



**City of Twin Falls  
Building Department**

324 Hansen Street East  
P.O. Box 1907  
Twin Falls, ID 83303-1907

Phone: 208-735-7238  
Fax: 208-736-2256  
www.tfid.org

# Residential Building Permit Application

\*\*\*All information to be filled out in its entirety or application will not be taken in\*\*\*

<u>PROJECT INFORMATION</u>	
Project Address: _____	
Subdivision _____	Lot: _____ Block: _____
<u>PROPERTY OWNER INFORMATION</u>	<u>CONTRACTOR INFORMATION</u>
Name: _____	Business Name: _____
Address: _____	Address: _____
City, State, Zip: _____	City, State, Zip: _____
Phone: _____	Phone: _____
Fax: _____	Fax: _____
Email: _____	Email: _____
	State Registration # & Expiration Date: _____
<u>PLAN DESIGNER/ DRAFTSPERSON/ ARCHITECT</u>	<u>ADDITIONAL CONTACTS: Project Manager, etc.</u>
Business Name: _____	Business Name: _____
Contact Name: _____	Contact Name: _____
Address: _____	Address: _____
City, State, Zip: _____	City, State, Zip: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

**Type of Permit Requested (This area to be completed by Designer) (Complete corresponding checklist)**

<input type="checkbox"/> Single Family Dwelling <input type="checkbox"/> Duplex <input type="checkbox"/> Zero Lot Line <input type="checkbox"/> Remodel/ Repair/ Egress Windows Description _____ <input type="checkbox"/> Addition _____ Sq. Ft. Description _____ <input type="checkbox"/> Detached Accessory Structure (shed >200 Sq. ft.) _____ Sq. ft. <input type="checkbox"/> Misc. Fence/ Pool/ Deck	First Story: _____ Sq. Ft. Second Story: _____ Sq. Ft. Basement Finished: _____ Sq. Ft. Basement Unfinished: _____ Sq. Ft. Garage _____ Sq. Ft. Carport _____ Sq. Ft. Covered Porch/ Patio _____ Sq. Ft. Pool or Deck _____ Sq. Ft. <b>Total Sq. Ft. _____ Sq. Ft.</b>
--	--

Fire District (Area of Impact) – Total Cubic Feet \_\_\_\_\_

**Project Value: \$** \_\_\_\_\_

- A. Project Value is used to calculate fees for the building permit. Project Value is the total value of the construction work for which the permit is issued, **including overhead and profit** as well as finish work, painting, roofing, electrical, plumbing, heating/air conditioning, elevators, fire extinguishing systems, other permanent equipment, and owner supplied items. Project value excludes the value of the land.
- B. **I certify that the value & scope of work provided above are the most accurate available at this time:**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Plan Submittal Requirements

Single Family Dwellings, Duplexes, Zero lot line, room additions, remodels, patio covers, accessory structures, etc.

- **If submitting paper plans:** 2 full sets of plans (Min. 18" x 24", Max 24" x 36") Min ¼" Scale on floor plans, 3/16" or 1"=5' for site plans (smaller paper may be allowed on small jobs).
- **If submitting electronically:** A PDF is required, save the PDF directly from the CAD file, instead of a scan if possible. Submit plans and application to: [buildingfax@tfid.org](mailto:buildingfax@tfid.org)

**NOTE: Impact Area Permits submit by one of the methods above along with South Central Public Health District stamp & permit, Twin Falls Highway District Approach Permit, and cubic feet for fire area.**

- ❖ Additional permits **are required** for any electrical (in city limits only), 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.
- ❖ When the structure is more than two stories in height, 10' single story, of an unusual design, or exceeds prescriptive code requirements, an architect or licensed engineer is required to stamp the building plans and specifications.
- ❖ Plans to be designed to the **2012 IRC Code & 2012 IECC. (with Idaho amendments)**
- ❖ Provide cubic feet of fire area when building in the area of impact where no fire hydrants are present.

1. **Is the property in a flood plain?**  Yes  No (If Yes attach Flood Plain No-Rise Certificate from Engineer)

2. **Planning and Zoning Information**

Land Use Zone \_\_\_\_\_

Is the property in the area of impact?  Yes  No (If Yes and this a new construction or an addition, plans must be approved and stamped by South Central Health District and must have a Twin Falls Highway District Approach Permit.)

3. **Energy Code Compliance**

Plans must be submitted demonstrating the Prescriptive Approach or the Performance Method approach for energy code compliance. In marking the option below, and with all information attached to the plans, in signing this application, I declare that I am the permit applicant/builder and that construction of the dwelling will be in compliance with all energy standards as adopted by the City of Twin Falls.

Option 1: Performance Approach

A copy of the REScheck compliance report is attached to the plans. (This includes both the cover sheet and the Inspection checklist.)

