



PO Box 606
501 North Galena St.
Council, Idaho 83612
Phone: 208-253-4201

Building Permit Application Information and Instructions

Responsibility of obtaining the building permit lies on the property owner.

Any questions regarding this information may be answered by calling City Hall 208-253-4201 or Adams County Building Inspector 208-253-6125 ext 4.

The City of Council contracts with the Adams County Building Inspector. The initial application is accepted and approved at City Hall before the Adams County Building Inspector will review all plans and setbacks for approval.

When scheduling inspections, please call Adams County Building Inspector at 208-253-6125 ext 4, leave a detailed message after hours or on the weekends. Please remember to give at least 24 hours' notice when scheduling your inspections.

Adams County is currently working out of the 2018 International Residential Code and the 2021 International Building Code. Please check with the Building Department or City Hall for all local ordinances relating to construction.

Information Required To Be Submitted With a Building Permit

- Approved road entrance to the building
- Complete building permit application (this checklist)
- Plot plan with proposed structures location as it relates to property boundaries, existing structures, well, septic locations and driveway locations.
- Vicinity map showing location of your property in respect to main roads and landmarks
- Fully dimensioned foundation/basement plan
- Fully dimensioned floor plans
 - a. Windows/door sizes
 - b. Room identifications
 - c. Mechanical installations
 - d. Smoke detector locations
- Framing details
 - A: roof ceiling/ceiling; sizing, spacing, and location of all rafters, beams, columns, joists, etc.
 - B: floors; sizing, spacing and locations of joists and their supports
 - C: walls sizing and spacing for all wall members
 - D: roof sheeting, wall siding, and subflooring
- Floor plan overview
- Elevation plans with all views and their adjacent grades
- Heating/air specs and locations
- Details such as fireplace sections, stair sections, and structural connections truss design etc.
- Details of fire resistive construction
- Specs for all materials including grade species size and allowable stresses

Notes: engineers stamp is required on all homes at or above 1000sqft, engineering stamp may be required for complex/irregular structures by the building department.

Design Loads/Structural Design Criteria for Adams County

Wind = 70mph

Snow load = 80lbs psf

Frost depth = 24"

Wind exposure/pressure (psf) = chp.16 iic-bon c 85 mph

Seismic category = D

Maximum default = 1500 psf

Stem wall =24"x6"

Footing = 8"x16"

Insulation = R-38 ceiling R-19 walls R-30 floors

Inspections Required in Order

- footing/hole
- foundation
- roof and wall sheathing
- framing final
- insulation
- final

NOTES: Please remember to give at least 24 hours' notice when scheduling inspections.

Please call for final framing inspection after electric plumbing and HVAC have given right to cover.

Insulation installers shall provide a certification listing the type and R-value of insulation installed in each element of the building.

Plumbing electrical and HVAC inspections

Plumbing electric 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 necessary permits if the homeowner plans to do any of the work the homeowner must pull the necessary permits.

Expiration, suspension, and revocation of permits

Each permit issued under ordinance shall expire if the work or building authorized by the permit is not commenced within sixty days from the permits issue date, or if the work or building authorized by the permit is suspended or abandoned for a period of 180 days without notification. Permits expire after 2 years unless approved by the building inspector. You may ask for an extension in writing.

Additional requirements before construction begins

Bring in two sets of complete plans for review, once reviewed you will receive one copy back to stay on site. When you receive your building permit you will be given a red permit card to be posted at your job site, this must be posted for the duration of the project. A copy of your plans and an inspection sign off sheet are to remain on site and readily accessible for the building inspector in a water tight container. You are also required to post your house number at the entrance before construction begins.

Building Permit Checklist

Owner _____ Owner Phone # _____ Date ____/____/____

Address _____ New building address _____

Garage sq ft _____ First/second floor sq ft _____ Loft sq ft _____

Basement sq ft _____ Covered porch sq ft _____ Deck sq ft _____

Type of structure (check one that applies)

House _____ Outbuilding _____ Commercial Structure _____ Addition _____

Other (explain) _____

Contractor Build? YES or NO _____ Contractor License # _____

Contractor Name: _____

Contractor Phone # _____

Final construction cost of structure: \$ _____

I _____ have read and understand all information given to me in this permit application information and instructions.

Signature: _____

Date: ____/____/____

City Planning and Zoning Administrator signature: _____

City Public Works Supervisor signature: _____

Adams County Building Inspector signature: _____