

**BUILDING PERMIT APPLICATION  
COMMERCIAL  
NON-RESIDENTIAL / MULTIFAMILY  
Owyhee County**

P.O. Box 128 Murphy, ID 83650  
Ph - (208) 495-9851, Fax - (208) 495-2051  
Arlyn Tietz, Building Official

**DESCRIBE USE OF BUILDING**

**CHANGE IN USE OR OCCUPANT? (circle one)**

**NEW BUILDING OR REMODEL? (circle one)**

Permit Application Number: **BP-** \_\_\_\_\_

**TYPE OF PERMIT / USE REQUESTED**

- |   |                                     |   |
|---|-------------------------------------|---|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Demolition | <input type="checkbox"/> Non-Residential, describe: _____     |
| <input type="checkbox"/> Remodel          | <input type="checkbox"/> Addition   | <input type="checkbox"/> Multi-Family, Number of units: _____ |
| <input type="checkbox"/> Repair           | <input type="checkbox"/> Misc.      | <input type="checkbox"/> Other, describe: _____               |

**PROJECT INFORMATION**

**Project/Business Name:** \_\_\_\_\_ **Value of Work:** \$ \_\_\_\_\_

**Project Address:** \_\_\_\_\_ **Lot:** \_\_\_\_\_ **Block:** \_\_\_\_\_

**Legal Description:** \_\_\_\_\_ **Subdivision** \_\_\_\_\_  Long legal attached

**Owner**

**Project Specifics**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**See attached checklist for more detailed requirements**

Occupancy Group(s)..... \_\_\_\_\_

Construction type..... \_\_\_\_\_

Total Building Area Allowed.... \_\_\_\_\_

Actual New Building Area..... \_\_\_\_\_

Existing Building Area..... \_\_\_\_\_

Number of Stories..... \_\_\_\_\_

Building Height..... \_\_\_\_\_

Zone Designation..... \_\_\_\_\_

Fire Sprinklers..... Yes / No

**Applicant**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Contractor**

**Name:** \_\_\_\_\_ **Reg.#** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Architect**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Engineer**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Declaration**

I hereby certify that I have read and examined the attached checklist. All provisions of laws and ordinances governing this work will be complied with, whether specified herein or not.

**Name (Please Print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**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.

# NON-RESIDENTIAL/MULTI-FAMILY PLAN REVIEW CHECKLIST

**Notice to all applicants:** This checklist is designed to provide the basic information needed to allow the Building Department to complete a plan review of the proposed project. The basic requirements outlined below may not be all inclusive.

## General Requirements for all plan submittals (Two complete sets prepared by a licensed Architect and/or Engineer with the State of Idaho)

- Code Analysis** - Required information is detailed on the front page of this form.
- ComCheck Energy Analysis**—Prepared by an Idaho licensed architect or engineer.
- Site Plan (Licensed engineer or Architect required)** - Including:
  - Scale and format to be standard scale at between 1:10 to 1: 60 scale;
  - Sheet sizes shall not be less than 8-1/2 inches by 14 inches nor greater than 24 inches by 36 inches;
  - Legal description and/or record of survey for the property and a vicinity map;
  - Right-of-way details (if required) including access, easements, utilities, drainage, wastewater, right of way to be dedicated ;
  - Location of new and existing structures with fully dimensioned measurements to property lines & other structures;
  - Parking lot design — Including fully dimensioned space and isle layout and detailed handicapped parking spaces.
- Foundation Plan** - Including all required structural steel reinforcing and special inspection criteria.
- Floor Plan** - Including all exit schemes, exterior wall openings, door swings, use designations, exit signage.
- Elevations** - North, South, East, West
- Building Sections and Details**- Sections of walls, fire rated assemblies, stairways & floor/ ceiling assemblies
- Conservation Elements**— Insulation R-values, glazing U-Factors, glazing solar heat gain coefficient (SHGC) value, rough opening sizes, air sealing notes
- Electrical Plans** - Exit signage, switching diagrams, lighting schedule with fixture, bulb and ballast type, number of bulbs per fixture, and fixture wattage; exterior lighting bulb and ballast type, and type of control.  
**A Commercial Electrical Compliance Check is required.**
- Mechanical Plans** - Equipment schedule listing the make and model of the equipment and other information pertinent to compliance with IECC; duct insulation R-values, mechanical system control schematic.  
**A Commercial Mechanical Compliance Check is required.**
- Service Water Heating System** - Piping R-values, circulation loop system controls, heat trap requirements.
- Approval of Zoning Compliance**— Owyhee County Planning and Zoning.
- Septic System Permit**— Southwest District Health
- Access Road**- Approval from the local Fire District. For a new access road off of a County Road or State Highway a driveway permit from these agencies may be necessary.

## ADDITIONS

- Code Analysis** - Required information is detailed on the front of this form.
- ComCheck Energy Analysis**—Prepared by an Idaho licensed architect or engineer.
- Site Plan** - Building location (existing and proposed), distances to property lines and other structures, site drainage including storage retention structures & calculations (if parking is expanded), landscaping (if required by land use reg's), parking - including all required handicapped designated spaces, sign locations, grease interceptors.
- Foundation Plan** - Including all required structural steel reinforcing.
- Floor Plan** - Including all exit schemes, exterior wall openings, door swings, use designations, exit signage.
- Elevations** - North, South, East, West
- Building Sections and Details**— Sections of walls, fire rated assemblies, stairways & floor/ ceiling assemblies

## REMODELS

- Site Plan (Change of use only)**.- Building location, landscaping, parking.
- Code Analysis** - Required information is detailed on the front of this form.
- Floor Plan** - Including all exit schemes, exterior wall openings, door swings, use designations, exit signage.

Office Use Only  
Department Approval and Fee Worksheet/Receipt

**Permit Application Number:** \_\_\_\_\_

**Building Address:** \_\_\_\_\_

**Owner/Applicant:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Building Department Fees:

Building Permit: \_\_\_\_\_

Manufactured/Mobile Home: \_\_\_\_\_

Building Plan Review: \_\_\_\_\_

Planning and Zoning Compliance Fee: \_\_\_\_\_

**Total Fees Due:** \_\_\_\_\_ **Check:** \_\_\_\_\_ **Cash:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Department Approvals: I have reviewed the plans and specifications applicable to my department and authorize the issuance of a building permit. I have attached any conditions not addressed on the Application form and a Certificate of Compliance.

Planning and Zoning, Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

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

Building, Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

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

## **RESIDENTIAL BUILDING SETBACKS**

Zone A- Agricultural

Zone M- Multi-use

Zone R- Residential

No building or structure shall be placed within five (5) feet of the property line, or within forty (40) feet of a County Road or within one hundred (100) feet of a State or Federal Highway .

## **COMMERCIAL BUILDING SETBACKS**

Zone C- Commercial

Zone I- Industrial

No building or structure or any portion thereof, except steps and uncovered porches less than ten (10) feet in width, shall be erected within five (5) feet of the property line. If the property adjoins Zone A,R, or M, no building shall be placed within two-hundred (200) feet of a property line that adjoins said zones. No building or structure shall be placed within forty (40) feet of a County Road, or within one-hundred (100) feet of a State or Federal Highway.