



# City of Victor, Idaho

## Building Permit Application

All parts of this application must be completed in order to be deemed complete. If any portion of this application is not applicable, indicate so.

Office Staff Only
Permit #: BP _____
Date Received: _____
IWORQ#: _____

Unit 101, 10 South Main St. | PO Box 122 Victor, ID 83455 | Ph: 208-787-2940 | Fax: 208-787-2357 | www.victorcidyidaho.com

**OWNER:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**\*APPLICANT:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

\* If the applicant is someone other than the owner, a notarized statement authorizing applicant to act as an agent for the owner must accompany this application.

**APPLICANT MAILING ADDRESS:** \_\_\_\_\_

**APPLICANT EMAIL ADDRESS:** \_\_\_\_\_

**BUILDER/CONTRACTOR** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**LICENSED GENERAL CONTRACTOR?** \_\_ NO \_\_ YES **\*IDAHO CONTRACTOR ID#:** \_\_\_\_\_

\* Must provide unless exempt per Idaho Code Title 54-5205

**BUILDING ADDRESS:** \_\_\_\_\_

**SUBDIVISION:** \_\_\_\_\_ **BLOCK:** \_\_\_\_\_ **LOT:** \_\_\_\_\_

## APPLICATION SUBMITTAL REQUIREMENTS

See check list below for details

**PLEASE NOTE:** In order for an application to be deemed complete a digital copy must also be submitted via Email, USB, or CD.

- SITE PLAN (2 HARD COPIES + 1 DIGITAL COPY)** \* All Building Permits Application shall submit a Site Plan Review Application
- BUILDING CONSTRUCTION PLANS (2 HARD COPIES + 1 DIGITAL COPY)**
- WARRANTY DEED**
- NOTARIZED AUTHORIZATION LETTER FROM PROPERTY OWNER (If applicable)**

## BUILDING INFORMATION

Contact 208-787-2940 for zoning, design review & floodplain verification

**CONSTRUCTION TYPE:**  **NEW CONSTRUCTION**  **REMODEL**  **ADDITION**  **REPAIR**

Residence (# of unit\_\_\_\_)  Commercial  Garage  Carport  Fence  Other \_\_\_\_\_

Zoning district: \_\_\_\_\_ Proposed use: \_\_\_\_\_ Building Height: \_\_\_\_\_

Is the property in the floodplain? \_\_\_\_\_ Yes \_\_\_\_\_ No

### Dimensions:

First Floor sq.ft: \_\_\_\_\_ Total sq.ft: \_\_\_\_\_

Second Floor sq.ft: \_\_\_\_\_ Total sq.ft: \_\_\_\_\_

Basement sq.ft: \_\_\_\_\_ Total sq.ft: \_\_\_\_\_

Will basement be finished? Yes/No \_\_\_\_\_

Deck sq.ft: \_\_\_\_\_ Total sq.ft: \_\_\_\_\_

Shed or Barn sq.ft: \_\_\_\_\_ Total sq.ft: \_\_\_\_\_

Other sq.ft: \_\_\_\_\_ Total sq.ft: \_\_\_\_\_

### Project Size:

Square Feet: \_\_\_\_\_ Acres: \_\_\_\_\_

### Setbacks:

Font: \_\_\_\_\_

Side: \_\_\_\_\_

Side Interior: \_\_\_\_\_

Rear: \_\_\_\_\_

### Heating Method:

Gas:  Wood:  Electric

### Total Number of:

Kitchens\_\_\_\_ Baths\_\_\_\_ Bedrooms\_\_\_\_

# DESIGN STANDARDS & GUIDELINES

Please know that in addition to the standards in the City of Victor Land Development Code, your development may also be subject to an additional design review. The standards and guidelines for this design review, as well as their applicability, can be found in Title 7, Section 3 of the City of Victor's Municipality Code. Applicants are encouraged to ensure their development's compliance with the Design Standards and Guidelines prior to submitting their application. Approval of developments to which these standards apply may be delayed if the proposed development does not meet the design standards.

## SITE DEVELOPMENT

The table below serves as a checklist for items necessary to include on complete Site Plans for review. The Site Plan must be drawn to scale and include a North arrow and legend for all of the existing and proposed features. An Idaho licensed architect's stamp is required for all new commercial construction. An Idaho licensed architect's stamp is required for all remodels/construction over 2500 square feet. Site plan approval may be delayed if required features are not present in the submitted site plan.

