



# Residential Building Permit Application

Office Use Only	
Permit Number	
Date	Received By

This application is for all residential projects. Please fill out the application to the full extent so our office has the necessary information to process your application. Once submitted, your plans will require review and approval from the building department. Please call our office (208)468-5435 if you have any questions or inquiries.

<b>Project Address</b>	<b>Lot</b>	<b>Block</b>	<b>Subdivision</b>				
<b>Project Type:</b>	New SFD	New Townhouse	Carport	Deck	Remodel	Pool	Manufactured & Modular Homes
	New Duplex	Addition	Covered Patio	Pole Barn	Re-Roof	Demolition	Shed

**Project Value:**

\*The project value shall include not only the cost for construction of such building, but all improvements within the building, all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, any other permanent equipment, and all on-site improvements, such as; paving, sidewalks, ramps, stairs, on-site utilities, grading, site prep, etc.

**Scope of Work:**

**USE THIS AREA FOR NEW SQFT: ENTER APPLICABLE SQFT BELOW**

<b>First Story</b>	<b>Garage</b>	<b>Deck</b>
<b>Second Story</b>	<b>Covered Porch/Patio</b>	<b>Unfinished Area</b>
<b>Basement</b>	<b>Covered Carport</b>	<b>Addition Area</b>
<b>Total Living Space</b>	<b>Shed</b>	
<b>Heating Unit Type</b>	<b>BTU</b>	<b>Electrical Panel Size</b>

**Applicant Information**

First & Last Name	Associated Company Name	Phone Number
Street Address	City State Zip	Contact Email

**Property Owner Information**

First & Last Name	Associated Company Name	Phone Number
Street Address	City State Zip	Contact Email

**Foreman Information**

First & Last Name	Associated Company Name	Phone Number
Street Address	City State Zip	Contact Email

## Registered Contractor Information

First & Last Name	Associated Company Name			Phone Number
Street Address	City	State	Zip	Email
Registered Contractor License Number				

## Design Professional Information

First & Last Name	Associated Company Name			Phone Number
Street Address	City	State	Zip	Email

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### Notice To All Applicants:

- Additional applications are required for an electrical, mechanical, and plumbing work - these additional permits have their own fee schedules
- Permit applications are reviewed in the order in which they are received. In person submittals are NOT an exception to this rule. Any in person submittals will be routed in accordance with their application date.
- At any given time, our intake and review timelines may change, please talk with our staff if you have timeline questions.

In accordance with Idaho State Statute 54-5209, please identify which applies to you below. To see the statute [CLICK HERE](#)  
I certify that:

\_\_\_\_\_ is my Contractor Registration Number issued by the State of Idaho as required by Chapter 52, Title 54 of the Idaho State Code and that such Registration is current.

I am not providing a contractor registration number because I am exempt per Idaho State Code 54-5205.

By signing below, you acknowledge that the information provided on this application is true and correct to the best of your knowledge.

Applicant Signature

Date

# Residential Building Permit Checklist

## Notice to all applicants:

- This checklist is designed to provide the basic information needed to allow the various agencies within the City of Nampa to complete a plan review of the proposed project. The basic requirements outlined below may not be all inclusive.
- All plan sets must be Arch D formatted (24 "x36")
- All plans must be drawn to scale
- All items are required as applicable per permit type
- Current Codes
  - 2018 International Residential Code
  - 2018 International Energy Conservation Code
  - IDAPA Administrative Rules
  - 2017 National Electrical Code
  - 2017 Idaho State Plumbing Code
  - City Ordinances

**WARNING:** The US Environmental Protection Agency requires that Renovation, repairs and painting projects that disturb lead-based paint in pre-1978 homes, 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: 1-800-424-LEAD (5323)

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## Applicant

### SITE PLAN

- Buildings shall be correctly orientated and site specific
- Include location of all new and existing structures on the site
- Indicate location and dimensions for all setbacks and easements - including between structures
- Indicate North Arrow
- Indicate grading and drainage flow

### FOUNDATION PLAN

- Foundation footings - shall include dimensions, reinforcement type, reinforcement size and locations
- Detail insulation material types and locations for all foundation members
- Hold-down types and locations or other embedded hardware for framing attachments
- All floor joists noted with dimensions and connections indicated

### FLOOR PLAN

- Building dimensions
- Window and door schedule
- Label intended use for all rooms and include ceiling heights
- Indicate location and types of fire separations and methods to be used
- Braced wall lines (exterior and interior), foundation attachment and schedule of methods of bracing to be used
- Provide a square footage summary for the following
  - Livable area
  - Garage
  - Covered Patio/Porch
  - Basements (finished or unfinished)
  - Carports