Option 2: Prescriptive Approach (R-38 Attic, R-20 Exterior Walls, R-30 Floors or R-13 perimeter walls, .35 U Value Lo-E windows)

\*\*\*This option will need to be clearly shown on page 1 of plans.\*\*\*

\*\*\*An Energy Efficiency Certificate will be required to be posted in the electrical panel at final inspection\*\*\*

4. **Curb, Gutter, & Sidewalk**

If your property does not currently have curb, gutter or sidewalk, you may be able to defer construction of these items if you are in an area where these are non-existent. You will need a Warranty Deed showing proof of ownership, and we will notarize the deferral here at the Building Department. **This is not required if you are not adding more than 25% of existing square footage to property.**

5. **Fire Department Access & Fire Protection Plan (Area of Impact)**

Show the location of the 20 foot fire department access road to within 150 feet to all exterior walls of the building. Show fire department turn-a-round when the access road is longer than 150 feet. When there isn't a fire hydrant within 150' of residence, Residential buildings exceeding 56,000 total cubic feet within the fire district will need to be: 1) divide the building with an approved fire wall, 2) install water storage for fire protection (NFPA1142), 3) install an automatic fire sprinkler system, 4) install a fire/ smoke monitoring system.

**\*\*\*NOTICE\*\*\***

All permits expire 180 days from the date of their issuance or the date of the last inspection. Expired permits will require reactivation at such time that the responsible party decides to complete the project. Reactivation fees will be required on all permits. Please contact the Building Official with any requests for reactivation or extension.

## USE AND OCCUPANCY OF BUILDING

A Certificate of Occupancy will be issued upon completion of the project and after approval of final inspection. **No occupancy is allowed** until issuance of the Certificate of Occupancy or Certificate of Completion. A temporary C of O can be issued for certain incomplete work under extenuating circumstances (such as frozen ground) with **\$1000 refundable fee**.



## City of Twin Falls Building Department

324 Hansen Street East  
P.O. Box 1907  
Twin Falls, ID 83303-1907

Phone: 208-735-7238  
Fax: 208-736-2256  
www.tfid.org

# Residential New Home Checklist

**\*\*\*Designer: Please fill out and submit with application\*\*\***

**2 full sets of plans (Min. 18" x 24", Max 24" x 36") Min ¼" Scale on floor plans, 3/16" or 1"=5' for site plans** (smaller paper may be allowed on small jobs). Pages to be numbered and stapled. A PDF is required for digital plan review, including paper plans. **Please save the PDF directly from the CAD file, instead of a scan if possible.** Digital plans to be submitted to [buildingfax@tfid.org](mailto:buildingfax@tfid.org)

**NOTE:** Impact Area requires 2 full sets of plans with South Central Public Health District stamp/permit and Twin Falls Highway District Approach Permit. (This can be sent to us as a PDF as well).

**Notice to all applicants:** This checklist is designed to provide the basic information needed to allow the various agencies within the city to complete a plan review of the proposed project. The basic requirements outlined below may not be all inclusive. Check each item below as you complete it or mark N/A if not applicable.

## Site Plan

- Site plan typical scale 1:5 or 3/16". Can be drawn 1:10 or 1/8" when house or lot is very large.
- Buildings shall be correctly oriented (no reverse plans), and be site specific.
- Show orientation with north arrow.
- Show setbacks from structures to the property lines, lot dimensions and lot square footage.
- Show location of all existing and new structures (dimensions of and between structures) on the site if applicable.
- When building in the area of impact & not in a subdivision, please include an aerial vicinity map showing where the property is located.
- Indicate all easements for water, sewer line, utilities, access, etc.
- Show all zoning setbacks (indicate location and dimensions).
- Show all streets that border lot on site plan (ie. Corner lots or lots with street in front and back)
- Show: (1) the storm water drainage system (typ. Arrows and grades), (2) the drainage from the building. (3) the retention areas.  
(All drainage must be retained on lot & be maintained after landscaping) "Slope grade away from house, 6" in 10' min."
- Indicate lot corners including finished grade & finished floor elevation. F.F.E. > / = 15" min. above curb.
- Show and dimension all existing and proposed concrete work (patios, AC pads, sidewalks, driveways, curb & gutter, etc.) Note: Driveway's to be hard surfaced. (SUI zone min. 50' solid surface from roadway)
- Submit well and septic tank permits, if applicable along with stamped site plan from SCDH.
- Fire District application – show the location of the 20 foot fire department access road to within 150 feet to all exterior walls of the building. Show fire department turn-a-round when the access road is longer than 150 feet.
- Accessory buildings 3' minimum from property lines (1' eave overhang max). Also, 10' minimum separation from house.
- Twin Falls Highway District approach permit (if being built in the Area of Impact)

## Foundation/Floor Framing Plan

- Foundation and required expanded footing shall include dimensions and reinforcement's type, size, and locations.
- Detail insulation material types with notes as to R-value, location and weather protection of thermal envelope for slab, foundation stems, mono footings, crawlspaces and/or basement walls.
- Hold-down types or other embedded hardware for framing attachments, including locations.
- Indicate location of all foundation vents and sizes. (vent crawl 1:150) or show conditioned crawl space (to be noted on plans).

