _____	Actual Sq. Ft. Of Garage	Floodplain Requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No	Actual Sq. Ft. Of Carports	Actual Sq. Ft. Of Porches	Zone Designation	Department	Signature	Date	Planning & Zoning			Engineering			Fire			Building		
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**IMPACT FEE**  
**EXEMPTION**

THIS FORM IS FOR NEW CONSTRUCTION, OR THE INSTALLATION OF MANUFACTURED HOMES INSTALLED WITHIN PARKS OR SUBDIVISIONS THAT MAY BE EXEMPT FROM THE ASSESSMENT OF IMPACT FEES WITHIN THE CITY OF CALDWELL. ANY LOT THAT WAS OCCUPIED PRIOR TO MAY 15, 2007 WOULD BE EXEMPT. ANY LOT NOT OCCUPIED PRIOR TO MAY 15, 2007 WILL BE CHARGED THE FULL AMOUNT OF IMPACT FEES, IN ADDITION TO ANY PERMIT FEES.

THIS FORM SHALL BE COMPLETED IN IT'S ENTIRETY, SIGNED BY THE LOT OWNER, AND NOTARIZED. ANY REQUEST FOR EXEMPTION WILL BE SUBJECT TO INVESTIGATION BY THE DEPARTMENT OF BUILDING SAFETY.

**P R O J E C T I N F O R M A T I O N**

Property Address: \_\_\_\_\_

Subdivision or Park: \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

New Construction

Manufactured Home

Lot or Park Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

SUBSCRIBED AND SWORN

To before me on this \_\_\_\_ day  
 Of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
 Notary Public

Residing In: \_\_\_\_\_

Commission expires

**O F F I C I A L U S E**

**PERMIT #** This form is associated with \_\_\_\_\_

Received by, \_\_\_\_\_

**Building Official:** \_\_\_\_\_

Date: \_\_\_\_\_

*Or authorized representative*

## **BUILDING PERMIT APPLICATION INFORMATION**

- ◆ Fences and other miscellaneous projects only require the completion of the building permit application and a minimal review.
  - ◆ Additional permits are required for any electrical, plumbing and mechanical installations.
  - ◆ Permit applications are reviewed in the order in which they are received, so in order to avoid any delays make sure that all of the required information is provided.
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### **RESIDENTIAL** – Two sets of plans and specifications need to be provided with the following information:

- ◆ **New Single Family Dwellings/Duplexes and Townhouses/Manufactured Homes – Two full sets of plans**
    - Site Plan - All site plans must be to not less than 1/20 scale and include lot lines, easements, drainage, north arrow, lot corner and foundation elevations.
    - Foundation Plan - Reinforcement (required only for foundations exceeding 2 feet in height), ventilation, frost wall for stoops of other appendages.
    - Floor Plan - Building dimensions, window and door sizes, smoke detectors.
    - Wall Section - Foundation, structural framing members, wall composition (including wall insulation & insulated sheathing) insulation baffles, roof framing, roof sheathing, roof covering, roof pitch.
    - Elevations - Front, back and both sides.
    - Energy Form - Prescriptive report or RESCHECK energy compliance form (ResCheck software is available at no Charge at [www.Energy.codes.Gov](http://www.Energy.codes.Gov))
    - Flood Plain - Flood plain certificate for all project built within Caldwell designated flood plain.
  - ◆ **Residential Additions/Accessory Buildings/Manufactured Homes**
    - Site Plan - All site plans must be to not less than 1/20 scale and include lot lines, easements, Drainage, north arrow, lot corner and foundation elevations.
    - Floor Plan - Building dimensions, window and door sizes, smoke detectors.
    - Wall Section - Foundation, structural framing members, wall composition (including wall insulation & insulated sheathing) insulated baffles, roof framing, roof sheathing, roof covering, roof pitch.
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### **PLAN REVIEW TURN AROUND TIMES**

- ◆ The estimated time for a residential plan review is set at not more than 5 to 7 working days. This is contingent upon the submittal of a complete set of plans and specification along with all of the required supporting documents. Exception – Projects proposed on parcels of land that are not part of a platted subdivision will take longer.
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### **MANUFACTURED HOMES INSPECTION POLICY**

- ◆ Manufactured homes require five typical inspections; a Setback/Block & Tie, Electrical, Plumbing, and a Final. Additional items such as porches, decks, carports and garages require separate permits, which require their own inspections. Any newly installed, or replaced mechanical equipment shall require a mechanical permit and inspections.

Note: Section 110.1 of the IBC requires work to remain exposed for inspection. Skirting shall not be installed until the Block & Tie, Electrical and Plumbing has been approved and job card signed.

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### **CODES ADOPTED**

- ◆ 2012 International Building Code
- ◆ 2012 International Fire Code
- ◆ 2014 National Electrical Code
- ◆ 2012 International Mechanical Code
- ◆ 2012 International Fuel Gas Code
- ◆ 2012 International Energy Conservation Code
- ◆ 2009 Idaho State/Uniform Plumbing Code
- ◆ 2012 International Residential Code
- ◆ State of Idaho Manufactured Home Installation Requirements