### ROOF FRAMING PLAN

- Header schedule
- Detail insulation material types with notes as to R-value at the intersection of floor systems with exterior walls, crawlspaces, basement walls, mass walls, and at conditioned space separation barriers

### WALL SECTION AND CONNECTIONS

- A min. of two (2) fully dimensioned building cross-sections perpendicular to one another from foundation to roof with all materials specified. Include insulation baffles, roof framing, roof sheathing, roof covering and roof pitch
- Specify all materials used with specified grade and species
- Clearly indicate the building thermal envelope elements that enclose the conditioned space, including material and R-values.  
NOTE: Must be approved as a moisture and air barrier

## ELEVATIONS

- Front, rear and each side
- Specify materials used for roof covering, exterior finishes and specialty siding

## 997; MICFA

- R9G7<97? YbYf[mWa d]UbwZfa 'CF DFyG[h] Ya YhcXcZwa d]Ubw]bX]MhXcbidans

## Electrical Plan

- Complete layout showing locations of receptacles, including GFCI's and AFCI's, switches, smoke detectors, carbon monoxide alarms, fixed equipment, sub panels and service entrance.
- Indicate a minimum of (2) 20amp GFCL protected circuits are provided for small appliances in the kitchen/dining room
- Electrical service exceeding 400 amps shall include load calculations and a one-line diagram
- 50% of fixtures shall have high efficiency lamps

## MECHANICAL PLAN AND CALCULATIONS

- Show locations of equipment
- Provide calculations for equipment (Manual JDS)
- Provide specifications for bathroom exhaust fans (CMF rating)

## PLUMBING PLAN

- Specify types of water supply and size of main water service line
- Indicate fixture locations

## PLANNING AND ZONING APPROVAL

- Verify the proposed use is compatible with the current zoning of the property
- Ensure no other entitlements are necessary from the Planning and Zoning Department

## CIVIL ENGINEERING

- Floodplain Development Permit if structure falls within the 100-year flood zone. [Click here to see the map](#)
  - Refer to Nampa City Code Section 4-9 "Flood Damage Prevention"
  - [Click here to fill out the form](#) - must be submitted to the engineering department prior to applying for the building permit

## EROSION AND SEDIMENT CONTROL

- Apply for erosion permit through the CSS portal
  - Contact the erosion department with any questions at (208)468-5476

## \*\*ADDITIONAL DRAWINGS OR INFORMATION

- Structural Engineering for tall walls and portal framing exceeding 12'
- Truss design drawings sealed by an Idaho registrant
- I-joint systems (roof or floor) from the manufacturer
- ICC Evaluation reports for all alternative building materials being used
- Manufactures data sheets

## NOTICE AND DISCLAIMER:

The issuance of a permit or stamping of the plans and specifications "APPROVED", shall not be held to permit or approve the violation of any state law, city ordinance, or building code provision even though a violation may have been overlooked when plans were reviewed by City Staff.

It is the sole responsibility of the applicant to assure that the information on the site plan, such as but not limited to: the dimensions of the property, distances of all structures to property lines, and distances between structures, easements, and setbacks, are true and accurate. It is the applicant, contractor, or property owner's responsibility to assure that all improvements will be in compliance with the approved site plan.

The issuance of a building permit does not affect or change the rights or duties of parties to any public or private restriction or easement relating to the use of land, including, but not limited to private covenants (CC&Rs) or easements for: access, conservation, construction, development, ingress/egress, maintenance, repairs, parking, roads, utilities, or other purposes. Fences and other structures are erected and maintained upon easement areas at your own risk, for which the City of Nampa disclaims any liability. You may be required to move or remove a fence and other structure in the future if requested to do so by a party holding or benefited by an easement.

Variances will not be granted based upon errors, omissions, mistake, neglect, or inadvertence of the City Staff in the granting of a building permit not in full compliance with the Zoning Code or Building Code of the City of Nampa. The City reserves the right to require Certified Survey Maps or Plats if it is deemed necessary to verify compliance.

By signing below, you acknowledge the submittal of above plans is complete to the best of your knowledge

Applicant Signature

Date



May 19, 2022

## Policy Bulletin

TO: Developers, Design Professionals and General Contractors

RE: Consulting with Planning and Zoning prior to permit application submittal

At times, a land developer will invest resources into surveying, building design, and site design, only to discover during the building permit application process that the proposed land use is not permitted in that location. Others have designed projects that must be redesigned after a required design review process or after discovering adopted development agreement conditions.

To avoid these situations, ***please check with the Planning and Zoning department to ensure that your proposed project is compliant with Zoning entitlements, development agreement, and design review conditions before resources are spent on design.***

Please call Planning and Zoning at (208) 468-4430 or [pzall@cityofnampa.us](mailto:pzall@cityofnampa.us) regarding the above three topics.

Please call the Building Department at (208) 468-5478 for all other topics.