- Indicate location of crawl space access(s).
- Cross section of the foundation and details. Show footing sizes, stem wall sizes & all rebar (quantity & sizes).
- All floor joists are noted & with dimensions. If using I-joists, please specify manufacturer & type & size of I-joist being used.
- Show 30" clear in crawl space. Show over dig as applicable.
- Show 15" min. width footings for bonus rooms & 2 story walls.
- Show damp proofing on all foundation walls.
- Clearly note pony walls on plan that support bearing walls above.
- Engineering may be required on spot footings when large point loads are present from girder truss loads above.

## Floor Plan/Roof Framing Plan

- Window and door sizes, type and location. (Mark all egress and tempered windows)
- Show location of smoke detectors. (Inside each sleeping room, outside of each sleeping room and on each story of a dwelling.)
- Carbon Monoxide Detectors outside all bedrooms (if house contains fuel fire appliances, fireplace, or has an attached garage)
- Wall Bracing Design** (Exterior and interior) shall be **clearly indicated** and a schedule included which specifies the method of bracing to be used and the foundation attachments. (see IRC 602.10) (Design to be provided on a separate page & include dimensions to BWP's)
- Label intended use for all rooms and ceiling heights of each room on floor plan.
- Indicate location and types of fire separations, (including detail and full UL/GA Listing) and construction methods to be used.
- Provide square footage summary of each of the following: livable area, garage, carport, covered patios, shops, porches, and basement (Finished or unfinished), and any other areas. (Dimensions based upon exterior of foundation).
- Detail insulation material types with notes as to R-value at the intersection of floor systems with exterior walls, crawl spaces, basement walls, mass walls, and at conditioned space separation barriers.
- Show 6 sided assembly detail in bonus rooms. (OBS against trusses, 2x6 stud wall w/ r-20 insulation, & sheetrock)
- Floor framing plan, showing size of headers and all interior pony walls.
- Show any interior bearing walls clearly on floor plan & roof framing plan.**
- Roof framing plan. Showing truss layout, any interior bearing walls, girder truss locations, and header locations. Engineering will also be required on job site from Truss manufacturer.
- Provide actual truss layout & profiles from truss engineer on large and complex roofs.
- Location, size and design of basement egress window wells; including headers over windows and height from floor.
- Size and location of attic access to any attic space >30" tall.
- Show how attic will be vented (if applicable).
- Show bathroom exhaust fan or operable window.
- Construction details on all steps, stairs and landings. Provide cross section showing rise & run, framing, handrails, and head clearance.
- Size, type and location of all bearing beams and/or headers. Call out continuous headers if using any of the PORTAL FRAME methods.
- Energy Compliance Path (**ResCheck current version**) or indicate on Site Plan prescriptive method (showing all R-values and types).
- A minimum of one fully dimensioned building cross-sections from foundation to roof with all materials specified. Include insulation baffles, roof framing, roof sheathing, roof covering and roof pitch. Please include full cross section for 2 story houses showing both stories.
- Exterior elevations (North, East, West & South sides) showing finish & height of walls. (Include height from grade to peak)
- Provide Engineering if walls are over 10' tall.** Engineering to be provided on stud size & spacing, shear (sheathing & nailing pattern), and any additional tie downs or footing requirements. Calculations to be provided as well.
- Provide Engineering on any post and beam or pole barn structure.** (Some exceptions may apply. See building department for details)
- Provide Engineering for any steel posts or beams**
- Manual S & J Calculations for HVAC system. \*NEW WITH 2009 CODE\* (show fresh air in calculations)**

New construction: Smoke detectors shall receive their primary power from the building wiring. They shall be interconnected for cross activation of alarms and shall also be equipped with a battery backup.

Designer to sign application that they completed check off list: \_\_\_\_\_

Designer Signature

The US Environmental Protection Agency requires that Renovation, repair and painting projects that disturb lead-based paint in pre-1978 homes, childcare facilities and schools must be performed by an EPA Certified Renovator working for an EPA Certified Firm and specific work practices must be implemented to prevent lead contamination. More information is available at 1800-424-LEAD [5323] or <http://www2.epa.gov/lead>

### **Laurie Fay**

US Environmental Protection Agency Region 10  
1200 Sixth Avenue  
Suite 900, MS AWT-128  
Seattle, WA 98101  
Phone: 206-553-1541  
Fax: 206-553-8509  
Email: [fay.laurie@epa.gov](mailto:fay.laurie@epa.gov)

You may also find information about Asbestos at <http://www2.epa.gov/asbestos> or the State of Idaho has information on their website at <http://deq.idaho.gov/air-quality/air-pollutants/air-toxics/asbestos.aspx>

Please note that EPA R10 in Seattle handles asbestos in schools (AHERA regulation). R10 Seattle no longer handles asbestos NESHAP issues – these are referred to John Pavitt, EPA R10 Anchorage, AK office – his contact information is phone (907-271-3688) and/or email ([pavitt.john@epa.gov](mailto:pavitt.john@epa.gov)).