On Site Plans	Site Features	Notes
<input type="checkbox"/>	Property lines (Include dimensions) and proposed building envelope	Required
<input type="checkbox"/>	Street(s) labeled and existing sidewalks shown	Required
<input type="checkbox"/>	All existing property features (buildings, patios, driveway, trees sidewalk, etc.)	Required
<input type="checkbox"/>	All recorded easements located on the property	Required if Applicable
<input type="checkbox"/>	Natural features on site (floodplain, wetlands, creek, etc.)	Required if Applicable
<input type="checkbox"/>	Setbacks (front, side, side interior, rear)	Advised
<input type="checkbox"/>	Total lot coverage (includes existing and proposed building & impervious surfaces)	Required (List square footage of each feature or total per lot.)
<input type="checkbox"/>	Parking & driveway size & Material (concrete, gravel, etc.)	Required if Applicable
<input type="checkbox"/>	Width of driveway (Measured as a straight line between the two corners with abut the public right of way.)	Advised
<input type="checkbox"/>	Parking stalls (location and dimensions)	Required if Applicable (Number individual stalls or total quantity)
<input type="checkbox"/>	Water line & meter (proposed and existing)	Required if Applicable
<input type="checkbox"/>	Sewer Line (proposed and existing)	Required if Applicable
<input type="checkbox"/>	Work proposed in the City ROW (road cuts, excavation, grading, etc.)	Required if Applicable
<input type="checkbox"/>	Any fencing to be installed and height	Required if Applicable
<input type="checkbox"/>	Grading Plan	Required if Applicable
<input type="checkbox"/>	Stormwater Management Plan	Required if Applicable
<input type="checkbox"/>	Truss Package (if using pre-engineered truss packages)	Required if Applicable
<input type="checkbox"/>	Foundation Plan	Required if Applicable
<input type="checkbox"/>	Roof Plan	Required if Applicable
<input type="checkbox"/>	Floor Plan	Required if Applicable
<input type="checkbox"/>	Landscaping Plan	Required if Applicable

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## UTILITY CONNECTION DATES

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Due to the City of Victor's location and climate, new public utility connections are limited to the short summer months unless exceptions are made by the public works department due to exceptional weather. New connections are otherwise permitted between April 15 and October 15.

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## PROPERTY COVENANTS

(If Your Property is Subject to Covenants)

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Although the City does not enforce contracts amongst private property land owners, Idaho courts do recognize properly authorized and recorded covenants, conditions, and restrictions as a contract and Idaho courts will enforce them. It is highly recommended that you obtain a letter of compliance for your records from your property owner's association regarding your proposed improvements before you commence construction.

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## OUTDOOR LIGHTING

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Outdoor Lighting Proposed:  Yes  No

Photometric Plan Submitted (Required for Outdoor Lighting in Commercial Projects):  Yes  No

Fixture Spec Sheet & Lumen / Color Temperature Information Submitted:  Yes  No  
(Required for All Proposed Outdoor Lighting)

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## ACCEPTANCE & ACKNOWLEDGMENT

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Building Permits are issued subject to the regulations referenced in the International Building Code (IBC) and International Residential Code (s), as well as the City of Victor Municipal Code and Land Development Code, and it is hereby agreed that the work to be done as shown in the plans and specifications will be completed in accordance with the regulations pertaining and applicable thereto. The issuance of the permit does not waive restricted covenants.

Under penalty of law I hereby certify that I have read and understand this application and state that the information herein is correct. I swear (affirm) that any information which may hereafter be given by me in hearings before the Victor Planning & Zoning Commission or City Council shall be truthful and correct.

I agree to comply with all the City and County regulations and State law relating to the subject matter of this application and hereby authorize representatives of this City to enter upon the above-mentioned property for inspection purposes. I further agree and understand that no building activity will begin on the above-mentioned property until a properly approved and authorized building permit has been issued.

The Undersigned hereby applies for a permit for the work herein indicated or as shown and approved in the accompanying plans and specifications.

**APPLICANT'S SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_

**OWNER'S SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_

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Please know that new building permit applications may take up to 4-6 weeks to approve once they are deemed complete.

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# UTILITIES

Office Staff Only

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**NEW WATER CONNECTION**

**NEW SEWER CONNECTION**

Water and Sewer Connection Fees are based on a Residential Meter (1 inch line). Larger lines will be priced at time of request. Any cost or expense related to connections beginning at the water and sewer mains to the property line (ie. Excavation, labor parts, road repair, pipe) is paid for by the applicant. For meter installation and the initial start of water service, the owner must contact the city and give a minimum of 24 hours notice. The owner or owner's representative must be present for the start up.

<b>Water Meter Pit (if not already on site)</b>	\$ _____	+
<b>Water Meter</b>	\$ _____	+
<b>Sewer Connection Fee</b>	\$ _____	+
<b>Water Connection Fee</b>	\$ _____	+
<b>Water &amp; Sewer TOTALS</b>	= \$ _____	

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# BUILDING VALUATION & PERMIT COSTS

Office Staff Only

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Living Area sq.ft _____ x IBC Building Type Multiplier _____	= \$ _____	+
Basement (finished, unfinished) sq.ft _____ x IBC Multiplier _____	= \$ _____	+
Garage, Shed, Outbuilding sq.ft _____ X IBC Multiplier _____	= \$ _____	+
Building Value Subtotal	\$ _____	
<b>BUILDING FEE</b> (after modifications and calculations)	\$ _____	+
<b>WATER &amp; SEWER FEE TOTAL</b>	\$ _____	+
<b>TOTAL BUILDING PERMIT FEE</b>	= \$ _____	